ARIZONA DEPARTMENT OF EDUCATION • ACADEMIC ACHIEVEMENT

Title II-A Use of Funds Survey

FREQUENTLY ASKED QUESTIONS | FY25 and FY26

SUBMISSION DEADLINE • DECEMBER 31, 2026

1. Who must complete the surveys?

All LEAs that received Title II-A allocations in FY25 and/or FY26 must submit a separate survey for each applicable fiscal year, including LEAs that waived or transferred funds.

2. How are the surveys accessed?

In GME, select Funding → Supplements → the applicable fiscal year (FY25 or FY26) → Title II-A Use of Funds → Survey on the Use of Funds Under Title II, Part A. Complete and submit each applicable survey separately.

3. What if a survey is missing from GME?

Confirm that the LEA received a Title II-A allocation for the applicable fiscal year. If a survey is missing, contact the assigned ESEA Consolidated Program Specialist to verify eligibility and request assignment, if needed.

4. Can a submitted survey be returned for revisions?

Yes. Contact the assigned ESEA Consolidated Program Specialist to request the return of a submitted FY25 or FY26 survey.

5. What if the survey cannot be submitted?

GME submission access is available to users with the LEA Business Manager or LEA Title II-A Use of Funds Update role. For role changes, submit a support ticket using the support link in GME.

6. Must every question be answered?

Not every question will need to be answered depending on LEA circumstance. Complete all required fields marked (*). All LEAs must answer Question 1, which determines which of Questions 2–13 apply. Refer to the question guide in GME.

7. Should carryover funds be included?

No. Report only funds originating from the fiscal year being surveyed. Exclude prior-year funds, whether shown as Carryover or Additional in GME, including FY24 funds re-distributed to LEAs during FY25. Funds that should not be included, because they did not originate from the same fiscal year, will appear on the “Incoming Carryover” and “Additional” line in GME. The intent of the survey is to provide Congress with an accurate understanding of how funds appropriated for a specific fiscal year were utilized, rather than combining funds from multiple fiscal year appropriations. Including carryover funds would therefore not align with the intent and purpose of the survey, as it would misrepresent how funds appropriated for the specific fiscal year were utilized.

8. Should reallocated funds be included?

Yes, only when the funds originated in the same fiscal year being reported. For example, FY25 funds reallocated within FY25 are included; FY24 funds reallocated in FY25 are excluded. The funds to be included will appear on the “Reallocated” line on the Allocations page in GME. Including funds reallocated within the *same* fiscal year aligns with the intent and purpose of the survey, as these funds accurately reflect how appropriations for the specific fiscal year were utilized.

9. Should responses reflect budgets or actual spending?

The purpose of the survey is to provide an accurate representation of how LEAs utilized Title II-A funds to support effective instruction and educator effectiveness. LEAs should report the most accurate information available regarding the allocation and use of funds, consistent with the wording of each survey question. When exact figures are unavailable, LEAs should provide their best, most realistic estimates based on available financial records and program implementation information.

10. What is the difference between Questions 4a and 4b?

Questions 4a and 4b collect related information but require different types of responses.

Question 4a (Allocation of Funds by Activity): Question 4a asks LEAs to report the total dollar amount of Title II-A funds available for the applicable reporting period, after transfers, and identify how those funds were allocated across the activities listed in the survey. Responses to this part must be reported in dollar amounts. If exact figures are unavailable, LEAs should provide their best estimates.

Question 4b (Percentage of Funds Allocated by Educator Group): Question 4b asks LEAs to identify the percentage of the total amount reported in Question 4a that was allocated to Teachers vs Principals and other school leaders. *Example: An LEA reports $10,000 in total Title II-A funds for the applicable fiscal year, excluding carryover and after transfers. Of that amount, $5,000 was allocated to activities supporting teachers and $5,000 was allocated to activities supporting principals and other school leaders. Therefore, the responses to 4b will be 50% Teachers and 50% Principals and other school leaders.*

Key Reminder: Question 4a requires dollar amounts by activity, while Question 4b requires percentages by educator group. Both responses should be based on the same applicable funding total.

11. What happens if a required survey is not submitted by the deadline?

Failure to submit by December 31, 2026, will be considered noncompliance. ADE may place a programmatic hold on ESEA-funded programs until resolved and may require a Corrective Action Plan (CAP).

12. Where can LEAs obtain assistance?

Contact the assigned ESEA Consolidated Program Specialist or the ADE ESEA team at ESEA@azed.gov or (602) 364-1958.