MISSOURI DEPARTMENT OF ELEMENTARY AND SECONDARY EDUCATION
DIVISION OF FINANCIAL AND ADMINISTRATIVE SERVICES - SPECIAL EDUCATION FINANCE

READERS FOR THE BLIND (RFB) APPLICATION

DISTRICT INFORMATION

District Name:		County-District Code:	
Contact Name:		Phone Number:	
Email Address:		Current School Year:	

STUDENT ELIGIBILITY

The Readers for the Blind (RFB) Program provides assistance to public school districts, including those in special school districts or those students attending Missouri colleges, universities, technical or professional schools, who are not clients of the Office of Adult Learning and Rehabilitation Services or Department of Social Services' Rehabilitation Services for the Blind (RSB).

SUBMISSION INSTRUCTIONS

Applications and supporting documentation for services provided to qualified students during the current school year must be submitted electronically by November 30 in the same school year to spedfunding@dese.mo.gov. Complete all applicable blue highlighted fields.

Supporting documentation: Electronic copies of current eye reports are required as supporting documentation for all new student applicants, as well as for students with eye reports older than three years on file with RSB. Paper copies of eye reports will not be accepted. Failure to submit supporting documentation for students listed in the "New or Updated Students" section of this application may result in a delay in processing your claim, or in a finding of ineligible for those students.

The superintendent or a designee must comply with the assurance statement at the bottom of this page. For questions, contact Special Education Finance at 573-751-0622 or spedfunding@dese.mo.gov.

DIRECTIONS FOR COMPLETING ESTABLISHED STUDENTS WORKSHEET

Students listed on the "Established Students" list should be those who have been submitted within the past three years to the Department of Elementary and Secondary Education (Department) for reimbursement through the RFB Program. No additional supporting documentation is required.

DIRECTIONS FOR COMPLETING NEW OR UPDATED STUDENTS WORKSHEET

Students listed on the "New or Updated Students" list should be those who have not been previously submitted to the Department for reimbursement through the RFB Program, or those who have not had an eye report submitted within the past three years. A recent eye report (less than three years old) must be submitted electronically for each student listed on this tab along with the application. Paper copies of eye reports will not be accepted. Failure to include an electronic recent eye report for these students may delay processing of the district's claim or result in a finding of ineligible by RSB.

ASSURANCE STATEMENT

The Superintendent or designee assures that to the best of his/her knowledge, all students submitted for the RFB program meet the eligibility criteria for the program as stated in Sections 178.160-178.180, RSMo.

Assurance Statement: *I Agree with the Assurance Statement*

Type Superintendent's or designee's name: **Date:**

The Department of Elementary and Secondary Education does not discriminate on the basis of race, color, religion, gender, gender identity, sexual orientation, national origin, age, veteran status, mental or physical disability, or any other basis prohibited by statute in its programs and activities. Inquiries related to department programs and to the location of services, activities, and facilities that are accessible by persons with disabilities may be directed to the Jefferson State Office Building, Director of Civil Rights Compliance and MOA Coordinator (Title VI/Title VII/Title IX/504/ADA/ADAAA/Age Act/GINA/USDA Title VI), 5th Floor, 205 Jefferson Street, P.O. Box 480, Jefferson City, MO 65102-0480; telephone number 573-526-4757 or TTY 800-735-2966; email civilrights@dese.mo.gov.

Established Student Information

MOSIS Number

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MOSIS Number

New or Updated Student Information

MOSIS Number