



Federal Program Compliance Division

Statewide Virtual Training

Every Student Succeeds Act (ESSA)

Title IV, Part A, Subpart 1:

Student Support and Academic Enrichment

*Title IV, Part A LEA Special Data Collection:
Smartsheet WorkApp Instructions*

January 2023

This presentation is intended solely to provide general information and guidance to Texas ESCs, LEAs, and participating Private Schools and reflects the Texas Education Agency's current understanding of statute and applicable federal guidance. The content of this presentation is subject to change as a result of further potential information and guidance provided by federal agencies with regulatory oversight of these programs. This presentation does not constitute legal advice, and entities are, therefore, advised to seek legal counsel regarding the information and guidance provided in this presentation before acting on such information and guidance.



- Title IV, Part A Smartsheet WorkApp Instructions
- Support for Assistance and Resources

Title IV, Part A Smartsheet WorkApp Instructions

- LEA submitter must have access to the *Department of Grant Compliance and Administration WorkApp System* to review/enter data
- Currently, access is granted only to LEA staff listed in Texas Education Directory (*AskTED*)
 - Each LEA is only guaranteed a certain number of access accounts
- Video instructions for requesting additional LEA staff access to the *Department's WorkApp System*
 - https://youtu.be/0dp00LrkF_4

smartsheet WorkApps



Smartsheet WorkApp Cycle for Spring 2023

- The TEA Federal Program Compliance (FPC) *Smartsheet WorkApp* for the TIVA LEA Special Data Collection will open **January 17, 2023**.
- The deadline for LEA data submission will be **March 17, 2023**.

 **smartsheet WorkApps**



Login to WorkApp System

1. Login to the [Department of Grant Compliance and Administration WorkApp System](#).

This app requires you to log in to Smartsheet

smartsheet

Don't have an account? [Create one](#)

Email

Enter your email

Password [Forgot your password?](#)

Enter your password

Sign in

Or

Sign in with Google

Sign in with Microsoft

Sign in with Apple

Smartsheet WorkApps
Smartsheet WorkApps is a no-code platform for building intuitive web and mobile apps to streamline your business

[Learn More](#)

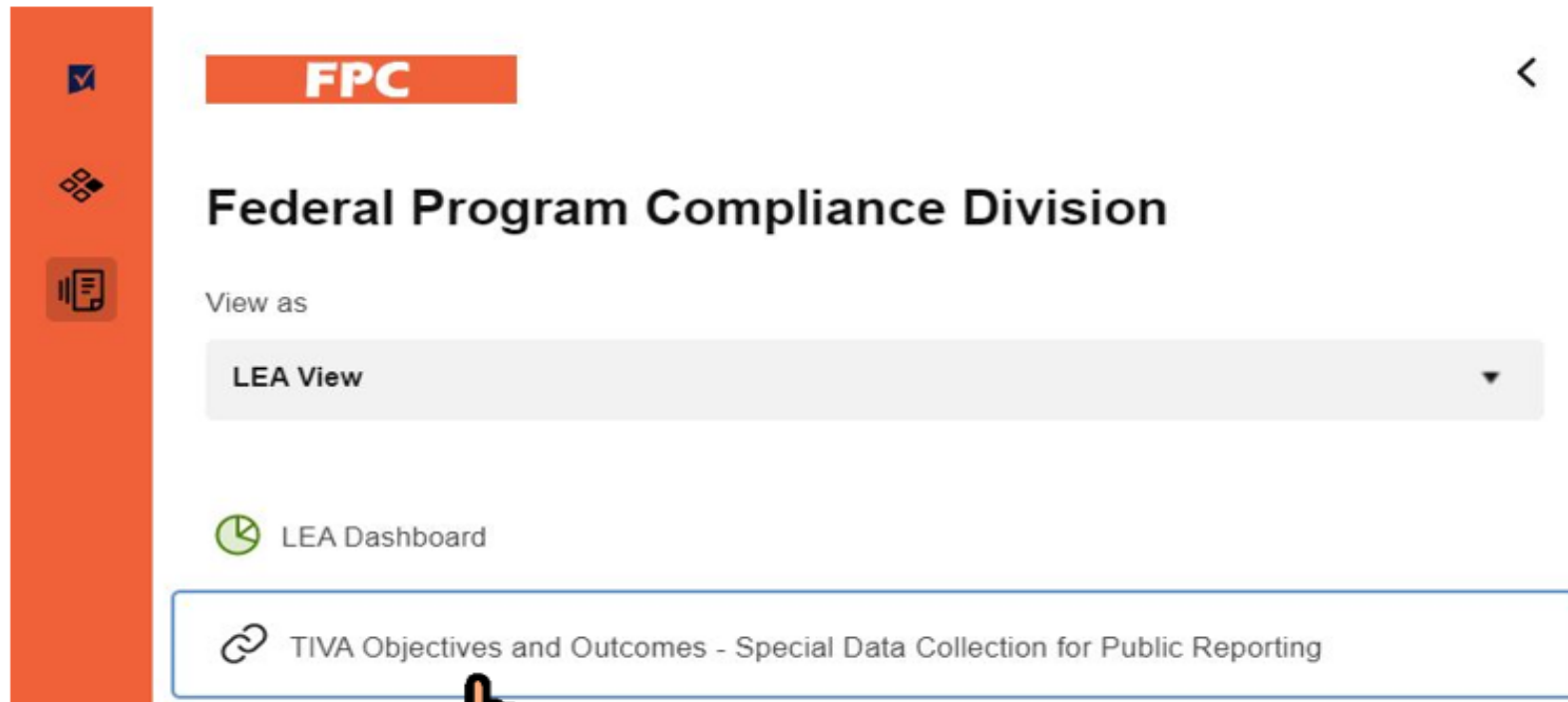
FPC WorkApp Tile

Click on the Federal Program Compliance Division WorkApp Tile.



TIVA Program Objectives and Outcomes Link

Click on the TIVA Objectives and Outcomes Link.



The screenshot shows a user interface for the Federal Program Compliance Division (FPC). On the left is a vertical orange navigation bar with three icons: a checkmark, a diamond, and a document. To the right, there is a header with 'FPC' in a red box and a back arrow. Below the header is the title 'Federal Program Compliance Division'. Underneath is a 'View as' dropdown menu currently set to 'LEA View'. Below the dropdown is a green clock icon labeled 'LEA Dashboard'. At the bottom, a link with a chain icon is labeled 'TIVA Objectives and Outcomes - Special Data Collection for Public Reporting'. A hand cursor is pointing at this link.

Federal Fiscal Year (FFY) 2022

Click on the Federal Fiscal Year 2022 Line to access the Details Form – Data Tab for data entry.

TIVA Objectives and Outcomes - Spec...

FPC

☆ LEA View TIVA Objectives and Outcomes ⓘ

Filter  

Federal Fiscal Year	ESC Region	Program Type	LEA Name and CDN	LEA Contacts
2022	21	IND	ABC ISD 111111	john.doe@abcisd.net, jane.doe@abcisd.net,



Details Form – Data Tab


Details

Data


LEA Name and CDN

ABC ISD 111111


LEA Program Contact Name *



LEA Program Contact Email Address *



LEA Program Contact Telephone Number *



TIVA Funds via Funding Transferability and/or Rural Education Achievement Program (REAP)



All LEAs that redirect 100% of TIVA funding via Funding Transferability and/or the Rural Education Achievement Program (REAP) **must certify** that they redirected 100% of their TIVA funds to implement other programs and are required to submit WorkApp data.

(100%) REAP/FT Options


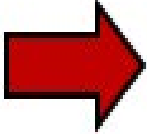
REAP/FT *

Did the LEA redirect 100% of its Title IV funds under Funding Transferability and/or the Rural Education Achievement Program (REAP)?

X ▲

Yes (If yes, no additional data entry needed.)

No (If no, the LEA must complete the remaining data fields.)



(100%) REAP/FT Options – Review and Update Field (optional)

LEAs may revise the REAP/FT Options box for end-of-year submission, if applicable.

REAP/FT *

Did the LEA redirect 100% of its Title IV funds under Funding Transferability and/or the Rural Education Achievement Program (REAP)?

Objective and Measurable Outcome (OMO) 1

Objective and Measurable Outcome (OMO) 1:

These fields are required.

- i. Type the LEA's first Objective and Measurable Outcome.

Objective and Measurable Outcome (OMO) 1



- ii. Click on the drop-down button to select the applicable Content Area(s) that correspond with the first Objective and Measurable Outcome noted. An LEA must select at least one content area and may select two or all content areas, if applicable.

OMO 1 Content Areas



Select All

Well-Rounded Education

Safe and Healthy Students

Effective Use of Technology



- iii. Add LEA Comments. This section is optional if the LEA would like to provide additional information that will be helpful for TEA.

OMO 1 LEA Comments



Objective and Measurable Outcome (OMO) 2

Objective and Measurable Outcome (OMO) 2:

These fields are required.

- i. Type the LEA's second Objective and Measurable Outcome.

Objective and Measurable Outcome (OMO) 2



- ii. Click on the drop-down button to select the applicable Content Area(s) that correspond with the second Objective and Measurable Outcome noted. An LEA must select at least one content area and may select two or all content areas, if applicable.

OMO 2 Content Areas



Select All

Well-Rounded Education

Safe and Healthy Students

Effective Use of Technology



- iii. Add LEA Comments. This section is optional if the LEA would like to provide additional information that will be helpful for TEA.

OMO 2 LEA Comments



Certification Statement

Certification Statement

I hereby certify that the information contained in this report is, to the best of my knowledge, correct and that the local education agency named above has authorized me as its representative to submit this data. I further certify that reported program activities were conducted in accordance with all applicable Federal and State laws and regulations, application guidelines and instructions, the Provisions and Assurances, Debarment and Suspension, Lobbying Requirements, Special Provisions and Assurances, and the schedules of the approved application for funding.

Certification Agreement OMO *

Is the LEA staff submitting this report in agreement with the certification statement above?



Yes




Save Data

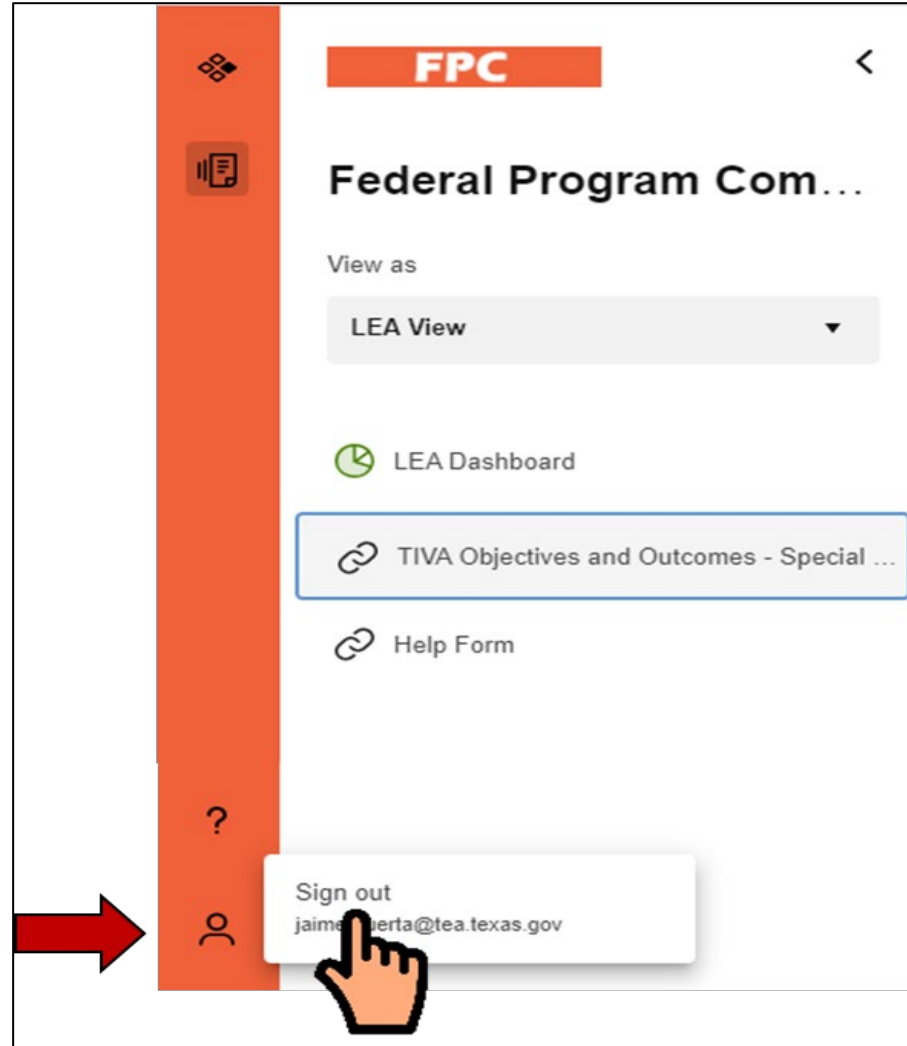
Save Message

If the "Save" button is grayed out and inaccessible, a required field is missing information. A blue "Save" button indicates that all required fields have information. Click on the blue "Save" button to save the information.

Discard Changes **Save**

A hand cursor icon, consisting of a stylized orange hand with a black outline, is positioned over the blue "Save" button. The hand is pointing towards the button, indicating that it is being clicked.

Sign Out of WorkApp System



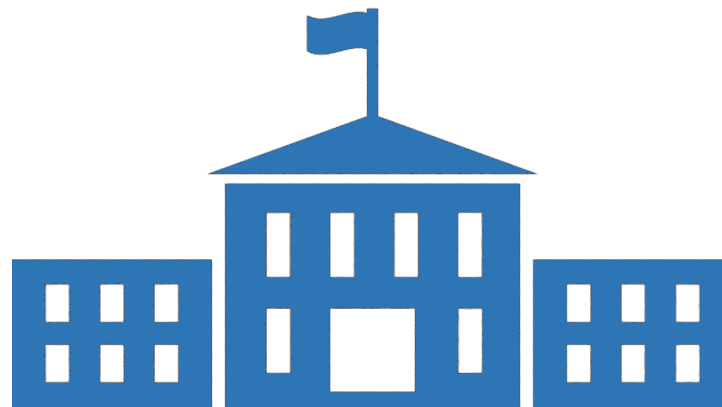
Review of WorkApp Important Reminders

All LEAs receiving Title IV, Part A funds must submit WorkApp data.



All LEAs electing to REAP/Transfer 100% of TIVA funds to another fund **must certify and submit** WorkApp data.

LEAs **must not** include confidential or Family Educational Rights and Privacy Act (FERPA) protected Information.



All LEA submitted data will be **publicly reported**.

Support for Assistance and Resources

[Home](#) / [Finance & Grants](#) / [Grants](#) / [Federal Program Compliance](#)

Title IV, Part A: Student Support and Academic Enrichment

The Elementary and Secondary Education Act of 1965, as reauthorized by the Every Student Succeeds Act (ESSA) of 2015, established Title IV, Part A, Subpart 1, the Student Support and Academic Enrichment Grant Program (SSAE). The overarching goal of Title IV, Part A, Subpart 1, is to increase the capacity of state education agencies, local educational agencies (LEAs), campuses, and communities to meet the following three goals:

1. Provide all students access to a well-rounded education
2. Improve school conditions for student learning (safe and healthy students)
3. Improve the use of technology to improve the academic outcomes and digital literacy of students

LEA Special Data Collection for Public Reporting

As per the Elementary and Secondary Education Act (ESEA), as amended by the Every Student Succeeds Act (ESSA), Title IV, Part A, Subpart 1, sections 4104(a)(2) and 4106(e)(1)(E), TEA is required to collect and publicly report how all LEA Title IV, Part A, Subpart 1 funds are being expended per content areas by Federal Fiscal Year (FFY) and the degree to which progress has been made toward meeting program objectives and intended outcomes.

All LEAs that applied for Title IV, Part A, Subpart 1 program funds are required to report the information requested. LEAs can access the following resources related to the LEA Special Data Collection.

Federal Fiscal Year 2022 Resources:

[Handbook \(1/5/2023\)](#) | [LEA Reporting Worksheet \(1/5/2023\)](#)

Coming Soon: Program Objectives and Intended Outcomes Voiced-Over Presentation (Phase-In Reporting Due March 17, 2023) | Training Slides

LEA Special Data Collection for Public Reporting

As per the Elementary and Secondary Education Act (ESEA), as amended by the Every Student Succeeds Act (ESSA), Title IV, Part A, Subpart 1, sections 4104(a)(2) and 4106(e)(1)(E), TEA is required to collect and publicly report how all LEA Title IV, Part A, Subpart 1 funds are being expended per content areas by Federal Fiscal Year (FFY) and the degree to which progress has been made toward meeting program objectives and intended outcomes.

All LEAs that applied for Title IV, Part A, Subpart 1 program funds are required to report the information requested. LEAs can access the following resources related to the LEA Special Data Collection.

Federal Fiscal Year 2022 Resources:

[Handbook \(1/5/2023\)](#) | [LEA Reporting Worksheet \(1/5/2023\)](#)

Coming Soon: Program Objectives and Intended Outcomes Voiced-Over Presentation (Phase-In Reporting Due March 17, 2023) | Training Slides

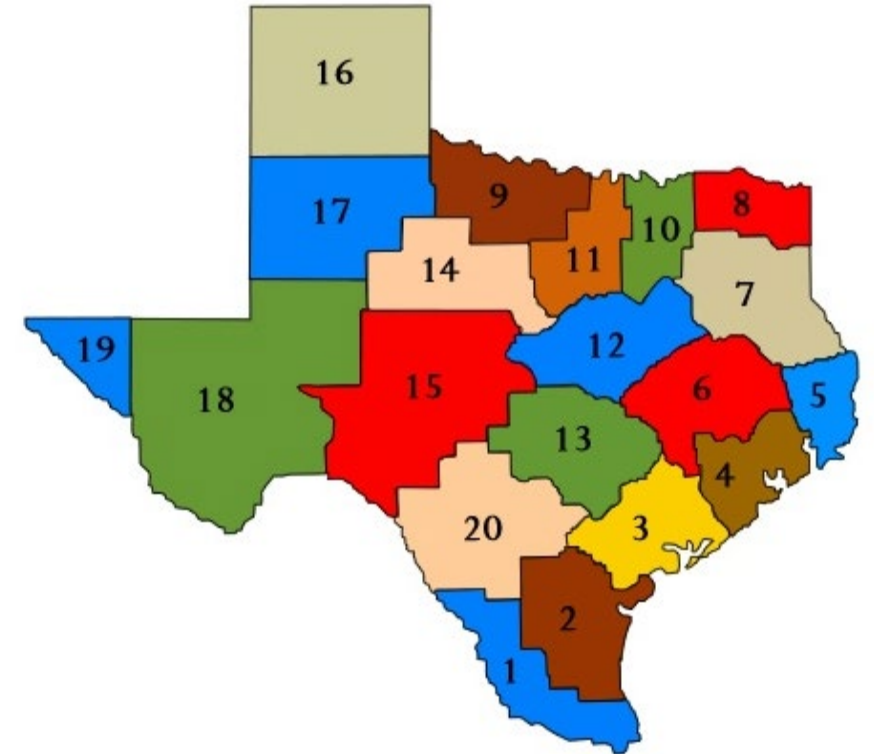
Resource Documents

- [January 2023 PPT - Title IV, Part A Program Objectives and Measurable Outcomes](#)
- [December 2022 Training Slides: Title IV, Part A LEA Special Data Collection for Public Report](#)
- [ESSA Title IV, Part A LEA Special Data Collection for Public Reporting Handbook](#)
- [LEA Reporting Worksheet](#)
- [Title IV, Part A Program Guide](#)

Title IV, Part A Resources

Education Service Center ESSA Basic Services Initiative

- **Title IV, Part A Training**
 - 3 Content Areas
 - Comprehensive Needs Assessment
 - Private School Equitable Services
- **Title IV, Part A Technical Assistance and Support**
 - 3 Content Areas
 - Comprehensive Needs Assessment
 - Use of Funds
 - Compliance Requirements
 - Private School Equitable Services
 - ESSA Consolidated Grant Application
 - LEA ESSA Consolidated Compliance Reports
 - Gun-Free Schools Reports
 - Random Validations
 - Persistently Dangerous Schools
- **Title IV, Part A Information Dissemination**



TEA Contact Information

Federal Program Compliance Division Contact Information



LaNetra Guess

Title IV, Part A, Program Director
PNP Ombudsman

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