PART III - REQUIRED PROGRAM INFORMATION

Provide the required program information below following the format provided.

1. Describe the local Homeless Education Program Services Coordination Committee or established local committee/council convened to assess the needs and to assist in the provision of services to the district’s homeless student population. Membership on the Services Coordination Committee must reflect a broad spectrum of internal and external service providers:
   a. list members;
   b. the proposed meeting dates (a minimum of four (4) meetings per year is required);
   c. attach a Memorandum of Understanding (MOU) signed by the school district superintendent, homeless education liaison and Committee members.
   (20 points)

2. Using no more than two (2) pages and with the input of the Service Coordination Committee or local committee/council provide an assessment of the needs of homeless students and resources available to address them (both within the school district and in the broader community). Include:
   a. a description of any gaps in services/resources or areas of concern;
   b. a description of the program’s activities that address those gaps/concerns; and
   c. a description of the coordination with Title 1 to address the gaps/concerns.
   (30 points)

3. Using the McKinney-Vento Homeless Education Grant Activity Form identify the grant priorities and describe the program activities.
   a. At the top of the form using the space provided enter the Grant Priority selected from the following list, being addressed.
      (1) programming designed to raise awareness throughout the district and community including professional development opportunities for homeless education liaisons;
      (2) tutoring, supplemental instruction, and other educational services that help homeless students reach the same challenging state content and student performance standards to which all students are held;
      (3) before- and after-school programs, mentoring, summer programs for homeless children and youth, and services/assistance to attract, engage, and retain homeless students in these programs;
      (4) collaborating with external agencies to provide homeless students and families with medical, dental, mental health, and other community and state services;
      (5) providing for the meaningful involvement of homeless parents in their student's education
      (6) providing violence prevention counseling, referrals to counseling and/or address the needs of homeless students who are domestic violence survivors;
      (7) providing supplies to non-school facilities and adapting these facilities to enable them to provide services; and
      (8) providing extraordinary or emergency services to eligible students as necessary to enroll and retain them in school.
   b. In the column labeled Activities identify the specific program activities and the person responsible for the activity.
   c. Under Number Served enter the number of individuals to be served/trained (e.g., students, staff, parent) by the activity.
   d. Under Timeframe enter approximately when the activity will take place.
   e. In the column labeled Measureable Outcomes identify which indicators/data points will be used to determine the success of the activity. For example:
      (1) Attendance information for targeted students, staff and /or schools;
(2) Academic performance data (e.g. grades, attendance rates, completed assignments, MCAS scores);

(3) Pre- and post-program measurements (e.g., surveys of staff, students, parent trainings);

(4) Anecdotal evidence of the overall impact and satisfaction with grant activities from a variety of individuals (e.g., teachers, administrators, parents, students).

f. The column labeled **Data and Documentation of Outcomes** should be left blank at this time and will be used for the End of Year report by LEAs awarded funding.

(30 points)

4. Using the **McKinney-Vento Budget Narrative Form**, provide a budget narrative that explains how program expenditures relate to the proposed activities.

(20 points)

Please Note: Activities may be met through:

- McKinney-Vento grant funds;
- coordination with other service providers/outside agencies;
- activities of the Homeless Education Program Services Coordination Committee; and/or
- coordination with other state- or federally-funded grants and/or programs including Title I.