



Homeless
Education

FY24 Education for Homeless Children and Youth (EHCY) Competitive Grant Training

February and March 2023

Arizona Department of Education
(602)542-4963
homeless@azed.gov

Objective

Participants will understand the FY24 EHCY grant application requirements and timelines.



Agenda

- **EHCY Grant Introduction**
- **Subgrant Requirements**
- **FY24 EHCY Grant Application Requirements**
- **Summary & Closing**



EHCY Introduction

- **History**

- Enacted via the McKinney-Vento Homeless Education Assistance Act of 1987
- Reauthorized by Title IX, Part A of the Every Student Succeeds Act (ESSA) of 2015

- **Purpose**

- Supplement services
- Eliminate barriers for children and youth experiencing homelessness:
 - Identification
 - Enrollment
 - Attendance
 - Academic success



EHCY Subgrant Requirements for SEAs

- **Annual allocation from the DoE**
 - Based on annual reporting of homeless enrollment numbers
- **Minimum of 75% must be sub-granted to LEAs**
- **Competitive subgrant process at least once every three years**



EHCY Subgrant Requirements for LEAs

- **Supplement, not supplant**
- **Eliminate barriers for children and youth experiencing homelessness:**
 - Identification
 - Enrollment
 - Attendance
 - Academic success
- **16 allowable activities**
 - Outreach and identification
 - Immediate enrollment
 - School stability
 - Transportation
 - Educational & wrap-around services



EHCY Subgrant Requirements for LEAs

- **Submit regular and timely Reimbursement Requests**
 - Expenditures that have received Director Approval and have been incurred at the LEA-level
- **Allowable carryover restricted to 10% for each FY**
 - **Submit a grant waiver**
 - the reason for the carryover larger than 10% of allocation
 - the plan to spend remaining funds during the upcoming FY
 - **Be denied renewal funding for the upcoming FY**



FY24 EHCY Grant Requirements

- **Important Dates**
- **Eligibility Criteria**
- **Consortia Requirements**
- **Grant Application Requirements**
- **Program Narrative Questions**
- **Required Documentation**
- **Budget Requirements**
- **Approximated Allocation Amounts**

Important Dates for the FY24 EHCY Grant

March 1, 2023

FY24 EHCY grant **opens**



June 30, 2023

Award recipients will be notified



July 1, 2023-Sept.30, 2024

Subgrantees submit regular and timely reimbursement requests



May 1, 2023

FY24 EHCY grant **closes**



July 1, 2023

FY24 EHCY project period **begins & substantial approval deadline**



Sept.30, 2024

FY24 EHCY project period **ends**



Eligibility Criteria

- Compliance with MV Act and applicable state laws
- As of **March 1, 2023**, a minimum of 50 homeless students enrolled in the LEA
- Data-driven decision-making to remove barriers to the identification, enrollment, engagement, and academic success
- Project proposal strongly based in local data-findings and high-quality responses to identified barriers



Consortia Requirements

- As of **March 1, 2023**, a minimum of 50 homeless students enrolled in the consortium
- Establish a fiscal agent to:
 - Submit a single FY24 EHCY grant application on behalf of the consortium
 - Ensure compliance of the consortium members
 - Establish and upload the consortium's Memorandum of Understanding (MOU)
 - Ensure proposed budget is aligned
- Upload signed Assurances and Certifications for each LEA consortium member



FY24 EHCY Grant Application Requirements

- History Log of eligible allocations for each consortium member
 - Consortia *ONLY*
- FFATA & GSA Verification
- District Level Eligibility
- Assurances
- District Contact Information



Application Status:	Not Started
Change Status To:	Draft Started
View ADE History Log View Change Log	
Description (View Sections Only View All Pages)	
All	
<input type="checkbox"/>	History Log
	History Log
	Create Comment
<input type="checkbox"/>	Allocations
	Allocations
<input type="checkbox"/>	Funding Disclaimer
	Funding Disclaimer
<input type="checkbox"/>	FFATA & GSA Verification
	FFATA & GSA Verification
<input type="checkbox"/>	Program Information / Instructions
	Program Information / Instructions
	District Level Eligibility
<input type="checkbox"/>	Assurances
	Assurances
<input type="checkbox"/>	Contact Information
	District Contact Information
	Participating Consortium Member Organization Details
<input type="checkbox"/>	Education for Homeless Children & Youth - Year 1
	Budget
	Budget Overview
	Program Narrative Questions
	Capital Outlay Worksheet
	Related Documents
<input type="checkbox"/>	Substantially Approved Dates
	Substantially Approved Dates
	Substantial Approval Guidance
<input type="checkbox"/>	New Applicant Summary
<input type="checkbox"/>	Education for Homeless Children & Youth - Year 1 Checklist
	Education for Homeless Children & Youth - Year 1 Checklist



FY24 EHCY Grant Application Requirements

- Participating Consortium Member Organization Details
 - Consortia *ONLY*
- Budget
 - Reflects MOU – Consortia *ONLY*
- Program Narrative Questions
- Related Documents



Application Status:	Not Started
Change Status To:	<u>Draft Started</u>
View ADE History Log View Change Log	
Description (View Sections Only View All Pages)	
All	
<input type="checkbox"/>	History Log
	History Log
	Create Comment
<input type="checkbox"/>	Allocations
	Allocations
<input type="checkbox"/>	Funding Disclaimer
	Funding Disclaimer
<input type="checkbox"/>	FFATA & GSA Verification
	FFATA & GSA Verification
<input type="checkbox"/>	Program Information / Instructions
	Program Information / Instructions
	District Level Eligibility
<input type="checkbox"/>	Assurances
	Assurances
<input type="checkbox"/>	Contact Information
	District Contact Information
	Participating Consortium Member Organization Details
<input type="checkbox"/>	Education for Homeless Children & Youth - Year 1
	Budget
	Budget Overview
	Program Narrative Questions
	Capital Outlay Worksheet
	Related Documents
<input type="checkbox"/>	Substantially Approved Dates
	Substantially Approved Dates
	Substantial Approval Guidance
<input type="checkbox"/>	New Applicant Summary
<input type="checkbox"/>	Education for Homeless Children & Youth - Year 1 Checklist
	Education for Homeless Children & Youth - Year 1 Checklist



FY24 EHCY Grant Application Requirements

- **Change Status To:**
 - LEA Authorized Representative Approved



Application Status: Not Started

Change Status To: [Draft Started](#)

[View ADE History Log](#)
[View Change Log](#)

Description ([View Sections Only](#) [View All Pages](#))

All	
<input type="checkbox"/>	History Log
	History Log
	Create Comment
<input type="checkbox"/>	Allocations
	Allocations
<input type="checkbox"/>	Funding Disclaimer



Shared Responsibility

When applying for the FY24 EHCY grant, applicants must consult with stakeholders to ensure well-rounded analysis of need, effective programming, and to avoid supplanting.

Some stakeholders to consider:

McKinney-Vento Liaison

Title I Director

Grants Manager

Superintendents

Budget Department

Administrators

Transportation Director

Community Partners



Program Narrative Questions

Responses to Program Narrative Questions will demonstrate the LEA's or each Consortium Member's current data, identified needs, and programmatic plans to address need utilizing EHCY funds. The questions are organized into five sections, for a total of 19 questions.

Needs Assessment – 5 Questions

- Charts and descriptions to describe current enrollment, academic, non-instructional, and need data.

LEA's / Consortium's Homeless Education Program – 4 Questions

- Descriptions of existing partnerships and procedures for collaboration, dispute resolution, professional learning, and the information of rights to homeless students.

Academic Achievement Goals – 3 Questions

- Set a data-driven goal and plan for services and activities to address academic achievement,

Programmatic Goals- 3 Questions

- Set a data-driven goal and plan for services and activities to address non-instructional identified needs.

LEA's / Consortium's HEP Management Plan – 3 Questions

- Description of programmatic planning for use of Title I-A Set Aside and FY24 EHCY funds.



Grant Application Rubric

While we are still finalizing an official rubric that will be used to review submitted grant applications, strong programs will be evident through applications that display:

Completeness

- All questions are answered.
- All elements of questions are addressed to provide sufficient detail to understand need and programmatic planning.

Quality

- Assessment of Need is intentional and effective in determining use of funds.
- Planned programming is directly connected to identified need.
- Monitoring, evaluating, and adjusting cycles are clear and built into plan.
- Budget matches MOU (Consortia).

Evidence

- Current and accurate data is provided.
- Identified needs are data-based.
- Planned services and activities are data-based.
- Monitoring, evaluating, and adjusting cycles are data-driven.



Required Documentation

- **Written Procedures:**
 - Dispute resolutions
 - Transportation needs
 - Best interest determination (BID)
- **Official Notices:**
 - Rights of students and families experiencing homelessness,
 - Dispute resolution process
- **Documents detailing all instructional and non-instructional services scheduled for the school year and summer learning sessions:**
 - “Collaborations within the LEA”
 - “Collaborations within the Community”

Documentation to Provide, if Applicable

All board-approved job descriptions for staff and contracts for vendors to be paid out of EHCY funds



Budget Requirements

The budget must:

- ***Ensure that the proposed subgrant funds are fully allocated***
- ***Be in alignment with the following:***
 - The needs and goals identified in program narrative questions
 - The documentation uploaded into the Related Documents
 - MOU – Consortia *ONLY*
 - Each LEA consortium member's proposed allocation should be logged into the History Log – Consortia *ONLY*



Approximating Award Amounts

To determine the approximate award amount, each LEA / LEA consortium member must take the following into consideration:

- LEA / Consortia Size
- Free & Reduced Lunch Percentage
- Percentage of Enrolled Students Experiencing Homelessness



Approximating Award Amounts

The formula below can be used to calculate the *maximum* amount of funding an applicant may be eligible to be awarded. Official awards are dependent on the quality of the grant application and the amount that the USDE awards ADE to subgrant to LEAs.

Funding Formula

$$\text{(Division Allocation) + (F/R\% Tier) + (Homeless \% Tier)} \\ = \text{Approximated Allocation Award}$$

Base Allocation

All LEAs / LEA consortium members who meet the grant application threshold requirements are eligible to receive the base allocation of funds.

Base Allocation = \$12,000

The base allocation amount is also used to determine incremental changes below.

Approximating Award Amounts

Factors	Criteria	Award Calculation
LEA / Consortia Size	<p>The LEA / Consortia's size is based on the LEA's/Consortia's reported October 1st enrollment numbers for SY 2022-2023.</p> <ul style="list-style-type: none">• Division I: 1 – 40,000 students• Division II: 40,001 – 100,000 students	<ul style="list-style-type: none">• Division I = Base allocation• Division II = Base allocation x2

Approximating Award Amounts

Factors	Criteria	Award Calculation
Free & Reduced Lunch Percentage	<p>The Free and Reduced Lunch Percentage is based on the total number of students each LEA reported to the ADE Health and Nutrition Services for SY 2022-2023.</p> <ul style="list-style-type: none">• F/R% Tier I: 0-29.9%• F/R% Tier II: 30-69.9%• F/R% Tier III: 70-100%	<ul style="list-style-type: none">• F/R% Tier I: + \$0• F/R% Tier II: Base allocation x2• F/R% Tier II: Base allocation x3

Approximating Award Amounts

Factors	Criteria	Award Calculation
<p>Percentage of Enrolled Students Experiencing Homelessness</p>	<p>The percentage of enrolled students experiencing homelessness is based on the number reported in the LEA's student information system (SIS), as of March 1st, 2023.</p> <ul style="list-style-type: none"> • Homeless % Tier I: 0-2.9% • Homeless % Tier II: 3-29.9% • Homeless % Tier III: 30-100% 	<ul style="list-style-type: none"> • Homeless % Tier I: + \$0 • Homeless % Tier II: Base allocation x2 • Homeless % Tier III: Base allocation x3

Approximating Award Amounts

**(Division) + (F/R% Tier) + (Homeless % Tier)
= Approximated Award Amount**



Approximating Award Amounts

LEA J reported 3,000 students enrolled as of October 1, 2023, a 40% free and reduced lunch rate, and 7% homelessness rate.

- **3,000 students enrolled** = Division I = \$12,000 base allocation
- **40% F/R%** = Tier II = + (\$12,000 x 2) = \$24,000
- **7% Homeless %** = Tier II = + (\$12,000 x 2) = \$24,000

- \$12,000 + \$24,000 + \$24,000
- **Approximate Award Amount to Budget: \$60,000**



Approximating Award Amounts

LEA C reported 2,000 students enrolled as of October 1, 2023, a 40% free and reduced lunch rate, and 2% homelessness rate.

- **2,000 students enrolled** = Division I = \$12,000 base allocation
- **40% F/R%** = Tier II = + $(\$12,000 \times 2) = \$24,000$
- **2% Homeless %** = Tier I = + \$0

- $\$12,000 + \$24,000 + \$0$
- **Approximate Award Amount to Budget: \$36,000**



Approximating Award Amounts

LEA Q reported 65,000 students enrolled as of October 1, 2023, a 75% free and reduced lunch rate, and 40% homelessness rate.

- **65,000 students enrolled =**
Division II = \$12,000 base allocation x2 = \$24,000
- **75% F/R% = Tier III = + (\$12,000 x 3) = \$36,000**
- **40% Homeless % = Tier III = + (\$12,000 x 3) = \$36,000**

- \$24,000 + \$36,000 + \$36,000
- **Approximate Award Amount to Budget: \$96,000**



Summary

Purpose of EHCY Funds	<ul style="list-style-type: none">• Eliminate barriers for children and youth experiencing homelessness in the areas of identification, enrollment, attendance, and academic success by supplementing all other local, state, and federal funding sources
Eligible Applicants	<ul style="list-style-type: none">• LEAs & Charters
Eligibility Requirement	<ul style="list-style-type: none">• A minimum of 50 students experiencing homelessness enrolled• Can join a consortium to meet or exceed this threshold requirement
Grant Application Open Date	<ul style="list-style-type: none">• March 1, 2023
Grant Application Close Date	<ul style="list-style-type: none">• May 1, 2023
Project Availability for FY24	<ul style="list-style-type: none">• July 1, 2023 – September 30, 2024
Grant Cycle Availability	<ul style="list-style-type: none">• July 1, 2023 – September 30, 2027

Considerations

ARP-HCY I & II Funds	<ul style="list-style-type: none">• Project availability ends September 30, 2024
EHCY Funds	<ul style="list-style-type: none">• 3-year grant cycle<ul style="list-style-type: none">• Begins July 1, 2023• Concludes September 30, 2027

We highly encourage LEAs to apply!



Grant Resources and Consortia Webinar

- Access multiple resources and documents related to the FY EHCY grant by using the document shared in the chat.

Registration link in chat!

- LEAs interested in joining or leading a consortium can join us for an additional webinar offered:
 - Thursday, March 2, 2023 from 9:00am-10:00am
 - Friday, March 3, 2023 from 1:30pm-2:30pm

- Upon leaving today's webinar, be sure to complete the survey that will open in your browser to provide us with additional information.

FY24 EHCY Grant Application Documents and Resources

This resource is designed provide various documents and resources to assist FY24 EHCY grant applicants in developing complete and competitive programs. General resources, application details, and required forms have been included.

Document	Description
General Grant Resources	
ADE EHCY Grant Webpage	Access all resources and updates to the FY24 EHCY grant.
McKinney-Vento Homeless Assistance Act – Funding Uses	This guidance outlines the allowable uses of FY24 EHCY funding.
EHCY Use of Funds Tip Sheet	This helpful guidance from NCHIE offers help to determine if an expenditure of EHCY funds is allowable.
USFR for Arizona School Districts	The Uniform System of Financial Records (USFR) USFR from the Arizona Auditor General's office is the guidance for all budget object and function codes.
EHCY Grant Budget Cheat Sheet	This "Cheat Sheet" can be used to determine the correct object and function codes for many common expenditures using EHCY grant funds. This is NOT a complete list of allowable uses.
EHCY Budget Revision Guidance	This guidance can be used by LEAs interested in submitting a revision to their planned use of EHCY funds within their Budget in GME.
EHCY Budget Narrative Description Guidance	This guidance can be used by LEAs to develop quality Budget Narrative Descriptions within their EHCY application.
FY24 EHCY Application Resources and Documents	
FY24 EHCY Grant Award Funding Formula	Use this document to calculate an estimated maximum amount of funding an applicant may be eligible to be awarded.
Program Narrative Questions	View the Program Narrative Questions that will be required in the FY24 EHCY Grant Application.
FY24 EHCY Planning Rubric for Program Narrative Questions	This rubric provides a guide for how SEA grant application reviewers will be assessing program quality through FY24 EHCY grant applicant responses to Program Narrative Questions.
FY24 EHCY Related Documents	A list of all the documents that must be and could be uploaded to the Related Documents within an FY24 EHCY application.
Collaborations within the LEA document	This document will need to be filled out and uploaded to Related Documents within an FY24 EHCY application.
Collaborations with CROs document	This document will need to be filled out and uploaded to Related Documents within an FY24 EHCY application.
Memorandum of Understanding (MOU) Sample	This sample MOU can be used by the fiscal agent to establish the fiscal agreement with each of the LEA Consortium Members. All fiscal agents are required to upload an MOU to Related Documents within an FY24 EHCY application.
EHCY Program Assurances and Certifications	The fiscal agent must ensure that the Certification and Assurances document is presented, understood, and signed by each LEA Consortium Member. This document must be uploaded to Related Documents within an FY24 EHCY application.



Thank You!

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