MARYLAND STATE DEPARTMENT OF EDUCATION

**DIVISION OF SPECIAL EDUCATION/EARLY INTERVENTION SERVICES**

**Nonpublic Special Education Section**

**PUBLIC/PRIVATE PARTNERSHIP APPLICATION**

**Complete an application for each partnership**

**First draft due to the MSDE by June 1**

**GENERAL INFORMATION**

|  |  |
| --- | --- |
| **Local School System:** | **Contact Person:** |
| **Phone Number:** | **Email:** |
| **Nonpublic Provider:** | **Contact Person:** |
| **Phone Number:** | **Email:** |

**Partnership Information**

|  |
| --- |
| **Name of Partnership:** |

**Address of Partnership Site:**

|  |  |  |
| --- | --- | --- |
| **Street:** | **City:** | **Zip:** |

**Type of Program** (Identify the type of partnership by checking the appropriate descriptor below.)

|  |  |
| --- | --- |
|  | **Type I Nonpublic School** |
|  | **Type II Nonpublic School** |
|  | **Preventive Service Initiative** |

|  |  |
| --- | --- |
| **Program Begin Date (mm/dd/yyyy)** |  |
| **Program End Date (mm/dd/yyyy)** |  |
| **Total number of days services to be provided:** |  |

**Funding Summary** (transfer totals from the PPP financial worksheet)

|  |  |
| --- | --- |
| **Local School System Total Costs:** |  |
| **MSDE Grant Award Request:** |  |
| **Total Projected Cost of Partnership:** |  |

**Required Support Documentation** (please attach)**:**

|  |  |
| --- | --- |
|  | **Public/Private Partnership Financial Worksheet** |
|  | **Draft Partnership Agreement (copy of Memo of Intent, if developed)** |
|  | **On file at the MSDE, the Nonpublic School Special Education Budget Packet** |
|  | **Preventive Service Plan (only required for preventive service initiatives )** |
|  | **Preventive Service Initiative Budget** |
|  | **Signed Verification and Assurances** |

**PPP application page 2 of 2**

**Timeline** (Complete the projected timeline dates for your system.)

|  |  |
| --- | --- |
| **June 1** | **Initial Application submitted to the MSDE, DSE/EIS, Nonpublic Special Education Section** |
| **July 1** | **The MSDE, DSE/EIS, Nonpublic Special Education Section initial approval to LSS** |
|  | **LSS projected date for local school system board approval** |
|  | **Projected date for final signed contract and support documents to be submitted to**  **the MSDE, DSE/EIS, Nonpublic Special Education Section** |

**End of Year Reconciliation Information**

Each partnership will be reconciled at the end of each school year. The Maryland State Department of Education (MSDE) contribution is based upon the actual provision of services and actual utilization of Full Time Equivalent (FTE) seats. The projected MSDE contribution is not guaranteed in full, nor does the MSDE guarantee to fund in full the FTEs as stated in the contract agreement between the local school system and the nonpublic special education provider.

**Reports Due During the School Year**

For Partnerships identified as: Type I Nonpublic School, Type II Program, or Contractual School,

Annually, no later than **January 31st** (*July 1-Dec. 31*) and **July 15th** (*Jan. 1 – June 30*), a list of all students who have enrolled in the nonpublic special education program under the Public/Private Partnership program will be submitted to the MSDE, Division of Special Education/Early Intervention Services, Nonpublic Special Education Section on the Public/Private Partnership Student Enrollment List.

For Preventive Service Initiatives

Annually, no later than **January 31st** and **June 1**, a Preventive Service Outcome Review will be submitted to the MSDE, Division of Special Education/Early Intervention Services, Nonpublic Special Education Section.

**Technical Assistance**

**Technical assistance may be obtained by contacting:**

**MSDE, DSE/EIS, Nonpublic Special Education Section**

**200 West Baltimore Street**

**Baltimore, MD, 21201**

**Cynthia Amirault Shaundria L. Gibson**

**Section Chief Education Program Specialist**

[**Cynthia.Amirault@maryland.gov**](mailto:Cynthia.Amirault@maryland.gov)[**Shaundria.Gibson@maryland.gov**](mailto:Shaundria.Gibson@maryland.gov)

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