



COMMONWEALTH of VIRGINIA

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Executive Director

OFFICE OF CHILDREN'S SERVICES

Administering the Children's Services Act

ADMINISTRATIVE MEMO #25-11

To: CPMT Chairs
CSA Report Preparers
CSA Coordinators
CSA Fiscal Agents

From: Kristy Wharton, Chief Financial Officer

Date: August 4, 2025

Subject: FY2025 CSA Program Expenditure Year End
FY2026 Non-Mandated (protected) Funds
FY2026 Wraparound Services for Students with Disabilities Funds (SPEDWrap)

FY2025 Year-End Reimbursement Processing:

During the months of July, August, and September, LEDRS can accept expenditures incurred in multiple fiscal years. During the month of July and August, a locality can only submit one LEDRS file each month. In the month of September, a locality can submit up to three (3) LEDRS files.

In the months of July, August, and September, LEDRS separates the submitted data into FY2025 and FY2026 based on the purchase order's fiscal year, this will determine the program service year and the month of service. The expenditure reimbursement data from the locality comes in a single submission. Therefore, a locality should review both FY2025 and FY2026 data reimbursement requests before the Fiscal Agent approves the July, August, and September LEDRS submissions.

All FY2025 reimbursement requests, for CSA services incurred during July 1, 2024, through June 30, 2025, must be approved by the local CSA fiscal agent in LEDRS by midnight September 30, 2025. Late submissions will not be accepted for reimbursement as addressed in SEC Policy 4.5.2.

Waivers to the September 30 reporting requirement must be submitted in writing and will be considered only if local governments demonstrate mitigating circumstances beyond their control.

CSA 2026 Non-Mandated (Protected) Funds:

Attached to this memorandum is a table showing the FY2026 Non-Mandated (Protected) Allocations. The amounts are unchanged from prior years. This allocation is available to localities to provide non-mandated services.

FY2026 Wraparound Services for Students with Disabilities Funds:

The FY2026 state appropriation allocation for “Wraparound Services for Students with Disabilities (SPEDWrap)” is \$2.2 million. This specific appropriation represents a continuation of the CSA “earmark” funding for this service category.

This limited appropriation places several restrictions on expenditures for this category. The state share of reimbursement of this category of expenditures may not exceed \$2.2 million statewide, nor can the appropriation be used for or transferred to other service categories. As with all state appropriations, any unexpended allocation cannot be carried forward to the next fiscal year. The Office of Children’s Services (OCS) must allocate and manage these funds to ensure compliance with these restrictions.

The use of the funds for “Wraparound Services for Students with Disabilities” allows localities to provide services to youth when their identified educational disabilities affect adjustment outside the school environment. These services may provide critical support for youth facing significant home or community challenges. Communities are encouraged to consider their local policies regarding the provision of SPED Wraparound services and to identify strategies to maximize the utilization of community-based support for all youth.

The allocation and management of the funds are based on the following principles.

1. All localities should have access to and an opportunity to utilize the funds,
2. 100% of the earmarked funds will be available for allocation.
3. Allocation is based on a locality’s reimbursement activity in FY 2025.

If your locality was not provided an allocation and would like to utilize this funding, please submit a SPEDWrap request through LEDRS.

Attachments:

FY2026 Special Education Wraparound Allocations
FY2026 CSA Protected Allocations