|  |
| --- |
| **Name of Grant Program:** McKinney-Vento Homeless Education Grant **Fund Code:** 310 |

#### PART III - REQUIRED PROGRAM INFORMATION

**All applicants must respond to questions 1, 2, 3, and 15 (budget) and the questions for the subcategory(ies) for which funding is sought.**

**Applicants may apply for continued funding in the subcategories for which they were funded in Fiscal Year 2020 (FY20). New applications will be accepted in sub-category C: Regional Homeless Education Liaisons and sub-category D: Homeless Migrant Student Support only.**

**GENERAL INFORMATION** (all applicants)

1. Contact information:

|  |  |
| --- | --- |
| 1. District name |  |
| 1. Homeless liaison   (name, phone and email) |  |
| 1. Grant contact   (name, phone and email) |  |

1. Indicate the grant programs sub-category(ies) for which the district is applying:
   * A. Support Services
   * B. School-Housing Partnership
   * C. Regional Homeless Education Liaison
   * D. Homeless Migrant Student Support
2. Collaboration:

Describe any updates to the local *Homeless Education Program Services Coordination Committee.* Please include proposed meeting dates (a minimum of four (4) meetings per year is required) for the 2020-2021 school year.

1. Needs Assessment:

Using no more than one (1) page and with the input of the Service Coordination Committee or local committee/council describe any changes to the needs or gaps in services for homeless students in your district and any fluctuation in the homeless student population.

1. **Support Services:** to address the basic and ongoing needs of homeless students.

Applicants requesting funding for this program sub-category must respond to questions 4 and 5.

1. Using the *McKinney-Vento Homeless Education Grant Activity Form* that was submitted with your application for Fiscal Year 2020 (FY20) please complete the column labeled Data and Documentation of Outcomes on the right-hand side. Be sure to attach supporting documentation (e.g., meeting minutes, attendance sheets, training agenda).
2. Using the *McKinney-Vento Homeless Education Grant Activity Form* for FY21 (see RFP Required Forms section), identify the selected Grant Priorities and identify the related program activities planned for FY21. **Once complete, please combine the FY20 document with the FY21 document for submission as one document.**
3. **School-Housing Partnership:** to engage, stabilize and re-house homeless families with school age children or unaccompanied homeless youth by partnering with a homeless/housing service provider.

Applicants requesting funding for this program must respond to questions 6 and 7. The response should not exceed three (3) pages

1. Describe the successes and challenges of the partnership during the FY20 year. Include:
   1. specific barriers or gaps in services to engaging, stabilizing, and re-housing the families of school-age children and/or unaccompanied homeless youth, particularly any local factors contributing to homelessness. Include any change in focus to address new gaps or barriers
   2. how the plan prioritized housing in proximity to the students’ schools of origin,
   3. efforts to prevent any future housing instability of each family/unaccompanied youth;
   4. how families were served in the event of high demand, and
   5. progress toward on the implementation timeline.
2. Describe the goals for the school-housing partnership during FY21 based on the experience of the past two years (FY19 and FY20).
3. **Regional Homeless Education Liaisons:** to support a network of experienced homeless education liaisons that provide technical assistance, training, and mentoring to other local homeless education liaisons in collaboration with the state coordinator for homeless education.

Applicants requesting funding for this program for the **first time** must respond to questions 8, 9, 10, and 11. The responses to these questions should not exceed a total of four (4) pages.

Applicants requesting **continued** funding for this program must respond to question 12. The response should not exceed a total of two (2) pages.

See the *McKinney-Vento Regional Homeless Education Liaison Job Description* in the Additional Information section of the RFP for duties of the regional liaison position.

As part of the grant review process for **first time** applicants for this program, DESE staff may conduct phone interviews of proposed regional liaisons.

1. Describe the capacity of the proposed regional liaison to fulfill the duties as outlined in the McKinney-Vento Regional Homeless Education Liaison Job Description.
2. Describe a recent training or presentation provided by the proposed regional liaison. Include the content covered, who and how many attended, and its strengths and weaknesses.
3. Provide a brief response, written by the proposed regional liaison, to each of the following scenarios.
   1. A homeless liaison and guidance counselor call to ask about a student with whom they are working. The student has just acknowledged that he is staying at his girlfriend’s house in another district after being told to leave home by his parents. The student’s parents report he is welcome to come home but must follow their rules. The student is working part time at a coffee shop but does not have a car to get to school or work. The liaison wants to know what the district’s obligations are if the student chooses to live with his girlfriend.
   2. District A calls with concerns that a young student enrolled in the district is being denied enrollment in District B where the (homeless) family is sheltered. The student is an English Learner (EL) and is receiving EL services, and has an Individualized Education Program (IEP). District B claims it is in the student’s best interest to return to the school of origin in District A where services are already in place for the student. The parents do not have a car, acknowledge they cannot afford to return to District A and want to keep their child close by. They want to enroll in District B. Currently the student has missed three days of school. How and where should the student go to school?
   3. Over the past month several cases have come up of families being denied shelter and having nowhere to go. A couple of families are doubled up, one family is in a campground, and others are couch-surfing. What do you suspect is going on, how might you determine why families are being turned away, and how can a school/district address this issue and best serve the students?
4. Describe a successful collaboration the proposed regional liaison has developed with a local service provider.
5. Describe three occasions in which technical assistance or training was provided to local liaisons in your region.
6. **Homeless Migrant Student Support:** to provide academic support of migrant students including summer programming, English language services, tutoring, and school supplies and uniforms.

Applicants requesting funding for this program must respond to questions 13 and 14. The response should not exceed two (2) pages

1. Describe the district’s plan to collaborate with the Massachusetts Migrant Education Program (MMEP) to identify migrant students and their unique needs.
2. Describe how the district proposes to leverage existing district programming to improve services to meet the needs of migrant students in culturally appropriate ways including but not limited to summer programming, English language services, tutoring, and access to school supplies and uniforms.

**BUDGET** (All Applicants)

1. Budget and details
2. Complete the required budget in EdGrants (standard budget pages are provided in the Required Forms section of the RFP for drafting purposes); and
3. Using the following *McKinney-Vento Budget Narrative Form*, provide a budget narrative that explains in detail how program expenditures relate to the proposed activities. Include on the Budget Narrative any Title 1 and/or other funding used to support the district’s homeless education programming.

**McKinney-Vento Homeless Education Grant   
Budget Narrative Form**

**Provide a budget narrative that, by Line Item, explains in detail how each program expenditure relates to the proposed program activities.**

|  |  |  |  |
| --- | --- | --- | --- |
| **Line Item** | **Line**  **Total** | **Other**  **Funds** | **Budget Purpose and Explanation** |
| **Line 1 –**  Administrator  Salaries |  |  |  |
| **Line 2 –**  Instructional/  Professional Staff Salaries |  |  |  |
| **Line 3 –**  Support Staff Salaries |  |  |  |
| **Line 4 –**  Stipends |  |  |  |
| **Line 5 –**  Fringe Benefits (MTRS, Other) |  |  |  |
| **Line 6 –**  Contractual |  |  |  |
| **Line 7 –**  Supplies and Materials |  |  |  |
| **Line 8 –**  Travel |  |  |  |
| **Line 9 –**  Other Costs |  |  |  |
| **Line 10 –**  Indirect |  |  |  |
| **Line 11 --** Equipment |  |  |  |