

1. What is the Annual Assurance Statement?

The Annual Assurance Statement addresses two required areas of compliance for the 2022-2023 school year:

- **OSEP Compliance** – the LEA assures that it has in place policies, procedures, and programs that are consistent with IDEA’s child find, evaluation, and FAPE requirements; and
- **Transition and Employment Designee Directory and Transition and Employment Guide Posting**– the LEA assures that the current Transition and Employment Designee is listed on the AskTED directory for the LEA and that this designee will fulfill the minimum training guidelines and responsibilities, and that the Texas Transition and Employment Guide is linked from the Texas Transition website to the LEA’s website.

2. Who can submit the Annual Assurance Statement?

The special education director of the LEA who has the administrator account for the Texas Legal Framework.

3. When is the Annual Assurance Statement due?

The Annual Assurance Statement is due for submission through the Texas Legal Framework website by August 31, 2023.

4. How do you submit the Annual Assurance Statement?

- Access the Texas Legal Framework website at fw.escapps.net.
- Log in to your Administrator account.
- Click **Assurance Statements** in the left column, then **Annual Assurances**.
- Click **Continue**.
- Click the view icon under **School Admin Actions**.
- Under **OSEP Compliance**, read Sections 1 and 2, and click the box in Section 2.
- Under **Transition and Employment Designee Directory and Transition and Employment Guide Posting**, read Sections 1 and 2. Check all three boxes in Section 3. Below Section 3, check the final assurance box.
- Click **Submit**.
- Click **Print Confirmation** and retain this hard copy for your records.
- You have now completed the submission of the Annual Assurance Statement.

5. Who do I contact if I have questions or need assistance?

- Contact your Texas Legal Framework regional contact. To find this information, access the Texas Legal Framework website homepage and locate the Texas map. Hover over your region to view a list of your regional contacts.
- You may also contact the Texas Legal Framework helpdesk at 432-561-4332 or frameworkhelp@esc18.net.