

Title I, Part A Supplement, Not Supplant Methodology

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Documentation Requested



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To ensure overall compliance with program requirements, LEAs should refer to the Program Guide and/or other program-related resources that reference the multiple forms of documentation required to be maintained locally.

The documentation requested for submission during the validation process may not include all forms of documentation that are required to be maintained locally.

Today's Agenda

- Title I, Part A – Supplement, Not Supplant Methodology
 - Program Requirements
 - Acceptable Documentation
 - Past Validation Issues
 - Examples
 - Resources Available



Title I, Part A—Supplement, Not Supplant (SNS)

SNS Methodology or Statement of Exemption

The LEA has either a formal Supplement, Not Supplant Methodology for distributing **State and local funds** in order to ensure that each Title I campus receives all the State and local funds that it would receive in the absence of Title I funds; or, it has a formal Statement of Exemption. [Section 1118(b)]

[Note: LEA selection will be based on response to question in Part D of SC5000.]

Title I, Part A—SNS

Documentation

Required for Item 1.1

Evidence of Methodology

Acceptable Documentation

- Copy of SNS Methodology for 2025-2026 school year.*

*Sample templates are available in the [SNS Handbook](#)

Title I, Part A—SNS

Documentation

Required for Item 1.1

Evidence of Methodology

Acceptable Documentation

- Copy of SNS Methodology*
 - Is the methodology Title I-neutral?
 - Does it describe how State/local funds are allocated to campuses?

*Sample templates are available in the [SNS Handbook](#)

Title I, Part A—Supplement, Not Supplant

Documentation Required – Item 1.1

Valid methodology



Issues that may result in an “Improvement Needed” status

- Auditable documentation requested was not submitted.
- Methodology is not Title I-neutral.
- Methodology is unclear.
- Exemption is not valid.
- Documentation not from school year requested.

Title I, Part A—SNS

Documentation

Required for Item 1.2

Evidence connecting
Methodology to campus
budgets

Acceptable Documentation

- Summary page(s) from general ledger for the applicable school year showing the total budget amount allocated to each campus.

Title I, Part A—Supplement, Not Supplant

Documentation Required – Item 1.2

Summary pages from general ledger showing state/local funds budgeted to campuses.



Issues that may result in an “Improvement Needed” status

- Auditable documentation requested was not submitted.
- Campus names/numbers and their corresponding state/local budget totals are not evident.
- Budgeted amounts not related to methodology submitted.
- Documentation not from school year requested.

Title I, Part A Supplement, Not Supplant Methodology

Challenges Identified	Recommendation for Establishing Compliance
LEA was actually eligible for Statement of Exemption.	Although it is not wrong for an LEA that is exempt to have a written methodology for allocating its state and local funds to its campuses, it may be extra work. If the LEA chooses to have a Statement of Exemption, the LEA should ensure that it has selected “Statement of Exemption” in Part D of the SC5000 – Campus Selection schedule of the Consolidated Federal Grant Application.
The documentation submitted did not indicate a school year.	LEAs should review their Statement of Exemption or SNS Methodology each year and revise, as necessary. Campus status may change from year to year. Methodologies may change. Dates should always reflect current school year.
Pages from general ledger show only line-item expenditures, not total budgeted amounts per campus.	Compliance is determined based on budgets, not on expenditures.

Title I, Part A—SNS

Documentation

Required for Item 1.1

Evidence of Methodology

Acceptable Documentation

- Copy of SNS Methodology for 2025-2026 school year.*

*Sample templates are available in the [SNS Handbook](#)

Documenting Connection to General Ledger

- **Relevant pages of Campus Budget Activity Report***

For validation, only submit 1 page per campus that is included in the SNS methodology. Must indicate the following for each campus:

- Campus Name/Number
- Original or Revised Budget amount

Fund Codes 199 (Districts) or 420 (Charter Schools)

*Name of report may vary, depending on LEA's system.

Sample Campus Report Page

3frbud12.p 69-4
05.19.06.00.00

09/25/19

Page: 7
3:47 PM

CAMPUS BUDGET ACTIVITY REPORT (Date: 9/2019)

										2019-20	2019-20	September 2019	Encumbered	2019-20	2019-20	2019-20	2019-20
										Original Budge	FYTD Revised B	Monthly Activi	Amount	Batch Activity	FYTD Activity	Available Fund	FYTD %
End T Fc Obj	SO	Org	F	Pr	Own	Act	Obj										
005										CAMPUS NAME							

Resources and Support

2026-2027 Program Monitoring Validations Process Online Resources



- **Overall Process Resources**

- 2026-2027 PMV Process Handbook
- Instructions for Submitting Documentation, Training Video, and Training Slides
- Navigating the Smartsheet WorkApp System Video

- **Program-Specific Resources**

- Guidance Documents for each Program/Requirement
- Training Videos and Training Slides for each Program/Requirement

[ESSA Program Monitoring Validations Webpage](#)

Federal Program Compliance Division

Program Monitoring Validations – Title I, Part A

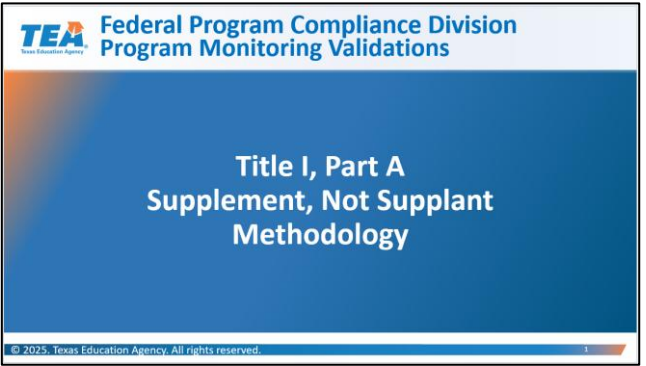
[ESSA Program Monitoring Validations Webpage](#)

Guidance Document

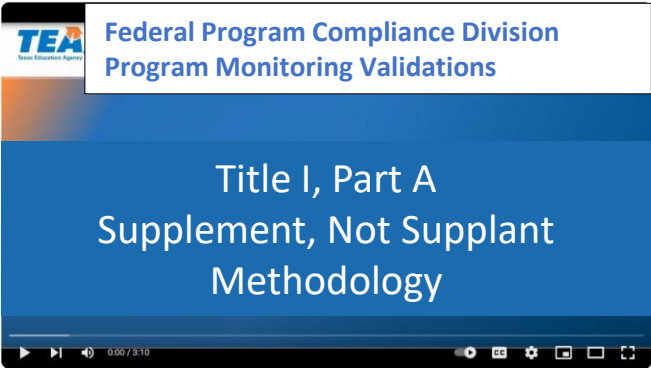


Federal Program Compliance Division		
2026-2027 Program Monitoring Validation Guidance Document		
Program: Title I, Part A		
Requirement: SNS Methodology		
Documentation Requested		
Documenting overall compliance for a program requirement may require several forms of documentation to be maintained locally and available upon request by TEA and/or an auditor. To ensure overall compliance with program requirements, LEAs should refer to the Program Guide and/or other program-related resources that reference the multiple forms of documentation required to be maintained locally. The documentation requested for submission during the validation process may not include all forms of documentation required to be maintained locally. Please include the following selected documentation referenced in the table below to demonstrate compliance with the program requirements described. TEA will utilize the following table during the review of documentation to determine if the LEA submitted sufficient documentation to support LEA compliance. The documentation submitted for TEA review should show evidence of compliance in the 2025-2026 grant year for the program requirement selected. The following documentation is requested to be submitted by 5:00 pm CST on or before December 8, 2026, via the Federal Program Compliance Division Program Monitoring Validations SmartSheet WorkApp system.		
Selected Documentation Required to be Submitted for Review	Year of Documentation Requested	Description of Acceptable Documentation
1.1 Supplement, Not Supplant methodology for distributing state and local funds to campuses	2025-2026	Copy of the LEA's formal Supplement, Not Supplant Methodology for distributing state and local funds in order to ensure that each Title I campus receives all of the state and local funds that it would receive in the absence of Title I funds. - Is it Title I-neutral? - Does it describe how state/local funds are allocated to campuses? - Include a spreadsheet showing amounts calculated for each campus using the methodology described.
1.2 Evidence the LEA has allocated state and local funds to its campuses in accordance with its written methodology.	2025-2026	Copy of summary page(s) from general ledger showing the total state/local budget amount allocated to each campus.
Federal Program Compliance Division V1.0 06/12/2026 1		
[Section 2102(B)(2)(C)]		
Federal Program Compliance Division V1.0 10/14/2024 2		
Federal Program Compliance Division V1.0 10/14/2024 3		

Training Slides



Training Video



Federal Program Compliance Division

Program Monitoring Validations – Title I, Part A



- Education Service Center (ESC) Support
 - Complimentary technical assistance and training are available from each regional ESC
 - ESC Contacts for each regional center are located towards the bottom of the [TEA Title I, Part A webpage](#)

Title I, Part A Contacts



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