

## 2025-2026 Program Monitoring Validation Guidance Document

### Program: Title II, Part A

### Requirement: LEA Use of Funds for Evidence-Based Activities

### 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, school systems 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 requirement described. TEA will utilize the following table during the review of documentation to determine if the school system submitted sufficient documentation to support School system compliance.

**The documentation submitted for TEA review should show evidence of compliance in the 2024-2025 grant year for the program requirement selected.**

The following documentation is requested to be submitted **by 5:00 pm CST on or before December 19, 2025**, 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
<b>1.1 Relevant activity, strategy or intervention documentation for one Evidence-Based Activity paid out of Title II, Part A Funds as per submitted 2024-2025 ESSA Consolidated Application – PS3104 (Part 1.C.3) and reported relevant expenditures in Title II, Part A compliance report (PR3000 – Part 3, Line 3)</b>	2024-2025	<p>The title page and relevant pages from the District Improvement Plan showing the documented use of Title II, Part A funds for an evidence-based activity (e.g., class-size reduction strategy).</p> <p>Please note that while we are requesting documentation for school system use of funds for evidence-based activities, the Texas Education Agency (TEA) will also review whether the submitted documentation represents an allowable use of funds, including, but not limited to, compliance with the applicable Supplement, Not Supplant (SNS) requirements.</p>
<b>1.2 Documentation of evidence for item 1.1</b>	2024-2025	Documentation of evidence demonstrating a statistically significant effect on improving student outcomes or other relevant outcomes based on

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		<p>strong evidence, moderate evidence, or promising evidence OR Documentation that demonstrates a rationale based on high-quality research findings or positive evaluation that such activity, strategy, or intervention is likely to improve student outcomes or other relevant outcomes and includes ongoing efforts to examine the effects of such activity, strategy, or intervention.</p> <p>Documentation should align with the evidence-based activity submitted for item 1.1.</p>

## Instructions for Assembling Documentation

Assemble the requested material into **one PDF file**.

- Ensure that the PDF file contains the required documentation as described above.
- Do not submit extraneous documentation.
- When compiling the PDF file for submission, please ensure that—
  - the pages are not compressed or reduced in size;
  - any landscape pages are oriented with their right-hand edge at the top;
  - the documentation pages included are **numbered consecutively in the lower right corner**. These page numbers, which may be handwritten if that is most convenient, should be referenced in the online WorkApp Details Form.

School systems may reference the 2025-2026 Program Monitoring Validation Process Handbook for general information about the overall process (i.e., documentation submission instructions, documentation review process, and additional resources).

## Resources

Each regional Education Service Center (ESC) is required to offer and provide technical assistance related to the program monitoring validation process. Please consult with ESC staff if there are questions or if additional information is needed. Regional ESC Federal Program staff information can be located at: [Title II, Part A — Supporting Effective Instruction | Texas Education Agency](#).

Some of the program resources related to this requirement are:

- [Title II, Part A Program Guide](#)
- [Title II, Part A Frequently Asked Questions Document](#)

The following resources are also available on the [TEA ESSA Program Monitoring Validations webpage](#):

- Program-Specific Training Video and Slides;
- Instructions for Submitting Documentation Training Video and Slides;
- Overview of the 2025-2026 Program Monitoring Validation Process Training Video, Slides, and Handbook

## Statutory Requirement References

The requirement is referenced in the following documents.

<b>Every Student Succeeds Act (ESSA) Citation &amp; Statute Language</b>	Sections 2103(b)(3)(D); and 2103(b)(3)(P) LOCAL USES OF FUNDS (b) TYPES OF ACTIVITIES.—The programs and activities described in this subsection— (3) may include, among other programs and activities— (D) reducing class size to a level that is evidence-based, to the extent the State (in consultation with local educational agencies in the State) determines that such evidence is reasonably available, to improve student achievement through the recruiting and hiring of additional effective teachers; (P) carrying out other activities that are evidence based, to the extent the State (in consultation with local educational agencies in the State) determines that such evidence is reasonably available, and identified by the local educational agency that meet the purpose of this title.
<b>TEA ESSA Program-Specific Provisions &amp; Assurances</b>	LEA assurance 5, item (d) & (p): (d). Reducing class size to a level that is evidence-based and used to improve student achievement through the recruiting and hiring of additional effective teachers. (p). Carrying out other activities that are evidence-based and identified by the local educational agency that meet the purpose of Title II, Part A.
<b>TEA Compliance Report Program Compliance Self-Check Item</b>	Part 3. Program Expenditures and Activities Participation, item 3.

## Contact Information

For assistance with questions and/or additional information, please contact the Federal Program Compliance Division at [ESSAsupport@TEA.Texas.gov](mailto:ESSAsupport@TEA.Texas.gov). A directory of TEA program-specific staff contacts is also available: [Federal Program Compliance Division Program Staff Contacts](#).