

FY20 McKinney-Vento Homeless Education Grant Program—Lead Area Liaisons Request for Proposal (RFP)

Frequently Asked Questions (FAQs)

1. **What is Purpose of the RFP?**
 - a. **Purpose of the Request for Proposal (RFP):** fund on Lead Area Liaison (LAL) in each of the seven areas of the state, as designated by the Illinois Association of Regional Superintendents of Schools to assist school district homeless liaisons in each area in implementing the requirements of the McKinney-Vento Homeless Assistance Act. Areas can be found on this map: <https://www.isbe.net/Documents/IL-Map-with-Contacts.pdf>
2. **Who is eligible to apply for the grant?**
 - a. **Regional Offices of Education, Intermediate Service Centers, Public School Districts, State authorized Charter Schools, and University Laboratory Schools approved by the Illinois State Board of Education.**
3. **What are the responsibilities of the LAL?**
 - a. **Determine the needs of the area relative to homeless education and the families experiencing homelessness that reside in the area;**
 - b. **Provide competitive subgrants to school districts and other eligible applicants within their areas that exhibit the greatest need for funding and have the greatest potential for positively affecting the academic achievement of homeless children and youth;**
 - c. **Maintain a list of the school district homeless liaisons for each school district in its area. In situations where a school district has not yet designated a homeless liaisons, work with the district to make the appointment before the start (or soon after) of the school year and in subsequent years, if needed. Submit the listing of the 2019-2020 school year homeless liaisons to ISBE no later than October 1 of the current school year. Send updates to ISBE every two months to allow for the updates to the Homeless Liaison Locator.**
 - d. **Provide and maintain documentation of all professional development and training to newly appointed school district liaisons, as well as ongoing education, support, and technical assistance throughout the grant year and in subsequent year of the grant;**
 - e. **Review and revise any local policies and procedures that may act as barriers to enrollment and attendance of homeless children and youth;**
 - f. **Coordinate services between school districts and providers in the area, and upon request, provide reports to ISBE staff of meetings and documentation of service delivery;**
 - g. **Help families access services and obtain needed referrals for medical, dental, health-related, and other appropriate services;**
 - h. **Participate in monthly conference calls with ISBE staff and attend semi-annual meetings in Springfield or other designated areas; and**
 - i. **Ensure all school districts are following the current's Dispute Resolution Guidelines outlined at <https://www.isbe.net/Documents/Homeless-Dispute-Resolution-Procedures.pdf>**
4. **What is the Programs Description?**
 - a. **The Education for Homeless Children and Youth (EHCY) program is authorized under Title VI-B of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11431 et seq) (McKinney-Vento Act).**

- i. The McKinney-Vento Act is designed to address the challenges that homeless children and youths have face in enrolling, attending, and succeeding in school. Illinois is a regionally designed state that has established procedures to ensure that homeless children and youth are afforded the same opportunities to be successful learners as all children and youth.
- ii. The landscape for providing those opportunities is coordinated by the Illinois' State Coordinator for the Education of Homeless Children and Youth. The State Coordinator oversees an Office of the Coordinator and Lead Area Liaisons (LALs).
- iii. The LAL will provide ISBE sponsored professional development and technical assistance to the LEA homeless liaisons and school staff on removing the barriers to homeless children and youth's education.
 - 1. The barriers (e.g. lack of immunizations and health records, birth certificates, school records, and other documents, residency documents required for non-homeless students, guardianship issues.) must be removed and the homeless children and youth must be immediately enrolled. The LAL and LEA liaison must work together to meet the requirements. <https://www.isbe.net/Pages/Homeless.aspx>
<https://nche.ed.gov/mckinney-vento/>

5. What are the Program Objectives?

- a. To address the challenges that homeless children and youth have faced in enrolling, attending, and succeeding in school. It must be ensured that each homeless child and youth has equal access to the same free, appropriate public education, including preschool education, as all other children and youth. Barriers to homeless children's education must be removed to prepare them for a successful future.

6. What are the Performance Measures?

- a. The subgrantee will provide professional development and technical assistance to school districts.
 - i. The subgrantee will support and provide ISBE sponsored professional development training for 852 school district homeless liaisons in their area.
- b. The subgrantee will provide support and guidance for homeless children and youth to ensure that they are enrollment in and participating fully in school.
 - i. 95% of all students experiencing homelessness will be immediately enrolled and participating fully in school.

7. What is the target for the program?

- a. 852 school district liaisons will be trained: beginning level training and intermediate level training
- b. Special education staff, Early Childhood staff, School Secretaries, Bus Drivers, Schools Counselors will be trained throughout the school year
- c. 95% of all students experiencing homelessness will be immediately enrolled and participating fully in school.

8. What are the Performance Standards?

- a. 50% of homeless children and youth are receiving education services needed to succeed in schools
- b. 50% of the barriers that keep homeless children and youth from enrolling, attending, and succeeding in school are removed.
- c. At least 50% of new LEA homeless liaisons have received professional development on the MKV Act.

9. What are the Deliverables and Milestones?

- a. The SEA and subgrantees will provide a report showing the delivery of ISBE sponsored professional development to 80% of the homeless liaisons in school districts, ROEs/ISCs within their area before November 1st of the current school year.

- b. The SEA will provide a report showing how sub-grantees assisted with educational materials and supplies, health related expenses to ensure continues enrollment in the school, transportation, tutoring services for homeless children and other services needed to ensure educational success for homeless children.
- c. The subgrantee will provide 100% updated listing of LEA homeless liaisons for the current school year by October 1st, ISBE sponsored professional development must be provided to LEA special groups, e.g.secretaries, Early Childhood staff, teachers, and administrators by the sub-grant liaisons. Sign-in sheets must be submitted to ISBE by Oct. 1, Feb. 1, and June 30.
- d. A report on all of the approved sub-grants within the region, which must be submitted to ISBE by Oct.1st and upward amendments submitted, as they become available.
- e. 90-100% compliance with ISBE compliance monitoring tool during the spring compliance-monitoring visit must be met. 100% of the requested documents: expenditure reports (to date) for FY20, time distribution sheets, payroll reports, and current descriptions of those individuals paid out of the McKinney-Vento grant funds are submitted.

10. What is the overall Criteria?

a. Section 1: Needs Assessment

- i. The applicant is familiar with and is able to determine the needs of the area to be served.
- ii. The applicant identified the potential number of homeless children in its area. Information was gathered from SIS data, homeless shelters, social service agencies, and other community groups working with homeless.
- iii. The applicant provided evidence that the applicant will adequately assist school district homeless liaisons and their school districts to meet the needs of homeless children and youth.

b. Section 2: Competitive Grants Process

- i. There is evidence that the applicant is sufficiently familiar with the criteria for establishing an application for competitive subgrants.
- ii. A description of the formula used for awarding the subgrants is provided.

c. Section 3: Provision of Professional Development Training

- i. The applicant provided evidence that training activities and other services will have a strong potential for helping school districts involve parents or guardians.
- ii. The applicant has proposed training activities, including attendance at Statewide conferences, that seek to ensure that all school district liaisons will have access to professional learning opportunities throughout the year.

d. Section 4: Review of Policies and Procedures:

- i. Evidence is provided of a process to be used to review School District policies and practices that may act as barriers to the enrollment and regular attendance of homeless children and youths.

e. Section 5: Coordination of Services:

- i. Evidence is provided on effective coordinator with private, non-profit entities, social service agencies will occur and the extent to which the coordination of such services will be made available to homeless children and youths and their families.
- ii. Evidence that the applicant will work with the Continuum of Care Consortia's (CoCs) operating in their areas, a list of CoCs is provided with the application. .

f. Section 6: Assisting Homeless Youths and Their Families:

- i. Evidence is provided that a process that will be used by the applicant to provide information and assistance to homeless families and unaccompanied youth to meet their needs in a timely manner (i.e. referrals for medical, dental, health-related, etc.)
- ii. Evidence is provided that identifies the extent to which Lead Area Liaisons will work with school districts and homeless youths and their families to ensure that children and youths will be integrated into the regular education program.
- iii. Evidence provided that the applicant will ensure all school districts within their area are following the Dispute Resolution Guidelines.

g. Section 7: Required Participation:

- i. A description is given on how the applicant will ensure participation in Statewide Conferences, including but not limited to, State Homeless Conference and the National Association for the Education of Homeless Children and Youth Conference.

- ii. A description of how Lead Area Liaisons will evaluate the effectiveness of their subgrantee recipients; evaluation must include impact analysis.
- iii. A statement of assurance is included in the application that assures Lead Area Liaisons will participate to the greatest extent possible, in all face-to-face meetings with ISBE and participate in the monthly conference calls with ISBE.

h. Section 8: Budget:

- i. A narrative of how the Lead Area Grantees will use funds, including awards to subgrantees, to serve homeless children and youths under section 1113(C)(3) of the Elementary and Secondary Act of 1965 (20 U.S.C. 6313 (c) (3)).
- ii. A description of how the Lead Area Grantees will work with subgrantees to develop and execute budgets that will use the subgrant to leverage resources, including maximizing nonsubgrant funding for the position of the liaisons described in section 11432 (g) (1) (j) (ii) of this title and the provision of transportation.
- iii. The budget areas/items are within appropriate local use of McKinney-Vento funds based on ISBE and USDOE guidance.
- iv. The proposed budget is consistent with the proposal's activities, is cost effective, and provides solid rationale for each budgeted function/object code.

11. Application Deadline:

a. Submission Date

- i. **Proposals can be submitted electronically through IWAS.**
 - 1. **If you have questions related to access to IWAS, please contact the Help Desk at (217) 558-3600 Option 3 or email to help@isbe.net**
- ii. **Electronic applications accepted no later than 45 days after electronic posting.**
- iii. ***Late proposals will not be accepted.***

H-1. For what activities may an LEA use McKinney-Vento subgrant funds?

<https://www.isbe.net/Documents/MKV-Non-Regulatory-Guidance.pdf>

LEAs must use McKinney-Vento funds to assist homeless children and youths in enrolling, attending, and succeeding in school. (See, e.g., sections 722(g)(6), 723(d)). In particular, the funds may support the following activities:

1. Tutoring, supplemental instruction, and other educational services that help homeless children and youths reach the same challenging State academic standards the State establishes for other children and youths. (Section 723(d)(1)). As clearly specified in the ESEA, all academic enrichment programs for disadvantaged students, including programs for homeless students, must be aligned with State standards and curricula. Additionally, when offering supplemental instruction, LEAs should focus on providing services for children and youths that reflect scientifically based research as the foundation for programs and strategies to ensure academic success.
2. Expedited evaluations of eligible students to measure their strengths and needs. (Section 723(d)(2)). These evaluations should be done promptly in order to avoid a gap in the provision of necessary services to those children and youths. Evaluations may also determine a homeless child or youth's possible need or eligibility for other programs and services, including educational programs for gifted and talented students; special education and related services for children with disabilities under Part B of the IDEA; special education or related aids and services for qualified students with disabilities under Section 504; early intervention services for eligible infants and toddlers with disabilities under Part C of the IDEA; programs for English learners; career and technical education; meals through the National School Lunch Program and School Breakfast Program²²; and other appropriate programs or services under the ESEA. (Section 723(d)(2)).
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 the McKinney-Vento Act, and the specific educational needs of runaway and homeless youths. (Section 723(d)(3)).

4. Referrals of eligible students to medical, dental, mental, and other health services. (Section 723(d)(4)).

5. Assistance to defray the excess cost of transportation not otherwise provided through Federal, State, or local funds, to enable students to remain in their schools of origin. (Section 723(d)(5)).

6. Developmentally appropriate early childhood education programs for preschool-aged homeless children that are not provided through other Federal, State, or local funds. (Section 723(d)(6)).
7. 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. (Section 723(d)(7)).
8. Before- and after-school, mentoring, and summer programs for homeless children and youths in which a teacher or other qualified individual provides tutoring, homework assistance, and supervision of educational activities. (Section 723(d)(8)).
9. Payment of fees and costs associated with tracking, obtaining, and transferring records necessary to enroll homeless children and youths in school. The records may include birth certificates, immunization or other required health records, academic records, guardianship records, and evaluations for special programs and services. (Section 723(d)(9)).
10. Education and training for 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 or youths in the education of such children or youths.
11. Coordination between schools and agencies providing services to homeless children and youths in order to expand and enhance such services. Coordination with programs funded under the Runaway and Homeless Youth Act must be included in this effort. (Section 722(g)(5)(A)(i)).
12. Specialized instructional support services, including violence prevention counseling, and referrals for such services. (Section 723(d)(12)).
13. Programs addressing the particular needs of homeless children and youths that may arise from domestic violence and parental mental health or substance abuse problems. (Section 723(d)(13)).
14. Providing supplies to non-school facilities serving eligible students and adapting these facilities to enable them to provide services. (Section 723(d)(14)).
15. Providing school supplies, including those to be distributed at shelters or temporary housing facilities, or other appropriate locations. (Section 723(d)(15)).
16. Providing extraordinary or emergency services needed to enable homeless children and youths to attend school and participate fully in school activities. (Section 723(d)(16)).

If you have additional questions, please contact:

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For grant questions, email is preferred.