



STATE OF MICHIGAN  
DEPARTMENT OF EDUCATION  
LANSING

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GOVERNOR

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INTERIM STATE SUPERINTENDENT

**MEMORANDUM**

**DATE:** October 2, 2018

**TO:** 2017-18 McKinney-Vento Homeless Grant Recipients

**FROM:** Dr. Paula Y. Daniels, Director  
Office of Educational Supports *P.Y.D.*

**SUBJECT:** 2017-18 Final Report Announcement

The **2017-18 end-of-year McKinney-Vento (MV) "Homeless Final Report"** is now live in the Michigan Electronic Grants System *Plus* (MEGS+). The data entered by agencies into the report is required by the US Department of Education and is submitted late fall of 2018 as part of the state of Michigan Consolidated State Performance Report (CSPR). ***The deadline for MV Homeless agencies to submit this report in MEGS+ is:***

**1 November 2018 (close of business)**

To access the report, it must first be initiated in MEGS+. Login to MEGS+, then search alphabetically for the "Homeless Final Report" on the View Available Applications/Tasks page. Once the report has been initiated, it will be found in the "My Applications/Tasks" list.

Important information for the data entry for the report:

- A. A final report Narrative will **not** need to be uploaded. The MEGS+ application includes pages for agency description of the program that include the same elements found in the prior years' MV Progress Report Form. All sections of the Progress must be completed. Attachments may be uploaded to share data, materials produced or videos created in the consortium. Please be sure to view the Important Information page for this report prior to entering information.
- B. There are two links in the MEGS+ application at which fiscal agents may enter data:
  1. View/Edit > "Consortium Member Agencies"
  2. View/Edit > "Non-Consortium Member Agencies"

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The agencies that belonged to your consortium by the consortium-joining deadline in the fall of 2017 will auto-populate on the "Consortium Member Agencies" page (Note: large consortia may have multiple pages in this section).

If you served children in agencies **not** included in your pre-populated "Consortium Member Agencies" page, they should be entered on the "Non-Consortium Member Agencies" page using that agencies district code.

Questions about the program content or pages describing your program should be directed to Pam Kies-Lowe at 517-241-6974 or by email at [Kies-LoweP@michigan.gov](mailto:Kies-LoweP@michigan.gov), or to Michelle Williams, Acting Manager of the Special Populations Unit, at [williamsm48@michigan.gov](mailto:williamsm48@michigan.gov). For technical difficulties with the report itself, please contact Tammy Franks at 517-335-0352, or by email at [FranksT1@michigan.gov](mailto:FranksT1@michigan.gov).