
Education for Homeless Children and Youth (EHCY) Program Three-Year Grant Application Guidelines 2017-2020

McKinney-Vento Homeless Assistance Act, Subtitle VII-B
Reauthorized by Title IX, Part A of the Every Student Succeeds Act



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I. Overview

The Wisconsin Department of Public Instruction’s (DPI) Education for Homeless Children and Youth (EHCY) program is offering Wisconsin local educational agencies (LEAs), which include public school districts and 2r independent charter schools, or a consortium of LEAs an opportunity to apply for a three-year EHCY grant. The intent of the McKinney-Vento Homeless Assistance Act legislation is to ensure that all children and youth who lack a fixed, regular, and adequate nighttime residence receive access to the same free, appropriate public education, including a preschool education, as provided to other children and youth. To meet this goal, DPI and LEAs are required to develop, review, and revise policies to remove barriers to the enrollment, attendance, and the academic success of children and youth experiencing homelessness and provide homeless children and youth with the opportunity to meet the same challenging State academic standards to which all students are held.

The EHCY grant program receives an annual grant award from the United States Department of Education (USDE). DPI awards these funds to eligible LEAs and consortia through a competitive and discretionary process. Each year’s grant award may vary, depending upon the amount of the federal grant award from USDE. Please see [DPI’s EHCY Grant Application and Guidance page](#) to obtain the *Three-Year Application Education for Homeless Children and Youth*.

II. Eligibility

All Wisconsin LEAs, which includes public school districts and 2r independent charter schools, or a consortium of LEAs, headed by a designated lead LEA or Cooperative Educational Service Agency (CESA), are eligible to apply for the maximum grant award amounts based on the total number of homeless children and youth identified in the LEA’s 2015-16 ESEA Consolidated Application End-of-Year Report. Consortia shall use aggregate totals for each LEA signed on as the Administering Agency and a Consortium Participant. Consortia requests will be limited to \$50,000 even if aggregate totals exceed 500 identified children and youth in the participating LEAs. Funding maximums will be reviewed at the end of each grant year.

<u>Number of Identified Homeless Children and Youth</u>	<u>Annual Maximum Award</u>
0 – 100	\$25,000
101 – 200	\$40,000
201 – 500	\$50,000
501 – 1,000	\$60,000
1,001 – 2,000	\$75,000
2,001+	\$125,000

DPI will award available funds on the basis of need of the LEA or consortium determined by using the following criteria:

1. The number of homeless children and youth enrolled in early childhood education and other preschool programs, elementary schools, and secondary schools within the area served by the LEA or consortium.
2. The need outlined in the application, including the educational and support service needs of children and youth experiencing homelessness, and the ability of the local educational agency to meet such needs.
3. The extent to which the proposed use of funds will facilitate the identification, enrollment, retention, and educational success of homeless children and youth.
4. The extent to which the application reflects coordination with other local and State agencies that serve homeless children and youth.
5. The extent to which the applicant exhibits in the application and in current practice (as of the date of submission of the application) a commitment to education for all homeless children and youth.

In determining the quality of the proposed program in applications, DPI shall consider the following:

1. The applicant’s needs assessment and the likelihood that the program presented in the application will meet such needs.

2. The types, intensity, and coordination of the services to be provided under the program.
3. The extent to which the applicant will promote meaningful involvement of parents or guardians of homeless children or youth in the education of their children.
4. The extent to which homeless children and youth 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 will be coordinated with other services available to homeless children and youth and their families.
7. The extent to which the LEA will use the subgrant to leverage resources, including by maximizing nonsubgrant funding for the position of the homeless liaison and the provision of transportation.
8. How the LEA will use Title I, Part A Homeless Reservation funds to serve homeless children and youth.
9. The extent to which the program will address academic success and help close the achievement gap for students identified as homeless.
10. The extent to which the applicant's program meets such other measures as DPI considers indicative of a high-quality program.

III. Available Funds

The amount of grant awards made available to LEAs and consortia is anticipated to be \$700,000. All grant awards are contingent upon availability and receipt of funding from USDE. Maximum annual EHCY grant awards will not change over the three-year period based on LEA enrollment. Eligibility is determined by the number of students enrolled in the LEA at the time the application is submitted. Each year's grant award may vary, depending upon the USDE annual federal grant award received by DPI.

IV. Grant Period

The three-year EHCY grant application program will cover the academic years of 2017-18, 2018-19, and 2019-20. Grant funds may be discontinued at the end of any academic year if little or no progress toward attaining performance objectives is being made toward the applicant's stated goals and objectives. Progress will be evaluated through mid-year and end-of-year reports and at least one on-site visit from a State Coordinator for the Education of Homeless Children and Youth. Newly awarded LEAs or consortia will participate in a comprehensive desk monitoring process early in the three-year grant cycle.

V. Use of Funds

Grant funds may only be used for the 16 activities authorized under Section 723(d) of the McKinney-Vento Homeless Assistance Act ([Appendix A](#)). Permission must be obtained from a DPI EHCY state coordinator if an applicant wants to use EHCY grant funds for purposes other than those listed under authorized activities. Grant funds must be used in such a manner as to provide services to **all** identified homeless children and youth.

Applicants may, at their discretion, use Title I, Part A funds to support the EHCY program. Grant funds cannot be used exclusively to pay for transportation costs.

VI. Application Information

A. EHCY Program Timeline

March 1, 2017	Grant application submission period begins
April 14, 2017	Grant application due to DPI
June 2017	Applicants notified of intent to fund
Fall 2017	Award documents sent to grant recipients
February 2018, 2019, 2020	Mid-year report due
May 2018, 2019	Continuation budget due
June 30, 2018, 2019, 2020	End-of-year report due
September 30, 2018, 2019, 2020	Final financial claim due

B. Application Submission and Deadline

The application **and** signed copies must be received by DPI **no later than 4:30 p.m. on Friday, April 14, 2017**. Applications received after 4:30 p.m. on April 14, 2017, or applications that do not contain the required signatures **will not be considered for funding**.

The [PI-9550-XC-Yr3-App Three-Year Application Education for Homeless Children and Youth](#) grant application must be submitted via e-mail to diane.schwartz@dpi.wi.gov. The submission must consist of:

- one completed grant application in Microsoft Word document format without signatures; and
- one copy of the completed grant application in PDF format with **all required, original signatures**.

All submitted EHCY grant applications must be received by DPI **no later than 4:30 p.m. on Friday, April 14, 2017**.

C. Budget Detail and Summary

Applicants shall contact their business manager for assistance with the budget portion of the application. The Budget Detail and Summary require LEAs to specify how the grant expenses are allocated by budget category (e.g., salary, fringe benefits, capital and non-capital objects). The budget should coincide with the activities listed in the grant plan. For the initial application and first year of the grant (2017-18) the budget detail and summary shall contain expenses for the **first year of the grant period only**, ending on June 30, 2018.

Subgrants will be renewable for 2018-19 and 2019-20 at the same funding level, pending successful implementation of the grant plans, compliance with grant rules and regulations, and continued funding from USDE. For the second and third (final year) of the grant, grant recipients will submit a budget for the respective fiscal year. Grant recipients must complete grant activities and encumber expenses by June 30 of each fiscal year. Grant funds that were awarded but not encumbered in years one and two can be carried over to the subsequent year. Carryover is not allowed from the third or final year of the grant.

D. Review Process

This is a competitive grant process. Applications will be read by at least two DPI staff as well as a panel of external reviewers chosen by DPI and given a rating of **Not Adequately Demonstrated, Partially Demonstrated, or Thoroughly Demonstrated** depending on the criteria below.

DPI staff, along with external reviewers, will evaluate each grant application to confirm that the proposed goals, objectives, activities, and budget items are eligible under this grant program. All reviewers, including DPI staff, will use [the scoring rubric found in Appendix B](#) to evaluate applications. DPI will contact the Homeless Liaison/EHCY Program Contact Person as identified in the application if there are questions or concerns with the content of an application.

VII. Financial Requirements

A. General Requirements

DPI encourages applicants to contact their business manager for assistance with the budget portion of the application. Applicants shall adhere to the guidelines set by the [Wisconsin Uniform Financial Accounting Requirements \(WUFAR\)](#).

Applicants shall also follow the guidelines set forth in the [Federal Uniform Grant Guidance \(2 CFR, Part 200\)](#). The Uniform Grant Guidance provides a reference to the fiscal requirements and procedures necessary for responsible financial management of federally-funded grant programs.

B. Budget Revisions

Budget revisions must be completed in WISEgrants. Budget revisions are required when significant changes need to be made to the original approved budget. The agency shall not expend funds until DPI approves the budget revision. For questions, contact Clara Pfeiffer, grants specialist, at (608) 261-6324 or clara.pfeiffer@dpi.wi.gov. All budget modification requests must be received and approved by DPI before May 31 of each grant fiscal year.

C. Financial Claims

Recipients must complete grant activities and encumber expenses by June 30, 2020. **Carryover is not allowed beyond the three-year grant cycle.** DPI recommends that recipients submit [program fiscal reports \(PI-1086\)](#) at least quarterly during the grant period. Direct all questions regarding financial claims to DPI's EHCY accountant, Mark Rudman, at mark.rudman@dpi.wi.gov or (608) 267-9187.

VIII. Instructions for completing the PI-9550-XC-Yr3-App *Three-Year Application Education for Homeless Children and Youth (EHCY) Grant Program*

1. Applicants need to complete all sections of the application (the consortium section is only applicable to lead LEAs or a CESA applying as a consortium).
2. There are no page limits for the narrative questions (the consortium narrative is the exception – applicants are limited to the length of the page). Responses should answer the questions and address aspects indicated in the rubric. Text boxes can expand beyond the space given, so use what you need to respond appropriately.

Section I – General Information

Complete all contact information.

Section II – Collaboration

Enter local service agencies that are partnering with the applicant's EHCY program and obtain signatures from each agency. [Additional pages of the Collaboration section are available from DPI](#) or can be duplicated by the applicant.

Section III – Assurances

Review grant assurances.

Section IV – Program Specific Assurances and Certification/Signatures

Review grant assurances that are specific to the McKinney-Vento Act. The Agency Administrator (District Administrator, Charter School President or CEO, CESA Administrator) and School Board Clerk or Charter School Authorizer need to sign the certification section. **Incomplete certification or invalid signatures will result in immediate disqualification of a submitted application.**

Section V – Certification Covering Debarment

Review and sign debarment certification. **Incomplete certification or invalid signatures will result in immediate disqualification of a submitted application.**

Section VI – Consortium Verification (only required for lead LEAs or CESAs applying as a consortium)

Complete the narrative section describing how the consortium will operate collaboratively to the benefit of the homeless children and youth in the consortium's service area. Certify with signatures for applicants participating in and administering a consortium.

Section VII – LEA Homeless Data

Applicants will need to retrieve Wisconsin Student Numbers (WSN) for each student identified as homeless in the district's Student Information System (SIS) because there is no filter for "Homeless Students" in WISEdash.

[The Cohort User Guide](#) for retrieving the homeless student cohort data in WISEdash will assist with completing this

section once each WSN has been retrieved from the district's SIS. Consortia should use aggregate data for each participating LEA. Applicants will need to provide the following:

1. **Title I, Part A Homeless Reservation amount for 2016-17:** This number can be retrieved from the LEA's [Title I, Part A Grant Application Plan Reservation in WISEgrants](#).
2. **Number of children and youth enrolled as homeless:** Number of children and youth enrolled as homeless to date in the 2016-17 school year and total reported in the [ESEA Consolidated Application End-of-Year Report](#) for the previous three completed school years.
3. **Homeless children and youth by subgroup:** Migrant students must have [a certificate of eligibility \(COE\)](#).
4. **Percentage of total LEA enrollment identified as homeless:** [Use certified enrollment numbers from WISEdash](#).
5. **Homeless student graduation rates:** The percentage of students receiving a regular high school diploma within the timeframe (4-years or less or 6-years or less), divided by their adjusted cohort (completion cohort). The denominator for all rates is the combined count of completers plus non-completers (all credentials and categories) who were identified as homeless at any point during their high school education. The numerator is the count of students who earned a regular high school diploma within the timeframe and were identified as homeless at any point during their high school education.

The cohort of students associated with a specific graduating class as of the start of high school, adjusted for each school year due to subsequent changes in the enrollment status of these students. Students are assigned to one and only one cohort year when they first enroll in a high school grade in Wisconsin public schools. At the end of the selected graduation timeframe (4-year, 5-year, or 6-year), adjustments are made to remove any student from his or her assigned cohort. A student is removed from his or her cohort if his or her most recent Wisconsin public school has written confirmation that the student has transferred to another state or a nonpublic Wisconsin school, emigrated to another country, or is deceased prior to the end of that timeframe. Each remaining student in the cohort is included in the count of students in the adjusted cohort for the most recent WI public school accountable for the student. For more information about adjusted cohorts, see [34 CFR §200.19\(a\)\(4\)\(ii\) and \(v\)](#). For details see [Counting Students and Calculating Rates](#).

For questions 6 through 8 regarding homeless student attendance, absenteeism, and dropout rates, applicants will need to retrieve certified data from the LEA's student information system (SIS). The cohort manager in WISEdash is not able to account for student attrition. WSNs for any homeless students in the cohort an applicant builds will be rejected from the cohort if the student no longer attends the applicant LEA. Using the Cohort Manager in WISEdash may dramatically reduce the N size to a point where it is no longer representative of the whole and therefore not appropriate for use in the applicant's Needs Assessment.

6. **Homeless student attendance rates:** Attendance is contact between a student and a teacher during which district supervised PK-12 educational services are provided. Most students receive educational services in school buildings, and these services are typically provided by district teachers during full-day school sessions. Some students participate in district supervised educational programs that operate on a partial-day or partial-week basis. Some district supervised programs operate off-site and may be staffed by third parties through district contract or agreement. Wisconsin school districts (Wis. Stats. ch.119 and ch.120) and non-district charter schools (Wis. Stats. secs. 118.40(2r)) are responsible for submitting actual and possible days of attendance for all students enrolled in all the above attendance situations consistent with the information provided on the [Attendance Data Collection and Reporting](#) page.
7. **Homeless student absenteeism rates:** The absenteeism rate is the proportion of students in a school that are chronically absent. A student is considered chronically absent when their attendance rate is 84 percent or less. Absenteeism is used as an indicator on [School Report Cards](#).
8. **Homeless student dropout rates:** Dropout Rate – A student who (1) either exited during the school term or who exited prior to start of that school term but completed the previous school term and (2) who did not re-enroll by the third Friday of September of the following school term. Exceptions apply. A student was not a dropout for the reported school term if he or she completed high school or met any of the following exclusionary conditions: transfer to another public or private school or state or district-approved educational program, temporary

absence due to suspension or expulsion or school-recognized illness, or death. See [“Calculating Rates” on the About the Data – Dropouts](#) page.

Section VIII – Needs Assessment

Provide a narrative response describing the homeless population in the LEA or consortium service area by answering the questions in this section.

Section IX – Partnerships

Local Service Providers

Provide a narrative response describing the collaborative partnerships the LEA or consortium will establish or has established by answering the questions in this section.

Family Engagement

Describe how families will be provided meaningful opportunities to be engaged in the education of the homeless child or youth.

Section X – Capacity to Implement

Provide narrative responses describing the LEA’s or consortium’s capacity to implement the EHCY program. Capacity to effectively implement this grant is defined by the National Center for Homeless Education (NCHE) as ensuring the grant coordination team has the time, authority, experience, knowledge, skills, attitude, and LEA support to carry out the complex responsibilities of an effective EHCY program and ensures that homeless children and youth receive the protections and services that are necessary for them to succeed in school.

Section XI – Sustainability

Provide narrative responses that describe how the LEA’s or consortium’s initiative will sustain itself if and when funding is reduced or ended.

Section XII – LEA Plan

Provide narrative responses describing the components of the LEA’s or consortium’s EHCY program that will address the unmet needs of homeless children and youth, as identified in the needs assessment.

Section XIII – Grant Goals

Each applicant LEA or consortium is required to create one performance objective with outcomes in each of the areas listed below for a minimum of three performance measures which will be tracked and evaluated each year of the three-year funding cycle. LEAs or consortia may wish to create additional performance measures in the sections provided. Thinking about the greatest challenges identified above, create performance objectives to address these barriers and have the greatest impact on student success. [Additional objectives pages are available from DPI.](#)

Creating Objectives

Recommendations for developing overarching grant objectives are as follows:

1. Objectives should be logically related to an identified need.
2. Objectives should be clearly and succinctly written.
3. Objectives must be achievable by the end of the three-year grant period.

Academic Progress Objectives - Describe the academic interventions and/or referrals to appropriate academic services supported through McKinney-Vento subgrant funding.

School Support Objectives - Demonstrate how homeless students have immediate educational access, increased school stability, and/or access to non-academic support programs.

Collaboration Objectives - Develop or expand meaningful collaborative partnerships to increase awareness, access to resources, and referrals to appropriate services to meet the complex needs of students who are homeless.

Demonstrate in each year of the grant how planned, targeted, collaborative efforts will increase or leverage resources leading to successful outcomes for homeless students and their families.

Performance Objectives

For all goals, complete the table that includes:

1. Baseline. Identify the baseline measure.
2. Measurable Objective. Identify the result the LEA or consortium expects to achieve.
 - a) Measurable objectives provide the framework by which a given goal is met, reduced, or satisfied. Clearly written objectives also provide the basis for future evaluation activities.
 - b) Measurable objectives are time limited, logically related to goals, and describe outcomes for students, staff, and/or families, etc.
 - c) Develop clearly written, **specific** objectives that can be measured annually without undue burden to the LEA or consortium.
3. Activities to Achieve Objectives. Identify how the LEA or consortium will achieve this result using McKinney-Vento funding.
4. Evaluation Method. Identify the data and assessments the LEA or consortium will use to measure the results.
5. Person(s) Responsible. Identify the staff member(s) who will be responsible for ensuring the LEA or consortium achieves the objective.

Benchmarks

Identify the benchmark targets the LEA or consortium expects to meet during each of the next three years of the grant period: 2017-18; 2018-19; and 2019-20.

Progress

Leave the Progress section blank, this will be used for mid-year and end-of-year reporting.

Sections XIV and XV – Budget

Complete both the *Budget Detail* and *Budget Summary* sections of the application for the first year of the grant (2017-18). Include how funds will be allocated for the first year of the three-year grant activities.

Appendix A: Allowable activities to be funded by the McKinney-Vento Homeless Assistance Act, Subtitle VII-B Reauthorized by Title IX, Part A of the Every Student Succeeds Act (Effective October 1, 2016)

(d) AUTHORIZED ACTIVITIES- A local educational agency may use funds awarded under this section for activities that carry out the purpose of this subtitle, including the following:

(1) The provision of tutoring, supplemental instruction, and enriched educational services that are linked to the achievement of the same challenging state academic standards as the state establishes for other children and youths.

(2) The provision of expedited evaluations of the strengths and needs of homeless children and youths, including needs and eligibility for programs and services (such as educational programs for gifted and talented students, children with disabilities, and English learners, services provided under Title I of the Elementary and Secondary Education Act of 1965 or similar state or local programs, programs in career and technical education, and school nutrition programs).

(3) Professional development and other activities for educators and specialized instructional support personnel that are designed to heighten the understanding and sensitivity of such personnel to the needs of homeless children and youths, the rights of such children and youths under this subtitle, and the specific educational needs of runaway and homeless youths.

(4) The provision of referral services to homeless children and youths for medical, dental, mental, and other health services.

(5) The provision of assistance to defray the excess cost of transportation for students under section 20 USC. sec. 722(g)(4)(A), not otherwise provided through federal, state, or local funding, where necessary to enable students to attend the school selected under section 20 USC. 722(g)(3).

(6) The provision of developmentally appropriate early childhood education programs, not otherwise provided through federal, state, or local funding, for preschool-aged homeless children.

(7) The provision of services and assistance to attract, engage, and retain homeless children and youths, particularly homeless children and youths who are not enrolled in school, in public school programs and services provided to non-homeless children and youths.

(8) The provision for homeless children and youths of before- and after-school, mentoring, and summer programs in which a teacher or other qualified individual provides tutoring, homework assistance, and supervision of educational activities.

(9) If necessary, the payment of fees and other costs associated with tracking, obtaining, and transferring records necessary to enroll homeless children and youths in school, including birth certificates, immunization or other required health records, academic records, guardianship records, and evaluations for special programs or services.

(10) The provision of education and training to the parents and guardians of homeless children and youths about the rights of, and resources available to, such children and youths, and other activities designed to increase the meaningful involvement of parents and guardians of homeless children and youths in the education of such children and youths.

(11) The development of coordination between schools and agencies providing services to homeless children and youths, as described in 20 USC. sec. 722(g)(5).

(12) The provision of specialized instructional support services (including violence prevention counseling) and referrals for such services.

(13) Activities to address the particular needs of homeless children and youths that may arise from domestic violence and parental mental health or substance abuse problems.

(14) The adaptation of space and purchase of supplies for any non-school facilities made available under subsection (a)(2) to provide services under this subsection.

(15) The provision of school supplies, including those supplies to be distributed at shelters or temporary housing facilities, or other appropriate locations.

(16) The provision of other extraordinary or emergency assistance needed to enable homeless children and youths to attend school and participate fully in school activities.

Appendix B: Scoring Rubric



**McKinney-Vento Education for Homeless Children and Youth
Grant Application Evaluation Rubric**

Local Educational Agency Name: _____

Read the reviewer instructions before commenting on the grant application.

VI. Consortium Verification (only for consortia applicants)	Not Adequately Demonstrated	Partially Demonstrated	Thoroughly Demonstrated	Reviewer Ranking
<p>The proposal describes how all consortium member agencies will establish and maintain a formal, collaborative partnership to better deliver services to benefit homeless children and youth.</p>	<p>The proposal does not address a formal, collaborative partnership between the consortium member agencies.</p>	<p>The proposal addresses how some consortium member agencies will establish a formal, collaborative partnership that includes:</p> <ul style="list-style-type: none"> • an irregular timeline of meetings or other contacts, • a loose plan to share resources and knowledge, and • some understanding of the perspectives that will join together. 	<p>The proposal addresses how all consortium member agencies will establish a formal, collaborative partnership that includes:</p> <ul style="list-style-type: none"> • a regular timeline of meetings or other contacts, • a plan to share resources and knowledge, and • an understanding of the perspectives that will join together. 	<p>Thorough <input type="checkbox"/></p> <p>Partial <input type="checkbox"/></p> <p>Not Adequate <input type="checkbox"/></p> <p>N/A <input type="checkbox"/></p>
<p>Comments:</p>				

VII. LEA Homeless Data	Not Adequately Demonstrated	Partially Demonstrated	Thoroughly Demonstrated	Reviewer Ranking
Data is provided on the Title I, Part A Homeless Reservation, number of homeless children and youth, as well as the graduation, attendance, absenteeism, and dropout rates for homeless students.	Data on the number of homeless students identified and those students' graduation, attendance, absenteeism, and dropout rates is not included.	Most data is provided on the number of homeless students identified and those students' graduation, attendance, absenteeism, and dropout rates.	Complete data is provided on the number of homeless students and those students' graduation, attendance, absenteeism, and dropout rates for all years requested.	Thorough <input type="checkbox"/> Partial <input type="checkbox"/> Not Adequate <input type="checkbox"/>
Comments:				

VIII. Needs Assessment	Not Adequately Demonstrated	Partially Demonstrated	Thoroughly Demonstrated	Reviewer Ranking
The applicant identifies apparent trends in the data.	There are no trends identified in the data.	There are trends identified in the data, but the applicant has not noted whether the trends indicate successes or challenges.	Detailed analysis of the trends in the data is provided as well as an indication of the applicant's view of these trends as successes or challenges.	Thorough <input type="checkbox"/> Partial <input type="checkbox"/> Not Adequate <input type="checkbox"/>

VIII. Needs Assessment (continued)	Not Adequately Demonstrated	Partially Demonstrated	Thoroughly Demonstrated	Reviewer Ranking
The applicant clearly outlines the needs of homeless students by grade span, special population, and educational need.	There is no evidence of a current needs assessment.	There is evidence of a needs assessment and some documentation of identified needs, but does not differentiate between the needs of homeless students by grade span, special population, and educational need.	Detailed results from a current needs assessment are provided with supporting data including the needs of homeless students by grade span, special population, and educational need.	Thorough <input type="checkbox"/> Partial <input type="checkbox"/> Not Adequate <input type="checkbox"/>
Narrative response clearly outlines the needs in the applicant's service area (including barriers to attendance, enrollment, identification, referral, and school success) as well as the applicant's ability to meet those needs.	The service area for the grant is not identified or is limited to the LEA's school buildings. Needs are not identified.	The identified service area goes beyond the LEA's school buildings and includes areas within the community. The applicant addresses some barriers unique to the service area including: <ul style="list-style-type: none"> • attendance, • enrollment, • identification, • referral, and • school success. 	The identified service area includes the entire LEA, areas within the community, and surrounding areas. The applicant understands and addresses all barriers unique to the service area including: <ul style="list-style-type: none"> • attendance, • enrollment, • identification, • referral, and • school success. 	Thorough <input type="checkbox"/> Partial <input type="checkbox"/> Not Adequate <input type="checkbox"/>
The response indicates what needs will be met through locally-funded programs and services and those that will be addressed with McKinney-Vento grant funds.	There is no distinction between McKinney-Vento grant funds and locally-funded programs.	The response defines which needs will be met through McKinney-Vento grant funds and those that will be met using locally-funded programs and services.	The response defines which needs will be met through McKinney-Vento grant funds and how locally-funded programs and services can be maximized through supplemental grant funding.	Thorough <input type="checkbox"/> Partial <input type="checkbox"/> Not Adequate <input type="checkbox"/>

VIII. Needs Assessment (continued)	Not Adequately Demonstrated	Partially Demonstrated	Thoroughly Demonstrated	Reviewer Ranking
The applicant summarizes previous and current efforts to improve services for the homeless student population during the last five years.	The applicant has no documented efforts to support homeless students.	The response documents limited efforts and outcomes are not clear.	There are documented efforts to support homeless students and the outcomes of the efforts are clear.	Thorough <input type="checkbox"/> Partial <input type="checkbox"/> Not Adequate <input type="checkbox"/>
Comments:				

IX. Partnerships	Not Adequately Demonstrated	Partially Demonstrated	Thoroughly Demonstrated	Reviewer Ranking
Describes the existing and planned partnerships that the applicant will coordinate with LEA initiatives to support homeless children and youth, as well as the services that collaborative partners will provide.	There is no evidence of collaborative partnerships with local service providers or LEA initiatives to promote awareness and delivery of services to homeless children and youth.	The proposal describes the coordination of services between local service providers, LEA initiatives, and state agency services for homeless children and youth. The proposal also documents specific services that each local service provider will provide.	The proposal documents formal, collaborative partnerships with neighboring LEAs, CESA, the Continuum of Care, local service providers, and community and state agencies to deliver services to homeless children and youth. The proposal specifically describes the services and activities the applicant and collaborative partners will provide over the course of the three-year grant timeline.	Thorough <input type="checkbox"/> Partial <input type="checkbox"/> Not Adequate <input type="checkbox"/>

IX. Partnerships (continued)	Not Adequately Demonstrated	Partially Demonstrated	Thoroughly Demonstrated	Reviewer Ranking
The response describes efforts made to engage families of homeless children and youth in their child’s education including activities planned, outreach and communication strategies, and plans to maintain engagement.	No engagement of families of homeless children is described family engagement is limited and not related to the child’s education.	The proposal describes how families of homeless children and youth will be informed about their educational rights and engaged in the education of their children.	The proposal details strategies and activities to engage families of homeless children and youth in their education, as well as to educate families about the educational rights of homeless children and youth.	Thorough <input type="checkbox"/> Partial <input type="checkbox"/> Not Adequate <input type="checkbox"/>
Comments:				

X. Capacity to Implement	Not Adequately Demonstrated	Partially Demonstrated	Thoroughly Demonstrated	Reviewer Ranking
The proposal describes the policies and procedures the LEA has in place or plans to implement in order to ensure homeless children and youth are not isolated or stigmatized.	Policies and procedures described are unrelated to removing barriers to the enrollment and integration of homeless children and youth into regular school programs.	The proposal describes policies and procedures in place to accomplish the enrollment and integration of homeless children and youth into regular school programs.	The proposal describes policies and procedures in place to accomplish the enrollment and integration of homeless children and youth into regular school programs and the LEA has a process to regularly review and revise these policies as necessary.	Thorough <input type="checkbox"/> Partial <input type="checkbox"/> Not Adequate <input type="checkbox"/>

X. Capacity to Implement (continued)	Not Adequately Demonstrated	Partially Demonstrated	Thoroughly Demonstrated	Reviewer Ranking
The applicant describes the LEA's capacity to engage families, children and youth, and internal and external stakeholders to support the needs of homeless children and youth.	The proposal does not include a description of an effective implementation of the grant program or the capacity to build an effective program.	The proposal describes the LEA's commitment to implement the grant program including time, authority, experience, knowledge, skills, and attitude.	The proposal includes a description of an effective implementation of the grant program that demonstrates a history of success when implementing initiatives. The LEA demonstrates an understanding of the challenges, opportunities, goals, and outcomes of effective implementation. The LEA demonstrates a commitment of time, authority, experience, knowledge, skills, and attitude conducive to effective implementation.	Thorough <input type="checkbox"/> Partial <input type="checkbox"/> Not Adequate <input type="checkbox"/>
The applicant lists and explains the role of LEA staff members who will coordinate the Education for Homeless Children and Youth program.	The proposal lists one or no staff members who will coordinate the implementation of the grant.	The proposal lists a team of staff members who will coordinate the implementation of the grant.	The proposal lists effective staff members who will dedicate time to coordinate the implementation of the grant, and the capability to connect with families, children, youth, and local service providers.	Thorough <input type="checkbox"/> Partial <input type="checkbox"/> Not Adequate <input type="checkbox"/>
Comments:				

XI. Sustainability	No	Yes	Reviewer Ranking
The proposal addresses collaboration with Title I, Part A programs and how the Title I, Part A Homeless Reservation will be used.	The proposal does not address amounts or uses of the LEA's Title I, Part A Homeless Reservation.	The proposal reflects coordination of grant funds with other local, state, and/or federal funds to provide comprehensive support and programming for homeless students.	Yes <input type="checkbox"/> No <input type="checkbox"/>

XI. Sustainability (continued)	Not Adequately Demonstrated	Partially Demonstrated	Thoroughly Demonstrated	Reviewer Ranking
The proposal includes discussion of additional partnerships and funding streams that will enable the program to continue if and when funding is reduced or ended.	The proposal does not explore partnerships or alternative funding streams.	Limited evidence of identified means to sustain program if and when funding is reduced or ended.	Exceptionally strong evidence of identified means to sustain program if and when funding is reduced or ended.	Thorough <input type="checkbox"/> Partial <input type="checkbox"/> Not Adequate <input type="checkbox"/>
The proposal describes the LEA's commitment to prioritizing beliefs and practices as a result of this program.	The proposal does not include the LEA's continued commitment to prioritizing beliefs and practices.	The proposal includes limited evidence of sustained prioritization of beliefs and practices as a results of this program.	The proposal reaffirms the LEA's commitment to provide services to homeless children and youth through activities, policies and procedures, partnerships with other LEA initiatives and throughout the community.	Thorough <input type="checkbox"/> Partial <input type="checkbox"/> Not Adequate <input type="checkbox"/>
The proposal describes the process for selecting a staff member or team responsible for ensuring the sustainability of the program.	The proposal does not address how the LEA will designate staff who are responsible for implementing a sustainable program.	The proposal describes the LEA's process for selecting a staff member or team who will implement a sustainable program.	The proposal describes how the LEA will select an effective staff member or team who will implement a sustainable program that is incorporated into other LEA initiatives with secure funding.	Thorough <input type="checkbox"/> Partial <input type="checkbox"/> Not Adequate <input type="checkbox"/>
Comments:				

XII. LEA Plan	Not Adequately Demonstrated	Partially Demonstrated	Thoroughly Demonstrated	Reviewer Ranking
Describes the components of the LEA’s EHCY program that will address the unmet needs of homeless children and youth and addresses the removal of barriers to enrollment, attendance, and academic success for homeless children and youth as identified in the needs assessment.	Description of LEA’s EHCY program and practices is vague and not connected to the needs identified in the needs assessment or McKinney-Vento requirements.	The LEA plan includes programs and services that address the identified needs and will help remove barriers to enrollment and attendance in school and promote academic success of homeless children. The plan is embedded within LEA initiatives and is sustainable.	The LEA plan is clearly aligned with the needs identified in the needs assessment. The LEA plan includes specific activities and a timeline for implementation during the three-year grant period. The plan is embedded within LEA initiatives and was created collaboratively with staff representing these initiatives to ensure sustainability. The plan is focused on improving academic achievement, family engagement, outreach to special populations, and program evaluation.	Thorough <input type="checkbox"/> Partial <input type="checkbox"/> Not Adequate <input type="checkbox"/>
The proposal describes how the LEA will use the grant to address McKinney-Vento requirements that are not in place.	The proposal assumes the LEA does not need to address McKinney-Vento requirements that are not in place.	The proposal describes the LEA’s plan to address areas where the LEA needs to bolster support for homeless children and youth in response to McKinney-Vento requirements.	The proposal describes the LEA’s plan to address areas where the LEA needs to bolster support for homeless children and youth in response to McKinney-Vento requirements. The plan includes regularly reviewing LEA practices to ensure the program meets all requirements of the McKinney-Vento Act.	Thorough <input type="checkbox"/> Partial <input type="checkbox"/> Not Adequate <input type="checkbox"/>
The proposal describes how the LEA intends to or has embedded the program into other LEA initiatives.	The proposal does not show evidence of joint planning and is independent of any other LEA initiatives.	The proposal reflects joint planning with other LEA initiatives and a clear description of coordination with other supplementary instructional programs.	The proposal details joint planning with a variety of LEA initiatives and a detailed plan to incorporate the EHCY program into all appropriate LEA initiatives.	Thorough <input type="checkbox"/> Partial <input type="checkbox"/> Not Adequate <input type="checkbox"/>
The proposal describes how the LEA will expand successful strategies to meet the needs identified in the Needs Assessment.	The proposal includes no measure of success and no plan to expand successful strategies.	The proposal describes a plan to expand strategies the LEA believes are or will be successful.	The proposal includes a plan to determine which strategies are successful and a detailed plan to expand these strategies and incorporate them into other LEA initiatives.	Thorough <input type="checkbox"/> Partial <input type="checkbox"/> Not Adequate <input type="checkbox"/>

XII. LEA Plan (continued)
Comments:

XIII. Grant Goals	Not Adequately Demonstrated	Partially Demonstrated	Thoroughly Demonstrated	Reviewer Ranking
<p>The proposal outlines academic progress objectives and includes baseline, objectives, benchmarks, activities, staff responsibilities, evaluation, and progress measures.</p>	<p>The objective and related components are not relevant to the plan and do not have a relationship to the activities described:</p> <ul style="list-style-type: none"> • The baseline, objective, and benchmarks are not supported by data. • The timeline is unclear or does not cover the three-year grant period. • Staff responsibilities are not clear or are not addressed. • Evaluations are not mentioned or described in the proposal. 	<p>The objectives are relevant to the plan and are supported by the described activities:</p> <ul style="list-style-type: none"> • The baseline, objective, and benchmarks are supported by data. • Benchmarks are set for each year of the three-year grant period. • Staff responsibilities are clear for all outlined activities. • Evaluations described in the proposal include data and assessments. 	<p>The objectives are relevant to the plan and are supported by the described activities:</p> <ul style="list-style-type: none"> • The baseline, objective, and benchmarks are supported by data. • Benchmarks are set for each year of the three-year grant period to ensure program accountability and tied directly to the evaluation methods. • Staff responsibilities are clear for all outlined activities. • Evaluation methods described in the proposal include data and assessments and are detailed for each goal objective. • The proposal details how annual evaluation results will be used to improve project outcomes for future grant years. 	<p>Thorough <input type="checkbox"/></p> <p>Partial <input type="checkbox"/></p> <p>Not Adequate <input type="checkbox"/></p>
Comments:				

XIII. Grant Goals (continued)	Not Adequately Demonstrated	Partially Demonstrated	Thoroughly Demonstrated	Reviewer Ranking
<p>The proposal outlines school support objectives and includes baseline, objectives, benchmarks, activities, staff responsibilities, evaluation, and progress measures.</p>	<p>The objective and related components are not relevant to the plan and do not have a relationship to the activities described.</p> <ul style="list-style-type: none"> • The baseline, objective, and benchmarks are not supported by data. • The timeline is unclear or does not cover the three-year grant period. • Staff responsibilities are not clear or are not addressed. • Evaluations are not mentioned or described in the proposal. 	<p>The objectives are relevant to the plan and are supported by the described activities.</p> <ul style="list-style-type: none"> • The baseline, objective, and benchmarks are supported by data. • Benchmarks are set for each year of the three-year grant period. • Staff responsibilities are clear for all outlined activities. • Evaluations described in the proposal include data and assessments. 	<p>The objectives are relevant to the plan and are supported by the described activities.</p> <ul style="list-style-type: none"> • The baseline, objective, and benchmarks are supported by data. • Benchmarks are set for each year of the three-year grant period to ensure program accountability and tied directly to the evaluation methods. • Staff responsibilities are clear for all outlined activities. • Evaluation methods described in the proposal include data and assessments and are detailed for each goal objective. • The proposal details how annual evaluation results will be used to improve project outcomes for future grant years. 	<p>Thorough <input type="checkbox"/></p> <p>Partial <input type="checkbox"/></p> <p>Not Adequate <input type="checkbox"/></p>
<p>Comments:</p>				

XIII. Grant Goals (continued)	Not Adequately Demonstrated	Partially Demonstrated	Thoroughly Demonstrated	Reviewer Ranking
<p>The proposal outlines collaboration objectives and includes baseline, objectives, benchmarks, activities, staff responsibilities, evaluation, and progress measures.</p>	<p>The objective and related components are not relevant to the plan and do not have a relationship to the activities described:</p> <ul style="list-style-type: none"> • The baseline, objective, and benchmarks are not supported by data. • The timeline is unclear or does not cover the three-year grant period. • Staff responsibilities are not clear or are not addressed. • Evaluations are not mentioned or described in the proposal. 	<p>The objectives are relevant to the plan and are supported by the described activities:</p> <ul style="list-style-type: none"> • The baseline, objective, and benchmarks are supported by data. • Benchmarks are set for each year of the three-year grant period. • Staff responsibilities are clear for all outlined activities. • Evaluations described in the proposal include data and assessments. 	<p>The objectives are relevant to the plan and are supported by the described activities:</p> <ul style="list-style-type: none"> • The baseline, objective, and benchmarks are supported by data. • Benchmarks are set for each year of the three-year grant period to ensure program accountability and tied directly to the evaluation methods. • Staff responsibilities are clear for all outlined activities. • Evaluation methods described in the proposal include data and assessments and are detailed for each goal objective. • The proposal details how annual evaluation results will be used to improve project outcomes for future grant years. 	<p>Thorough <input type="checkbox"/></p> <p>Partial <input type="checkbox"/></p> <p>Not Adequate <input type="checkbox"/></p>
<p>Comments:</p>				

XIV. Budget	No	Yes	Reviewer Ranking
The budget reflects appropriate and efficient use of McKinney-Vento grant funds to meet the needs of homeless children and youth.	The budget does not effectively support proposed goals and objectives, shows evidence of supplanting, or includes expenditures outside the appropriate use of McKinney-Vento grant funds.	The budget reflects appropriate and effective use of funds to accomplish grant goals, with no evidence of supplanting.	Yes <input type="checkbox"/> No <input type="checkbox"/>
Comments:			

Overall Merit			
Proposal Strengths:			
Proposal Weaknesses:			
Would you recommend this proposal for funding?	Strongly Recommended for Funding <input type="checkbox"/>	Should Consider for Funding <input type="checkbox"/>	Not Recommended for Funding <input type="checkbox"/>