

August 23, 2017

TO THE ADMINISTRATOR ADDRESSED:

SUBJECT: Validations of Fiscal Data Reported by LEAs for Federal Grants

The purpose of this letter is to inform local educational agencies (LEAs) that the Federal Fiscal Compliance and Reporting Division will conduct random validations of the self-reported data submitted by LEAs related to fiscal compliance for federal grants programs. Listed below are the data subject to validation this school year. Additional data validations may be added as needed.

- SC5050 Request for Federal Funding and Indirect Cost Rate for Charter Schools
- Title I, Part A Comparability Computation Form
- SC9000 Annual Survey of Children in Local Residential Facilities for the Neglected/Delinquent
- SC9010 Survey of Children in Stage Agency Facilities
- Substitute System of Time and Effort Management Certification, Teacher Certifications, and Teacher Schedules
- Justification of Specific Expenditure Forms: Educational Field Trips and Out-of-State Travel

One of the ways that an LEA demonstrates compliance with fiscal requirements is by establishing a system of accountability for federal grant funds. An effective system of internal controls must be in place to prevent, detect, and reduce the risks of fraud, waste, and abuse of federal grant funds. The purpose of the system is to ensure that LEAs provide reasonable assurance that grant objectives have been met as required by federal regulations and guidelines. As part of its internal controls process, TEA conducts validations of various LEA self-reported data.

Data Validation Timeline

The table below provides the deadline date for each of the respective eGrants forms and other reports. Any LEA can reasonably expect to be selected for the data validation. TEA will notify selected LEAs to submit their auditable documentation in support of their self-reported data based on the timeline below. The notification includes additional information about the validation process.

eGrants Form/Other Reporting	Deadline Date	Selection and Notification of Data Validation
2017–2018 SC5050 (new open-enrollment charter school submission)	November 1, 2017	After the SC5050 submission

eGrants Form/Other Reporting	Deadline Date	Selection and Notification of Data Validation
2017–2018 Title I, Part A Comparability Computation Form (CCF)	November 12, 2017	After the CCF submission
2018–2019 SC9000	December 5, 2017	After the SC9000 submission
2018–2019 SC9010 (Applicable only to Windham School District and Texas Juvenile Justice Department)	January 4, 2018	In advance, around mid-October 2017
2017–2018 SC5050 (open-enrollment charter schools claiming significant expansion)	January 31, 2018	After the SC5050 submission
2017-2018 Substitute System of Time and Effort (Applicable only to LEAs with an approved substitute system of time and effort)	May 30, 2018	After substitute system of time and effort reporting is approved by TEA
Justification of Specific Expenditure: Educational Field Trips and Out-of-State Travel (Applicable only to LEAs that budgeted these expenditures in Schedule BS6234 of the 2017–2018 ESSA Consolidated Federal Grant Application)	June 1, 2018	June 2018

For Further Information

If you have questions, please contact the Federal Fiscal Compliance and Reporting Division at (512) 463-9127 or by e-mail at compliance@tea.texas.gov.

Sincerely,

James Connolly, Senior Director
Federal Fiscal Compliance and Reporting Division