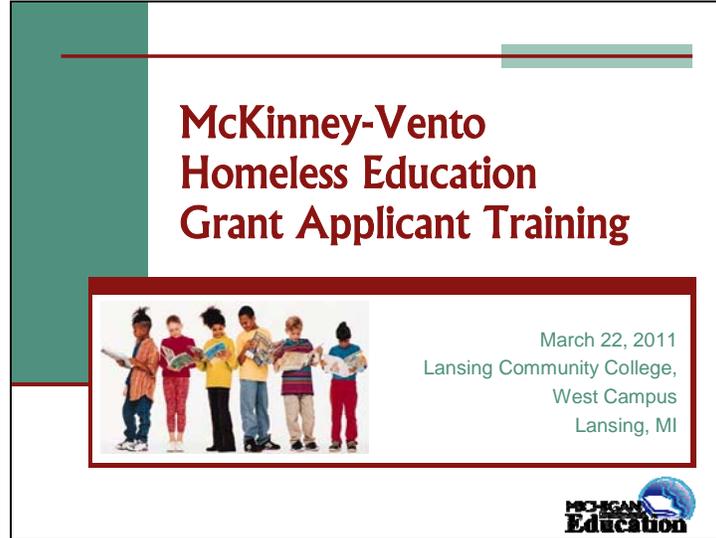


Slide 1



The slide features a title in bold red text: "McKinney-Vento Homeless Education Grant Applicant Training". Below the title is a photograph of seven diverse children of various ethnicities and ages, some holding books. To the right of the photo, the date and location are listed: "March 22, 2011", "Lansing Community College, West Campus", and "Lansing, MI". In the bottom right corner, there is a logo for "MICHIGAN Education" with a blue globe icon.

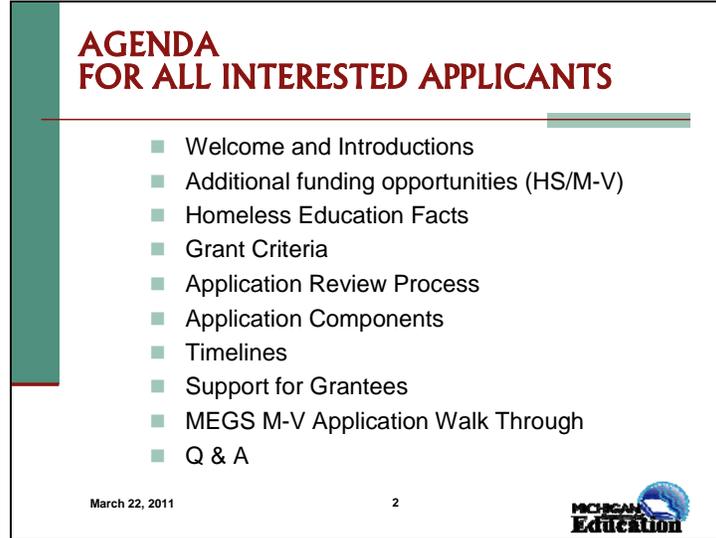
Welcome to the Applicant Training Session for McKinney-Vento Homeless Education Grant Applicants! This session was held on Tuesday, March 22, 2011, at the West Campus of Lansing Community College.

The Homeless Education Program of the Michigan Department of Education is housed in the Special Populations Unit of the Office of Field Services. We appreciate your interest in seeking grant funding to support your district's Homeless Education Program and the homeless children and youth in our state. If you're like most Liaisons, this role takes much more time and money than you and your district administrators ever thought it would when the law first came into effect in 1987.

By now, in 2011, we've learned so much about HOW to support and enhance education for these most vulnerable students. But we've also learned a great deal about the COSTS of effectively programming for these students, and how to best manage these. **COLLABORATION IS THE KEY!**

The current economic crunch is affecting more and more of us here in Michigan. This is a perfect opportunity – although a sad one – to bring attention to homelessness and its effects on the education of children and youth. Get the word out that this affects many families and children, not just "street people" that so many imagine making up our homeless population.

Slide 2



**AGENDA
FOR ALL INTERESTED APPLICANTS**

- Welcome and Introductions
- Additional funding opportunities (HS/M-V)
- Homeless Education Facts
- Grant Criteria
- Application Review Process
- Application Components
- Timelines
- Support for Grantees
- MEGS M-V Application Walk Through
- Q & A

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We have a LOT to cover in this session (See the agenda.)

But I want to be certain to leave time for all your questions, and for you to be able to review the ACTUAL SITE of the 2011 - 2012 Homeless Education Grant application in the Michigan Electronic Grants System (MEGS).

After listening to participants' introductions, it appears consistent that all districts need more money to serve the increasing numbers of homeless students they are seeing. We all want more money and we all want to help our kids.

The numbers of homeless children and youth in Michigan are shocking. People who don't have contact with homeless kids or families who are struggling don't know how greatly severe poverty and homelessness affects the academic achievement of kids. But I suspect that all of you DO.

And, for those of you who still wonder if you REALLY DO have any homeless students – or have districts in your region who claim to have NO homeless students... we will open your eyes today!

We will look at some numbers in a few minutes.

Introductions

- **Name and Position**
- **District – ISD – Region**
- **How familiar are you with Homeless Education?**
- **Is your agency...**
 - A previous grant fiscal agent?**
 - A NEW fiscal agent/applicant?**
 - A consortium member?**

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I am Pam Kies-Lowe, the Homeless Education Consultant and State Coordinator for Homeless Education for the Michigan Department of Education. I began in this position in early November 2008, after working at MDE in Special Education for 3 years and in an LEA Title I Program for 10 years prior to that. I've also had many years of experience in the field of homeless education.

I was introduced to homeless education around 1998 while serving as the Title I Family Involvement Specialist and the Homeless Liaison for Kalamazoo Public Schools. The more we learned and the deeper we looked, the more homeless students we identified and served. Eventually it turned into a full-time position in Kalamazoo Schools. This was prior to the *No Child Left Behind Act* (NCLB) which brought the *McKinney-Vento Homeless Assistance Act* into the spotlight, along with other educational reforms.

However, the McKinney-Vento Act – in some form - has been in effect since 1987! At its beginning, the law required states to review and revise residency requirements for the enrollment of homeless children and youth. By 1990, it had been amended to require the elimination of all enrollment barriers for these students, and the provision of direct services. In 1994 the education provisions of the Act were included in the *Improving America's Schools Act*, and preschool services, interagency collaboration, and greater parental input were added. With its inclusion in NCLB, the McKinney-Vento Act was reauthorized and strengthened to require all public school districts to provide access and success for homeless children and youth, along with mandating the role of local McKinney-Vento Liaison in districts.

Background on Homeless Education in Michigan

Between the 2007-2008 and the 2009-2010 school years, the numbers of homeless students reported as enrolled in Michigan public school districts increased THREE-FOLD.



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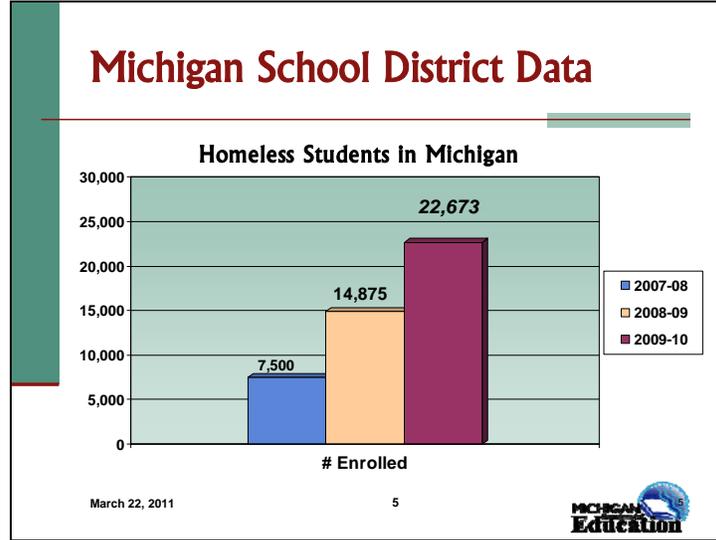
Just after I began this position at the MDE, I discovered that Michigan had been incorrectly reporting our homeless education data to the USED for many years. Michigan reported the number of GRANTS, rather than the number of individual districts involved in those grants and whose students benefitted from those grant-funded services. To the feds, it looked like we were only serving 31 districts with the \$1.8 million we received for homeless education!

The reality is that, during the 2006 – 2009 grant cycle (the most recent one), we had 31 grants, but 457 DISTRICTS involved with these grants!

Michigan was cited by the U.S. Education Department in a 2007 federal program audit for the discrepancy between the data reported by McKinney-Vento Grantees and the data in the Single Record Student Database (SRSD).

You may recall receiving MANY emails from me in early 2009... pestering you to improve your outreach and identification efforts to locate, identify and serve homeless children and youth in your district attendance areas.

Your efforts (and mine) paid off well! Our federal ARRA (Recovery Act) funding was increased to \$2.3 million, with the increased counts of low-income and homeless students reported in our state.



You can see the discrepancy in the numbers on this slide:

7,500 homeless students reported for the 2007-2008 school year IN SRSD;

14,875 reported in the SRSD for the 2008-2009 school year; and

22,673 reported in the MSDS for the 2009-2010 school year!

We know there are still more of these students that we have not yet accounted for, in particular our unaccompanied homeless youth, not living with their legal parents or guardians (and some of whom are not even attending school).

The effects of homelessness on the school performance of children and youth are well documented – and greater than most outside the field of education would imagine.

What You Need to Know About Homelessness in Michigan

Families comprise more than half the homeless in MI*

- 1 of every 3 homeless persons in Michigan is a child*
- The average age of a homeless child is 7.8 years**
- 30% of homeless families are working poor**
- 77% of families are homeless due to lack of affordable housing*
- Of homeless families, 45% reported being homeless more than once*
- Between 2007 and 2008, family homelessness increased 10.8% in MI, with the largest increases in rural Michigan**

* Michigan Coalition Against Homelessness, 2007 Factsheet
** The Campaign to End Homelessness, 2008 Annual Summary

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These data are updated annually on the website for the Michigan Campaign to End Homelessness, operated through the Michigan State Housing Development Authority (MSHDA).

<http://www.thecampaigntoendhomelessness.org>

You can also find regional data from the HMIS (Homeless Management Information System) – but use caution with this data, because the HUD-MSHDA definition of homelessness is much more restrictive than the Department of Education definition. (HUD & MSHDA do not include our families in hotels or motels, those doubled up with friends or relatives, and many of our unaccompanied youth. Their counts, though, will give you a strong idea of how many homeless families, individuals and children/youth were actually counted and served in your county or region.

Research on School Mobility

- It takes children an average of 4-6 months to recover academically after changing schools.
- Mobile students score 20 points lower on standardized tests than non-mobile students.
- Mobile students are less likely to participate in extra-curricular activities and more likely to act out or get into trouble.
- Average test scores for non-mobile students were significantly lower in high schools with high student mobility rates.
- Students who changed high schools even once were less than half as likely as stable students to graduate, even controlling for other factors.

Project Forum at NASDSE, March 2007
National Association for the Education of Homeless Children and Youth, 2006

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With the current economic downturn, districts throughout the country – and especially in Michigan – have seen a great influx of homeless students, along with greater levels of need being seen, and higher levels of mobility among families who are homeless.

High mobility and homelessness reduced a student’s chances of graduating by 50%, according to national studies. Children and youth who experience homelessness are at greater risk than their peers of school failure, behavioral problems, and other challenges, as this slide shows.

Imagine – as an adult – having to go to work each day and perform at a high level if YOU haven’t had enough to eat, are not sure whether there will be any dinner when you come home this evening, and have no idea whose house you will be sleeping in tonight. How well could YOU manage?? The stress can lead to emotional and physical health problems, along with the behavioral and academic difficulties we so often see in our homeless students.

Nationally, districts noted a 40% increase in the numbers of homeless students identified between the 2008-09 and 2009-10 school years – and THAT WAS AT THE START OF THE SO-CALLED ECONOMIC CRISIS!

In Michigan, we’ve had quite a few urban districts reporting similar patterns this year. Rural areas tend to follow these patterns, but rural homelessness presents a very different picture (few or no shelters, many more doubled up and unsheltered), as well as greater challenges to educators (in terms of maintaining attendance at schools of origin.)

Impact of Homelessness on Children and Youth

- **Research shows that children experiencing homelessness are more likely to:**
 - Get sick 4 times as often as non-homeless children
 - Four times as many respiratory infections
 - Twice as many ear infections
 - Five times more gastrointestinal problems
 - Four times more likely to have asthma
 - Go hungry at twice the rate of other children
 - Have high rates of obesity due to nutritional deficiencies
 - Have 3 times the rate of emotional and behavioral problems compared to non-homeless children

* National Center on Family Homelessness, 2009

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Many of you already are well aware of the impact that homelessness can have on the health and well-being of children and youth...

Impact of Homelessness on Children and Youth

The constant barrage of stressful and traumatic experiences also has profound effects on their development and ability to learn.

- Experiences of Violence*
 - By age 12, 83% had been exposed to at least one serious violent event
 - Almost 25% have witnessed acts of violence within their families
- Children who witness violence are more likely to exhibit*
 - Aggressive and antisocial behavior
 - Increased fearfulness
 - Higher levels of depression and anxiety
 - Greater acceptance of violence as a means of resolving conflict

* National Center on Family Homelessness, 2009

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The traumatic stress experienced by homeless children and youth is seen in their development, behavior, and ability to learn.

We see the outcomes in our classrooms on a daily basis...

Impact of Homelessness on Children and Youth

- **Developmental Milestones and Academic Performance**
 - Four times more likely to show delayed development
 - Twice as likely to have learning disabilities as non-homeless children
- **Academic performance problems**
 - 2.5 times more likely to perform below grade level in math
 - 1.5 times more likely to perform below grade level in reading
 - 1.5 times more likely to perform below grade level in spelling

* National Center on Family Homelessness, 2009

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Just look at the school performance differences for children and youth experiencing homelessness!

Imagine our district performance improvements if we can locate, identify and serve these students... and keep them in their school of origin – or at least ONE school – for an entire school year...

Such school stability is the whole purpose of the McKinney-Vento Homeless Assistance Act and the educational statutes and guidance around this Act.

Impact of Increased Homelessness on School Districts

- Rising transportation costs and logistical challenges in making sure homeless children have access to school
- Inadequate staff to identify and support children and youth experiencing homelessness
- Lack of affordable housing and available shelter space, leading to lower enrollments
- Reduction in other community services and supplies
- Greater severity of needs in remaining families



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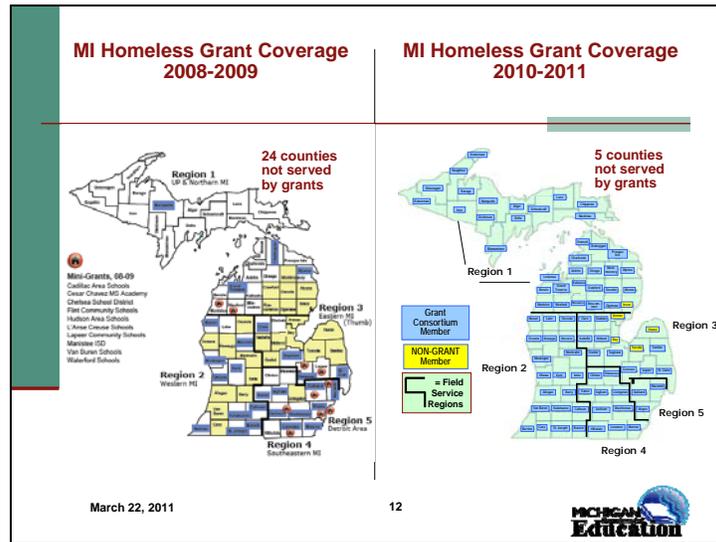
11



And we at MDE are certainly acutely aware of the impact of homelessness on school districts...

The best way to manage these district responsibilities and resultant costs is to **COLLABORATE AND WORK TOGETHER!**

Slide 12



The map on the LEFT shows the areas of Michigan that were served by McKinney-Vento grants in 2008 (when I took this position), and those that received a Mini-Grant for 2008-09 to begin work on a Homeless Education Program.

You can also see the many areas of the state that had NO M-V grant or mini-grant in 2008-2009, and did not participate in any of the existing grant projects to serve homeless children and youth.

Districts without M-V funding are still required by law to have a coordinated and collaborative homeless education program that meets the basic requirements of the law, IN THE EVENT THAT A STUDENT IN THE DISTRICT IS IDENTIFIED AS HOMELESS OR A HOMELESS STUDENT COMES IN TO ENROLL. The main difference is in the level of data collection and reporting, with differences in the levels of service resulting from lower funding of the program. Much better to join a grant consortium and have adequate funding to provide services to homeless students.

Every single county in Michigan, however, has a Ten Year Plan to End Homelessness, which requires the involvement of local Community Action Agencies, Continuum of Care organizations, shelters and housing agencies (HUD and MSHDA), as well as human service agencies and organizations. **We're the only state that has every county involved!** Think what could be accomplished if we connect our efforts in the area of education with the efforts of these organizations...

The map on the RIGHT shows the current school year's consortia. Only 5 counties in the state still have NO LEAs participating in M-V grants! We hope to reach 100% of counties!

McKinney-Vento Grant Criteria

THREE-year grant cycle: 2011-12, 2012-13, 2013-14

Eligible applicants: LEAs, PSAs, or ISDs

Grants awarded on the basis of:

- Consortium of districts applying under one fiscal agent
- Quality of application
- Documented need for the grant – needs assessment
- Fiscal agent capacity to meet identified needs
- Documented collaboration with districts and community agencies to coordinate services to homeless students
- Effective & appropriate use (or planned use) of funds
- Complete & accurate reporting of homeless student data

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This new McKinney-Vento Homeless Education Grant cycle has reverted back to a **THREE-YEAR cycle**, now that the additional funding provided through the American Recovery and Reinvestment Act (ARRA or “Recovery Funding”) will be gone.

ONLY PUBLIC SCHOOL DISTRICTS are eligible to receive these grants – LEAs, PSAs, and ISDs. NOT community agencies or other organizations. Grant recipients MAY SUB-CONTRACT with other agencies. For example, Wayne RESA uses the Wayne County Community Action Agency (“Wayne Metro”) to implement and coordinate its grant for homeless students. But the agency itself may not apply for this grant through MEGS.

The requirements for receiving this grant are shown on this slide. **Notice this item: “NEEDS ASSESSMENT.”** That is a critical element this time around, given the 2009 federal audit finding citing a lack of coordination between Title I and V Homeless Education programs.

Again this year note that other districts that participate in a joint grant are NOT considered “Collaborative Partners;” they are “Consortium Member Districts.” Each grant applicant will be considered the fiscal agent – in charge of the financial elements of the grant, as well as the application, data and grant management, and must list participating districts by their district ID code number. The rationale for this is to connect the districts’ homeless student data (MSDS) into one single grant, so MI can accurately report data on all homeless students being served by grantee districts versus non-grantee districts. **BE SURE THAT STUDENTS IN YOUR UPDATED COUNTS APPEAR IN YOUR 2010-11 YEAR-END MSDSD, so this is reflected in any grant funding you will receive for the 2011-2012 school year!**

The MI Student Database System (MSDS), is open for data submission ALL YEAR LONG! Pupil accounting staff need only enter one of the six two-digit Nighttime Residence code into the Homeless Demographics screen of the MSDS, then indicate Yes or No on the Unaccompanied Youth status (separate from the nighttime residence codes). The rest of the required data on homeless students can be drawn directly from the MSDS!

Grant Project Priorities

The 2012-14 Homeless grants will take two forms:

- **Regional Consortium Projects** among districts to serve underserved or unserved areas of the state (no prior EHCY grant projects), with priority given to those addressing the academic achievement of homeless students
- **Regional Consortium Projects** to address and promote:
 - **Parent/family involvement** and engagement in education among homeless families
 - **Technical assistance for districts in conducting the NCHE Needs Assessment process, as well as** in facilitating the enrollment, attendance, participation, and academic success of homeless children and youth

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Our MDE priorities for the 2011 – 2012 McKinney-Vento Grants (which continue into the 2012-2013 and 2013-2014 school years) are:

Regional Consortium Projects – multiple districts joining together to serve students in a broader geographical area of the state – ARE AGAIN REQUIRED, with the exception of extremely large districts with high levels of homelessness, such as Detroit Public Schools. (Even DPS partners with the 50+ charter schools within their city limits!)

Regional Consortium Projects serving unserved and underserved areas of the state
Projects focusing on improving the academic achievement of homeless children and youth

IN ADDITION, regional consortium projects that focus on parent/family involvement of homeless families or assisting regional districts in conducting the new NCHE Needs Assessment process will be prioritized.

The reason for requiring consortia of districts is to get “more bang for the buck,” as they say. When you have a group of districts in a consortia (an ISD or a county, for example), the numbers of total homeless students are higher, and can qualify for a larger McKinney-Vento grant.

The grant can be used to hire a coordinator for the entire consortium to provide the district and community coordination and collaboration necessary to have an effective homeless education program. So many M-V Liaisons are school staff who are “building-bound,” and cannot get away during business hours to do the essential work required. This is the reason **we do not recommend selecting a district administrator as the Liaison** – they are far too busy to handle all that is required of a Liaison.

You’ve all seen the District Homeless Education Self-Assessment Tool... you KNOW what I’m talking about! **When that collaboration and coordination is present, services flow quickly to students and families, and we see improvements in attendance, engagement, academic performance, and even graduation.**

***The deadline for the submission
of substantially approvable
2011-2012 homeless education
grant applications
is 5:00 p.m. on
Friday, April 22, 2011***

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PLEASE PAY ATTENTION TO THESE DEADLINES!

MEGS WILL BE CLOSED TO ANY APPLICATION SUBMISSIONS AFTER THIS TIME ON APRIL 21st.

Appropriate Local Uses of Funds

- **Expenditures are within the state and federal guidelines for appropriate use** of M-V and other local/state/federal funds (*USED M-V Guidance & handout*)
- **LOCAL SHARE** - Specific, direct, and/or in-kind financial support from the school district, consortium members, and collaborative partner(s)
- **Coordination** of grant funds with local and federal district consortium & funds to provide services to homeless children and youth
- **Planned budget serves the range of needs identified in needs assessment**

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The ONLY way to truly know what the homeless children and youth in your district/county/region need in order to succeed in school is to CONDUCT A NEEDS ASSESSMENT!

You should use the new *Needs Assessment and Program Evaluation Toolkit* found on the NCHE website:

http://center.serve.org/nche/downloads/needs_assess_eval.doc

To be certain that any budgeted expenditures are appropriate, make use of the handout from this training – *Appropriate Local Uses of M-V Funds*. There are only 16 approved uses for M-V dollars.

THE HOMELESS EDUCATION GRANT REQUIRES A LOCAL SHARE to be contributed by the grant fiscal agent (applicant). This can include such items as office space, computer equipment, clerical support, office supplies, etc. OR it can be as extensive as a portion of the M-V Grant Coordinator's salary.

EVERY GRANT MUST PLAN TO HAVE A GRANT COORDINATOR WORKING ON THIS PROJECT FOR AT LEAST 15 HOURS PER WEEK. Half to full time is best, depending on the size of the consortium region and the numbers of homeless students identified. The grant coordinator is the key to making the consortium approach work for all your homeless students and all your participating districts. The coordinator's role is to provide PD and TA for all district staff in the consortium, work with all Liaisons, collect homeless student data, communicate with the MDE program office, approve expenditures (or provide the necessary items/services), and manage the all-important community outreach to partner agencies. Some grantees do this with a case management approach; others purchase needed items and services and distribute to participating districts as needed. This is up to the FISCAL AGENT to decide.

**Title I and Services to Homeless Students:
Coordination Between Title I and McKinney-Vento**

Please refer to this recently distributed memo from the Office of Field Services regarding the required actions for all districts receiving Title I funds:

- Memo, dated March 1, 2011
- Q & A Document
- Template to be attached to LEA's TITLE I CONSOLIDATED APPLICATION

TIP: A listing of the Title I Setaside amounts for each district in your consortium would be a strong addition to your M-V application!

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YOU MUST FAMILIARIZE YOURSELVES WITH THE MARCH 4, 2011 OFS MEMO ON "COORDINATION OF TITLE I AND HOMELESS SERVICES."

www.michigan.gov/homeless – Important Correspondence section

I receive multiple calls and emails on this subject each week...

Also read the USED McKinney-Vento Guidance (in the M-V Homeless Liaison Toolkit) on Title I collaboration and set-aside funds, and MEET with your districts' Title I Directors/Coordinators ASAP to determine how your programs will coordinate services and funds to assist homeless children and youth.

Application Components

- Application Cover Sheet
- Assurances
- Consortium Member Listing – LEAs, PSAs, ISDs – invitations process
- Collaborative Community Partners
 - Agencies
 - Organizations
- Narrative Proposal
- Attachments
- Budget

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Most components of the McKinney-Vento Homeless Education Grant application in MEGS have not changed. **PLEASE TAKE TIME TO SPELL CHECK & PROOFREAD BEFORE YOU UPLOAD OR SUBMIT YOUR APPLICATION!**

Cover sheet and Assurances are the same.

Consortium Members

ONLY public school districts may apply for these grants (NOT agencies).

Collaborative Partners

Agencies and organizations your district works with to serve your homeless students will still be known as your Collaborative Partners. The form in MEGS specifies more of their responsibilities to the grant. You must print out the PDF of the form you complete for each partner, get the appropriate signatures on each one, then scan them and send electronically to our office to document the partnership agreement.

Narrative Proposal and Attachments

These are still the same. Grant applicants will prepare a narrative no longer than 15 pages, and upload it into the MEGS application. Any relevant attachments may also be uploaded, and do not count in the 15-page limit.

YOU MAY INCLUDE UP TO 8 ATTACHMENTS THIS GRANT CYCLE (not 5).

Multiple paged attachments count as only ONE attachment.

Consortium Member Information

ADD A NEW MEMBER
REMOVE SELECTED MEMBER

The tables below list all of the agencies that are part of this application. The date the authorized official of an agency accepts the invitation to be a consortium member is noted as Accepted: [date] under the Acceptance Date column. If the invitation was not accepted, a Rejected: [date] is shown.

Instructions: To add agencies to this application, click the [Add a New Member](#) button. To remove an agency from this application, select the agency by clicking on the box next to the agency's name and then click the [Remove Selected Member](#) button.

Consortium Members

	Name	District Code	Building Code	Homeless - Regular	Homeless - Carryover
<input type="checkbox"/>	ABC Public School District	99999	NA	Budget: \$500	Budget: \$56
<input type="checkbox"/>	XYZ Community Schools	11111	NA	Budget: \$1000	Budget: \$6

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Rather than being **“Collaborative Partners”** in your grant, other school districts participating with your Homeless Education Program or Grant will be considered to be **“Consortium Member Districts.”**

After the applicant enters the district code into this table in MEGS, the district name should pop into place.

IF THE APPLICANT/FISCAL AGENT CHOOSES TO ALLOCATE FUNDS TO CONSORTIUM MEMBER DISTRICTS, the applicant would enter an amount of money allocated to that district in this table.

IF THE APPLICANT/FISCAL AGENT DOES NOT ALLOCATE FUNDS, but instead pays expenses for Consortium Member Districts as items arise, THAT IS ACCEPTABLE. In this case, no allocation needs to be entered in this table.

Once the application is submitted, the “Authorized MEGS Contact” person at these districts will receive an email (automatically generated by MEGS) requesting a confirmation of participation in your homeless grant. Once they click the appropriate box, YOUR the “Authorized MEGS Contact” will then receive an email (automatically generated by MEGS) confirming the inclusion of the Consortium Member District.

IT IS IMPORTANT FOR APPLICANTS TO COMMUNICATE WITH THESE AUTHORIZED MEGS CONTACT PERSONS PRIOR TO THIS OCCURRING!

Collaborative Community Partners

Collaborative Partner Commitment

This form serves as a signed general assurance that the Collaborative Partner agency or organization has the following:

- Financial stability
- The ability to deliver high-quality services to children and families
- A commitment to provide services to the school district named below

Assurances

(We hereby verify and assure that our district will:

- be engaged in the Needs Assessment and Grant Planning processes with the Grant Coordinator/Liaison, participating districts, and other collaborative partners
- assure timely and accurate reporting of homeless student data to the Grant Coordinator and/or the Michigan Department of Education upon request
- assure or assist in providing all mandated and/or relevant services required of McKinney-Vento subgrantees, and *(List below services to be provided by partner.)*

1. _____
2. _____
3. _____

Signature of Collaborative Partner Representative _____ Date _____

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Collaborative Partners

Agencies and organizations your district works with to serve your homeless students will still be known as your Collaborative Partners. The form in MEGS specifies more of their responsibilities to the grant.

You must print out the PDF of the form you complete for each partner, get the appropriate signatures on each one, then scan them and send electronically to our office to document the partnership agreement.

NOTICE that the form specifies that Collaborative Partners:

- **Must now be engaged in the Needs Assessment Process with all Consortium Member Districts**
- **Must report to the Fiscal Agent/Applicant District on the homeless students served by the Partner agency or organization**
- **Must assist in providing any mandated or relevant services required of M-V grantees**
- **Agrees to provide other listed services agreed upon with Applicant**

Narrative Proposal and Project Plan

- **15 pages of narrative – readers will disregard additional narrative content beyond 15 pages**
- **Attachments – maximum of 8 (rather than 5!), not included in 15-page narrative limit**
- **Scoring: 100 total points possible**
 - Statement of Need – 15 points
 - Plan of Operation – 15 points
 - Coordination of Services and Activities – 20 points
 - Commitment and Capacity – 10 points
 - Evaluation Plan – 10 points
 - Budget – 15 points
 - Accountability Plan (data collection/reporting) – 5 points
 - Overall Merit (reviewer input) – 10 points

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SCORING RUBRICS FOR THE HOMELESS EDUCATION GRANT: *LOCATED ON THE MEGS GRANT SITE & HOMELESS ED SITE*

Total points now equal 100. (I like things simple and straightforward...)

The addition of a section on ACCOUNTABILITY

We need to see that applicants have considered and planned for all necessary data collection and reporting. We need to see that applicants have plans for intervention in cases where partners or consortium members do not submit accurate or complete data, or do not submit it in a timely manner for required reporting.

NOTE:

Applicants for this grant cycle will be held accountable for the complete and accurate submission of project data.

Submitting required reports more than 5 business days past a published deadline will result in a 10% loss of grant funding.

If this occurs with a final report at the end of a grant cycle, 10% will be removed from any future Homeless Education Grant awarded.

(THAT IS HOW SERIOUS THE FEDS – and now, the State – ARE BECOMING ABOUT DATA REPORTING!)

Grant Budget

- Standard – Clarity and completeness
- Budget Summary Page – Accuracy
- Budget Detail:
 - Shows expenditures and activities they support
 - In-kind donations
 - Local shares & sources
- Budget Narrative Description—*Optional attachment*
 - Discusses sources of local share(s), including Title I Set-Asides
 - Amounts of consortium member allocations or formulas, if used, to calculate
 - Any anomalies in budget

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Be sure you ask for what you NEED and WANT!

GRANTS WILL BE SCORED FOR QUALITY, AS WELL AS FOR THE NEED AND COUNTS OF HOMELESS STUDENTS!

The items on this slide are considered when reviewing an applicant's grant budget.

The function codes on the McKinney-Vento Homeless Education Grant budget pages are limited to reflect what is deemed appropriate (and shown in MEGS) within our grant funding. Please label each item appropriately in your budget!

MEGS Budget Page

Check Links
Add Personnel
Add Other
Add Capital Outlay
Download Budget Detail

Agency Code	Ac Cont Number	Project Number	Ac Cont Number	Project Type	Starting Date	Ending Date	Fiscal Year
00003	122330	1113	04 1964	Regular	07/01/2013	06/30/2013	2013

Education for Homeless Children and Youth - Regular Budget Summary for AAA TEST

Function Code	Function Name	Salaries	Benefits	Purchased Services	Supplies and Materials	Capital Outlay	Other Expenses	Notes
110	Basic Programs							
120	Adopted Taxes							
210	Support Services - Admin							
220	Support Services - Instructional Staff							
230	Support Services - General Administration							
260	Operation and Maintenance of Plant							
270	Post Transportation Services							
310	Community Services Division							
390	Other Community Services							
SUBTOTAL								00
Payments to Other Governmental Units								
SUBTOTAL								00
Interest Costs (Do not enter amount; do not enter %; Appropriate Rate may be used) (%)								00
TOTAL								00

CONTACT INFORMATION

Business Office Representative: Name: _____ Phone: _____ Ext: _____ Email: _____

Human Contact Person: Name: _____ Phone: _____ Ext: _____ Email: _____

VIEW BUDGET SUMMARY
VIEW BUDGET DETAIL
VIEW CAPITAL OUTLAY

VIEW PDF
ADD BUDGET ITEM

PLEASE BE AS DESCRIPTIVE AS SPACE ALLOWS FOR ITEMS IN YOUR BUDGET DETAIL!

Expenditures should relate directly to items in your Narrative description, your goals and objectives, and to specific activities described in your application.

MEGS Budget Page

ADD BUDGET ITEM

Instructions: The Add Budget Item page is used to create Budget Detail and the Budget Summary.
 • To add entries: Enter all required information and click Add Item.

Budget Summary
Budget Detail
Capital Outlay
Add Budget Item

Quick Links: [Add Personnel](#) | [Add Other](#) | [Add Capital Outlay](#) | [Download Budget Detail](#)

District Code	Grant Number	Project Number	CFDA Number	Project Type	Starting Date	Ending Date	Fiscal Year
0000	122320	1112	84-196A	Regular	07/01/2011	09/30/2013	2012

Education for Homeless Children and Youth - Regular Budget Item for AAA - TEST

Select the appropriate Function Code for this budget item: Indicate if budget item represents local agency share:

Provide a specific description for this budget item. Do not repeat the Function Code description selected in the drop down menu or the heading(s) of the box(es) used below:

Enter the dollar amount associated with the budget item. Enter an amount in only **one** box unless the item is Personnel. Personnel must have both Salaries and Benefits. To enter Capital Outlay, use the Quick Link: Add Capital Outlay.

\$ Salaries (2000)
\$ Benefits (2000)
\$ Purchased Services (3000, 4000)
\$ Supplies and Materials (3000)
\$ Other Expenses (7000, 8000)

If Salaries, enter the FTE or Hours:
 FTE: Hours:

PLEASE BE AS DESCRIPTIVE AS SPACE ALLOWS FOR ITEMS IN YOUR BUDGET DETAIL!

Expenditures should relate directly to items in your Narrative description, your goals and objectives, and to specific activities described in your application.

REMEMBER TO INCLUDE A LOCAL SHARE IN YOUR BUDGET – FROM THE FISCAL AGENT!

Accountability

- Quarterly LEA data reports to fiscal agent
 - Count of homeless students served (LEA)
 - Nighttime residence counts ((MSDS)
 - Special populations – *Special Education (SE), Migrant, English Language Learners (ELL), Unaccompanied Youth (UY)* – (MSDS)
 - Services provided (LEA or GRANTEE)
- Quarterly fiscal agent reports to the Michigan Department of Education (MDE)
 - Counts of homeless students served (GRANTEE)
 - Nighttime residence counts (from MSDS)
 - Special populations – *SE, Migrant, ELL, UY* (MSDS)
 - Services provided (GRANTEE)

Grantee Data Collection - MEGS

PROGRAM INFORMATION - HOMELESS STUDENTS REPORT

Consortium Participation

1. Enter the total number of consortium members that reported homeless data in row (a) and the total number of consortium members that did not report homeless data in row (b) in the prior and current fiscal years.

	Number of Consortium Members 2008-2009	Number of Consortium Members 2009-2010
a. Reported Homeless Data	<input type="text"/>	<input type="text"/>
b. Did NOT Report Homeless Data	<input type="text"/>	<input type="text"/>
TOTAL Number of Consortium Members		

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ALL PUBLIC SCHOOL DISTRICTS ARE REQUIRED TO SUBMIT DATA INDIVIDUALLY ON HOMELESS CHILDREN AND YOUTH ENROLLED.

Consortium Member Districts participating in a McKinney-Vento Homeless Education Grant will use a common data reporting form (see above). We are working to make this available online through a portal on our Homeless Education website. Until this is ready to roll out, electronic forms will be shared with Grant Coordinators and Liaisons for reporting purposes.

Consistent use of the common reporting form among ALL DISTRICTS, even those not funded by M-V or ARRA Grants, will allow this office to report consistent and much more accurate data to the USED.

Grantee Data Collection - MEGS

Numbers Served by Grade

2. Enter the total number of homeless children and youth served by all consortium members by grade level in fiscal year 2009-2010.

Age/Grade	Number of Homeless Children/Youth SERVED by grant, 2008-2009	Number of Homeless Children/Youth SERVED by grant, 2009-2010
Age 2 through 3 (not Kdgn)		
K		
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
Ungraded		
Total	0	

Education

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Grantee Data Collection - MEGS

Numbers Served by Category

2. Enter the total number of homeless students served by all consortium members in fiscal year 2009-2010 in each of the following categories:

	Number of Homeless Students/Youth Served 2008-2009	Number of Homeless Students/Youth Served 2009-2010
a. Unaccompanied youth		<input type="text"/>
b. Migratory children/youth		<input type="text"/>
c. Children with disabilities (IDEA)		<input type="text"/>
d. Limited English Proficient students		<input type="text"/>
Total	0	

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Grantee Data Collection - MEGS

Numbers Served By Service

4. Enter the total number of consortium members that provided the following educational support services with McKinney-Vento funds in the prior and current fiscal year.

NOTE: If information for any category was NOT COLLECTED, enter "NC." If information was collected but the count is zero, enter "0."

	Number of Consortium Members that Offered This Service in 2008-2009	Number of Consortium Members that Offered This Service in 2009-2010
a. Tutoring or other instructional support		
b. Expedited evaluations		
c. Staff professional development and awareness		
d. Referrals for medical, dental, and other health services		
e. Transportation (Only include excess transportation cost such as bus passes, taxi fare, prepaid gas cards, etc.)		
f. Early childhood programs		
g. Assistance with participating in school programs		
h. Before-school, after-school, mentoring, summer programs		
i. Obtaining or transferring records necessary for enrollment		
j. Parent education related to rights and resources for children		
k. Coordination between schools and agencies		
l. Counseling		
m. Addressing needs related to domestic violence		
n. Clothing to meet a school requirement		
o. School supplies		
p. Referral to other programs and services		

ALL PUBLIC SCHOOL DISTRICTS ARE REQUIRED TO SUBMIT DATA INDIVIDUALLY ON HOMELESS CHILDREN AND YOUTH ENROLLED.

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Grantee Data Collection - MEGS

Numbers Served by Barriers

5. Enter the total number of consortium members that experienced the following barriers to the enrollment and success of homeless children and youth in the prior and current fiscal years.

	Number of Consortium Members Reporting Barrier in 2008-2009	Number of Consortium Members Reporting Barrier in 2009-2010
a. Eligibility for homeless services		
b. School selection		
c. Transportation		
d. School records		
e. Immunizations		
f. Other medical records		
g. Other barriers		
h. Other barriers		
i. Other barriers		

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Monitoring of Grantees

- **UNDER M-V LAW, ALL PUBLIC SCHOOL DISTRICTS MUST BE MONITORED FOR EHCY COMPLIANCE**
 - Districts funded by M-V grants have additional requirements for monitoring – fiscal and data accountability
- **MDE REGIONAL M-V MONITORS**
 - **Conduct site visits to ALL M-V GRANT FISCAL AGENTS**
 - 1 per grant year = 2011-2012, 2012-2013, and 2013-2014
 - Offer on-site Training and Technical Assistance to Consortia
 - **Conduct monitoring of NON-PARTICIPATING LEAs -**
 - After reviewing LEA Self-Assessment and documentation
 - **ONCE PER GRANT CYCLE = 2011 - 2014**
 - **Desk Monitoring** = Review of Self-Assessment and Documentation, with phone follow up
 - **Site Visit** between 2011-2014

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Another area where Michigan's Homeless Education Program was cited in the 2007 USED audit was monitoring. Prior to 2008, the MDE had only one part-time Field Services Consultant assigned to manage the Homeless Education Program for the State! There was no way monitoring could occur consistently.

ALL M-V GRANTEE FISCAL AGENTS WILL HAVE ON SITE MONITORING VISITS ANNUALLY.

CONSORTIUM MEMBER DISTRICTS WILL COMPLETE LEA SELF ASSESSMENTS AND SUBMIT DOCUMENTATION ELECTRONICALLY ONCE PER GRANT CYCLE (3 YRS). REGIONAL M-V MONITORS WILL ASSESS DISTRICT RISK FACTORS AND PRIORITIZE LEAs FOR DESK AUDITS AND SITE VISITS.

You are all familiar, by now, with the District McKinney-Vento Self Assessment Tool sent out to districts in January and due on March 28th. It has caused quite an "awakening" among school districts, some of whom did not realize that ALL districts must comply with McKinney-Vento statutes.

Regional Monitors will be reviewing the Self Assessments, prioritizing risk factors, and scheduling desk audits and site visits to districts throughout the State.

THE PURPOSE OF THE SELF ASSESSMENT IS TO DETERMINE THE STATE'S NEEDS FOR TECHNICAL ASSISTANCE AND PROFESSIONAL DEVELOPMENT. Your M-V Grant Coordinators, as well as our MDE Regional M-V Monitors are available to help your district develop your homeless education programs, complete your Self Assessments, and educate your staff.

M-V Homeless Grant Timelines:
PUSHED UP BY YOUR REQUESTS!

- Grant applications DUE BY APRIL 22, 2011
- Readers review April 25 – May 31, 2011
- Written recommendations presented to State Superintendent by June 3, 2011
- Award letters to successful applicants before June 10, 2011
- M-V Grant Funded Consortium Projects
 - May begin July 1, 2011
 - Must begin no later than September 8, 2011 or on first day of the 2011-12 school year

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ALL APPLICATIONS MUST BE SUBMITTED THROUGH THE MICHIGAN ELECTRONIC GRANTS SYTEM (MEGS).

Districts wishing to join a M-V Grant Consortium MUST RESPOND TO THE CONSORTIUM INVITATION FROM THE FISCAL AGENT BEFORE APRIL 22, 2011.

Fiscal Agents cannot submit their grant in MEGS until all invited have responded, or they must delete those that have not responded from consortium membership for that grant year.

Application Review Process

- **Scored according to CURRENT rubric**
 - Found in MEGS application, with this training PPT
 - Will be posted on MDE webpage
 - DO NOT USE PREVIOUS RUBRICS
- Maximum score – 100 points
- **MUST SUBMIT IN SUBSTANTIALLY APPROVABLE FORM: Quality of application will count!**
- Individual review, inter-rater reliability, team consensus on overall score and recommendation
- Rank ordered by final score
- Applications scoring below 50 points are considered on individual basis, if funds remain

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THE HOMELESS EDUCATION GRANT SCORING RUBRIC IS POSTED IN THE APPLICATION IN MEGS, as well as on the MDE Homeless Education website: www.michigan.gov/homeless

USE IT TO GUIDE YOU IN DEVELOPING A COMPLETE AND THOROUGH APPLICATION!

Support for Grant Fiscal Agents and Consortium Member Districts

- **EXPERIENCED M-V GRANT COORDINATORS**
 - Directory of Liaisons and Grant Coordinators on MDE Homeless Education website
 - Continuously updated – check often!
- **MDE Regional McKinney-Vento Monitors**
 - Training and Technical Assistance
- **MDE Homeless Website:** www.michigan.gov/homeless
 - M-V Liaison Toolkit
 - Sample Michigan M-V forms
 - Data links
- **Annual Michigan Homeless Education Conference**
 - **THIS YEAR: Special Populations Conference!**
 - **September 26-27, 2011**
 - **Kellogg Center, MSU Campus, East Lansing**

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The MDE Homeless Education Program Office is committed to providing full support to all Michigan public school districts, funded by McKinney-Vento or not, in efforts to develop, maintain and improve programs that serve homeless children and youth.

This slide presents just SOME of the resources available to district staff, particularly McKinney-Vento Liaisons, to assist in such efforts.

Liaisons and district staff may contact current M-V Grant Coordinators and Regional M-V Monitors by email or phone with specific questions.

If you need to reach me, e-mail typically receives a faster response (since I can respond after hours and from home...). Contact information is on the MDE Homeless Education website, (most recently updated Liaison Directory) as well as on the final slide.



MEGS Homeless Education Grant Application Walk-Through

March 22, 2011

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Questions & Answers

Contact Information –
Please go through your Grant Coordinator or Regional Monitor FIRST!

Pam Kies-Lowe
Homeless Education Consultant
State Coordinator for Homeless Education
Michigan Department of Education

Email: kies-lowep@michigan.gov
Phone: 517-241-1162
Web Site: www.michigan.gov/homeless

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