

Missouri Instructional Resource Center for the Visually Impaired (MIRC)



**MIRC Guide for
Federal Quota**



Welcome to the MIRC!

The Federal Quota Program helps give blind and low vision students accessible classroom materials at no cost to students or schools. The American Printing House for the Blind (APH) is appointed by the federal government to facilitate the yearly registration of students, distribute funds, and produce the classroom materials to be purchased with quota funds. There are Ex Officio Trustees (EOTs) for APH in every state who are the liaison between service providers and APH. The Missouri Instructional Resource Center (MIRC) conducts the yearly registration for Missouri as well as orders and loans products for all public, private, and home schools in the state.



Welcome to the MIRC!

You can visit the MIRC website to view all of our instructions for registration and ordering forms.



**MIRC
Website**

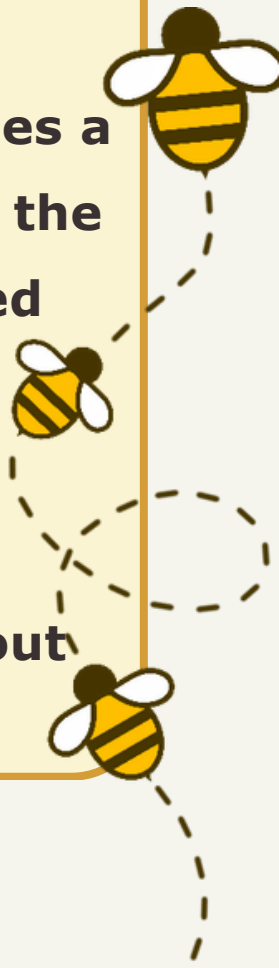
msb.dese.mo.gov/outreach-services/mirc/

What is Federal Quota?

The Federal Act to Promote the Education of the Blind was enacted by Congress in 1879. This Act set up a system to provide free textbooks and other hands-on instructional materials for students who were blind across the U.S. The Act named APH as the sole, national central source of these educational materials.

Today the Act continues to be a means for providing adapted instructional materials to eligible students and adults in the United States and its territories. An annual registration of eligible individuals determines a per capita amount of money designated for the purchase of instructional materials produced by APH.

These funds are credited to Federal Quota accounts, which are maintained and administered by APH and its EOTs throughout the country.



Who is Eligible?

There is no chronological age limit for eligibility. To be eligible for registration in the Federal Quota Program, students and adults must meet the following requirements:

- **Meet the Definition of Blindness (MDB)** - a central visual acuity of 20/200 or less in the better eye with correcting glasses or a peripheral field equal to or less than 20 degrees,
- **Function at the Definition of Blindness (FDB)** - visual performance reduced by brain injury or dysfunction when visual function meets the definition of blindness as determined by an eye care specialist or neurologist. Students with Cortical Visual Impairment (CVI) would fall in this category.

Who is Eligible?

- **Individuals with Disabilities Education Act (IDEA)** - an impairment in vision, that, even with correction, adversely affects a child's educational performance (34CFR 300.8(c)(13)).* This means any student who is not considered legally blind can qualify if their vision impacts their education and they have accommodations for their vision written into their education plan.
- **Be enrolled in a formally organized educational program of less than college level. School-aged students must be enrolled with the registering school or agency on the first Monday in January. Adult students must have been enrolled for a minimum of 120 hours in a documented instructional program (vocational or rehabilitation) in the preceding calendar year.**

How Does the Federal Quota Program Work?

A Congressional appropriation, designated to provide educational materials for students and adults who meet the definition of blindness, is made each year in the federal budget.

This allotment is divided by the total number of registered eligible students and clients enrolled in educational or instructional programs at less than college level.

This division of the appropriation results in a per capita dollar amount that is then multiplied by the number of registered students in each Federal Quota account. This amount is credited to each respective account, thus establishing each account's "quota" for the federal fiscal year (beginning October 1).

The EOT responsible for administering the account then uses the funds to purchase instructional materials for use by individuals registered in their account(s).



How do I Register Students for Quota Funds?

The first Monday of every January, the federal quota registration begins. This is the time when we can add new students to the registry and update student information from the previous year. The MIRC sends out the registration packets every December so districts can add and update their student information. Districts with students registered the previous year receive a preliminary list of those students as well as a blank form to add new students if needed. The forms are due back the first business day in February.



How do I Register Students for Quota Funds?

Students can be added during the official registration period at the beginning of every year, or you can report students outside of that time so we can put them on the preliminary list for the following registration. This way you can ensure your students are included when registration time rolls around. To add a student to the preliminary list, we will need their district, name, date of birth, confirmation of the Release of Information on file, and the student's visual acuity as reported by a vision professional. Instructions and forms for Federal Quota Registration can be found on the MIRC website. Feel free to reach out to us with any questions!



How to Request Materials

1. **Use either the Textbook Request Form or the APH Product Request Form.**
2. **Click on the form, save it on your computer, complete the form, and email it as an attachment to:**
Gabrielle.Borders@msb.dese.mo.gov
 - a. **If you need help deciding what products to order for your student, contact Gabrielle Borders by email or phone for a consultation.**
3. **We will lend items from our collection or purchase texts and educational products from APH for blind and visually impaired students.**
4. **We will identify sources for items we cannot provide.**
5. **We will send you a summary of our actions and recommended sources.**



QR Codes to Material Request Forms



MIRC Request
Form for APH
Products



MIRC Request
Form for
Textbooks

Scan Us!





CONNECTCENTER

Your Connection to Blindness and Low Vision Resources! Explore hundreds of expert-curated articles, tools, and guides.



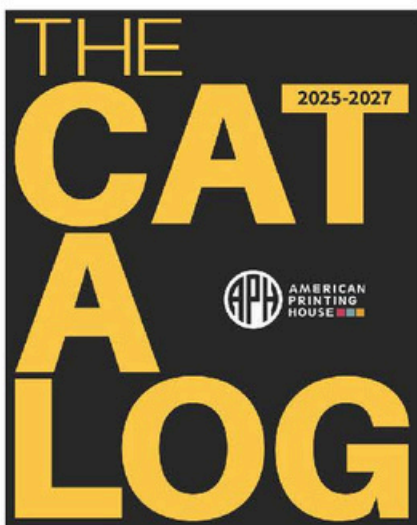
aphconnectcenter.org



(APH) Hive offers a variety of free online courses for professionals to increase their ability to respond to the needs of students with visual impairments. Receive free ACVREP credit from completing Hive courses!



aphhive.org



APH
Products
Catalog



Go to aph.org and click the “Shop” tab

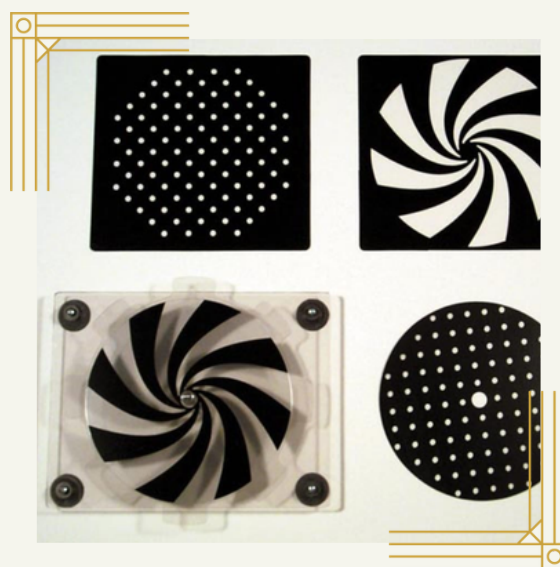


Our Most Popular Products!



LED Mini-Lite Box
Catalog #1-08654-01

**Plexiglas Spinner and
Spinner Patterns (for
Light Box)**
Catalog #1-08664-00



**APH Light-Touch Perkins
Braille**
Catalog #1-00815-00



Our Most Popular Products!

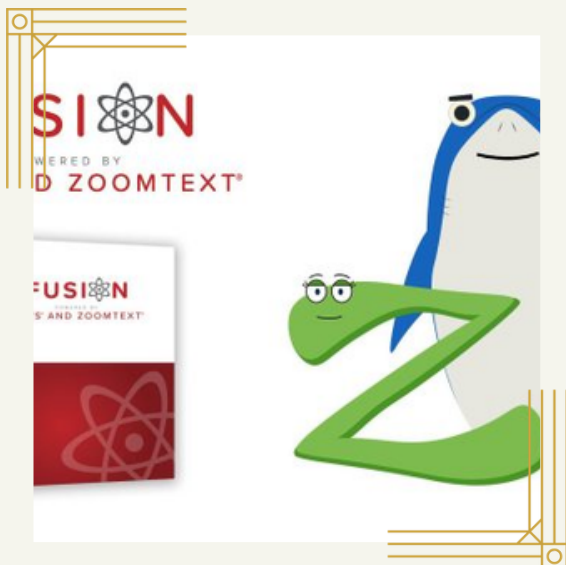


ReadWrite Stand
Catalog #1-03206-00

Jupiter Portable Magnifier
Catalog #1-00370-01



Fusion Suite
Catalog #D-11111-ED



Our Most Popular Products!



Power Select
Catalog #1-08612-00

Chameleon 20
Catalog #1-08471-00



Laptime and Lullabies:
Storybooks
Catalog #6-77701-00

Questions?

no worries!

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We'll bee here
for you!

