DATE: May 10, 2018

TO: 2017-18 NDE Provisionally Approved Service Providers

FROM: Alice Senseney, Office of Special Education

RE: 2018-19 NDE Service Provider Approval Process

CC: NDE Special Education Team; Special Education Directors

Online applications for the upcoming fiscal year, July 1, 2018 - June 30, 2019, will open today. The application link is: <http://csp.education.ne.gov/Special_Education_Main.aspx>. The deadline for submitting 2018-19 applications is September 28, 2018.

Please note there is a help guide prepared for those returning for their annual application update. The Service Agency web page can be accessed at <https://www.education.ne.gov/sped/service-agencies/>.

Agencies operating programs at multiple locations must submit applications accordingly. This will enable site specific staff credential verification and rate calculations. For those providing fiscal information for rate calculations, use your most recent completed fiscal year. Please contact me if you need assistance at [alice.senseney@nebraska.gov](mailto:alice.senseney@nebraska.gov) or 402-471-2775.

A new service code, *9050 – Ward/Non-ward Placement*, has been established for state/court ward students and non-ward placements per Neb. Rev. Stat. Stat. 79-215. For Service Code 9050, rates are based on full education costs (general and special education combined).

If your agency plans to provide contracted special education services to school districts, then rate calculations should only be based on allowable special education expenses.

It may be appropriate for some agencies to have two separate rates (and accompanying service codes), one for Ward/Non-ward Placements and another for contracted special education services to districts.