

Instructions for the 2013-2014 Financial Assistance for Students with Intellectual Disabilities Expenditure Report

It is important that you read the instructions for the “2013-2014 Financial Assistance for Students with Intellectual Disabilities Expenditure Report” thoroughly before completing and submitting it to the Department.

Additionally, it is also important that you read the “Supplemental Instructions for Reporting Students with Intellectual Disabilities Data on the Fiscal Operations Report for 2013-2014 and Application to Participate for 2015-2016 (FISAP)”

You must submit a completed “2013-2014 Financial Assistance for Students with Intellectual Disabilities Expenditure Report” to the Department by the October 1, 2014 deadline. You must transmit your expenditure report electronically. To access the expenditure report, log in to the eCampus-Based (eCB) system (<http://cbfisap.ed.gov>) and select “Setup.” From the Setup screen you will have access to the “CTP-Intellectual Disabilities” link. You are also required to print the expenditure report to provide an original signature that must be mailed or hand delivered. If you mail the printed expenditure report, it must be sent to the following address:

United States Department of Education
Federal Student Aid
Grants & Campus-Based Division
CTP Program
830 First Street, NE
Washington, DC 20202-54553

If the printed expenditure report is hand delivered by commercial carrier, use the same address except the zip code is 20002.

2013-2014 Financial Assistance for Students with Intellectual Disabilities Expenditure Report

At the top of the expenditure report the name, state and OPE ID for your institution are prefilled.

Federal Pell Grant (Pell Grant) Program

Line 1. Report the number of students enrolled in the Department-approved Comprehensive Transition and Postsecondary program and received Pell Grant funds for the 2013-2014 Award Year.

Line 2. Report the total amount of Pell Grant funds disbursed for the 2013-2014 Award Year to students who were enrolled in the Department-approved Comprehensive Transition and Postsecondary program.

Federal Supplemental Educational Opportunity Grant (FSEOG) Program

Line 3. Report the number of students enrolled in the Department-approved Comprehensive Transition and Postsecondary program and received FSEOG funds for the 2013-2014 Award Year.

Line 4. Report the total amount of FSEOG funds disbursed for the 2013-2014 Award Year to students enrolled in the Department-approved Comprehensive Transition and Postsecondary program. The amount reported must consist of the required 25 percent nonfederal plus 75 percent federal shares, unless your institution had an approved waiver of the institutional share requirement.

Line 5. Report the federal share of the total FSEOG funds disbursed for the 2013-2014 Award Year to students enrolled in the Department-approved Comprehensive Transition and Postsecondary program. Line 5 must equal 75 percent of Line 4, unless your institution had an approved waiver of the institutional share requirement.

Federal Work-Study (FWS) Program

Line 6. Report the number of students enrolled in the Department-approved Comprehensive Transition and Postsecondary program and earned FWS compensation for the 2013-2014 Award Year.

Line 7. Report the total FWS earned compensation paid for the 2013-2014 Award Year to students enrolled in the Department-approved Comprehensive Transition and Postsecondary program. The amount reported must consist of the appropriate required nonfederal plus federal shares, unless your institution had an approved waiver of the institutional share requirement.

Line 8. Report the federal share of the total FWS earned compensation paid for the 2013-2014 Award Year to students were enrolled in the Department-approved Comprehensive Transition and Postsecondary program. Line 8 must reflect the appropriate federal share rate(s) of Line 7.

Unduplicated Student Count

Line 9. Report the total unduplicated number of students enrolled in the Department-approved Comprehensive Transition and Postsecondary program and received funds under one or more of the Pell Grant, FSEOG, and FWS programs for the 2013-2014 Award Year.

Certification

Line 10. The completed report must be signed by the school's Chief Executive Officer, President, Chancellor, or Director. The certifying official must be aware that the information on this form is subject to audit and program review. Providing false or misleading information may result in criminal penalties.

Complete the form with the signature date, printed name, title, telephone number, and e-mail address of the certifying official.