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**Request for Application**

**Education for Homeless Children and Youth Program**

**McKinney-Vento Homeless Assistance Act Subgrant**

**(2024 - 2027)**

***Released - Spring 2024***

**Mandatory Technical Assistance Session**

**for Potential Applicants**

**May 29, 2024**

**DEADLINE TO SUBMIT APPLICATION**

**RFA MUST BE RECEIVED BY 5:00 p.m.,**

**June 12, 2024**

**NO EXTENSIONS WILL BE GRANTED**

**Under the Education for Homeless Children and Youth (EHCY) program also known as the McKinney-Vento Act (MV), the New Mexico Public Education Department (PED) must ensure that children and youth experiencing homelessness have equal access to the same free, appropriate public education, including a public preschool education, as is provided to other children and youth.**

## **Purpose of This Request for Application**

The purpose of the McKinney-Vento Act is to ensure that students experiencing homelessness have access to the education and other services they need in order to meet state academic achievement standards, and ultimately, to graduate prepared for college and career. The purpose of the McKinney-Vento subgrant is to fund activities that improve and expand the facilitation of the identification, enrollment, retention, and educational success of children and youth experiencing homelessness.

The Request for Application (RFA) should be viewed as a blueprint for the ECHY program and a contractual agreement for how the Local Education Agency (LEA) will spend the funds. It should be detailed enough to lead the LEA through a process to link the needs for children and youth experiencing homelessness with goals, objectives, activities, and the expenditures to support them.

The ECHY program should be integrated and comprehensive in providing services for children and youth experiencing homelessness. The strength of the proposal should derive from the linkages between program elements and illustrate how the funding will be leveraged with other LEA, Federal, state, and community resources to address the specific needs and goals.

The ECHY RFA shall align with the New Mexico Public Educations ***S.M.A.R.T*** Goals Criteria:

|  |
| --- |
| **Specific** — Addresses the needs of a specific or identifiable student population; descriptions are specific enough to be easily and generally understood |
| **Measurable** — Describes how the goal will be measured or quantified using concrete criteria |
| **Ambitious & Attainable** — Expands the school’s MV Program, while still considered to be attainable |
| **Relevant** — Relates to student learning and achievement and is data-based |
| **Time-bound** — Specifies a specific time period for measurement, shows commitment to a target date or deadline and helps create a sense of urgency |

***Also see the LEA support document “What does the SMART acronym stand for?” in the TA PPT.***

**Definition of Homeless Children and Youth**

Section 725(2) of the McKinney-Vento Act defines “homeless children and youths” as individuals who lack a fixed, regular, and adequate nighttime residence. The definition includes—

* Children and youths who are:
* sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason (sometimes referred to as “doubled-up”);
* living in motels, hotels, trailer parks, or camping grounds due to lack of alternative adequate accommodations;
* living in emergency or transitional shelters; or
* abandoned in hospitals.
* Children and youths who have a primary nighttime residence that is a public or private place not designed for, or ordinarily used as, a regular sleeping accommodation for human beings;
* Children and youths who are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings; and
* Migratory children (as defined under Title I, Part C) who qualify as homeless because they are living in any circumstances described above.

# **Eligibility**

All New Mexico LEAs are eligible to apply. LEAs may subcontract with other agencies; however, the local school system assumes responsibility for setting program goals and monitoring program accomplishments. All subcontractor employees shall receive, pass, and be cleared of a background check prior to providing services for the LEA or entering the classroom and working with students. The LEA will serve in the capacity of fiscal agent. State Charter Schools are considered LEAs and can apply as an LEA. Regional Education Cooperatives (RECs) may apply on behalf of a consortium of LEAs within the REC that may, or may not, be inclusive of all LEAs within the REC.

**Risk Assessment Requirements in the Uniform Guidance**

According to the Uniform Guidance, prior to awarding Federal funds, agencies serving as pass-through entities must conduct a risk assessment of sub awardees. To comply with the requirements of the Uniform Guidance for subawards, the State Coordinator must gather data to determine the ability of an LEA applying for a subgrant to manage the award.

A history of expenditures for prior subgrantees will be taken into consideration (expenditure levels, carryover amounts) when making new awards for this RFA.

**Background**

The EHCY program is authorized under Title VII-B of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11431 et seq.) (McKinney-Vento Act). The McKinney-Vento Act was originally authorized in 1987 and most recently reauthorized in December 2015 by the ESSA. The Act is designed to address the challenges that students experiencing homelessness face with enrolling, attending, and succeeding in school by eliminating barriers and supporting their educational needs.

**Funding for Education of Students Experiencing Homelessness**

The PED provides subgrants to local educational agencies (LEAs) for the purpose of facilitating the identification, enrollment, attendance, and academic success in school of children and youths experiencing homelessness. (42 U.S.C. § 11433(a)(1)) These subgrants are competitive and awarded based on need and quality of the application.

**McKinney-Vento Act Award Requirements**

The PED must distribute not less than 75 percent of its annual McKinney-Vento allocation in subgrants to LEAs (42 U.S.C. § 11432I(1)). The subgrant will be awarded for the three-year cycle (2024 – 2027 school years) with funds distributed annually.

**Subgrants shall be designed to expand or improve upon services provided as part of a school’s regular academic program; but not to replace any existing services. (42 U.S.C. § 11433(a)(2)(A)(iii)).** The services may be provided through programs on school grounds or other facilities and must, to the maximum extent practicable, be provided through existing programs that integrate children and youth experiencing homelessness with non-homeless children and youth.

If services are provided on school grounds, recipients of services may include other children and youth who are at risk of failing in or dropping out of school. However, the main purpose of the subgrant is to meet the needs of children and youths experiencing homelessness. In addition, services provided through the subgrants in schools **shall not segregate children and youths experiencing homelessness** except for short periods of time for health and safety emergencies or to provide temporary, special, and supplementary services to meet the unique needs of children and youths experiencing homelessness.

**LEAs must submit an application to the PED for a subgrant that includes the following:**

the needs of such children and youths and the ability of the LEA to meet such needs. (42 U.S.C. § 11433)I(2)).The data analysis/needs assessment must be complete. ***Applications submitted that do not include a completed assessment will automatically be disqualified from the competition.***

1. A description of services and programs for which assistance is sought and identified through the needs assessment including students experiencing homelessness academic performance.
2. An assurance that the LEA’s combined fiscal effort per student, or aggregate expenditures of the LEA and State with respect to the provision of free public education by the LEA for the fiscal year preceding the fiscal year for which the determination is made, was not less than 90 percent combined fiscal effort or aggregate expenditures for the second fiscal year preceding the fiscal year for which the determination is made;
3. An assurance that the applicant complies with, or will use requested funds to comply with, paragraphs (3) through (7) of Section 722(g) of the McKinney-Vento Act;
4. A description of policies and procedures, consistent with section 722I(3) of the McKinney-Vento Act to ensure that activities will not isolate or stigmatize homeless children and youth;
5. An assurance that the LEA will collect and promptly provide data requested by the State Coordinator pursuant to paragraphs (1) and (3) of Section 722(f);
6. An assurance that the LEA will meet the requirements of Section 722(g)(3).

**The PED shall make competitive subgrants to LEAs and award subgrants on the basis of need and quality of the application submitted**. (42 U.S.C. § 11433)I(1)). In determining need, the PED may consider the number of homeless children and youths enrolled in preschool programs, elementary schools, and secondary schools within the area served by the LEA and shall consider

**The PED must also consider:**

1. The extent to which the proposed use of funds will facilitate the identification, enrollment, retention, and educational success of homeless children and youths.
2. The extent to which the application:
   * reflects coordination with other local and State agencies that serve homeless children and youths; and
   * describes how the applicant will meet the requirements of section 722(g)(3) of the McKinney-Vento Act.
3. The extent to which the applicant exhibits in the application and in current practice a commitment to education for all homeless children and youths.
4. Such other criteria as the PED determines appropriate.

**In determining the quality of the application, the PED shall consider the following:**

1. The applicant’s needs assessment and the likelihood that the proposed program will meet such needs;
2. The types, intensity, and coordination of the services to be provided;
3. The extent to which the applicant will promote the meaningful involvement of parents or guardians of homeless children and youths in the education of their children;
4. The extent to which homeless children and youths will be integrated into the regular education program;
5. The quality of the applicant’s evaluation plan for the program;
6. The extent to which services provided by the subgrant will be coordinated with other services available to homeless children and youths and their families;
7. The extent to which the LEA will use the subgrant to leverage resources, including by maximizing nonsubgrant funding for the homeless liaison position and for the provision of transportation; and
8. How the LEA will use funds to serve homeless children and youths under Section 1113I(3)(A) of the Elementary and Secondary Education Act (Title I, Part A) (20 U.S.C. § 6313(c)(3)).

**Stakeholder Engagement**

Applicants are required to identify internal and external stakeholders who work with students experiencing homelessness and their families who have a specific particular interest in ensuring that the needs of students experiencing homelessness are met. Prior to completing the RFA, the stakeholders are to solicit input regarding the needs of students experiencing homelessness. The applicant will report the dates and types of these meetings and provide highlights as part of the application process under Section III: Collaboration.

Pursuant to Subsection C of Section 22-8-11, NMSA 1978, the department shall not approve and certify an operating budget of any school district or state charter school that fails to demonstrate that parental involvement in the process was solicited.

**Funding Source for the Awards**

The New Mexico Public Education Department (PED) will be awarding McKinney-Vento federal funding for the 2024 - 2027 grant cycle.Annual award amounts are subject to change depending on the number of qualified applicants, the number of homeless students reported and the availability of McKinney-Vento federal funding.

**Length of Funding**

Successful applicant funding is dependent on continued annual federal funding. The multi-year awards shall begin on July 1, 2024, or as soon as possible thereafter, and will remain in effect for up to approximately three (3) years, or any portion thereof contingent upon evidence of substantial programmatic progress and demonstrated fiscal accountability towards meeting goals and objectives in compliance with all the PED and McKinney-Vento federal requirements. The start date may vary according to the date of receipt of funds from the U.S. Department of Education.

The PED reserves the right to terminate any award that does not meet the rigorous requirements as defined by federal guidelines governing the McKinney-Vento Program and does not demonstrate substantial progress toward meeting the objectives set forth in its approved application.

**Carryover of funds** will occur each year of the three-year grant cycle. Subgrantees are expected to expend all disbursed funds including the yearly allocation and any carryover from the previous year. The closing of the grant cycle, also known as the liquidation period, is 120 days after the end of the third fiscal year.

**Authorized Activities: Allowable Expenses**

**LEAs must use subgrant funds to assist homeless children and youths in enrolling, attending, and succeeding in school. (See - Sections 722(g)(6), 723(d)) for the 16 types of activities allowed:** [McKinney-Vento Subgrant Authorized Activities – National Center for Homeless Education](https://nche.ed.gov/mv-auth-activities/).

**Indirect Costs**

The EHCY subgrant allows for indirect cost. Administrative costs and indirect costs combined cannot exceed 5 percent of the district’s total proposed budget. If indirect cost is applied, the LEA’s restricted rate must be used.

**Additional Requirements of the Grant: Assurances**

The superintendent or authorized representative for each LEA must initial each of the assurances listed at the end of this application form. The individual initialing the assurances must have the authority to ensure that the LEA will fulfill all federal and state statutory and regulatory requirements for implementation, reporting, auditing, and monitoring of the subgrant.

**Reporting and Data Collection**

LEAs are required to submit timely and accurate data into the Student Teacher Accountability Reporting System (STARS) for students experiencing homelessness on the following reporting period dates:

|  |  |  |
| --- | --- | --- |
| **Reporting Period** | **Day** | **STARS Submission Date** |
| First | 40th | 2nd Wednesday in October |
| Second | 80th | December 1st |
| Third | 120th | 2nd Wednesday in February |
| Fourth | End-of-Year | As per your district |
| Ancillary |  | Summer (as applicable) |

**Timeline**

**The Timeline for the 2024 – 2027 RFA is as follows:**

|  |  |
| --- | --- |
| **May 23, 2024** | PED will post the RFA and supporting materials; Notify homeless liaisons, superintendents, federal programs officers, and budget offices in each LEA. |
| **May 29, 2024**  **9:00 - 10:30 am MT** | MANDATORY TECHNICAL ASSISTANCE SESSION for potential applicants will be held virtually. *A Reminder Announcement of this will be emailed to ALL LEAs.*  Microsoft Teams Link:  [Join the meeting now](https://teams.microsoft.com/l/meetup-join/19%3ameeting_ZmU4NWVlNTMtZmIxNi00NzlkLWIwNTMtY2Q0ZmM1NDczYTYy%40thread.v2/0?context=%7b%22Tid%22%3a%2204aa6bf4-d436-426f-bfa4-04b7a70e60ff%22%2c%22Oid%22%3a%220d5a3b89-11ad-47f3-87d4-6726355dcc5f%22%7d)  Meeting ID: 274 776 531 726  Passcode: CCxmVt |
| **June 12, 2024** | **Deadline for proposal submission.** |
| June 24, 2024 | RFA review committee makes recommendations for awards; follow PED protocols for internal approval and subgrantee budgets. |
| **June 28, 2024** | The State Coordinator sends award notifications and instructions on next steps. |
| July 15, 2024 | PED disburses subgrantee award funds to LEAs after ED provides McKinney-Vento funding to the state. Planning awards posted: <https://webnew.ped.state.nm.us/bureaus/administrative-services/awards-and-carryover/> |
| **July 1, 2024** | First year of subgrant cycle begins. |

**Public Education Department Requirements: Monitoring**

The PED will monitor recipients receiving the subgrant.

* Onsite programmatic and fiscal monitoring of any program based upon a risk assessment.
* Desktop monitoring each STARS reporting period.
* Desktop monitoring of Requests for Reimbursements through Operating Business Management System (OBMS) included detailed reviews of financial records.
* End of Year Report submitted by all subgrantees.

***New grantees and high-risk grantees will have onsite visits during the first year of the award cycle to ensure sufficient support for capacity.***

All project funds must be spent according to the approved project proposal, within the proposed time frameand in accordance with federal and state laws. **LEA *Requests for Reimbursements (RfRs)* must be submitted to the PED monthly.**Any changes to the approved application and project proposal must be approved by the LEA Board of Education, superintendent/charter leader/REC leader, and business manager prior to being submitted to the State Coordinator for approval. Changes cannot be implemented until approved by the State Coordinator.

**Request for Application Evaluation Criteria**

Evaluation of proposals will be based upon the following criteria in Section 723I(1):

* **Completed Data Analysis/Needs Assessment.** The entire application should be based on the needs assessment section. Applicants will be disqualified from the competition immediately if the needs assessment is not complete.
* Narratives should briefly provide a description of how the grant is consistent with the purpose of and encompasses all aspects of the McKinney-Vento Homeless Assistance Act, to include NM’s ESSA State Plan, New Mexico Statutes Annotated (NMSA), and the New Mexico Administrative Code (NMAC).
* Responses should refer to the information included in the needs assessment but do not need to duplicate the information.
* Description of services to be provided to students experiencing homelessness (including through the Title I, Part A Homeless Set-Aside funding).
* A timeline with prioritized needs, goals, objectives, activities, *data sources,* measurable outcomes, *and assigned responsibilities,* with a clear description of the linkages amongst each of them.
* Staffing and program management for each aspect of the program
* Evidence of collaboration and coordination among existing programs, services, and community organizations, as well as the Office of the State Coordinator for Homeless Education
* Description of processes the LEA will take to evaluate the program
* Completed and specific Budget form

**Questions About the Request for Application**

The PED has designated Dana Malone as the contact person for this RFA. Prospective applicants with questions should contact: Dana Malone, State Coordinator of Education for Homeless Children and Youth, at:(505) 819-9537or [Dana.Malone@ped.nm.gov](mailto:Dana.Malone@ped.nm.gov) or Pam Kies-Lowe, ARP-HCY Coordinator, at: (269) 370-5803 or [pamela.kies-lowe@ped.nm.gov](mailto:pamela.kies-lowe@ped.nm.gov).

**RFA Copies**

A copy of the application can be found here: <https://webnew.ped.state.nm.us/bureaus/administrative-services/awards-and-carryover/>.

**Application Date**

A PDF of this application, including the Timeline, must be submitted to the email address below no later than **5:00 pm, June 12, 2024**. Requests for an extension of this date will NOT be granted.

**Submission Address**

Applications must be electronically submitted and emailed to the following email addresses: [AIR.Bureau@ped.nm.gov](mailto:AIR.Bureau@ped.nm.gov) .

**NMPED**

**Request for Application**

**Education for Homeless Children and Youth Program / McKinney-Vento Homeless Assistance Act Subgrant**

**APPLICATION OVERVIEW, CONTENT, AND INSTRUCTIONS**

**Read *all* guidelines and criteria carefully before preparing your application. *The RfA format has changed for this grant cycle*. Only applications that include *all* sections *and* appendices and fully adhere to these guidelines will be reviewed and considered for funding. Incomplete applications *will not* be reviewed.**

Applicants are encouraged to prepare *all* the following elements of the application *before* beginning the online application and submission process. Do not wait until the last minute to apply. Use the following overview of the checklist to ensure that the application is complete and verify that all attachments and appendices are included prior to uploading.

Overview of Content Online Application

The McKinney-Vento online application is organized into the following sections:

Applicant Information

* LEA Name and Number
* LEA Superintendent/Charter School Director Contact Information
* LEA Homeless Liaison Contact Information
* Business Manager Contact Information
* Funding: Amount Requested
* *Separate Form for Information from REC Consortia Applicants*

Online Application includes these elements:

* **Part I** – Needs Assessment, Liaison Capacity and Data Analysis (15 points + *BONUS PTS)*
* **Part II** – SMART Goals and Objectives for Program (15 points)
* **Part III** – Education Program Strategies and Action Steps (15 points)
* **Part IV** – Coordination and Collaboration (15 points)
* **Part V** – Project Administration and Evaluation (15 points)
* **Part VI** – Project Timeline (15 points)
* **Part VII** – Project Budget (10 points)
* **Part VIII** – McKinney-Vento Program Statement Assurances & Signatures (Application will not be not reviewed if missing.)

**Total Possible Points = 100 points**

McKinney-Vento Education for Homeless Children and Youth

Subgrant Application

Project Period: July 1, 2024 – September 30, 2027

District/School Information

|  |  |  |
| --- | --- | --- |
| **LEA/Charter Name:** | | |
| Mailing Address: | | |
| City: | State: | Zip Code: |
| **Superintendent/Charter School Director:** | | Telephone Number: |
| Email Address: | | |
| Mailing Address: | | |
| City: | State: | Zip Code: |
| **Homeless Liaison:** | | Telephone Number: |
| Email Address: | | |
| Mailing Address: | | |
| City: | State: | Zip Code: |
| **Business Manager:** | | Telephone Number: |
| Email Address: | | |
| Mailing Address: | | |
| City: | State: | Zip Code: |

|  |  |
| --- | --- |
| **Total Yearly McKinney-Vento EHCY Subgrant Amount Requested:** | **$** |
| Total SY 2023-2024 Title I, Part A Allocation | $ |
| Total Amount of Title I, Part A Set-Aside for the Education for Homeless Children and Youth | $ |

McKinney-Vento Education for Homeless Children and Youth

Subgrant Application

Project Period: July 1, 2024 – September 30, 2027

CONSORTIUM APPLICATION - Regional Consortium Information

|  |  |  |
| --- | --- | --- |
| **Fiscal Agent Entity Name:** | | |
| Mailing Address: | | |
| City: | State: | Zip Code: |
| **Fiscal Agent Entity Director:** | | Telephone Number: |
| Email Address: | | |
| Mailing Address: | | |
| City: | State: | Zip Code: |
| **Fiscal Agent MV Grant Coordinator:** | | Telephone Number: |
| Email Address: | | |
| Mailing Address: | | |
| City: | State: | Zip Code: |
| **Fiscal Agent Business Manager:** | | Telephone Number: |
| Email Address: | | |
| Mailing Address: | | |
| City: | State: | Zip Code: |
| **Total Yearly McKinney-Vento EHCY Subgrant Amount Requested or (#) LEAs:** |  | **$** |

***There are additional Consortium forms to complete at the end of this application.***

**Part I – Needs Assessment, Liaison Capacity, and Data Analysis**

**(15 points)**

The needs assessment is a critical element of a proposal that makes a clear, concise, and well-

supported statement of the need or problem to be addressed. The needs statement reflects the mission of the LEA's proposed project and fits with the purpose of the funding opportunity. This section must include references to LEA data on the educational challenges and related needs of homeless children and youths served by the LEA. The needs assessment may be undertaken as part of the needs assessments for other groups or the LEA (i.e., Title I-Part A Needs Assessment), or maybe a survey or report compiled from other LEA and liaison-collected data.

**1-A. Complete the following data charts and reference these as needed to address additional questions in this application. Indicate N/A for “not applicable” if the district does not serve a particular grade level. Please use certified data if available; otherwise use your local school data.**

|  |  |  |  |
| --- | --- | --- | --- |
| **IDENTIFICATION DATA** | **2020-2021** | **2021-2022** | **2022-2023** |
| **Total # Identified as MV eligible** |  |  |  |
| **Total % of student enrollment identified as MV eligible** |  |  |  |
| **Total # MV eligible, aged birth - 2 yrs.** |  |  |  |
| **Total # MV eligible, aged 3 - 5 yrs.** |  |  |  |
| **Total # MV eligible, enrolled in K – 8** |  |  |  |
| **Total # MV eligible, enrolled in 9 - 12** |  |  |  |
| **Total # students identified as UHY (Unaccompanied Homeless Youth)** |  |  |  |
| **Total # Identified as MV eligible AND eligible for Special Education** |  |  |  |
| **Total # Identified as MV eligible AND eligible for Migrant Education** |  |  |  |
| **Total # Identified as MV eligible AND eligible for Special Education** |  |  |  |
| **Total # Primary Nighttime Residence**  **is SHELTERED** |  |  |  |
| **Total # Primary Nighttime Residence**  **is HOTEL/MOTEL** |  |  |  |
| **Total # Primary Nighttime Residence**  **is DOUBLED-UP** |  |  |  |
| **Total # Primary Nighttime Residence**  **is UNSHELTERED *(including inadequate)*** |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **MV STUDENT OUTCOMES DATA** | **2020-2021** | **2021-2022** | **2022-2023** |

|  |  |  |  |
| --- | --- | --- | --- |
| **Graduation Cohort for MV Students**  <https://webnew.ped.state.nm.us/bureaus/accountability/graduation/> |  |  |  |
| **Proficiency Rates for MV Students**  <https://webnew.ped.state.nm.us/bureaus/accountability/data/> |  |  |  |
| **Chronic Absenteeism Rate for MV Students**  <https://webnew.ped.state.nm.us/bureaus/safe-healthy-schools/attendance-for-success/annual-state-districts-and-schools-attendance-report/> |  |  |  |

**1-B. Describe the method(s) used by the district to conduct a Needs Assessment of the educational and related needs of children and youth experiencing homelessness. (Should be more than just the information from the Title I Needs Assessment.)**

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**1-C. Indicate in checkboxes below, then describe the additional needs of children and youth experiencing homelessness in the district(s) AS THEY RELATE TO ELIGIBLE USES OF FUNDS. *INCLUDE ONLY THOSE TO BE FUNDED BY THIS MV/EHCY SUBGRANT.***

□ Outreach and identification □ Academic support (e.g., tutoring)

□ Enrollment assistance □ Trauma-informed care/services

□ Attendance support □ Mental health/Social-emotional support

□ Access to early childhood programs □ Access to before/after school and summer

□ Supplies (school, health, hygiene, clothing, etc. □ Technological devices for schoolwork

□ Transportation to/from school of origin □ Extra-curricular participation

□ Transportation to/from after-school activities □ Mentoring

□ Access to community resources/programs □ Other (describe below)

|  |
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**1-D. Listed below are the barriers that have been identified by applicants in previous grant cycles. Check off the major barriers below (within and outside of LEA) that limit identification, immediate enrollment, prompt provision of transportation, consistent attendance, and school success of MV students in the LEA(s). Then use the text box to describe the impact of these upon MV students in the space below.**

□ Academic support (e.g., tutoring)

□ Access to after school programs

□ Access to childcare (student or parent)

□ Access to community resources/programs

□ Access to early childhood programs

□ Access to health care

□ Access to postsecondary education

□ Access to transportation

□ Attendance/tardy policies

□ Consistency of school communications

□ Credit recovery or transfer issues

□ Coordination of services (within/across LEAs)

□ Delays in evaluation/placement

□ Delays in identification

□ Delays in establishing school transportation

□ Enrollment delays

□ Extra-curricular participation

□ Fear of the stigma of homelessness

□ Food/nutrition/hunger

□ Field trips/extracurricular costs, fees, equipment, transportation

□ Guardianship issues

□ Inadequate housing conditions

□ Inadequate/inappropriate school clothing

□ Increased absenteeism/tardiness

□ Lack of awareness of educational rights

□ Inconsistent application of policy/procedures

□ Lack of adult role models/mentors

□ Incomplete homework (lack of study area or

materials, equipment)

□ Lack of books/literacy in the home

□ Lack of affordable housing in community

□ Lack of community awareness

□ Lack of hygiene supplies/self-care knowledge

□ Lack of MV awareness of school staff

□ Lack of parental engagement/involvement

□ Lack of family shelters/youth shelters

□ Lack of social-emotional support

□ Language barriers

□ Low academic performance

□ Parental mental health/addiction issues

□ Equity Issues (Prejudice, misunderstanding)

□ Limited availability of tutors

□ Supplies (school, health, hygiene, clothing, etc.)

□ Technology issues (equipment, internet)

□ Transportation delays

□ Trauma/Toxic stress (domestic violence, abuse, neglect, homelessness, substance abuse, poverty)

* □ Other – Describe below

|  |
| --- |
|  |

**1-E. Describe the district MV Liaison's capacity to perform all 10 duties listed in the MV Act. LEAs should utilize the** [**Assessing the Capacity for the Homeless Liaison**](https://webnew.ped.state.nm.us/wp-content/uploads/2021/09/Assessing-the-Capacity-of-Homeless-Liaisons.docx) **to assess their capacity and its results to inform the selection of activities for this project. *Please ATTACH this completed assessment.***

Liaison percentage of FTE \_\_\_\_\_\_\_\_\_\_\_ (or hours per week devoted to MV duties)

Liaison’s other duties - LEA Role/Title/Duties \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

How many years has the Liaison served in the role of McKinney-Vento Liaison? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Does the Liaison have the time and capacity to conduct the necessary case management with students potentially identified as experiencing homelessness? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**1-F. Describe any prior training that MV Liaison has in Homeless Awareness, MV Law and regulations, as well as State and/or LEA policies and procedures related to identification, enrollment, and support services for homeless students.**

|  |
| --- |
|  |

**1-G. Describe the training and other supports that will be provided to the MV Liaison by the LEA to ensure they have the capacity to carry out the 10 required duties described in the McKinney-Vento Act (§ 11432(g)(6)(A). Consider the training, conferences, technical assistance, and any other support the LEA provides, pays for, or allows for the liaison.**

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**1-H. Identify at least one topic for which your school liaison would like to receive additional professional development.**

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**Part I, Continued: Data Analysis** (***+12 BONUS POINTS AVAILABLE FOR THOROUGH RESPONSES IN THIS SECTION)***

**1-H. Provide an overview of the LEA’s MV services for students in each of the following special populations who are experiencing homelessness. You may add other subgroups as relevant to your district.**

▢ Children aged 0 - 2 years ▢ Rural children and youth

▢ Preschool-aged children ▢ Unaccompanied homeless youth

▢ Eligible migrant children and youth ▢ Tribal children and youth

▢ Eligible English learners ▢ LGBTQ+ children and youth

▢ Eligible immigrant/refugee children/youth ▢ Pregnant, parenting or caregiving youth

▢ Eligible children and youth with IEP’s, 504 plans or ▢ Other subgroup:

other individualized learning plans

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**Part II – SMART Goals and Objectives for the Program (15 points)**

**2-A. Based on the data in Item 1-A, use the following SMART Goals 1 through 3 to describe specific measurable objectives that will directly impact the identification of students experiencing homelessness over the course of this 3-year grant cycle.**

|  |  |
| --- | --- |
| **SMART GOAL 1** | **Increase overall identification of students experiencing homelessness** by the target of \_\_\_\_\_\_\_\_ % (percent) across the three-year grant cycle. |
| **Specific** | Our district will increase our identification rate by the target of \_\_\_\_\_\_\_ % over the three-year grant cycle. (or per year over 3-yrs.) |
| **Measurable Objectives** | Per data entered in STARS, the school identified \_\_\_\_\_\_\_% of enrolled students as experiencing homelessness during the school year of 2020-2021, \_\_\_\_\_\_\_% during 2021-2022, and \_\_\_\_\_\_% during the 2022-2023 school year.  We will increase that identification rate by the target of \_\_\_\_\_\_\_\_\_\_\_% as evidenced by increased numbers of students reported annually in STARS. |
| **Attainable** | Many innovative identification strategies can be adopted to increase identification, along with evidence-based Promising Practices in this area. |
| **Relevant** | Identification of students experiencing homelessness is an essential duty of the liaison, required by law, as well as a proven practice in supporting academic outcomes for such students. |
| **Time-Bound** | In order to reach our goal of increasing our identification rate of students experiencing homelessness by the end of this grant cycle (Sept. 30, 2027), we will increase our identification incrementally each year over the course of the three years grant period. |

**2-B. Based on the data in Item 1-A, use the following SMART Goals 1 through 3 to describe specific measurable objectives that will directly impact the identification of students experiencing homelessness over the course of this 3-year grant cycle.**

|  |  |
| --- | --- |
| **SMART GOAL 2** | **Decrease chronic absenteeism of students experiencing homelessness** by the target of \_\_\_\_\_\_\_\_ % (percent) across the three-year grant cycle. |
| **Specific** | Our district will decrease our chronic absenteeism rate by the target of \_\_\_\_\_\_\_ % over the three-year grant cycle. (or per year over 3-yrs.) |
| **Measurable Objectives** | Per data entered in STARS, our MV students had a \_\_\_\_\_\_\_% of chronic absenteeism during the school year of 2020-2021, \_\_\_\_\_\_\_% during 2021-2022, and \_\_\_\_\_\_\_% during the 2022-2023 school year.  We will decrease that absenteeism rate by the target of \_\_\_\_\_\_\_\_\_\_\_% over the 3-year grant cycle as evidenced by absenteeism rates reported annually in STARS. |
| **Attainable** | Many innovative strategies can be adopted to decrease student absenteeism, along with evidence-based Promising Practices in this area. |
| **Relevant** | Supporting the attendance of students experiencing homelessness is an essential duty of the liaison, required by law, as well as a proven practice in improving academic outcomes for such students. |
| **Time-Bound** | In order to reach our goal of decreasing our absenteeism rate of students experiencing homelessness by the end of this grant cycle (Sept. 30, 2027), we will decrease our absenteeism by incrementally each year over the course of the three years grant period. |

**2-C. Based on the data in Item 1-A, use the following SMART Goals 1 through 3 to describe specific measurable objectives that will directly impact the identification of students experiencing homelessness over the course of this 3-year grant cycle.**

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| **SMART GOAL 3** | **Increase internal and external collaboration** by at least one additional internal collaboration and one additional external collaboration, per year, across the three-year grant cycle. |
| **Specific** | Our district will increase by at least one additional internal collaboration partner and with one external collaboration partner and one additional meeting with community agencies/program, per year, across the three-year grant cycle. |
| **Measurable Objectives** | As measured by LEA MV Liaison data/records of collaboration meetings with two new partners (one within the LEA and one within the community) per year, across the three-year grant cycle. |
| **Attainable** | Many innovative outreach and collaboration strategies can be adopted to increase identification, along with evidence-based promising practices in this area. |
| **Relevant** | LEA and Community collaboration are essential duties of the liaison, required by law, as well as an evidence-based way to provide wrap-around supports to children, youth and families experiencing homelessness. |
| **Time-Bound** | In order to reach our goal of increasing our internal and external collaborations by the end of this grant cycle (Sept. 30, 2027), we will increase collaboration partners incrementally each year over the course of the three years grant period. |

**2-D. Describe how data from a variety of sources will be analyzed to determine progress in meeting the specific measurable goals and objectives outlined above, and the impact of these strategies and activities on the identification, enrollment, attendance, academic achievement, engagement, and social-emotional success of homeless students.**

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**Part III – Education Program Strategies and Action Steps (15 pts total)**

For each of the following questions, describe the educational strategies that will be implemented during the course of the grant cycle to identify and serve children and youth experiencing homelessness.

**3-A. Describe the strategies the program will use to effectively improve identification, enrollment, retention, and educational success of students experiencing homelessness.**

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**3-B. Describe the school policies and procedures in place to ensure students experiencing homelessness are not segregated or stigmatized.**

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**3-C. Describe the strategies or services that the school will use to improve engagement and educational achievement of students experiencing homelessness.**

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**3-D. Describe the strategies to promote meaningful involvement of parents, guardians, families, or caregivers of children and youth experiencing homelessness in the activities and services proposed.**

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**3-E. Be sure to include any Title I-A family engagement activities, since all MV families are automatically Title I families. Include descriptions of any activities in this project that will be directed toward engaging MV parents/families.**

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**3-F. Describe the strategies the LEA will use in conducting outreach to identify, enroll and support the attendance of students experiencing homelessness who are not currently attending school.**

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**SMART GOAL 1:**

**Increase overall identification of students experiencing homelessness by \_\_\_\_\_\_\_\_\_% across the three-year grant cycle.**

**ACTION STEP 1:**

|  |  |
| --- | --- |
| What will be done? |  |
| What # or % of MV students will benefit? |  |
| Who is  responsible for  doing this? |  |
| When will this occur, and when will it be completed? |  |
| Evidence (data source) to document  completion |  |

**ACTION STEP 2:**

|  |  |
| --- | --- |
| What will be done? |  |
| What # or % of MV students will benefit? |  |
| Who is  responsible for  doing this? |  |
| When will this occur, and when will it be completed? |  |
| Evidence (data source) to document  completion |  |

***LEAs may add Action Steps as needed for each Smart Goals.***

**SMART Goal 2:**

**Decrease chronic absenteeism rates of students experiencing homelessness** **by the target of \_\_\_\_\_\_\_\_ % (percent) across the three-year grant cycle.**

**ACTION STEP 1:**

|  |  |
| --- | --- |
| What will be done? |  |
| What # or % of MV students will benefit? |  |
| Who is  responsible for  doing this? |  |
| When will this occur, and when will it be completed? |  |
| Evidence (data source) to document  completion |  |

**ACTION STEP 2:**

|  |  |
| --- | --- |
| What will be done? |  |
| What # or % of MV students will benefit? |  |
| Who is  responsible for  doing this? |  |
| When will this occur, and when will it be completed? |  |
| Evidence (data source) to document  completion |  |

***LEAs may add Action Steps as needed for each Smart Goals.***

**SMART Goal 3:**

**Increase internal and external collaboration by at least one additional internal partner and one additional external partner, per year, across the three-year grant cycle.**

**ACTION STEP 1:**

|  |  |
| --- | --- |
| What will be done? |  |
| What # or % of MV students will benefit? |  |
| Who is  responsible for  doing this? |  |
| When will this occur, and when will it be completed? |  |
| Evidence (data source) to document  completion |  |

**ACTION STEP 2:**

|  |  |
| --- | --- |
| What will be done? |  |
| What # or % of MV students will benefit? |  |
| Who is  responsible for  doing this? |  |
| When will this occur, and when will it be completed? |  |
| Evidence (data source) to document  completion |  |

***LEAs may add Action Steps as needed for each Smart Goals.***

**Part IV – Coordination and Collaboration (15 pts)**

A strong Homeless Education Program requires collaboration within the LEA. The MV Act requires coordination of services within LEAs, as well as across LEAs, and with the State McKinney-Vento/EHCY Coordinator.

**4-A. Describe how homeless education programs and services currently coordinate with the**

**programs and services provided under Title I, Part A to meet the SMART Goals and action**

**steps identified in this proposal. Give an example of at least one resource that has emerged from this collaboration.**

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**4-B. Describe how the LEA(s) collaborates and consults with feeder and other public schools, post-secondary institutions, community-based organizations, public and state agencies, and other organizations that assist with homeless children, youth and their families.**

**The following are some examples of these partners: Head Start, Even Start, Title funding,**

**shelters, Tribal programs, mental health providers, Family and Social Services, county agencies, community agencies, parents, advocacy groups, housing authorities, and community members.**

**Identify at least one new partner you would like to collaborate with to accomplish the SMART Goals.**

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**4-C. Describe how you will engage other stakeholders working with federal funds, and other funding sources, to sustain the work of the Homeless Education program?**

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**Part V: Project Administration & Program Evaluation (15 points)**

This section outlines the LEA plan to manage the project. Project administration and management includes oversight of day-to-day programmatic activities and ongoing fiscal administration. For this element, applicants should consider their mechanisms and internal controls for monitoring activities and compliance, collecting and gathering data for routine analysis and periodic reports, disbursing, and tracking funds, reconciling expenditures, and retaining records.

Applicants must also provide a plan to evaluate the project’s measurable outcomes and demonstrate, using scientific methods, as applicable, if and to what extent the project succeeded in meeting project objectives. Briefly describe the administrative structure including structure, staffing/roles, and duties for the proposed project, and how the LEA plans to evaluate the program and activities proposed.

**5-A. If you intend to hire additional staff, contractors, or vendors for this subgrant project, please list in the chart below with preferred qualifications and responsibilities for those roles. If you do not plan to hire additional staff for this subgrant project, simply state that below. (1 pt.)**

|  |  |  |
| --- | --- | --- |
| Position | Preferred Qualifications | Duties and Responsibilities |
|  |  |  |
|  |  |  |
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**5-B. Describe what process will be in place to collect and analyze data to evaluate your district’s McKinney-Vento program. How will the project be tracked, how often, and by whom? (Surveys alone are not sufficient to evaluate project outcomes.)**

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**5-C. Explain who will be responsible for administration, documentation, and evaluation of this project. Provide each person's LEA title or role in the district (names are optional). If this is a committee, team, or group, please provide all titles and roles of those involved.**

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**Part VI – Project Budget (10 pts)**

**VI-A. Please provide a descriptive explanation of costs within the budget narrative for the budget line items listed. In your description, include how each line item will support the SMART goal outlined above. Total amounts must also be reflected in the budget narrative. Please refer to Appendix B: Allowable Activities for Use of McKinney-Vento Subgrant Funds. Please refer to** [**Allowable Activities for Use of Title I, Part A Set-Aside**](https://webnew.ped.state.nm.us/wp-content/uploads/2024/05/Title-I-Part-A-Guidance-on-Costs.pdf) **funds.**

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| --- | --- | --- | --- | --- |
| **McKinney-Vento EHCY Grant & Title I, Part A Set Aside “Braided Funding” Budget Worksheet** | | | | |
| **Total EHCY Subgrant Yearly Award Requested** | | | | **$** |
| **Number of MV students expected to be served (per year)** | | | |  |
| **BUDGET LINE ITEMS** | **BUDGET ITEM NARRATIVE** | **McKinney-Vento Subgrant Allocation** | **Title I, Part A Set Aside Allocation** | **Total Line-Item Budget for EHCY program** |
| **PERSONNEL SERVICES** | | | | |
| Example: Liaison salary | 1 FTE for District Homeless Liaison. | $5,000 | $35,000 | $40,000 |
|  |  |  |  |  |
|  |  |  |  |  |
| **EMPLOYEE BENEFITS** | | | | |
| Example: Liaison fringe benefits | Insurance for FTE liaison. | $1,250 | $100 | $1,350 |
|  |  |  |  |  |
|  |  |  |  |  |
| **PROFESSIONAL DEVELOPMENT** | | | | |
| Example: Travel and registration for Homeless Liaison to National Conference in Orlando, FL (NAECHY)  **[2024 Conference - Naehcy](https://www.google.com/url?sa=t&source=web&rct=j&opi=89978449&url=https://naehcy.org/conference/2024-conference/&ved=2ahUKEwi33Pf7vKSGAxV2C0QIHSBABmgQFnoECAYQAQ&usg=AOvVaw0lUKsLRfGt_2hv1NZVq3eA)** | Travel, lodging, and registration to in-person National Conference. | $6,000 | $100 | $6,100 |
|  |  |  |  |  |
|  |  |  |  |  |
| **STUDENT EDUCATIONAL NEEDS** | | | | |
| Example: School and Study Support Supplies (for use off-site at shelters, hotels, home, etc.) | Purchasing supplies that will help support students and parents who are experiencing housing insecurity during crisis such as the need to stay in a hotel or shelter. | $3,000 | $100 | $3,100 |
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| **ENROLLMENT** | | | | |
| Example: Support any cost associated with enrollment such as records transfer (postage, etc.), birth certificates, immunizations, etc. | Sending important documents out to outreach, helping parents acquire birth certificates, supporting parents with transportation, and assisting parents with purchasing supplies. | $700 | $400 | $1,100 |
|  |  |  |  |  |
|  |  |  |  |  |
| **EXTENDED EDUCATIONAL ASSISTANCE** | | | | |
| Example: Before or After School Programs, Summer Programs, Saturday Programs, Tutoring, Homework Assistance, Supplemental Instruction, Mentoring, Educational Enrichment to Meet State Standards | Purchasing healthy snacks before and after school programs. Payment for guest speaker or instructor for the educational development of the homeless students and parents. Invite qualified professional trainers to enhance homeless students’ achievement in math, English, and reading standards. | $10,000 | $600 | $10,600 |
|  |  |  |  |  |
|  |  |  |  |  |
| **REMOVING BARRIERS TO PARTICIPATION, RETENTION, AND SUCCESS** | | | | |
| Example: Materials and Fees for Educational Programs or Courses (i.e. fees associated with music, art, STEM, CTE, etc.) | Support homeless students with dual credit courses and vocational programs needed by homeless students. | $1,500 | $100 | $1,600 |
|  |  |  |  |  |
|  |  |  |  |  |
| **SHELTER/MEDICAL/MENTAL HEALTH/COUNSELING SUPPORT** | | | | |
| Example: Mental Health, Counseling Referral Services, Substance Abuse Referral Services, Domestic Violence Abuse Referrals/ Services, Medical/ Dental Referral Services, and Housing Referral Services | Support students experiencing homelessness by assisting parents with transportation needs to counseling sites. | $2,500 | $500 | $3,000 |
|  |  |  |  |  |
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| **COORDINATION WITH EARLY CHILDHOOD SERVICES** | | | | |
| Example: Connecting families with younger children experiencing homelessness to early childhood services such as child care, Family-Infant-Toddler Program, Home Visiting Programs, Even Start, Head Start, Child Find | Support families experiencing housing insecurity who have younger children. | $1,000 | $115 | $1,115 |
|  |  |  |  |  |
|  |  |  |  |  |
| **OUTREACH** | | | | |
| Example: Outreach to Homeless Drop Out Youth for Re-Engagement | Conduct home visits (based on the student's last known location) for re-engagement and outreach. | $500 | $100 | $600 |
|  |  |  |  |  |
|  |  |  |  |  |
| **PARENT/FAMILY ENGAGEMENT** | | | | |
| Example: Parent/Family Trainings on the Rights of Homeless Children & Youth | Giving awareness to homeless families through community engagement events. | $3,550 | $100 | $3650 |
|  |  |  |  |  |
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| **OTHER** | | | | |
| Example: Traditional Healing Ceremony | Inviting and attending traditional ceremony (Culturally Relevant Activity) | $5,000 | $100 | $5,100 |
|  |  |  |  |  |
|  |  |  |  |  |
|  | | **TOTAL BUDGET McKinney-Vento Subgrant** | **TOTAL BUDGET Title I, Part A Set Aside** | **TOTAL BUDGET EHCY Program** |
| **$** | **$** | **$** |

**Part VIII– McKinney-Vento Program Statements of Assurances**

**The Local Education Agency’s (LEA’s) district superintendent/state charter school director must initial below to indicate their LEA is in compliance with the McKinney-Vento Homeless Assistance Act, Title IX, Part A, as amended by the Every Student Succeeds Act of 2015 (ESSA), the State’s ESSA Plan, and other applicable Federal and State laws. The application will not be considered completed without all required signatures.**

**Please initial each box below to certify that all program and pertinent administrative requirements of 722(g)(3)-(7) will be met:**

\_\_\_\_ The LEA assures that it will meet the requirements of the New Mexico Every Student Succeeds Act State Plan.

\_\_\_\_ The LEA assures that it will comply with the state laws, rules and statutes specifically pertaining to students experiencing homelessness*, to include the following:*

***NMAC 6.29.1.1 Standards for Excellence***

***NMAC 6.10.3 Complaint Procedure***

***NMAC 6.11.2 Student Rights and Responsibilities***

***NMAC 6.41.4 Transportation***

***22-12-10 NMSA, 1978 Timely Graduation and Support for Students Who Experience a Disruption in their Education***

***Hunger-Free Students’ Bill of Rights Act***

***Public Education Department’s Educational Stability Guidelines for Students Experiencing Homelessness***

\_\_\_\_ The LEA assures that, according to the child's or youth's best interest—

* The child's or youth's education will continue in the school of origin for the duration of homelessness;
* In any case in which a family becomes homeless between academic years or during an academic year; and
* For the remainder of the academic year, if the child or youth becomes permanently housed during an academic year; or
* The child or youth will be enrolled in any public school that non-homeless students who live in the attendance area in which the child or youth is actually living are eligible to attend.

\_\_\_\_ The LEA assures that it presumes that keeping the child or youth in the school of origin is in the child's or youth's best interest, except when doing so is contrary to the request of the child's or youth's parent or guardian, or (in the case of an unaccompanied youth) the youth; considers student-centered factors related to the child's or youth's best interest, including factors related to the impact of mobility on achievement, education, health, and safety of homeless children and youth, giving priority to the request of the child's or youth's parent or guardian or (in the case of an unaccompanied youth) the youth;

* If, after conducting the best interest determination based on consideration of the presumption and the student-centered factors, the local educational agency determines that it is not in the child's or youth's best interest to attend the school of origin or the school requested by the parent or guardian, or (in the case of an unaccompanied youth) the youth, provide the child's or youth's parent or guardian or the unaccompanied youth with a written explanation of the reasons for its determination, in a manner and form understandable to such parent, guardian, or unaccompanied youth, including information regarding the right to appeal; and
* In the case of an unaccompanied youth, ensure that the designated Homeless Liaison assists in placement or enrollment decisions, gives priority to the views of such unaccompanied youth, and provides notice to such youth of the right to appeal.

\_\_\_\_ The LEA assures the immediate enrollment the child or youth experiencing homelessness, even if the child or youth—

* Is unable to produce records normally required for enrollment, such as previous academic records, records of immunization and other required health records, proof of residency, or other documentation; or
* Has missed application or enrollment deadlines during any period of homelessness.

\_\_\_\_ The LEA assures that the enrolling school will immediately contact the school last attended by the child or youth to obtain relevant academic and other records. If the child or youth needs to obtain immunizations or other required health records, the enrolling school will immediately refer the parent or guardian of the child or youth, or (in the case of an unaccompanied youth) the youth, to the designated Homeless Liaison, who shall assist in obtaining necessary immunizations or screenings, or immunization or other required health records.

\_\_\_\_ The LEA assures that any record ordinarily kept by the school, including immunization or other required health records, academic records, birth certificates, guardianship records, and evaluations for special services or programs, regarding each homeless child or youth shall be maintained so that the records involved are available, in a timely fashion, when a child or youth enters a new school or school district; andin a manner consistent with section 444 of the General Education Provisions Act (20 U.S.C.1232g).

\_\_\_\_ The LEA assures that if a dispute arises over eligibility, or school selection or enrollment in a school—

* The child or youth shall be immediately enrolled in the school in which enrollment is sought, pending final resolution of the dispute, including all available appeals;
* The parent or guardian of the child or youth or (in the case of an unaccompanied youth) the youth shall be provided with a written explanation of any decisions related to school selection or enrollment made by the school, the local educational agency, or the State educational agency involved, including the rights of the parent, guardian, or unaccompanied youth to appeal such decisions;
* The parent, guardian, or unaccompanied youth shall be referred to the designated Homeless Liaison, who shall carry out the dispute resolution process as expeditiously as possible after receiving notice of the dispute; and
* In the case of an unaccompanied youth, the liaison shall ensure that the youth is immediately enrolled in the school in which the youth seeks enrollment pending resolution of such dispute.

\_\_\_\_ The LEA assures that the choice regarding placement shall be made regardless of whether the child or youth lives with the parents experiencing homelessness or has been temporarily placed elsewhere.

\_\_\_\_ The LEA assures that the information about a student experiencing homelessness living situation shall be treated as a student education record and shall not be deemed to be directory information.

\_\_\_\_ The LEA assures that each child or youth experiencing homelessness will be provided services comparable to services offered to other students in the school, including the following:

* Transportation services.
* Educational services for which the child or youth meets the eligibility criteria, such as services provided under Title I of the Elementary and Secondary Education Act of 1965 (20 U.S.C. 6301 et seq.) or similar State or local programs, educational programs for children with disabilities, and educational programs for English learners.
* Programs in career and technical education.
* Programs for gifted and talented students.
* School nutrition programs.

\_\_\_\_ The LEA assures that they will coordinate with local social services agencies, other agencies or entities providing services to children and youths experiencing homelessness and their families, including services and programs funded under the Runaway and Homeless Youth Act, and transportation, transfer of school records, and other inter-district activities, with other local educational agencies.

\_\_\_\_ The LEA assures thatthey willcoordinate with State and local housing agencies responsible for developing the comprehensive housing affordability strategy to minimize educational disruption for children and youths who become homeless. This coordination will:

* Ensure that all children and youths experiencing homelessness are promptly identified;
* Ensure that all children and youths experiencing homelessness have access to, and are in reasonable proximity to, available education and related support services; and
* Raise the awareness of school personnel and service providers of the effects of short-term stays in a shelter and other challenges associated with homelessness.

\_\_\_\_ The LEA assures itwill coordinate the provision of services for children and youths experiencing homelessness with disabilities served by that local educational agency and other involved local educational agencies.

\_\_\_\_ The LEA assures that it will designate a Homeless Liaison annually and will provide contact information to the State Coordinator no later than August 1, 2024, to be published annually on the PED’s website. The LEA will appoint a new Homeless Liaison within ten (10) days if there is a change in the Homeless Liaison position and provide the State Coordinator with contact information at that time.

\_\_\_\_ The LEA assures the Homeless Liaison will complete any professional development opportunities that the State Coordinator deems necessary.

\_\_\_\_ The LEA, in coordination with the PED, assures that the Homeless Liaison from the LEA will attend professional development opportunities.

\_\_\_\_ The LEA assures that the Homeless Liaison has the time and capacity to complete the following duties:

* Children and youths experiencing homelessness are identified by school personnel through outreach and coordination activities with other entities and agencies;
* Children and youths experiencing homelessness are enrolled in, and have a full and equal opportunity to succeed in, schools of that local educational agency;
* Families, children, and youths experiencing homelessness have access to and receive educational services for which such families, children, and youths are eligible, including services through Head Start programs (including Early Head Start programs) under the Head Start Act (42 U.S.C. 9831 et seq.), early intervention services under part C of the Individuals with Disabilities Education Act (20 U.S.C. 1431 et seq.), and other preschool programs administered by the local educational agency;
* Families, children, and youths experiencing homelessness receive referrals to health care services, dental services, mental health and substance abuse services, housing services, and other appropriate services;
* The parents or guardians of children and youths experiencing homelessness are informed of the educational and related opportunities available to their children and are provided with meaningful opportunities to participate in the education of their children;
* Public notice of the educational rights of children and youths experiencing homelessness is disseminated in locations frequented by parents or guardians of such children and youths, and unaccompanied youths, including schools, shelters, public libraries, and soup kitchens, in a manner and form understandable to the parents and guardians of homeless children and youths, and unaccompanied youths;
* Enrollment disputes are promptly mediated;
* The parent or guardian of a children and youths experiencing homelessness, and any unaccompanied youth, is fully informed of all transportation services, including transportation to the school of origin, and is assisted in accessing transportation to the school that is selected;
* School personnel providing services under this part receive professional development and other support; and
* Unaccompanied youths are —
  + - enrolled in school;
    - have opportunities to meet the same challenging State academic standards as the State establishes for other children and youth, and
    - are informed of their status as independent students under section 1087vv of title 20 and that the youths may obtain assistance from the Homeless Liaison to receive verification of such status for purposes of the Free Application for Federal Student Aid (FAFSA) described in section 1090 of title 20.

\_\_\_\_ The LEA assures that it will inform school personnel, service providers, and advocates working with families, parents and guardians of children and youths experiencing homelessness, and children and youths experiencing homelessness of the duties of the Homeless Liaison.

\_\_\_\_ The LEA assures that it will provide the State Coordinator with reliable, valid, and comprehensive information on the nature and extent of the problems children and youth experiencing homelessness have in gaining access to public preschool programs and to public elementary schools and secondary schools, the difficulties in identifying the special needs of such children and youths, any progress made by the LEA in addressing such problems and difficulties, and the success of the programs in allowing students experiencing homelessness to enroll in, attend, and succeed in school.

\_\_\_\_ The LEA assures that it will include homeless children and youths in its academic assessment and accountability system, consistent with section 1111(b)(2)(vii) of the ESEA.

\_\_\_\_ The LEA assures that the Homeless Liaison will receive training on who is eligible for and participating in a Housing and Urban Development (HUD) programs and services so that they may affirm, without further agency action by HUD, that a child or youth who is eligible for and participating in a program provided by the LEA, or the child or youth’s immediate family, who meets the eligibility requirements for a homeless assistance program or service authorized under Title IV of the McKinney-Vento Act (the Continuum of Care and Emergency Shelter Grants programs) is eligible for such housing programs or services.

\_\_\_\_ The LEA assures that it willreview and revise any policies that may act as barriers to the identification of children and youths experiencing homelessness or the enrollment of children and youths experiencing homelessness in schools. In reviewing and revising such policies, consideration shall be given to issues concerning transportation, immunization, residency, birth certificates, school records and other documentation, and guardianship. Special attention will be given to ensuring the identification, enrollment, and attendance of children and youths experiencing homelessness who are not currently attending school.

\_\_\_\_ The LEA will adopt policies and procedures that do not isolate or stigmatize children and youths experiencing homelessness.

\_\_\_\_ The LEA assures it will use technology to effectively serve students experiencing homelessness who frequently do not have access to technology at home to complete assignments.

\_\_\_\_ The LEA ensures that all high school students experiencing homelessness receive information and individualized counseling regarding college readiness, college selection, the application process, financial aid, and the availability of on-campus supports.

\_\_\_\_ The LEA assures that it will remove barriers for Unaccompanied Youth experiencing homelessness, including school attendance policies, credit accrual, and legal guardianship requirements.

\_\_\_\_ The LEA assures that the Homeless Liaison will develop strategies for identifying and re-enrolling Out-of-School Unaccompanied Youths experiencing homelessness.

\_\_\_\_ The LEA will supplement and **not** supplant funds used before the award of the grant for purposes of providing services to homeless children and homeless youths.

\_\_\_\_ The LEA assures that it is seeking a subgrant for funds under the program and that it maintains its expenditures for public education from State and local funds from one year to the next. Thus, an LEA cannot reduce its own spending for public education and replace those funds with Federal funds. Specifically, an LEA’s combined fiscal effort per student or the aggregate expenditures of the LEA and the State with respect to the provision of free public education by the LEA for the preceding fiscal year must be no less than 90 percent of the combined fiscal effort or aggregate expenditures for the second preceding fiscal year. (Section 723(b)(3))

\_\_\_\_ The LEA assures that all grant programs must maintain current programmatic and fiscal records for a minimum of five years after the grant cycle and make them available during monitoring visits. The grant cycle for this RFA is 3 years.

\_\_\_\_ The LEA assures to immediately directly certify students experiencing homelessness and their siblings for free school meals.

**SIGNATURES**

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| Signature of Homeless Liaison |  | Date |

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