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| **Name of Grant Program:** McKinney-Vento Homeless Education Grant **Fund Code:** 310-2 |

#### PART III - REQUIRED PROGRAM INFORMATION

**All applicants must respond to questions 1, 2, 3, 4 and 18 (budget) and the questions for the subcategory(ies) for which funding is sought. See the Request for Proposals (RFP) for details on the grant sub-categories for which a district may apply.**

**Note where points are listed that these are the maximum points that can be awarded during the review process for responses to those questions. Awards will be determined by the total points for each subcategory independently.**

**Competitive priority points will be awarded to applicants that propose culturally responsive, high-quality programming that advance equity, including racial equity (for up to an additional 15 points).**

**GENERAL INFORMATION** (all applicants)

1. Contact information: (5 points)

|  |  |
| --- | --- |
| 1. District name
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| 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: (15 points)

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 and be racially, ethnically, and linguistically representative of the district’s homeless student population. Provide:

* 1. a list of members;
	2. the proposed meeting dates [a minimum of four (4) meetings per year is required];
	3. a Memorandum of Understanding (MOU) signed by the school district superintendent, homeless education liaison and Committee members; or
	4. if participating on an established local committee/council attach an MOU with the committee chair ensuring that homeless education will be an agenda item at least four (4) times per year.
1. Needs Assessment: (15 points)

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:

* 1. an estimate of the number of homeless students the district anticipates serving during the fiscal year 2021-2022 (FY22) grant cycle and how the district arrived at that estimate; and
	2. a description of resources and any gaps in services/resources, including services that are specifically responsive to the needs of students of color.
1. Describe the district’s coordination with Title I to address the needs of homeless children and youth. (15 points)
2. **Support Services:** to address the basic and ongoing needs of homeless students.

Applicants requesting funding for this program sub-category must respond to questions 5 and 6. The response to question five (5) should not exceed one (1) page.

1. Provide a description of the program’s activities that address the gaps/concerns identified in the Needs Assessment including cultural and linguistic barriers. (25 points)
2. Using the *McKinney-Vento Homeless Education Grant Activity Form* for FY21 (see RFP Required Forms section), identify the selected Grant Priorities and describe the related program activities. (25 points)
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 7, 8, 9, and 10. The response should not exceed three (3) pages

1. Provide a description of the School-Housing Partnership including: (10 points)
2. the name of the homeless/housing service provider(s) and the provider’s representative the district will partner with;
3. the experience the homeless/housing service provider(s) brings to the partnership;
4. the name of the person(s) representing the district;
5. the frequency of meetings;
6. how the partnership will maintain appropriate student and family confidentiality; and
7. a Memorandum of Understanding signed by the superintendent and the partner’s authorized representative that reflects the above partnership.
8. Describe the specific barriers or gaps in services to engaging, stabilizing, and re-housing the families of school-age children and/or unaccompanied homeless youth, with a particular focus on racial, cultural or linguistic barriers and local factors contributing to homelessness. Include a summary of relevant past efforts and lessons learned by either or both of the partners. (15 points)
9. Describe how the grant funds will support the partnership and the development and implementation of the School-Housing Partnership plan. Include: (15 points)
	1. how these funds will be coordinated with other federal, state, local, and/or private funds including resources contributed by the partner(s) to address the engagement, stabilization and re-housing of homeless families with school-age children and/or unaccompanied homeless youth;
	2. how the plan will address the above-mentioned barriers and gaps, including racial inequities, prioritizes housing in proximity to the students’ schools of origin, and aims to prevent any future housing instability of each family/unaccompanied youth;
	3. how families will be equitably served in the event of high demand,
	4. the roles and responsibilities of the partners; and
	5. an implementation timeline over the three-year cycle of this funding.
10. Describe how success of the partnership will be measured in terms of equitable outcomes in services provided, housing obtained, academic performance, and attendance of the students. (10 points)
11. **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 11, 12, 13, and 14. 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 15. The response should not exceed a total of one (1) page.

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/virtual 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. (10 points)
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. (10 points)
3. Provide a brief response, written by the proposed regional liaison, to each of the following scenarios. (30 points)
	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 can 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. (25 point)
5. Describe three occasions in which the proposed regional liaison provided technical assistance or training to local liaisons in your region. (25 points)
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 16 and 17. The response should not exceed two (2) pages

1. Describe the district’s collaboration (or planned collaboration) with the Massachusetts Migrant Education Program (MMEP) to identify migrant students and their unique needs. (20 points)
2. Describe how the district proposes to leverage existing district programming to improve services to meet the needs of migrant students in culturally and linguistically appropriate ways including but not limited to summer programming, English language services, tutoring, and access to school supplies and uniforms. (30 points)

**BUDGET** (All Applicants)

1. Budget and details (20 points)
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 I 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.**

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| **Line Item** | **Line****Total** | **Other****Funds** | **Budget Purpose and Explanation** |
| **Line 1 –** AdministratorSalaries |  |  |  |
| **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 |  |  |  |