FY27 Non-Public School Survey Instructions

Overview

The FY27 Non-Public School Survey for non-public school participation in equitable services will open on **Jan. 6, 2026**, and is due **Feb. 18, 2026**. The survey will be entered directly in ePlan, will be used to inform allocations for non-public schools for Titles I, II, III, and IV, and IDEA, and will populate in the FY27 Consolidated Funding Application (CFA) in spring 2026. **All local education agencies (LEAs) must submit a survey**, even if the LEA does not have or serve a non-public school. The survey allows an LEA to indicate if this is the case.

Intent to Participate

As a reminder, prior to the completion of this survey, LEAs should have sent the Intent to Participate forms to non-public schools regarding participation in eligible programs by Dec. 1, 2025. These forms must be sent to non-public schools located in the LEA and, for Title I, to non-public schools with enrolled students who live in the LEA's attendance areas. LEAs should also confirm that their non-public/private school list on the TDOE Non-Public Schools page is accurate. Please report any directory updates to Private.Schools@tn.gov.

The Intent to Participate form is available in TDOE Resources in ePlan > Equitable Services to Non-Public Schools (CTE/ESSA/IDEA) > ESSA Non-Public Schools Information > Equitable Services Samples and Templates. These forms are due to the LEA from non-public schools no later than **Jan. 15, 2026,** *and* should inform the completion of the Non-Public School Survey.

Survey Location and Completion

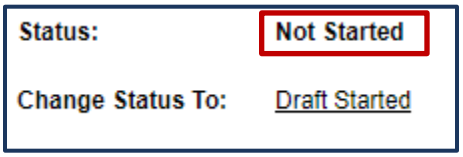
The Non-Public School Survey is located in ePlan under *Data and Information*. Please ensure you select **2027** as the year. The Non-Public School Survey will automatically import each of the LEA's non-public schools that were listed from the previous year's non-public survey. Once imported, the school list can be modified by the user in ePlan—this will be important for LEAs that share a non-public school with another LEA. If a non-public school needs to be added to the LEA's list of non-public schools, please contact Michelle.Harless@tn.gov.

When completing the survey, please ensure all selections match and are correct prior to submission. In particular:

- For all schools marked as participating in any of the grants, please make sure to enter the correct student data/numbers in the corresponding column (see 2b. below).
- If the school is participating in Title I or III, there should be a student count in the corresponding column(s). For non-participation, there should *not* be a student count in the corresponding column.
- LEAs that do not have or serve a non-public school must indicate this with the available checkbox and follow the steps to submit the survey.

Survey Completion Steps

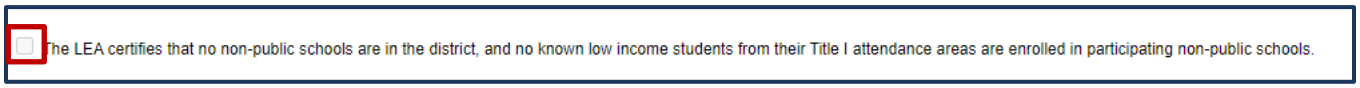
1. Access the Survey and set the status to **Draft Started**.



2a. Complete the Survey – *for LEAs with no Non-Public Schools*

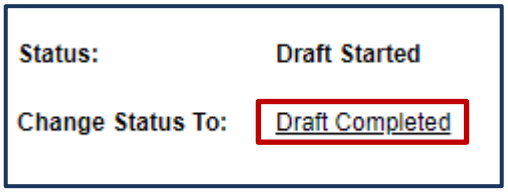
LEAs with no non-public schools and with no eligible students attending participating non-public schools **must** complete a survey. To complete the survey, click on **Non-Public/Private Schools** and check the box at the top of the page that states, "The LEA certifies that no non-public schools are in the district, and no known low-income students from their Title I attendance areas are enrolled in participating non-public schools."





Once this box is checked, navigate back to the *Sections* page. If desired, the Create Comment feature can be used to offer any additional explanation that may be helpful. Click **Draft Completed** at the top of the page to continue through submission.

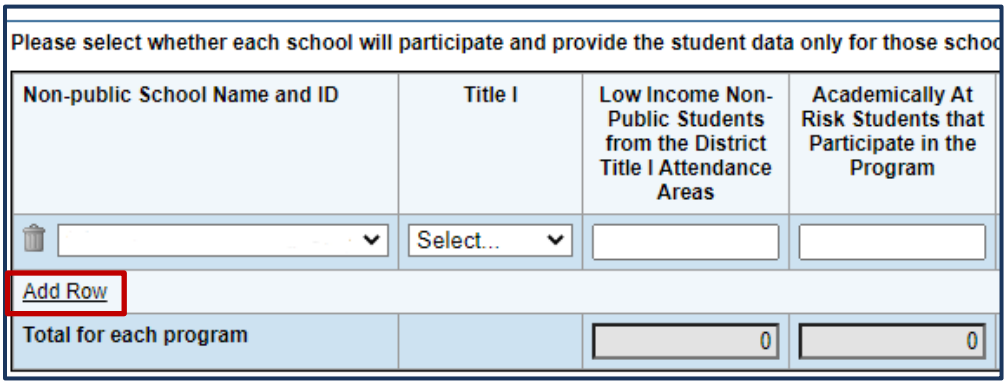




2b. Complete the Survey – *for LEAs with Non-Public Schools*

Using the dropdown that is populated from the School Directory, enter all non-public schools in the LEA, one per row. In addition, LEAs must add any non-public schools outside the LEA where the LEA provides services to known low-income students from their Title I attendance areas. Click Add Row at the bottom of the school list to add a school.

Note: Schools will not appear until the status of the survey has been changed to **Draft Started.**



For each school that is entered, a **status** must be selected for each program under *Program Participation*. ***Please be mindful of the status of each non-public school, as it is important when determining eligibility***

and participation in federal programs. The dropdown key is located at the top of the page. The following selections are available:

Participation Type	Dropdown Code
This school has responded that they **will participate** in the program.	**PART**
This school has responded that they **will NOT participate** in the program.	**NOT PART**
This school has **not replied** to multiple documented requests from the LEA as to whether they will participate.	**NO REPLY**
This school is **ineligible for the program** because it is a for-profit organization.	**PROFIT**
This school is **ineligible for the program** because it is a Category I Special Purpose School.	**CAT I-SP**
The LEA does not have this discretionary grant.	**NO GRANT**
(For IDEA Preschool ONLY) – This school does not serve preschool students.	**NIPK**

Please check for consistency throughout the survey. For example:

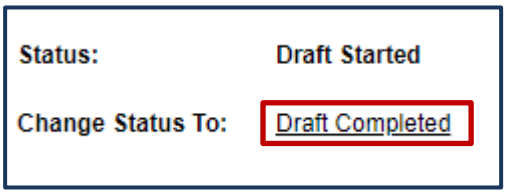
- Wherever PART is selected for a title program, the corresponding columns must be completed with a number of students (e.g., where PART is selected for Title I, a student count **must** be entered into the *Low Income* and the *Academically At Risk* columns). See the table below for all requirements.

Where PART is selected in this program:	Enter a student count in this column:
Title I	• K–12 Low Income Non-public Students from the LEA Title I Attendance Areas • Academically At-Risk Students Who Participate in the Program
Title I-C	K–12 Migratory Students Enrolled at the Non-public School
Title II-A	K–12 Non-public Total Enrollment
Title III-A	K–12 English Learners Enrolled at the Non-public School
Title IV-A	K–12 Non-public Total Enrollment
21st Century	K–12 Non-public Total Enrollment

- For schools that are marked for non-participation **(NOT PART, NO REPLY, PROFIT, NO GRANT, or NIPK**) in all grants, there should *not* be a student count in any of the columns.

Once all sections of the survey are completed, navigate back to the *Sections* page. If desired, the Create Comment feature can be used to offer any additional explanation that may be helpful. Click **Draft Completed** at the top of the page to continue through submission.





Contact

For questions related to the Non-Public School Survey, please contact Michelle.Harless@tn.gov.