

2025-2026 ESSA Consolidated Application Statewide Virtual Training

Questions & Answers

Training Date: 05/29/2025

For additional information, please contact us at ESSASupport@tea.texas.gov.

Q1: Is the session being recorded?

A1: The video will be posted on the following webpage: <https://tea.texas.gov/finance-and-grants/grants/grants-administration/grant-resources>.

Q2: What is the vendor ID number required when trying to gain access to eGrants after applying for TEAL?

A2: A vendor ID is a unique number assigned to a supplier or a vendor by the state of Texas. The financial staff at your agency should have your vendor ID if you have done business with the state of Texas.

Q3: What does "PR" stand for in reference to the PR 6000 schedule?

A3: It stands for Program Report.

Q4: Can the ADC be completed before the public has been made aware of the intent to apply for the ESSA grant?

A4: Title VIII General Provisions Part C Sec 8306 requirement states "before the application was submitted, the applicant afforded a reasonable opportunity for public comment on the application and considered such comment." In addition, on ESSA Provision and Assurances letter (I) assures to the Public Comment requirements.

Q5: Is it acceptable for a district to collect public comments year-round through its website—such as via a survey or designated email—instead of holding a public hearing during a board meeting? Also, are public hearings specifically required to be presented at board meetings?

A5: LEAs are required to obtain public comment before submitting the application and should follow their local policies and procedures for doing so. While board meetings are one example, the requirement for Public Comment is "before application is submitted, the LEA should afford a reasonable opportunity for public comment on the application and consider such comment."

- Q6: Can you clarify what 'consolidated' means in the context of a schoolwide program? Does it simply refer to listing the funding sources used to support the program, or does it mean we are actually combining the funds in a more integrated or physical way? Also, we have received conflicting guidance—at one point we were told to mark only Title I, Part A, and at another time we were instructed to include all federal, state, and local funds present on the campus. Has this guidance changed again?**
- A6: For funds that are consolidated to upgrade the entire educational program at the campus, the LEA has three options: using Title I, Part A funds only; using a combination of Title I, Part A and other Federal funds; or using a combination of Title I, Part A, other Federal Funds, and state/local funds. The campus would indicate in its Schoolwide Program Plan which funds are being included in the consolidation. To account for the funds included in the consolidation, the LEA has several options: 1) a conceptual consolidation, in which the funds lose their program identity but continue to be budgeted by class/object code (6100, 6200, 6300, 6400, etc.) within their respective programs; 2) an actual consolidation, in which the funds lose their program identity, and the LEA uses class/object code 8911 to transfer the funds to a local code for schoolwide programs, along with local option codes for distinguishing between federal programs (the LEA would allocate expenditures to each locally defined federal fund source separately.); or 3) an actual consolidation, in which the funds lose their program identity, and the LEA uses class/object code 8911 to transfer the funds to a local code for schoolwide programs. The LEA would allocate expenditures to each federally funded special revenue fund code according to the percentages that each federal program contributed to the total combined amount. Please note that consolidating funds on a Schoolwide campus budget has nothing to do with consolidating administrative funds at the LEA level. There was specific guidance associated with the use of ESSER funding, but that is no longer a consideration as ESSER funds are no longer available. The LEA should review the options described in the SC5000 Handbook and determine which best meets the situation at each of its Schoolwide campuses [See SC5000 Handbook: <https://tea4avcastro.tea.state.tx.us/eGrants/Instructions/SC5000Guidance-2025.pdf> , pages 20-21.]
- Q7: If I have submitted my PR6000 with a yes, how long does it take before I should see the PR6100 that I need to fill out for the campus?**
- A7: If an LEA certifies on the PR6000 - Gun-Free Schools District report that students brought a firearm to school, the PR6100 - Gun-Free Schools Campus report is required for the campus where the incident occurred. A link to PR6100 - Gun Free Schools Campus Report will appear after the PR6000 - Gun-Free Schools District Report has been certified and submitted on eGrants.
- Q8: For the PR6000, does the reporting period end on the last day of regular instruction and exclude summer school activities?**
- A8: The PR6000 Gun-Free Schools District report closes on June 30, 2025. If an incident occurs during summer school, the LEA can amend the PR6000 Gun-Free Schools District report and complete the PR6100 Gun-Free Schools Campus for the campus where the incident occurred.

Q9: When should a school district apply to be an SSA member? In what scenarios would that be appropriate? Are written agreements required to apply as an SSA member?

A9: School systems may choose to join a Shared Services Arrangement (SSA) for various reasons, including maximizing the use of funds and services or wanting to delegate administrative responsibilities to another entity. Generally, this decision is at the discretion of each school system. However, for Title III, Part A-ELA applicants, if the planning amount is less than \$10,000, the applicant is required to join an SSA. Additionally, SSAs must have written agreements, and certifying and submitting the Application Designation and Certification (ADC) confirms that a written agreement is in place.

Q10: Would I talk to our negotiator if our Title I, Part C was full SSA for FY 24-25 and in FY 25-26 we wish to not have SSA. Would the SSA provide rollover?

A10: To have an independent program for the new school year, as you are completing the ADC, instead of selecting “Apply as Member of an SSA” as the designation, select “Apply on Own.” If you are eligible for the grant, the fund source will appear in your application budget. The process of how any carryover funds will be dispersed should be outlined in the SSA agreement. Please contact the fiscal agent of the SSA.

Q11: What if the LEA has a SSA for MKV (McKinney Vento)?

A11: Please provide additional information so that we may be able to provide you with a response or email us at ESSAsupport@TEA.Texas.gov.

Q12: If an LEA has a PNP school electing to participate with equitable services, is it required to submit a signed PNP Affirmation of Consultation form with the ESSA Consolidated Grant Application?

A12: No. The PNP Affirmation of Consultation form is not submitted through eGrants. The LEA must submit signed PNP Affirmation of Consultation forms and data for participating PNP schools through the Federal Program Compliance (FPC) Division's PNP Affirmation Smartsheet WorkApp. The 2025-2026 PNP Affirmation WorkApp will be available for submissions starting July 1, 2026. Resources for the Affirmation of Consultation form are located on the ESSA PNP Equitable Services webpage at <https://tea.texas.gov/finance-and-grants/grants/essa-program/essa-private-school-equitable-services>.

Q13: If an LEA transfers or REAPS 100% of Title IV, Part A, funds, is it still required to consult with stakeholders and private school officials?

A13: Yes, the LEA must still consult. The LEA is not exempt from consulting with stakeholders or private school officials. As outlined in the statute, the Title IV, Part A, application must be developed through consultation with local stakeholders (section 4106(c)). Therefore, the stakeholder engagement process is an eligibility requirement and must be fulfilled to obtain Title IV, Part A, subgrant. After the subgrant is received, the LEA can make decisions regarding transferring funds or enacting the Alternative Fund Use Authority (AFUA) under the Title IV, Part A, program. If the LEA is considering a transfer, they must engage in timely and meaningful consultation with appropriate private school officials before transferring funds [ESEA Section 5103(e)(2)].

Q14: We have already held our Annual Spring PNP consultation meeting but have not yet informed the PNP schools of our intent to transfer 100% of Title IV, Part A, funds. One PNP school has already submitted to us a signed Affirmation of Consultation form and elected to participate in Title IV, Part A, equitable services. We have additional consultation meetings scheduled for early June. Given this timeline, is there sufficient opportunity to notify the remaining PNP schools?

A14: Under ESSA statutes, the LEA must conduct timely and meaningful consultation with appropriate private school officials before transferring funds. If the consultation took place in the Spring prior to the transfer, the LEA still has time to notify PNP schools and update any necessary changes to signed Affirmations.

Q15: For the ESSA Consolidated Grant Application, PS3099 Private School Schedule, when determining district low-income enrollment, should we count students who were age 5 at the snapshot date of the prior year (if using that data) or those who are age 5 at time of Application submission?

A15: For Title I, Part A, student enrollment on the PS3099 Private School schedule, if the LEA uses Census low-income data, it includes students ages 5-17. Other poverty measures may account for younger students. If using snapshot data, only students recorded at the time of the snapshot (typically October of the prior year) are included. While the LEA is not required to use snapshot data, it must maintain documentation for the selected date.

Q16: Can the remaining carryover amounts in Title II or IV be transferred to Title I during the application process?

A16: On the PS3109, Parts C and D populate if carryover amounts were calculated and populated on BS6001. This process happens during the spring. Is not available when the application opens. If the LEA has a carryover amount on BS6001, the prior year PS3109 data will populate in Part C and D. LEA can adjust percentages, if needed. If an LEA did funding transferability into Title I, Part A, the amount can only be increased. All other programs can be adjusted accordingly. The transfer must be approved by TEA 30 days prior to transfer. The submission of the application is the approval.

Q17: So, we don't have to transfer 100% of carryover funds for prior year? Can we just transfer a portion of it and then leave some in its original program?

A17: If there the LEA has a carryover amount in Title II, Part A or Title IV, Part A and exercised funding transferability, the LEA can leave the amounts from prior year or can increase for eligible programs or decrease for eligible programs except for Title I, Part A.

Q18: Are all PNP instructional staff and others, such as administrative assistants, eligible to use Title II, Part A, equitable services for professional development?

A18: Generally, only private school teachers, principals, and other school leaders (that meet the definition provided in ESEA section 8101(44)) are eligible to receive equitable services under Title II, Part A. However, other educational personnel, including paraprofessionals, may also receive equitable services consistent with specific allowable uses of Title II, Part A funds. For example,

under ESEA section 2103(b)(3)(I), Title II, Part A funds may be used for training for all school personnel in addressing issues related to school conditions for student learning such as safety, peer interactions, drug and alcohol abuse and chronic absenteeism. Statute - ESSA 8101(44) defines 'school leader'. The definition would be applicable for PNP staff when determining if one may participate in Title II, Part A, equitable services. In ESSA 8101(44), state defines the term 'school leader' means a principal, assistant principal, or other individual who is—

“(A) an employee or officer of an elementary school or secondary school, local educational agency, or other entity operating an elementary school or secondary school; and “(B) responsible for the daily instructional leadership and managerial operations in the elementary school or secondary school building.” Participating PNP schools' specialized instructional support personnel may also take part in Title II, Part A, equitable services. Under ESSA 8101(47), this term includes: - (i) School counselors, school social workers, and school psychologists - (ii) Other qualified professionals, such as school nurses, speech-language pathologists, and school librarians, who provide assessment, diagnosis, counseling, educational, therapeutic, and other necessary services (including related services as defined in IDEA section 602) as part of a comprehensive program to meet student needs.

Q19: Does the Title IV, Part B, program refer to Perkins V for 21st Century or the Nita Lowry 21st Century Community Learning Centers grant?

A19: The Title IV, Part B - Nita Lowry 21st Century Community Learning Centers grant.

Q20: Can Perkins be used if the district chooses to consolidate all federal funds? If Perkins can be consolidated, does that allow the district to use it for personnel costs?

A20: If the SC5000 consolidates Federal or Federal/State/Local funds, then yes, Schoolwide Personnel (that are allowable per the Perkins V Program Guidelines) may be charged to the grant. The LEA should ensure that all the programs that are consolidated in the schoolwide campus budget are listed as such in the campus's Schoolwide Program Plan.

Q21: Where is the link to the current REAP Eligible list?

A21: The REAP list is available under the 25-26 ESSA Grant Opportunities Page, <https://tea4avcastro.tea.state.tx.us/eGrants/collections/TEMPAAXXREAP25.pdf>.

Q22: Where can we find the Reservation Form for Homeless?

A22: Please utilize the link provided on the TEA Title I, Part A – Improving Basic Programs webpage: <https://view.officeapps.live.com/op/view.aspx?src=https%3A%2F%2Ftea.texas.gov%2Ffinance-and-grants%2Fgrants%2Fessa-program%2Ft1ahomelessreservation.xlsx&wdOrigin=BROWSELINK>.

Q23: In the PS3101 Homeless Reservation worksheet, there is a strategy listed for 'Salary for LEA's Homeless Liaison.' If our liaison also supports parent engagement activities at both the campus and district levels, can their full salary still be allocated under the Homeless Reservation?

A23: You would only fund 100% of the homeless liaison's salary through the homeless reservation if the liaison is only performing duties associated with that role. If the liaison has some duties supporting

parent and family engagement, the LEA could split fund the salary between the homeless reservation and the PFE reservation.

Q24: Are T1C entitlements based upon student enrollments, residency only coding, or a combination of both? Where is this information found?

A24: Entitlements are based on the Title I, Part C funding formula described in the [ESSA Funding Reference Manual](#).

Q25: If all the boxes in Part 3 are selected, but the LEA is unable to fully implement the activities, is that permissible? Additionally, does it make a difference whether the activities are MEP-funded or non-MEP-funded when making this determination?

A25: PS3103 - Part 3 includes the planned supplemental activities by grade span to be provided with Title I, Part C funds. They are "planned" activities identified as a need in the local needs assessment. If need changes during the year, the LEA should submit an amendment. Activities included in this section are Title I, Part C funded activities only.

Q26: Is there a basic funding amount that is required to be a member of an SSA for TIC if funds are awarded?

A26: There is no basic funding amount required to be a member of an SSA for Title I, Part C.

Q27: If the LEA does 100% of Title IV to Title I, will we report the drawdown under Title IV or Title I?

A27: For Funding Transferability, funds become funds of the program and are subject to the program requirements. It is the use of the funds not an actual transfer of funds on the LEA program budget or on program expenditure reporting. The BS6001 does not change if funding transferability is exercised. The LEA will see the transfer on the Planned Use of Funds section on Title I, Part A (PS3101), Title II, Part A(PS3104), and Title IV, Part A(PS3107). On PNP(PS3099) the Total Allocation and Transfer In/Out is part of the equitable services calculation. The application calculates funds transferred in/out on current year funds only. It does not include carryover and reallocation.

Q28: Would early childhood education reserved funds include Title 1 funds used to support campus-based pre-K? Or is that considered part of a "compulsory age"?

A28: If the early childhood program is part of a Title I campus, the LEA would have the option of supporting the program from the district level or as a campus program. There are different funding models discussed in the USDE guidance, pp 7-10: <https://tea.texas.gov/finance-and-grants/grants/essa-program/title-i-preschool-early-learning-guidance-revised-2023-final.pdf>.

Q29: For BS6101, Part 2, Line 1—could you provide examples of the types of administrative support or clerical staff that should be included in this count? Should this include positions at both the district and campus levels?

A29: Part 2, Line 1 is for all direct administrative staff charged to the grant as per 2 CFR §200.413. What each school district classifies as administrative support or clerical staff will vary. It is best that school districts contact the financial staff at their agency to determine what they classify as

administrative or clerical as it should be treated consistently across grant programs. In general, positions like administrative assistants, executive assistants, financial, human resources, and even evaluation staff may be considered administrative.

Q30: Can substitute costs be used for any teacher on a Title 1 campus to participate in grant-related PL or only federally funded teachers?

A30: Selecting the checkbox on Part 3 of the BS6101 related to substitutes indicates that the LEA will use program funds to pay for substitute teachers on a Title I, Part A schoolwide program. If the LEA is using program funds other than Title I, Part A funds for this purpose (i.e., by indicating it with the checkbox for that program on the budget schedule), the LEA should be indicating in its plan that that program has been combined on a schoolwide campus budget. LEA time and effort documentation is required for any type of compensation paid with federal funds.

Q31: If we are opening new campuses for FY25-26, how would we be able to determine eligibility for Title I? Or do we not include them for the 2025-2026 school year?

A31: The LEA can include them, but they would have to pick a date to pull student data that was applicable to all its campuses. This might mean revising its SC5000 to reflect new data for all its campuses, or it might mean tracking prior-year student data from an old campus to the new campus. For example, if a new elementary campus opens, and the LEA knows where all those students are coming from, it might be able to document how the numbers for the new campus are transferred.

Q32: How can I determine the eco dis percentage for a new campus that is opening?

A32: It depends. If the LEA knows that all a particular grade level from an existing campus is transferring to the new campus, it may be that the LEA can create an enrollment profile from the existing data. However, if that is not possible, the LEA may have to wait until enrollment data are available to include the new campus. In that event, the LEA would have to choose a new "as-of" date that could apply to all its campuses. It cannot cherry-pick different dates for different campuses.

Q33: If my LEA is closing a campus in 2025-2026, do I need to include the campus selection data in my SC5000?

A33: If a campus is listed on the SC5000, but is closed for the 2025-2026 school year, the LEA should enter "0" for the enrollment and the low-income percentage and mark the campus as "NS." Additionally, the LEA should indicate in the "Other" column that the campus is closed. This should take the campus out of any considerations for campus eligibility; Supplement, Not Supplant methodology; and Comparability of Services. You may find guidance to complete the SC5000 on closed campuses, Page 7 in the Title I, Part A Campus Selection & SC5000 Handbook - <https://tea4avcastro.tea.state.tx.us/eGrants/Instructions/SC5000Guidance-2025.pdf>.

Q34: What do we do if we have closed a campus for next year and they are still listed on the SC5000 report?

A34: For a year or so (sometimes longer) after campuses are marked as closed on AskTED, they may continue to populate onto the SC5000. Simply enter zeros for the enrollment and low-income

percentage for those campuses and mark them as "NS" for "not served" and indicate in the "other" field that the campus is closed. That way, we will know not to consider the campus as active. [See Pages 7-8 of the SC5000 Guidance Handbook:

<https://tea4avcastro.tea.state.tx.us/eGrants/Instructions/SC5000Guidance-2025.pdf>.

Q35: When do you select skipped campus on SC5000?

A35: You would select "skipped" if the LEA were not serving a campus above 75% and chose to serve a campus with a lower percentage. Or if the LEA is serving campuses in rank order and chooses to skip over a higher-poverty campus in favor of serving a lower-poverty campus.

Q36: Is the required current data for the SC5000 to be taken from the previous year PEIMS snapshot data only?

A36: The LEA has flexibility to select the day. Many LEAs choose to use the Snapshot Day from the previous October, but that is not required. The requirement is that the LEA uses the same day for all campuses and that the same data be used for eligibility and for allocations.

Q37: What is the reservation of funds required minimum percentage? Is there a maximum percentage required?

A37: There is not an overall minimum percentage. It should be based on need. There is a required 1% minimum for PFE if the LEA has an entitlement exceeding \$500,000. If the LEA has participating private schools, there will be a required amount generated on the PS3099. If the LEA reserves more than 30%, the LEA may be required to provide justification, since Title I, Part A is supposed to be a campus-based program.

Q38: Do campuses also have a PFE percentage they have to set aside in their budget or just at the district reservation level?

A38: If the LEA is distributing the required 90% of the 1% LEA reservation to its campuses, the campuses should track the PFE funds separately from their regular Title I, Part A campus allocations.

Q39: For the 1% Parent and Family Engagement (PFE) required reservation for Title I campuses with allocations over \$500,000—is that 1% calculated solely from the current year's Title I allocation?

A39: The percentage is calculated based on the LEA's current-year Title I, Part A allocation plus any T2A or T4A funds that are transferred in using the Funding Transferability option.

Q40: For District Parent and Family Engagement Activities, can this include salaries for parent and engagement specialists or is this strictly for activities?

A40: If the LEA is paying for PFE specialists at the district level, then this would be part of the LEA's reservation for PFE. The LEA should remember, however, that if the LEA is required to reserve 1% for PFE activities, 90% of the 1% must be allocated to Title I, Part A campuses. The LEA might need to reserve more than the required 1% in order to accomplish this objective.

Q41: Do campus-based summer programs for students and/or professional development for T1 teachers HAVE to go under the reservation or can those activities occur using the campus allocation?

A41: It depends on whether the LEA is operating summer school as a coordinated service for its Title I, Part A campuses (in which case, the LEA should include this as part of the LEA Reservations on the PS3101), or the campuses are operating their own programs separately (in which case, the cost would come from each campus's allocation). Either way can be correct.

Q42: For PS3101 - Reserved 11. Coordinated Services: Is this funding intended specifically for professional development of teachers who serve Title I students across multiple campuses? If a campus wants to send its own teachers (who only serve Title I students at that campus) to professional development, should that come from the campus's individual Title I allotment, or should it be funded from the total allocation before dividing it among campuses?

A42: It depends on the LEA. There could be situations where a campus uses part of its campus allocation to provide PD to a teacher. There could also be situations where an LEA wants all its Title I, Part A elementary school teachers to participate in a particular PD. An LEA could provide some PD as a coordinated service for its Title I, Part A campuses through a reservation of funds, and an individual campus could also provide other PD opportunities for its Title I, Part A staff from its campus allocation.

Q43: If the district reserved more than the required reservation but it did not expend 100% of the increased amount, does that amount have to be carried over?

A43: No, the required carryover only applies to the required amount. For example, if the LEA had a Title I, Part A entitlement of 510,000 and reserved 2% for PFE activities, but only expended an amount equal to 1%, the LEA would not be required to carryover the obligation to spend the unexpended amount for PFE activities. However, if the LEA was required to reserve 1% and reserved 1%, but only expended a portion of that amount for PFE, the LEA would be required to carryover the obligation to spend the unexpended amount, plus whatever its new reservation is for the current year.

Q44: Our district has been allocating 70% of the total Title I, Part A award out to our 45 campuses. We calculate the economically disadvantage % and rank and serve. Would we be able to allocate more or less than 70%? Is there a minimum % or maximum that the campuses can be allocated?

A44: The LEA is not required to restrict the amount of total campus allocations to 70%. It should be based on campus needs.

Q45: Is the Title 1 eligibility 35% or 40%?

A45: According to statute, when the LEA is determining campus eligibility for Title I, Part A, it has the option of serving campuses down to 35% low-income or the LEA average low-income (whichever is lower). The SW eligibility threshold is 40%. However, the LEA can request an Ed-Flex waiver for a lower poverty campus that is otherwise Title I, Part A eligible. There is a supporting documentation form that the LEA would need to complete and maintain locally:

<https://tea.texas.gov/sites/default/files/EDFLEXSWVRDOC.docx>.

Q46: In the guidance under Additional Eligibility Criteria, it states that if you select 'NONE,' then the criteria apply if the campus is establishing Title I eligibility because the campus low-income rate is higher than the LEA low-income rate, or if the LEA has fewer than 1,000 students or operates only one campus. Can you clarify what this means?

A46: The Additional Eligibility column should only be active if the LEA has indicated a Title I, Part A status (SW or TA) for a campus that has a low-income percentage below 35%. The LEA would select "None" if the campus is establishing Title I eligibility based on the LEA's low-income percentage (i.e., the low-income percentage reported for the campus is greater than or equal to the LEA's reported low-income percentage); or n if the LEA has less than 1,000 students or only operates one campus since Title I, Part A statute exempts such LEAs from Title I campus eligibility and rank/serve requirements.

Q47: On Additional Eligibility on the SC5000, do I select "None" if I am not utilizing any additional flexibilities or do I have to meet the criteria on page 9 of the SC5000 Handbook?

A47: Additional Eligibility only needs to be specified if it is being used. If the campus is Title I, Part A eligible based on % low-income for enrollment or residing, then no additional eligibility needs to be indicated. If a response is required, the LEA will use the additional method that is applicable. If none applies, the LEA may select "none."

Q48: If all campuses are SW and over 75%, are you still required to rank and serve?

A48: Yes, campuses above 75% poverty must be served in rank order. Campuses with a higher poverty percentage must not be given a lower amount per low-income student than those given to a lower poverty campus. The amount per pupil can be equal, but not less.

Q49: Are Title IA per pupil allocations calculated only with the Title IA entitlements or are "transferability funds" (IIA, IVA) also included in the per pupil calculations for each campus?

A49: It depends. The funds that are transferred in are used like any other Title I, Part A funds. They might end up being the funds that are reserved at the district level for some Title I, Part A districtwide activity. Or they might be part of the funds that are allocated to campuses.

Q50: When a Title 1 campus receives Title 1 funding and State Comp Ed, should Title I be used first or SCE?

A50: The answer to this question is different than it would have been before ESSA defined the SNS methodology. Because Title I, Part A meets its SNS requirement by having either a Title I-neutral methodology for distributing its state and local funds to its campuses or by having a valid statement of exemption, it is no longer necessary to ask the traditional questions related to the presumptions of supplanting. With that said, however, the LEA should be aware of how funds are used at the district level. The LEA would need to be sure to meet its required percentage for SCE, as it will as be cognizant of the carryover limitation for Title I, Part A.

Q51: Low-income percentage should be pulled from what day?

A51: The LEA has flexibility to select the day. Many LEAs choose to use the Snapshot Day from the previous October, but that is not required. The requirement is that the LEA uses the same day for all campuses and that the same data be used for eligibility and for allocations.

Q52: Will I be able to see our past application(s)?

A52: You may find your new school systems application and amendments in TEAL/eGrants under the section 'Document Library'.

Q53: Where can we find the document “When to Amend the Application”?

A53: The When to Amend the Application document may be found on the [Grant Administration Division’s Grant Resources](#) page.

Q54: Will the updated amounts on transferability update on the BS6001 when doing an application amendment once it is submitted?

A54: It depends. The funds that are transferred in are used like any other Title I, Part A funds. They might end up being the funds that are reserved at the district level for some Title I, Part A districtwide activity. Or they might be part of the funds that are allocated to campuses.

Q55: Is an amendment required for an update to BS6401? Specifically, adding funds to Educational Field Trips?

A55: Additional information is required to determine if an amendment is required in this scenario. For example, if there are currently no funds budgeted for educational field trips on the BS6401 line 3, an amendment would be required as this would be considered a new line item. Please refer to the When to Amend the Application document on the Grant Resources page for more information.

Q56: Is amendment required to reduce the quantity of capital outlay items? Or delete an item from capital outlay?

A56: If reducing the quantity of capital outlay or deleting an item of capital outlay are the only reasons for the change, an amendment would not be required. Increasing the quantity of capital outlay items or adding new items of capital outlay do; however, require an amendment. Please refer to the When to Amend the Application document on the Grant Resources page for more information.

Q57: For item #1: "Add a class/object code not previously budgeted," if I didn’t include any funds in object code 6300 (Supplies) in my original submission, but now I want to add funds to 6300, am I still allowed to do that through an amendment?

A57: The BS6001- Program Budget Summary and Support Schedule lists several Class/Object Codes in which school systems may budget grants funds including Payroll, Professional and Contracted Services, Supplies and Materials, Other Operating Costs, Debt Services, and Capital Outlay. An example of adding a Class/Object Code not previously budgeted is if a school system needs to pay staff salaries for personnel working on the grant, but did not have funds listed under Payroll Costs on the BS6001. To charge the costs to the grant for allowable personnel costs, funds must be budgeted under Payroll costs on the BS6001 application schedule. The school system must submit

an amendment to add funds to the Payroll Class/Object Code, or the Expenditure Reporting System will not allow payment to be made.

Q58: Please clarify what is meant by saying that the 25% threshold for an amendment is cumulative?

A58: The rule per the When to Amend the Application document is as follows:
Increase the amount of funds in currently approved class/object codes on the Budget Summary with the total of all increases being more than 25% of the total award amount. This scenario requires an amendment for all grant types. For example, if a school system has an allocation of \$100,000 and needs to make a change where the total of the changes across all class/object codes is greater than \$25,000, an amendment would be required. Whether the increase is to a single class/object code or the total across multiple class/object codes, an amendment would be required. The Expenditure Reporting System will not allow payment requests if total funds increased exceed 25% of the total award amount. If the total of the changes across class/object codes is less than 25%, an amendment may not be required as long as no other reasons for amending the application are triggered like adding a new class/object code not previously budgeted, adding a new line item, increasing the quantity of capital outlay items, and more. Please visit the When to Amend the Application document on the Grant Resources page for other reasons an amendment may be required. If you have additional questions, please reach out to your grant negotiator.

Q59: Is the cap on carryover new?

A59: Title I, Part A has always had a 15% carryover limitation. Other programs do not have a statutory limitation; however, the intent is for the LEA to use the funds in the year for which they were granted. Because of that, best practice for the other programs would be for the LEA to carryover no more than 25% of program funds from one year to the next. Carrying over more than 25% has historically been considered a risk factor. That was suspended under COVID but will likely be added back to the risk assessment process.

Q60: If the WV4001 is in process with the over 15 % problem, will we receive the funds sooner than so close to the end of the school year for use?

A60: The system is programmed to use the oldest funds first.

Q61: When exercising Funding Transferability, the funds remain in their original fund source and are reported as expenditures under the original fund source. It is the use of funds that is redirected. Under this explanation, how do we report the amount of funds that will be redirected?

A61: The percentage of funds that will be redirected is reported on the PS3109 – REAP Funding Transferability Program Schedule.

Q62: If a district utilizes funding transfer of Title II to TIA, and the PNP during stakeholder feedback says they do not want the LEA to use funding transfer, can the LEA still use funding transfer and offer equitable services under TI instead?

A62: Funding Transferability cannot be solely to provide equitable services.

Q63: If we transfer Title IV to Title I and spend the funds on Title I tutoring, will it still be coded with the Title IV funding code?

A63: Correct. The use of Title IV, Part A funds is transferred for Title I, Part A activities and now follows Title I, Part A requirements. On the budget ledger, the funds remain as Title IV, Part A and expenditures are reported as Title IV, Part A.

Q64: If we transfer a portion of Title IV, Part A, and leave less than \$30,000 in the program, must we still spend funds in the three required areas?

A64: No. If the remaining Title IV, Part A, funds fall below \$30,000 after a transfer, the LEA is not required to comply with the percentage spending requirements. The requirements apply based on the total Title IV, Part A, funds available after the transfer. However, if an LEA transfers funds into Title IV, Part A, increasing the total allocation above \$30,000, it must then follow the content area spending requirements.

Q65: Are Security Resource Officers (SROs) an allowable use of Title IV, Part A, program funds?

A65: As of September 1, 2023, State law (TEC 37.0814) mandates that each LEA must have at least one-armed security officer at every campus during regular school hours. Because this is a state requirement, LEAs cannot use Title IV, Part A, funds to support State requirements of school resource officers (SRO), as doing so would constitute supplanting. To support additional SRO positions, the LEA must assure it meets Title IV, Part A, Use of Funds Criteria. The Use of Funds Criteria document and other guidance may be located at <https://tea.texas.gov/finance-and-grants/grants/essa-program/essa-private-school-equitable-services>.

Q66: For Title IV Administration, should Indirect Costs (IDC) be included in the administrative portion? If not, where should IDC be accounted for? Excluding it from administration seems to result in the total grant amount not matching the allocation.

A66: On the PS3107 Title IV, Part A schedule, the LEA should report only direct administrative costs, which are subject to a 2% cap. For Indirect Costs (IDC), the grantee may claim a maximum for allowable indirect costs equal to its current approved restricted indirect cost rate.

Q67: If we do not have delinquent or neglected facilities, does an LEA still need to complete the PS3102 – Title I, Part A Neglected & Title I, Part D Subpart 2 Program Schedule?

A67: If the LEA had no facilities reported on the SC9000 in the previous November, the LEA would not complete the PS3102.

Q68: For Title III Part A, can engagement activities also involve enhancing the academic and linguistic development of EB students in an area identified as an area of need or only linguistic development?

A68: It is possible for an LEA to target a particular area, for example (math), but remember that the focus/approach should be on language development. It is recommended to avoid counting "Math Nights" or something similar as a Title III engagement activity. Also, remember, Title III engagement activities do not always need to be an event.

- Q69: In Part 3 of the PS3106 for Title III Part A ELA, are we required to select at least one of the listed options such as professional learning?**
- A69: Based on your needs assessment, you will need to select one or more PD options provided. If none of those align to your needs, you will need to complete line 6 by manually entering your supplemental PD topic. It is also allowable to select 1 through 5 and fill in another option in line 6.
- Q70: How should a district differentiate 263 ELA and 263 Immigrant funds in their budget? Is there a specified sub object code in FASRG that TEA wants us to use?**
- A70: An LEA who is eligible for both T3PA-ELA and T3PA-IMM needs to work closely with their business office personnel to set up a tracking system to monitor expenditures from both 263 funding sources.
- Q71: If the LEA did not receive Title III, Part I - Immigrant funds, is the schedule going to be greyed out?**
- A71: Yes, if an LEA did not meet either formula method for significant growth of immigrant students, the LEA will not be able to select their PS3114.
- Q72: Can immigrant funds only be used on immigrant students? We have funds generated for immigrant students that were in our district last year, but they moved. If we accept the funds, but we do not have any new immigrant students, how do we spend the funds? If we can only spend on PEIMS identified immigrant students, and there are none in attendance this year, and we do not spend our funds, and carryover is more that 25%, will we get penalized?**
- A72: It is recommended that you do not apply for the funds if you do not have the beneficiaries of the funds. This will help to ensure the funds are expended appropriately as the funds will be reallocated the following year to LEAs who have enrolled immigrant students.
- Q73: What if we apply for immigrant funds now, submit by July 1, but come the new school year in August, no immigrant students are enrolled? Do we need to amend our ADC and not apply for funds?**
- A73: Please reach out to your designated negotiator for appropriate guidance tailored to your LEA's application. You also have the option to reach out to program at Emergentbilingualsupport@tea.texas.gov for any additional program guidance.
- Q74: If an LEA contracts with an ESC for Grant Support and Monitoring, would that be listed under costs that require specific approval?**
- A74: According to the Budgeting Costs Guidance Handbook, contracted services provided by ESCs for school systems do not require specific approval. Some school systems have their own policies/procedures that require identification or specific approval of these items.
- Q75: For SNS worksheets- If a school district utilizes an SSA for Title II services, will the ESC be submitting the SNS report into SmartSheets for their districts? Is this true of the TIII form as well?**

A75: The school system will need to collaborate with their Fiscal Agent on the submission of the Title II, Part A SNS Professional Development Worksheet. Each school system utilizing Title II, Part A for Professional Development activities must complete the Title II, Part A SNS Professional Development Worksheet (or equivalent). Please feel free to reach out to the Post Award Compliance Unit directly to discuss your particular circumstances.

Q76: Should the ISD complete a separate T2 professional development worksheet or equivalent worksheet for each private nonprofit school that participates in T2A equitable services, or should it be included in the ISDs worksheet?

A76: Please include it in the ISD's worksheet submission.

Q77: Is the professional development worksheet or equivalent required for PNPs as well or just the ISD?

A77: Please collaborate with your PNP on the Title II, Part A Professional Development Worksheet. The school system will be responsible for submitting the worksheet.

Q78: If a district pays for Title III services, but is not in the official TIII SSA, how do they differentiate the amounts for the different trainings when the total contract cost that provides all the training (TELPAS, LPAC, PFE, etc.) is \$2500?

A78: Please reach out to us directly, so we can discuss your school system's particular circumstances. Our unit email address is pac@tea.texas.gov.

Q79: The amount that reflects on the PS3101 Part 1 B #3 still shows the old amount and did not update it to the new amount that includes the carryover and reallocation. The odd thing is that all my schedules show complete.

A79: PS3101/3104/3107 only reflect final amounts in these support schedules and do not include carryover/reallocation amounts.