

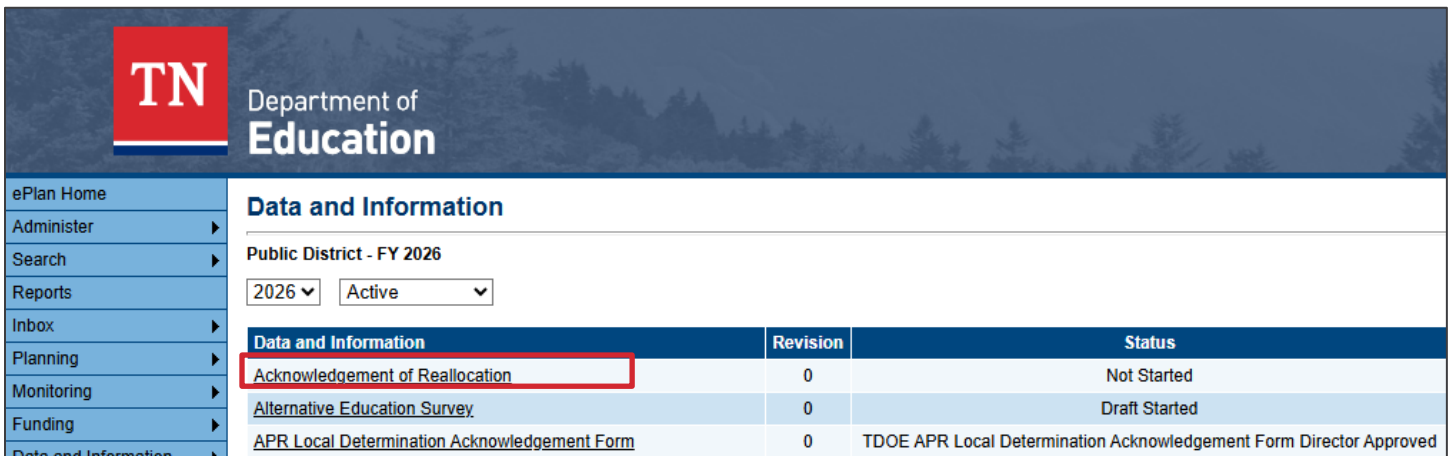
# Acknowledgment of Reallocation LEA ePlan Instructions

Additional **Fiscal Year 2025 (FY25)** funding is available for reallocation to LEAs. FY25 funds were initially awarded on July 1, 2024, and are subject to FY25 timelines and requirements, including the obligation date of Sept. 30, 2026. By accepting this reallocated funding, the LEA confirms its ability to obligate those funds within the required FY25 timeframe.

Additional FY26 funding is also available for reallocation. FY26 funds were initially awarded on July 1, 2025, and are subject to FY26 timelines and requirements, including the obligation date of Sept. 30, 2027. By accepting this reallocated funding, the LEA confirms its ability to obligate those funds within the required FY26 timeframe.

LEAs must acknowledge this reallocation and confirm whether they will accept and meet the obligation date for the reallocated funds. The Acknowledgment of Reallocation data and information instrument is available in ePlan for LEA acknowledgment. LEAs must respond by **May 18, 2026**, to accept the proposed reallocated funding.

1. Navigate to the data and information instrument by logging in to ePlan.tn.gov, then selecting **Data and Information** from the left navigation menu.
2. Select Fiscal Year: **2026** and Data and Information: **Active** from drop-down menus.
3. Click on **Acknowledgment of Reallocation** to open the instrument.



The screenshot shows the ePlan interface with the following elements:

- Header:** TN Department of Education logo.
- Navigation Menu (Left):** ePlan Home, Administer, Search, Reports, Inbox, Planning, Monitoring, Funding, Data and Information.
- Main Content Area:**
  - Section:** Data and Information
  - Filter:** Public District - FY 2026
  - Dropdowns:** 2026 (Fiscal Year), Active (Status)
  - Table:**

Data and Information	Revision	Status
<b>Acknowledgment of Reallocation</b>	0	Not Started
Alternative Education Survey	0	Draft Started
APR Local Determination Acknowledgement Form	0	TDOE APR Local Determination Acknowledgement Form Director Approved

## Acknowledgment of Reallocation ePlan Instructions

- On the Acknowledgment of Reallocation sections page, select Draft Started, then select **Acknowledgment of Reallocation** to open the response page.

### Acknowledgement of Reallocation Sections

- FY 2026 - Acknowledgement of Reallocation - Rev 0

Status: Draft Started

Change Status To: [Draft Completed](#)

[View Change Log](#)

[Delete this Data and Information Revision](#)

Description ( [View Sections Only](#) [View All Pages](#) )

All

History Log

[History Log](#)

[Create Comment](#)

Acknowledgement of Reallocation

**Acknowledgement of Reallocation**

- Review the proposed grants, minimum reallocation amounts, and obligation dates. **LEAs must be able to meet the obligation dates for the reallocated funding to accept the reallocation.**
- Indicate, using the **LEA Response** column drop-down, what the LEA's decision is about each reallocation amount. LEAs must select one of the following:
  - The LEA will accept the reallocated funds and obligate them by the obligation date.
  - The LEA does not accept the reallocated funds.

### Acknowledgement of Reallocation

Funds are available for reallocation through the allocation formula for the following grants. Please indicate if the LEA wishes to accept reallocated funds by selecting the appropriate drop down in the LEA response column. Funding will at a minimum receive the amount indicated in the Minimum Reallocation Amount column, but may receive more funding if more funding becomes available. Reallocated funds will be allocated to LEAs in the current year funding application, and must be obligated by the date indicated in the table.

Grant	Obligation Date	Minimum Reallocation Amount	LEA Response
Title II, Part A	9/30/2026	\$0.01	* Select...
Title IV, Part A	9/30/2026	\$1.01	* Select...

Resources

[When Obligations are Made Guidance](#)

Go To

**Important: If the LEA does not accept the reallocated funds or fails to complete the instrument, the LEA will be removed from the formula for the final reallocation calculation and will not receive reallocated funds. LEAs that opt to accept reallocated funds and have committed to obligate them by the obligation date may receive more than the minimum reallocation amount.**

## Acknowledgment of Reallocation ePlan Instructions

7. Select **Save and Go To** and return to the Sections page.
8. Change the status to **Draft Completed** at the top of the *Sections* page.
9. The **LEA Fiscal Representative** and the **LEA Authorized Representative** must then approve the instrument by changing the status at the top of the Sections page.
10. The instrument is submitted to the department once placed in **LEA Authorized Representative** status.