Program: Private Nonprofit (PNP) Equitable Services

Requirement: PNP Equitable Services Amounts

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 requirement described. TEA will utilize the following table 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 2023-2024 grant year for the program requirement selected.

The following documentation is requested to be submitted **by 5:00 pm CST on or before December 13, 2024**, via the Federal Program Compliance Division Program Monitoring Validations Smartsheet WorkApp system.

Selected Documentation Required to be Submitted for Review	Year of	
Written ▉▉▉▉ Equitable Services Amounts	2023-2024	Documentation from the 2023-2024 school year demonstrating that the LEA informed PNP officials during consultation(s) of equitable services amounts by program for one (1) participating PNP school campus and *how* it was used (i.e., agenda, meeting minutes, 3rd party/Shared Services Agreement, calculated campus spreadsheet indicating equitable services amount, LEA calculations by PNP campus and program level, calculation formulas per PNP campus, etc.,)

Instructions for Assembling Documentation

Assemble the requested material into **<u>one PDF file</u>**.

    a. Ensure that the PDF file contains the required documentation as described above.

    b. Do not submit extraneous documentation.

    c. 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.

Requirement References

The requirement is referenced in the following documents:

	Title I, Part A, Program
Every Student Succeeds Act (ESSA) Statute	

Contact Information

For assistance with questions and/or additional information, please contact the Federal Program Compliance Division at ESSAsupport@TEA.Texas.gov or via telephone at (512) 463-9499. A directory of TEA program-specific staff contacts is also available: Federal Program Compliance Division Program Staff Contacts.