



THE STATE EDUCATION DEPARTMENT / THE UNIVERSITY OF THE STATE OF NEW YORK / ALBANY, NY 12234

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## **Announcement of Aid Application**

**To:** Nonpublic School Administrators  
**From:** Michael DiVirgilio , Director of Financial Administration  
Charles Szuberla, Coordinator of School Operations and Management Services  
**Date:** February 21, 2007  
**Application:** **Nonpublic School Aid – Mandated Services**

The Application (MSA-1) and related information are available on the Internet at <http://www.emsc.nysed.gov/nonpub/MSAhome.html>

If you do not have access to the Internet, contact the Office of Grants Management at 518: 474-3936.

**Purpose:** Costs of State mandated services are reimbursable by applying for Nonpublic School Aid. The application covering the services provided during the 2005-2006 school year is now available.

**Eligible Applicants:** Nonpublic Schools (non-profit or not-for-profit schools only)

**Due Date:** **The MSA-1 is due by May 4, 2007**

**Changes for the 2005-06 school year:** The MSA-1 Form has been redesigned to include the calculation of the hourly rate and calculation of the expenditure for Pupil Attendance Reporting (PAR). Section IV has been revised to include the calculations for the combined hours for teachers.

The SA-186 and Schedule A/Worksheet are now one document. The redesigned Schedule A/Worksheet includes the calculation of hourly rates and calculation of expenditures for each mandate except PAR.

Send only the new MSA-1. You must keep the Schedule A/Worksheet on file for monitoring and/or audit purposes.

**NOTE:** A MSA EZ Payment Form for the 2005-06 school year has been developed to expedite the mandated services aid payment. Schools that complete the MSA EZ Payment form will receive a partial payment amounting to 50 percent of the total claim expenditure for the 2004-05 school year. The form is posted at <http://www.emsc.nysed.gov/nonpub/MSAhome.html>. If you submit the MSA EZ Payment Form, the full application, MSA-1, must be received by October 31, 2007 or the Department will be required to recover the expedited payment.

**Additional Assistance:** If you have any questions or need additional information regarding nonpublic school aid or other services available to nonpublic schools, contact the Office of Nonpublic Schools Services at (518) 474-3879.