



UNITED STATES DEPARTMENT OF EDUCATION
OFFICE OF SPECIAL EDUCATION AND REHABILITATIVE SERVICES

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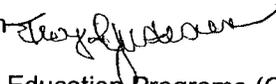
Contact Persons

Name: Ruth Ryder
Telephone: 202.245.7513
Name: Rex Shipp
Telephone: 202.245.7523

OSEP 05 -1 1

MEMORANDUM

TO: Lead Agency Directors, Part C Coordinators, State Interagency Coordinating Council Chairpersons, and State Data Managers

FROM: Troy R. Justesen 
Acting Director
Office of Special Education Programs (OSEP)

SUBJECT: Part C State Performance Plan (Part C – SPP) and Annual Performance Report (Part C – APR)

ACTION
REQUIRED: Submission of Part C State Performance Plan by December 2, 2005

The Individuals with Disabilities Education Improvement Act of 2004, signed on December 3, 2004, became PL 108-446. In accordance with 20 U.S.C. 1416(b)(1) and 20 U.S.C. 1442, not later than 1 year after the date of enactment of the Individuals with Disabilities Education Improvement Act of 2004, each Lead Agency must have in place a performance plan that evaluates the Lead Agency's efforts to implement the requirements and purposes of Part C and describe how the Lead Agency will improve such implementation. This plan is called the Part C State Performance Plan (Part C – SPP). In accordance with 20 U.S.C. 1416(b)(2)(C)(ii) the Lead Agency shall report annually to the public on the performance of each early intervention service (EIS)¹ program located in the State on the targets in the Lead Agency's performance plan. The Lead Agency also shall report annually to the Secretary on the performance of the State under the Lead Agency's performance plan. This report is called the Part C Annual Performance Report (Part C – APR).

Information Collection 1820-0578, *Part C State Performance Plan (Part C – SPP) and Annual Performance Report (Part C – APR)*, contains both SPP and APR instructions. The instruction sheet is divided into three sections: 1) General Instructions (SPP/APR (1) and SPP/APR (2)); 2) State Performance Plan (SPP Template – Part C (3)); and 3) Annual Performance Report (APR Template – Part C (4)). Lead Agencies (LA) are encouraged to make note of the following due dates and implement a development schedule accordingly: 1) Part C – SPP submission date – December 2, 2005; and 2) Part C – APR submission date – February 1, 2007 through 2012.

¹ Early intervention service program means an entity or an individual that provides early intervention services or other services under Part C in the State (whether or not the entity or individual receives Federal Part C funds). Entities can include public, private or non-profit contractors or governmental entities that provide or fund early intervention services through interagency or interagency agreements with the Lead Agency or through other methods.

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State Interagency Coordinating Council Chairpersons, and
State Data Managers

When completing the Part C – SPP, due December 2, 2005, Lead Agencies will need to use the following parts of Information Collection 1820-0578:

Part C – SPP Materials –

- Part C – SPP Instructions
- Part C Indicator/Measurement Table with Instructions
- Attachment 1: Dispute Resolution – Complaints, Mediations, Resolution Sessions, and Due Process Hearings Baseline/Trend Data [Monitoring Priority: Effective General Supervision Part C – General Supervision (Indicators 10, 11, 12, and 13)]
- Part C – SPP Template

As noted in the conference report to HR 1350, it is Congress' expectation that SPPs, indicators, and targets will be developed with broad stakeholder input and public dissemination. Therefore, the State must provide information in the Overview to State Performance Plan Development to clarify how the State: 1) Obtained 'broad input' from stakeholders; and 2) Will disseminate the SPP to the public. The *Part C Indicator Measurement Table* lists the Monitoring Priorities and Indicators, data sources and measurement and instructions for providing the required information for each indicator.

To submit a Part C – SPP submit a copy due December 2, 2005 to the following address:

U.S. Department of Education
ATTN: Gwendolyn A. Gage / Mail Stop 2600
7100 Old Landover Road
Landover, MD, 20785-1506

If available, a corresponding electronic text file of the Part C – SPP should be submitted to OSERS.capr@ed.gov

The submission requirements, tables, and templates that should be used to complete the Part C – SPP can be accessed electronically at <http://www.ed.gov/policy/speced/guid/idea/monitor/index.html>.

Supporting information for the Part C – SPP and Part C – APR is maintained at www.federalresourcecenter.org/frc/sppc.htm.

If you have any further questions about the Part C – SPP and/or Part C – APR and/or the submission requirements mentioned above, please contact your Part C State contact.

Enclosures

cc: Federal Resource Center
Regional Resource Centers
National Early Childhood Technical Assistance Center (NECTAC)