ARIZONA DEPARTMENT OF EDUCATION

FY26 Education for Homeless Children and Youth (EHCY) Continuation Grant Informational Webinar

February 25 & 27, 2025

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Objectives

Participants will …

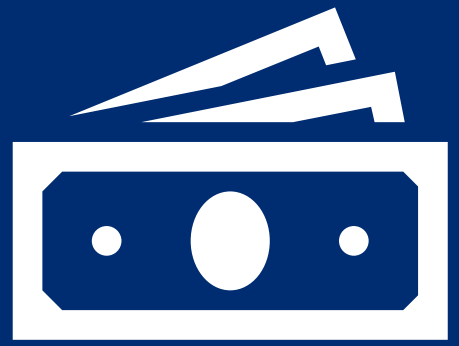
- Review EHCY funding requirements, including project period extensions for FY24 & FY25
- Review fiscal planning strategies
- Be familiarized with FY26 EHCY Continuation – Year III Grant application requirements

Agenda

- EHCY Funding Overview
- Extended Project Periods
- Fiscal Planning
- Grant Application
- Summary & Closing

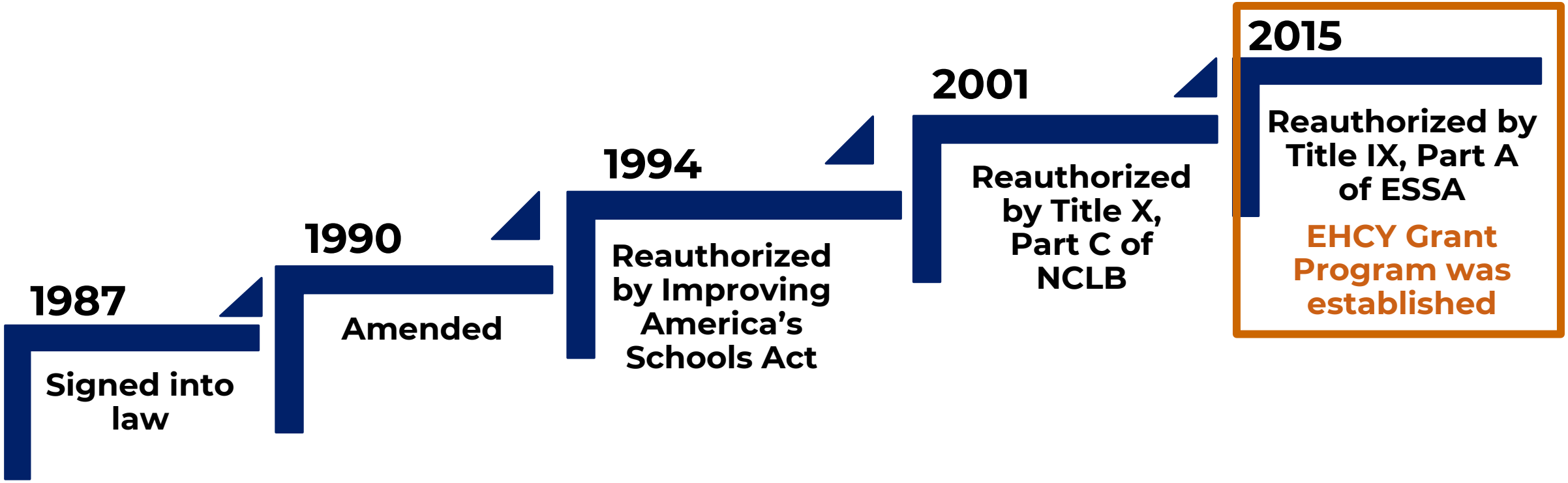
EHCY Funding Overview

EHCY Funding Overview

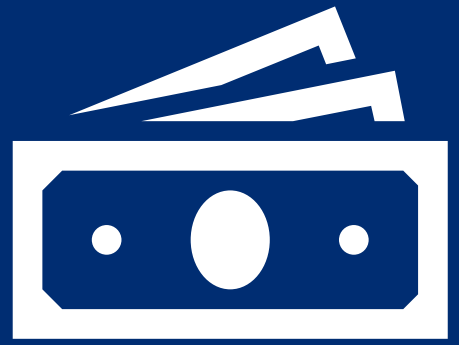


- History
- Subgrant Requirements
- Purpose

History


1987
Signed into law
1990
Amended
1994
Reauthorized by Improving America's Schools Act
2001
Reauthorized by Title X, Part C of NCLB
2015
Reauthorized by Title IX, Part A of ESSA
EHCY Grant Program was established
McKinney-Vento Homeless Assistance Act

SEA Subgrant Requirements



Annual Allocation from the USDE

- Based on the State's proportion of the Title I, Part I federal allocation
- Minimum of 75% must be subgranted to LEAs

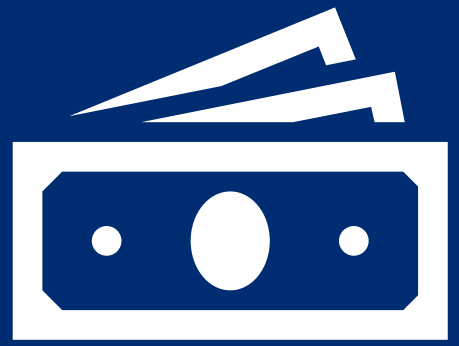
Competitive Subgrant Process

- Competitive subgrant process occurs at least once every three (3) years
- FY27 will be the start of upcoming three-year EHCY Grant funding cycle
- Additional mini-grant opportunities may become available intermittently

Evaluation & Award Criteria

- Quality of proposed project
- Assessment of educational & related needs of students
- Ability of applicant to meet identified needs

LEA Subgrant Requirements



Allowable Uses of EHCY Funds

- **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

Purpose

McKinney-Vento Homeless Assistance Act

Remove barriers for children & youth experiencing homelessness to ensure **equal access** to the **same free, appropriate public education**, including a public preschool education, as provided to other children & youth

Main Provisions

- **Access to all activities**
- **Academic supports**
- **Extracurricular activities**
- **Identification & immediate enrollment**
- **School stability and educational success**
- **Transportation**

EHCY Grant Funds

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

Extended Project Periods

Extended Project Periods

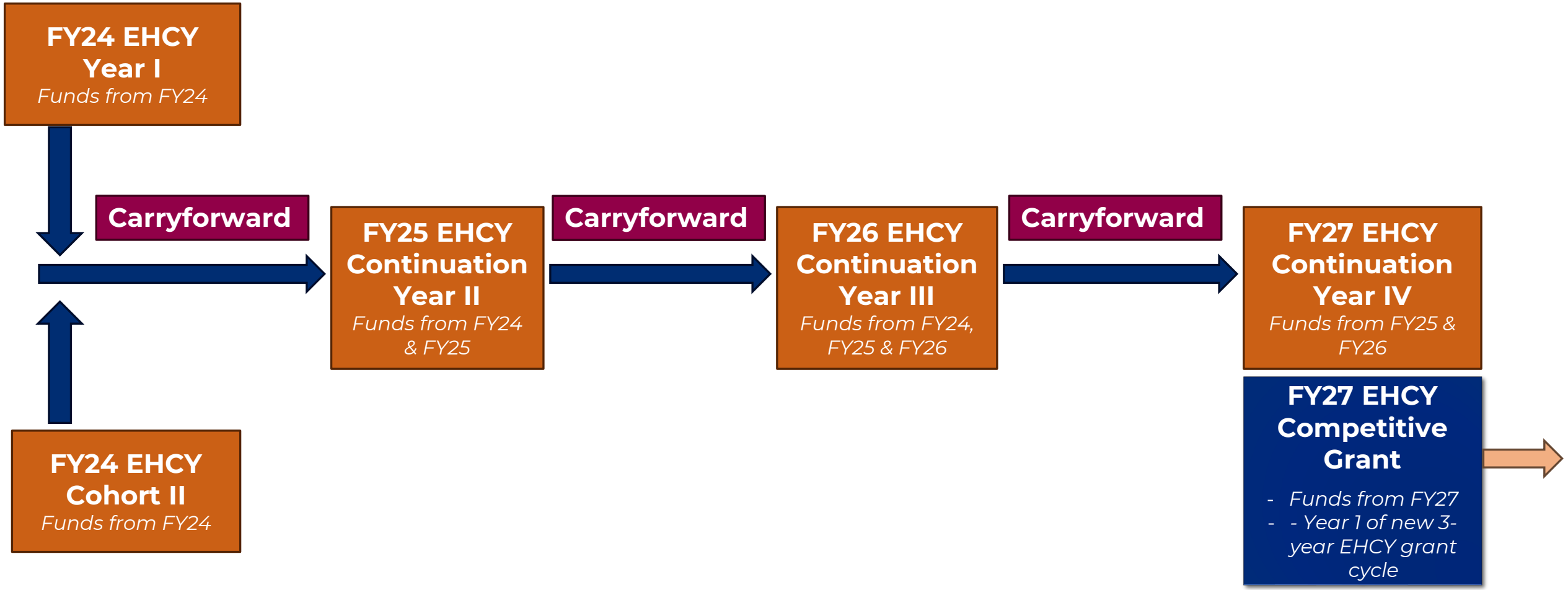
Overview & Timeline

Considerations

Extended Project Periods

	Original Project Period	Extended Project Period
FY24 EHCY Cohorts I & II	July 1, 2023 – September 30, 2024	July 1, 2023 – September 30, 2026
FY25 EHCY Continuation Year I	July 1, 2024 – September 30, 2025	July 1, 2024 – September 30, 2027

Extended Project Period



Extended Project Periods

Considerations

- **Awards**
  - FY24 & FY25 final awards have been allocated to subgrantees
  - Subgrantees are encouraged to utilize all funds within the source fiscal year to meet the needs of students experiencing homelessness
- **Completion Reports**
  - Must be submitted within 90 days of the close of the original project period
- **Carryover**
  - Carryover from the previous FY will be added to current FY allocation upon approval of the previous FY's Completion Report
  - The larger the carryover amount, the greater likelihood there may be an increase to subgrantee risk assessments
    - The risk assessment is partially determined by the total carryover from all grant applications within the fiscal year

Fiscal Planning

Fiscal Planning

- Funding Formula
- Stakeholders
- Data-Driven Decision-Making
- Additional Considerations

Funding Formula

Funding Formula

Approximating Award Amount Example

Funding Formula	(Division Allocation) + (F/R%) + (Homeless % Tier) = Approximated Allocation Award
Base Allocation	**Base Allocation = 12,000** The base allocation amount is also used to determine incremental changes below.

Funding Formula

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

Factors	Criteria	Award Calculation
LEA Size	The LEA size is based on the LEA's/each LEA consortium member's reported October 1st enrollment numbers for SY 2024-2025 • **Division I**: 1 – 40,000 students • **Division II**: 40,001 – 100,000 students	• **Division I** = Base allocation • **Division II** = Base allocation x2

Funding Formula

Factors	Criteria	Award Calculation
Free & Reduced Lunch Percentage For FY25 EHCY Continuation Grant	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 2024-2025 • **F/R% Tier I**: 0-29.9% • **F/R% Tier II**: 30-69.9% • **F/R% Tier III**: 70-100%	• **F/R% Tier I**: + $0 • **F/R% Tier II**: Base allocation x2 • **F/R% Tier II**: Base allocation x3

Funding Formula

Factors	Criteria	Award Calculation
Percentage of Enrolled Students Experiencing Homelessness	The percentage of enrolled students experiencing homelessness is based on the number reported by the LEA for SY 2024-2025 • **Homeless % Tier I**: 0-2.9% • **Homeless % Tier II**: 3-29.9% • **Homeless % Tier III**: 30-100%	• **Homeless % Tier I**: + $0 • **Homeless % Tier II**: Base allocation x2 • **Homeless % Tier III**: Base allocation x3

Funding Formula

Funding Formula

LEA B reported 3,000 students enrolled as of October 1, 2024, 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

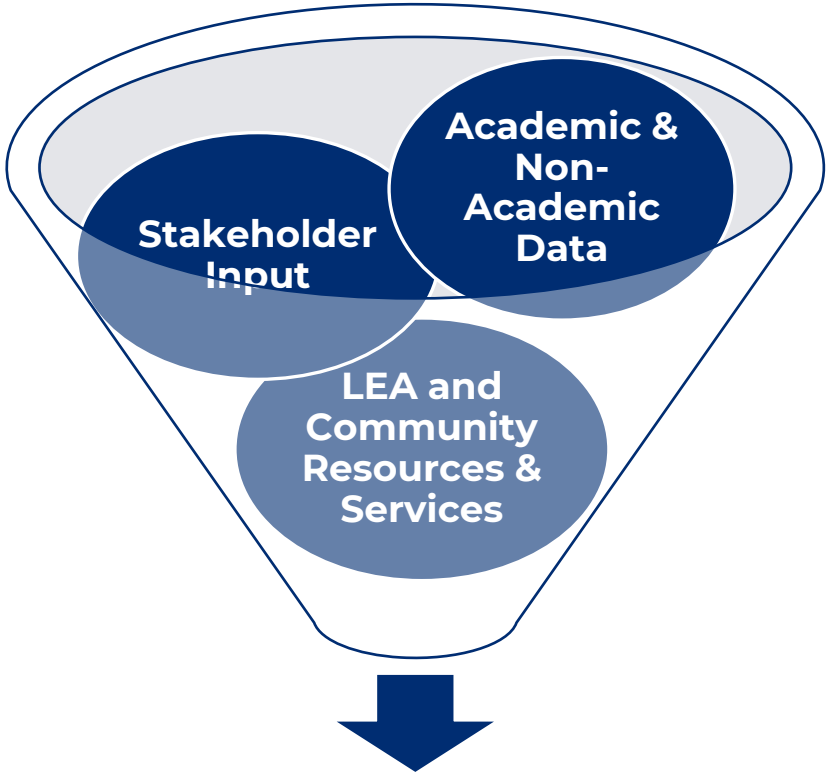
- $12,000 + $24,000 + $24,000
- **Approximate Award Amount to Budget:** $60,000

Stakeholders

When preparing the FY26 EHCY Continuation Grant application, consult with multiple stakeholders to ensure well-rounded analysis of need, effective programming, and avoid supplanting

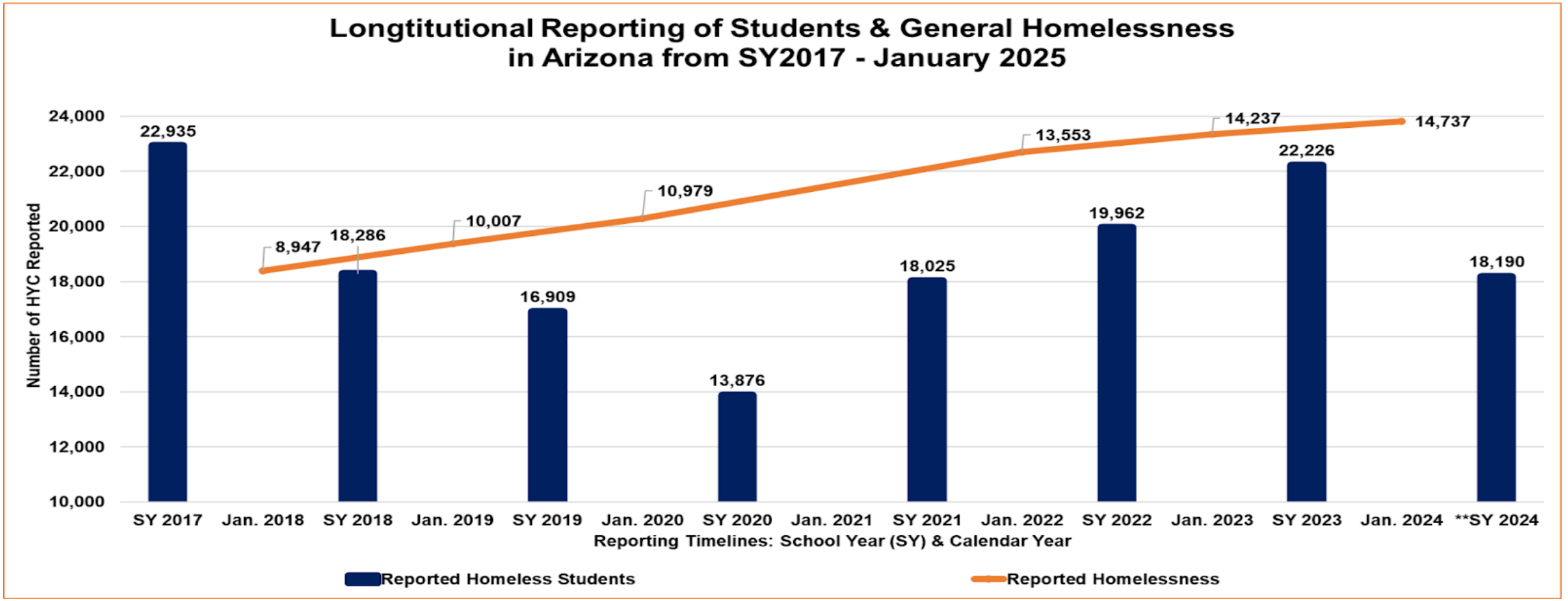
Audiences to Enhance Identification & Service Efforts		
LEA Staff	**General LEA Stakeholders**	**Community Stakeholders**
• **McKinney-Vento Homeless Liaisons** • Teachers • Counselors • Grants managers • Registrars • Administrators • Transportation Directors	• Parents • Guardians • Youth • Governing board members	• Shelters & transitional housing • Food pantries • Libraries • Police departments • Fire stations • Service organizations • Faith-based organizations

Data-Driven Decision-Making



Academic & Non-Academic Needs to be Met via EHCY Funds

Data Categories	Examples	ADE Resource
Academic Data	• Benchmark assessments • Course grades	**Homeless Education Program Local Comprehensive Needs Assessment (LCNA)**
Non-Academic Data	• Identification rates • Attendance • Discipline • Excess transportation costs	
Stakeholder Input	• McKinney-Vento Homeless Liaison • Parents, Guardians, & Youth • Transportation Director • Title I Director • Community Partners	
LEA Resources & Services	• Transportation routes • Before/After-school programming • Provision of school supplies	
Community Resources & Services	• Shelters in service boundary • Before/After-school programming • Donation of school supplies	



Additional Considerations

Identification is critical to the success of both students and local programs

Additional Considerations

Cover excess cost to remove the barriers to …

- **Identification, retention, attendance, and academic success**
  - Increased staff capacity – stipends & salaries
  - Contracts w/CBOs
- **School retention and attendance**
  - Provision of transportation
  - Contracts w/CBOs or vendors
- **Academic success**
  - Paying AP exam , SAT/ACT, and dual-enrollment fees
- **Identification and immediate enrollment**
  - Acquiring previous academic records, birth certificates, and immunization records

Additional Considerations

ACADEMIC ACTIVITIES

- Transportation
- Tutoring services, shelters or other locations where homeless students live
- Parental involvement specifically oriented to reaching out to parents of homeless students
- Student fees that are necessary to participate in the general education program
- Personal school supplies
- Extended learning time (before and after school
- Saturday classes, summer school, etc.) to compensate for lack of quiet time for homework in shelters or other overcrowded living conditions
- Fees for Advanced Placement (AP) and International Baccalaureate (IB) testing;
- Fees for college entrance exams such as the SAT or ACT
- GED testing for school-age students

NON-ACADEMIC ACTIVITIES

- Clothing and shoes necessary to participate in physical education classes
- Medical and dental services
- Eyeglasses and hearing aids
- Immunizations
- Food
- Outreach services to students living in shelters, motels, and other temporary residences
- Counseling services to address anxiety related to homelessness that is impeding learning;
- Birth certificates necessary to enroll in school

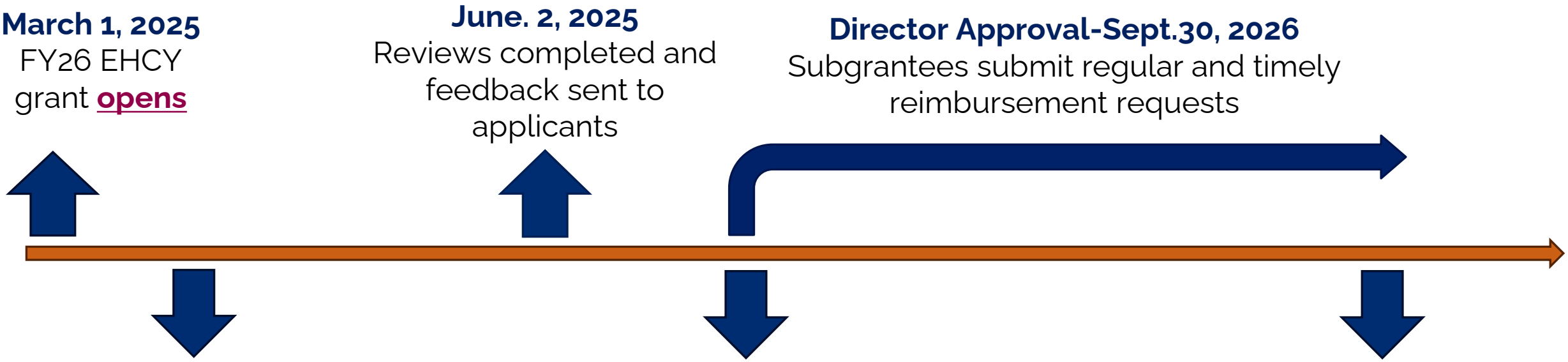
Grant Application

Grant Application

- Timeline
- Program Narrative Questions & Responses
- Budget & Documentation Requirements
- Submission Requirements

Timeline

Eligible Applicants: FY25 EHCY Continuation Grant Subgrantees



Program Narrative Questions

FY25 EHCY CONTINUATION GRANT YEAR II	FY26 EHCY CONTINUATION GRANT YEAR III
• **Needs Assessment:** 1-3	• **Needs Assessment:** 1-3
• **Academic Achievement Goals:** 4-6	• **Academic Achievement Goals:** 4-5
• **Programmatic Goals:** 7-9	• **Programmatic Goals:** 6-7
• **LEA's HEP Management Plan:** 10-12	• **LEA's HEP Management Plan:** 8-10

Total: 12 → **Total: 10**

Program Narrative Questions

FY26 EHCY Continuation Grant Year III

- **Needs Assessment:** 1-3
- **Academic Achievement Goals:** 4-5
- **Programmatic Goals:** 6-7
- **LEA's HEP Management Plan:** 8-10

Program Narrative Responses

Responses should demonstrate the LEA's

- Current data,
- Identified needs, and
- Programmatic plans to address identified needs utilizing EHCY funds

Please read each program narrative question carefully and answer thoroughly

Interrelated Program Narrative Questions		
Questions 1 & 2	→	Question 3
Questions 1 & 3		Question 4
Question 4		Question 5
Questions 2 & 3	→	Question 6
Question 6		Question 7
Questions 4 & 5	→	Question 8

Program Narrative Responses

Data Clarification

- District-approved standards-based benchmark assessments **do not** include the following:
  - ***Required State Assessments***
    - i.e., AASA, ACT Aspire, AzSCI, etc.
  - ***ACT & SAT***
  - ***Teacher-made assessments & class grades***
- Course grades may be used for grades 9-12 to demonstrate academic outcomes

Stakeholder Clarification

- Program narrative question #10 requires a description of the McKinney-Vento Homeless Liaison's active role in the decision-making process

Program Narrative Responses

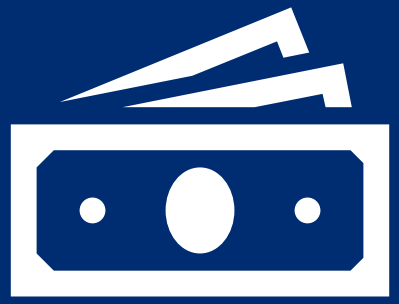
Responses to Narrative Questions

- **Carefully review** the responses from the **previous grant** application
- **Build on the previous grant application's responses**
  - Acknowledge what has been accomplished
  - Address how needs were met
- **Describe how** you intend to **continue, expand or change** the service to **meet the current needs** of students experiencing homelessness

Academic and Non-Instructional Goals

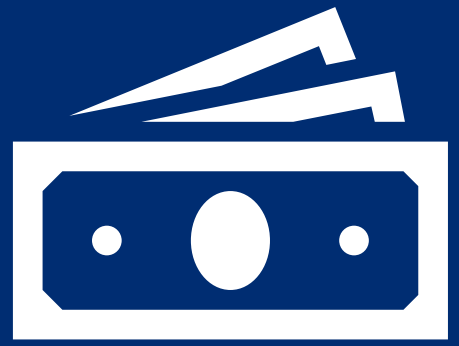
- **Carefully review** the **Academic and Non-Instructional Goals** established in the **previous grant** application
- **Revise, enhance or change** the **goals** to **meet the current needs** of students experiencing homelessness

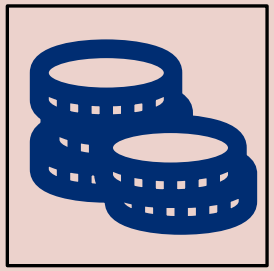
Budget and Documentation Requirements



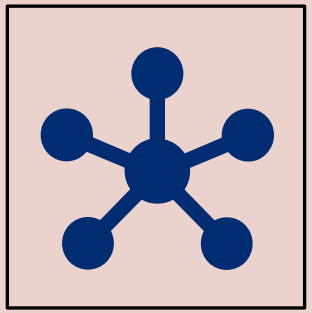
- Budget Requirements
- Budget Narrative Requirements
- Required Documentation
- Submission Requirements

Budget Requirements





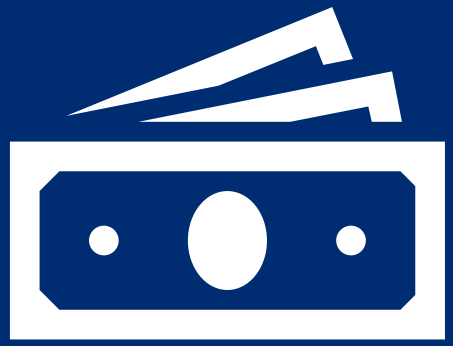
Proposed subgrant funds are fully allocated



Proposed activities must be in alignment with the following:

- Needs & goals identified in the program narrative questions
- Documentation uploaded into the Related Documents

Budget Requirements



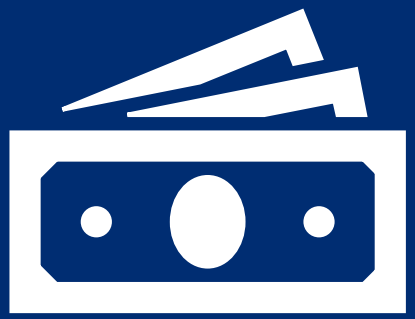
Services must be “reasonable and necessary”

- Must be supported by data

Funds used as a last resort when funds or services are not available from other public or private sources

- Grant funds are supplemental
- All other resource options, including local funds, community-based resources, must be used first

Budget Narrative Requirements

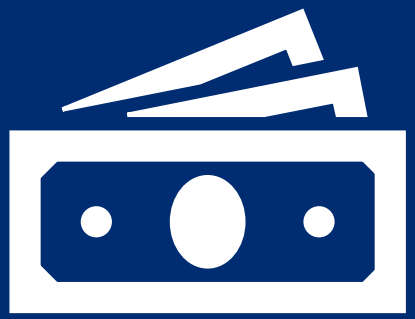


Ensure Funds are Supplemental

Clearly include the following:

- No other funds are available for the expenditure
- Expenditure is exclusively to meet needs of students experiencing homelessness
- Services or supplies are not provided for students who are not experiencing homelessness from other sources
- Data used to determine need
  - Number of homeless students anticipated to benefit from the expenditure
- Responsibilities of staff receiving stipends
  - Ensure the responsibilities are performed outside the employee's normal contract hours
- Board-approved job descriptions uploaded into Related Documents for all salaried (FTE) positions
- Dissemination process and safeguards ensuring expenditures are used for intended purpose

Required Documentation



Board-approved job descriptions for grant-funded salary positions

Vendor contracts paid from grant funds

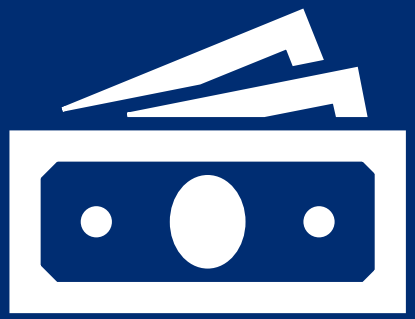
- Including documents detailing all instructional and non-instructional contracted services scheduled for the school year and summer learning sessions

“Collaborations within the Community” Document

FY26 EHCY consortium subgrantee must upload the following documents into the Related Documents

- Updated Memorandum of Understanding (MOU) Reflecting current funding amount for each member
- Certification & Assurances for each member

Considerations for Budget Preparation



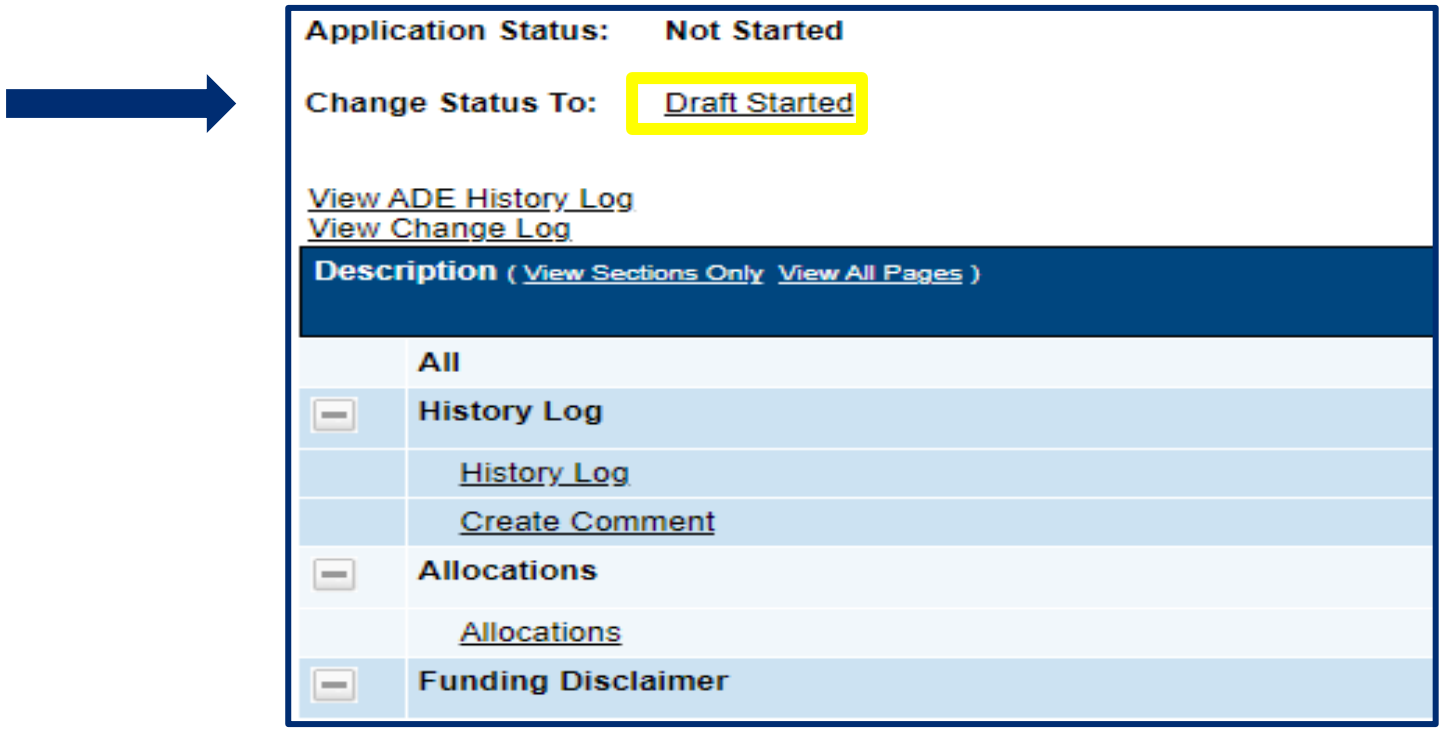
Review the following guidance documents prior to preparing the EHCY budget:

- ADE HEP Sample Local Comprehensive Needs Assessment
- McKinney-Vento Fund Uses (1-16)
- EHCY & Title I-A Allowable Uses Example Table
- Questions to Consider in Determining EHCY Expenditures
- Uses of Funds Tip Sheet-NCHE
- Best Practices for Building School Community Partners
- EHCY Grant Budget Coding Cheat Sheet

Submission Requirements

- All
- **History Log**
  - History Log
  - Create Comment
- **Allocations**
  - Allocations
- **Funding Disclaimer**
  - Funding Disclaimer
- **FFATA & GSA Verification**
  - FFATA & GSA Verification
- **General Education Provisions Act (GEPA)**
  - General Education Provisions Act (GEPA)
- **Program Information / Instructions**
  - Program Information / Instructions
- **Contacts - Required**
  - Contact Information
- **Assurances**
  - Assurances
- **Education for Homeless Children & Youth**
  - Budget
  - Budget Overview
  - Budget Overview Plus/Minus
  - Program Narrative Questions
  - Related Documents
- **Substantially Approved Dates**
  - Substantially Approved Dates
  - Substantial Approval Guidance
- **Education for Homeless Children & Youth – Checklist**
  - Education for Homeless Children & Youth - Checklist
- All

Submission Requirements



Change Status to LEA Authorized Representative Approved **by Thursday, May 1, 2025**

Summary & Closing

FY26 EHCY Continuation Grant

Purpose of EHCY Funds	• 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	• LEAs
Eligibility Requirement	• Must be a recipient of either the: • FY 25 EHCY Continuation Grant -Year 2 • Consortium • FY 25 EHCY Continuation Grant–Year 2
Grant Application Open Date	• March 1, 2025
Grant Application Close Date	• May 1, 2025
Project Availability for FY26	• July 1, 2025 – September 30, 2026
Carryover Policy	• Carryover allowed from FY24 & FY25 to FY26 • Carryover allowed from FY25 & FY26 to FY27

Resources & Feedback

Resources: EHCY Grant Website

- **Session Recording & Slides**
- **FY26 EHCY Grant Documents**
  - Program Information & Instructions
  - EHCY Assurances
  - Funding Formula
  - Guidance Documents
  - Program Narrative Questions
  - Related Documents
    - Collaboration with Community Based Organizations
    - Sample Memorandum of Understanding (MOU) & Certification & Assurances
      - Applies to FY26 EHCY Consortium subgrantee only
- **Preliminary FY26 EHCY Allocations**
- **Use of Funding Tipsheet**
- **Budget Coding Cheat Sheet & More!**

Feedback Survey

- **Accessible after exiting Zoom meeting**

Technical Assistance

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