

**Nonpublic School Instructions for the Hurricane Education Recovery Act
Temporary Emergency Impact Aid for Displaced Students**

The Federal Government has passed legislation entitled the Hurricane Education Recovery Act. Within that act is the Temporary Emergency Impact Aid for Displaced Students section which authorizes payments to public and nonpublic schools based on the number of displaced students attending a school on one or more of four specific dates.

1. Nonpublic schools will be required to submit to the Louisiana Department of Education (LDE) a school application that includes the displaced student count, broken out by regular and special education, for displaced students attending on each of the four specific dates.
2. The four specific count dates are: October 3, 2005; December 1, 2005, February 1, 2006, and April 3, 2006.
3. The term “displaced student” means a student who enrolled in an elementary school or secondary school (other than the school that the student was enrolled in, or was eligible to be enrolled in, on August 22, 2005) because such student resides or resided on August 22, 2005, in an area for which a major disaster has been declared in accordance with section 401 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act (42 U.S.C. 5170), related to Hurricane Katrina or Hurricane Rita.
4. The nonpublic school must obtain a signed parent application form for the students included in their counts.
5. The nonpublic school application process steps should include the following:
 - 5.1. Notify parents that the signed application form is necessary and must be completed by a certain date established by you. We suggest that the form should be received by the school no later than January 24, 2006 so the school can aggregate and verify the information; the school application must be received by the LDE no later than January 26, 2006.
 - 5.2. Provide the parent access to the form if necessary.
 - 5.3. Collect the parent application form and verify the accuracy of the information.
 - 5.4. Aggregate the counts and provide those counts on the School Application Form.
 - 5.5. Submit the School Application to the LDE so that it is received no later than January 26, 2006. The School Application with counts can be faxed, delivered in person, or mailed to the following fax numbers or addresses. It is important to remember that the application must be received in the LDE by January 26, 2006.

Note: Applications received in the LDE after this date will not be eligible for funding in this cycle.

Louisiana Department of Education
P. O. Box 94064
Division of Education Finance
Grants Management – 5th Floor
Baton Rouge, Louisiana 70804-9064

FAX: (225) 219-4205
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Louisiana Department of Education
Claiborne Building
1201 N. 3rd Street, Suite #5-264
Division of Education Finance
Grants Management – 5th Floor
Baton Rouge, Louisiana 70802
**(This address is for hand deliveries,
UPS and FedEx only.)**

- 5.6. Copies of the Parent Application Forms that support the counts made on the School Application must be mailed or delivered to the LDE and to the local public school board and received no later than January 31, 2006. Originals must be retained at the school for five years for audit purposes.
- 5.7. The LDE will coordinate with the local public school board on the disbursement of funds to the nonpublic school student account within 28 days of receiving payment.
6. We strongly encourage nonpublic schools to submit full and final student count data for the first and second quarters within these specified deadlines.