



JANUARY 2023

HOMELESS ED NEWS

DATES TO CONSIDER

The Maricopa County PIT Count is scheduled for Tuesday, January 24th, 2023. Read more on page 5.

[Mandatory Homeless Liaison training opportunity](#), January 25th and 30th, see page 2 for more information.

Maricopa County Transportation of McKinney Students (TOMS)
January 23, 2023
11:00 am – 12:00 pm
PESD #1 Professional Development Center, 1817 N. 7th Street Phoenix, AZ 85006

National Center for Homeless Education (NCHE) is offering webinars during the month of January. See page 2 for more information.

EHCY FY24 Year 1 Grant opens March 1, 2023, closing May 1, 2023

ABOUT OUR PROGRAM

The [Arizona Homeless Education Program](#) (HEP) is a federally funded program, under Subtitle VII-B of The McKinney-Vento Homeless Assistance Act. The act authorizes the federal Education for Homeless Children and Youth (EHCY) Program and is the primary piece of federal legislation related to the education of children and youth experiencing homelessness. It was reauthorized in December 2015 by Title IX, Part A, of the Every Student Succeeds Act (ESSA).

The mission of the Homeless Education Program is to ensure positive comparable academic outcomes for children and youth experiencing homelessness through implementation of the McKinney-Vento statute.

Our office provides support to the Local Education Agency (LEA) to improve the provision of comprehensive education and related services to homeless children and youths and their families. Our office strategically gathers and makes available dependable, valid, and comprehensive materials and professional development. The goal of this coordination is to provide higher quality learning experiences and improve education and other outcomes for children and families experiencing homelessness.

For oversight of HEP program, please contact [Dr. Brittani \(Didi\) Roy](#), Director of Educational Policy and Program Integrity, or [Rita Rodriguez](#), State Homeless Education Program Coordinator.

For questions or technical assistance, email us at Homeless@azed.gov.

Please note that you are receiving this newsletter because you either you have signed up for it or, are currently listed as the McKinney-Vento Homeless Liaison for your district. To update contact information contained in this list, please [click on this link](#) and you will be redirected to the form.

Professional Learning

The McKinney-Vento Act requires State Coordinators to provide professional learning opportunities for LEA personnel and the LEA Homeless Liaison to assist them in identifying and meeting the needs of homeless children and youths, and to provide training on the definitions of terms related to homelessness. [42 U.S.C. § 11432(f)(6)]. In addition, the law requires States to adopt policies and practices to ensure participation by Homeless Liaisons in professional learning and other technical assistance activities. [42 U.S.C. § 11432(g)(1)(J)(iv)].



**Our office is hosting mandatory trainings for LEA Homeless Liaisons.
Please plan to attend.**

To register for the session on January 25, 2023 (11:00 a.m. to noon) [click here.](#)
To register for the session on January 30, 2023 (10:00 a.m. to 11:00 a.m.) [click here.](#)

[National Center for Homeless Education \(NCHE\)](#)

NCHE operates the U.S. Department of Education's technical assistance and information center for the federal Education for Homeless Children and Youth (EHCY) Program. NCHE SERVE offers resource publications for organizations, parents, and students to help educate them regarding their rights and the tools available to them. [Register for training](#) today!

- Determining McKinney-Vento Eligibility Wednesday, January 25, 2023, 2-3 PM ET

[SchoolHouse Connection-Q & A](#)

SchoolHouse Connection is a national non-profit organization working to overcome homelessness through education. They provide strategic advocacy and practical assistance in partnership with early childhood programs, schools, institutions of higher education, service providers, families, and youth. [Click here](#) to view the webinar schedule.

In understanding the role of the Homeless Liaison, it is helpful to know the requirements of LEAs. LEAs are instrumental in ensuring that rights and services are implemented, and the MV Liaison is the key individual responsible for making this happen at their LEA. The McKinney-Vento Act includes a "job description" for the local liaison in the form of a list of duties [42 U.S.C. § 11432(g)(6)(A)]. You can read the document here [Local Educational Agency Liaison Duties.](#)

Additional resources:

[Education for Homeless Children and Youths Programs Non-Regulatory Guidance](#)

[McKinney-Vento Homeless Assistance Act](#)

[ARP Homeless Children & Youth Grant](#)

[42 USC CHAPTER 119, SUBCHAPTER VI, Part B: Education for Homeless Children and Youths](#)

[NCHE Brief - Partnering to Support Educational Success for Runaway and Homeless Youth](#)

[Head Start Policy and Regulations](#)

ADE Sample Forms

Our office has created forms for your use. [Please check the ADE Homeless Education Program website](#) for additions and revisions on an ongoing basis. These revised sample forms may be adapted for use at your LEA.

- [ADE Identification Procedures Sample](#)

This document will help guide conversations with staff and to ensure your LEA has a procedure to properly identify a potential homeless student. Train district and school staff on the McKinney-Vento Act's definition of homeless and steps to take if working with a student whose living arrangement may meet the definition. Staff members to train include school administrators, counselors, social workers, psychologists, enrollment personnel, secretaries, nurses, attendance officers, and bus drivers.

- [ADE Rights of Homeless Students Sample](#)

Every homeless student shall have access to the same free and appropriate educational opportunities as students who are not homeless. This commitment to the educational rights of homeless children, youth, and unaccompanied youth, applies to all services, programs, and activities provided or made available. This form can serve alongside the Student Residency Questionnaire to ensure families are notified of their rights under the McKinney-Vento Act.

- [ADE Student Residency Questionnaire Sample](#)

Use a housing questionnaire that incorporates informative, yet non-invasive, questions about a student's living arrangement as part of your district's enrollment paperwork. Use the information gathered on this questionnaire to assist with making determinations of McKinney-Vento eligibility.

- [ADE Caregiver's Authorization Affidavit Sample](#)

This form is intended to address the McKinney-Vento Homeless Assistance Act requirement that homeless children have access to education and other services for which they are eligible. The McKinney-Vento Homeless Assistance Act states specifically that barriers to enrollment must be removed. In some cases, a child or youth who is homeless may not be able to reside with his/her parent or guardian; however, this fact does not nullify the child's/youth's right to receive a free, appropriate public education.

- [ADE Transportation Agreement Form Sample](#)

As a best practice, it is highly recommended that your LEA develops forms, such as homeless student transportation requests, parent agreements, and inter-district transportation agreements. Forms should be easily accessible at any school, or online. A transportation agreement is a terrific way to communicate district transportation expectations, and guidelines.

- [ADE Transportation Request Form Sample](#)

Working with inter-district colleagues to coordinate shared transportation of McKinney-Vento students takes streamlined communication and collaboration. Developing a form to communicate your request is a recommended best practice.

- [**ADE Transportation Best Practice Guidance Document**](#)

This document provides guidance and shared best practice to ensure your district is arranging transportation so that homeless children and youth participate for the full school day, neither arriving late nor leaving before the school day has ended.

- [**Best Interest Determination \(BID\)**](#)

Local Homeless Liaisons can play an instrumental role in assisting homeless parents, guardians, and unaccompanied youth in selecting the school that will best meet the student's needs. The Local Homeless Liaison should consider utilizing the Best Interest Determination checklist. This sample form will help guide the conversation to make the best determination.

- [**Dispute Resolution Process LEA vs LEA**](#)

The McKinney-Vento Homeless Education Assistance Improvements Act of 2001 requires the State Educational Agencies (SEAs) have a procedure for the prompt resolution of disputes regarding the educational placement of homeless children and youth. The process outlined in this process will aid in processing disputes at the State level.

- [**Dispute Resolution Process Family/Student vs LEA**](#)

LEAs should take necessary steps if a dispute arises over school eligibility, school selection, school enrollment. Having established a procedure ahead of time will help streamline the process and ensure your LEA are not creating barriers to enrollment and full participation.

- [**ADE End of Year Notification Letter Sample**](#)

This example may be put into practice to notify parents that current services being provided will not automatically continue into the next school year. The letter advises them how to request review of McKinney-Vento eligibility if they remain in a homeless situation as the new school year approaches.

Technical Assistance

Through strong leadership, and collaboration and communication with local Homeless Liaisons, the State Coordinator can help ensure that districts carry out the requirements of the McKinney-Vento Act. State Coordinators should establish clear-cut policies and procedures at the State level and communicate this information to districts in order to facilitate the smooth and consistent implementation of the McKinney-Vento Act. [U.S. Department of Education (ED), 2016, p. 11]

Examples of questions that are frequently addressed through technical assistance include:

- | | |
|---|--|
| <ul style="list-style-type: none">• Access to resources and referrals within your community• Disputes• Enrollment and identification• Grant related questions• McKinney-Vento eligibility dates• Medical/health referrals• Nutrition services• Preschool and Head Start enrollment | <ul style="list-style-type: none">• Sample forms• School supplies/clothing• Summer school• Transportation• Tutoring• Unaccompanied youth enrollment |
|---|--|

If you encounter a situation that you are unsure of and would like support, our office is available to provide technical assistance, please contact us at (602) 542-4963 or via email at Homeless@azed.gov.

Grants & Monitoring Updates

The Education for Homeless Children and Youth (EHCY) program is enacted via the McKinney-Vento Homeless Education Assistance Act, and was reauthorized by Title IX, Part A of the Every Student Succeeds Act (ESSA) of 2015. Through the EHCY program the U.S. Department of Education (USDE) provides annual grant award to State Education Agencies (SEAs) to then subgrant to Local Education Agencies (LEAs). The purpose of the EHCY subgrant funds is to [supplement the services provided to all students](#) to eliminate the specific barriers to the identification, enrollment, attendance, and academic success of children and youth experiencing homelessness (42 U.S.C. § 11432(g)(4)).

Grant Application Details: ADE awards the EHCY subgrants through a competitive and discretionary process. While the subgrant awards are contingent upon the annual state allocation provided by the USDE, the EHCY subgrants run on a three-year grant cycle. FY24 constitutes the first year of the forthcoming three-year EHCY grant cycle. Please note that the FY24 EHCY grant application will open on **March 1, 2023**, and close on **May 1, 2023**.

Subgrant Funding Guidelines: Selection of EHCY subgrantees will be made based on the proposed project's quality, a data-driven assessment of the educational and related needs of students, and the ability of the applicant to meet these needs. Applicants must be able to demonstrate need by having a minimum of 50 students experiencing homelessness enrolled or a homeless rate of no less than 2.9% for the LEA. An LEA may consider joining a consortium comprised of LEA Consortium Members within their service area or zip code to meet the minimum threshold requirements of this application.

Subgrant Consortium Guidelines: Please note that it is the responsibility of the LEAs that must join consortia to meet the minimum requirements of the application to identify, communicate, and establish consortium requirements prior to submitting an FY24 EHCY grant application.

Each consortium must establish a fiscal agent to ensure compliance with the terms of the grant, including but not limited to uploading its [Memorandum of Understanding \(MOU\)](#), Assurances and Certifications for each LEA Consortium Member, program narrative responses reflective of the identified needs of each LEA Consortium Member, and a proposed budget that is reflective of the fiscal agreements comprised in the MOU.

Recommended Next Steps: LEAs should begin preparing for the FY24 EHCY grant application process by reviewing the [McKinney Vento Homeless Assistance Act – Funding Uses](#), [draft of program narrative questions](#), and the [EHCY Funding website](#) for forthcoming updates and resources.

Additionally, LEAs are strongly encouraged to review their document. You should begin reviewing current internal processes and procedures, as they relate to McKinney-Vento statute, as the grant application process will require evidence of these procedures. Lastly, consider the items listed below to ensure the timely preparation and submission of the FY24 EHCY grant application:

implemented in your district. Below are potential items to begin gathering for the application process. Additionally, please be prepared to provide supporting documentation related to data as the application process will be heavily influenced by data driven factors.

- Attendance procedure

- Awareness poster

- Caregiver Authorization
 - Data related to academic progress through assessment data collection or grades, attendance, and graduation rates
 - Dispute Resolution procedure
 - District training agendas and participant logs
 - Fines and fees procedure
 - Identification procedure
- LEA board policies related to the EHCY program
 - Missing immunization procedure
 - Needs assessment yearly results
 - Student Residency Questionnaire (SRQ)
 - Transportation procedure

Please note that additional information, including the FY24 EHCY grant application scoring rubric, funding tiers, information sessions, and other resources will be made available within the coming weeks on the [EHCY Funding website](#).

Please email Homeless@azed.gov with any questions and feedback regarding the FY24 EHCY grant application.

Did you know?

The Point-in-Time (PIT) Homeless Count is an annual street and shelter count to determine the number of people experiencing homelessness in Maricopa County during a given point in time. This count is part of a national effort to identify the extent of homelessness throughout the country. The count includes a brief survey to identify the needs of those experiencing homelessness in the community. How can local liaisons make an impact? Volunteering for the count is highly encouraged. The PIT Count is scheduled for Tuesday, January 24th, 2023. If you are interested in volunteering, please contact your local Coordinator for the city/town you would like to volunteer in. For additional information, you may visit the [AZMAG website](#).

Celebrating the Work You Do!

On December 16, 2022, [Edkey, Inc. - Sequoia Charter Schools](#) celebrated every student in the school for the holidays. Each student received a handmade blanket and pillow that they personally picked out to fit their personality. They also each received a new hoodie sweatshirt with the school logo on it. Each classroom had a sponsor that brought in wrapped gifts personalized for each student. There were fun games, food, gingerbread house making and, and entertainment. These sponsors truly made an incredibly special and memorable day for every child. The event was a complete success due to the



contributions from several sponsors.

Another recent celebration is through an orthodontist associated with iTrade who, this year, donated his service for ten students to receive braces. The same donor just recently notified the charter school, an additional fifteen students will be receiving orthodontia services in the coming months. Toni Clifton McKinney Vento Coordinator, shared how much of an impact this has had on the students. "In each of the 10 students who received braces this year, we witnessed an immediate and dramatic improvement in their confidence and self-esteem."

Amazing work is going into the support of homeless children and youth across Arizona, and we would love to celebrate it. Please continue to share events you will be hosting throughout the year so that we can highlight your work. Send your pictures and event information to [Rita Rodriguez](#), State Homeless Education Program Coordinator.