



Office of School Support and Accountability

**Education of Homeless Children and Youths and
American Rescue Plan Homeless Children and Youth
Programs**

FY 2023 Monitoring Plan

September 2022

Table of Contents

I. Introduction	2
II. Monitoring Overview	3
Monitoring Definition, Purpose and Authority.....	3
III. Monitoring Process	3
A. Preparation for the Review.....	4
B. The Monitoring Event	4
C. The Reporting Process.....	5
Appendix A. SEA Self-Assessment and Interview Protocol for McKinney-Vento Education for Homeless Children and Youth (EHCY) and American Rescue Plan Homeless Children and Youth (ARP-HCY) Programs	6
Appendix B. LEA Interview Protocol for McKinney-Vento Education for Homeless Children and Youth (EHCY) and American Rescue Plan Homeless Children and Youth (ARP-HCY) Programs.....	30

I. Introduction

This document provides information regarding the process for the U.S. Department of Education's (Department's) monitoring for the McKinney-Vento Education for Homeless Children and Youths (EHCY) and American Rescue Plan Elementary and Secondary School Emergency Relief Homeless Children and Youth (ARP-HCY) programs.¹ Since 2019, the EHCY program has been administered by the Office of School Support and Accountability (SSA) in the Office of Elementary and Secondary Education, and in 2021, SSA began administering the new ARP-HCY program. A critical function of the Department is monitoring how each State educational agency (SEA) is implementing Federal programs, including how SEAs are monitoring performance and using Federal funds to meet the goals of the programs. In any fiscal year, the Department will undertake a number of monitoring reviews of the EHCY and ARP-HCY programs. These reviews enable the Department to gather data about State and local needs and use that data to design technical assistance initiatives and national leadership activities. Thus, monitoring serves as a means for helping States achieve high-quality implementation of educational programs. It also informs our technical assistance to States and local education agencies (LEAs) both from the National Center for Homeless Education (NCHE), the Department's contracted technical assistance center, and from the Department's homeless education program office.

This document details the overall process for monitoring a State's EHCY and ARP-HCY programs from notification of the review, submission of documentation, the on-site or remote interviews, and the publishing of a monitoring report. The SEA self-assessment and LEA interview protocols are in Appendices A and B. The SEA self-assessment (and interview protocol) is organized around seven topics which include SEA monitoring and SEA and LEA performance evaluation; SEA policy and coordination and professional development and technical assistance; and SEA oversight of LEA subgrants for EHCY and ARP-HCY, oversight of the SEA set-aside for EHCY and ARP-HCY, and the Title I, Part A LEA set-aside for homeless students. The intent of the SEA self-assessment and requested documentation is to reduce the amount of interview time needed by allowing the SEA to provide responses to the topics in advance of the discussion between the Department and SEA staff. Then, the discussion will focus on the SEA responses, providing a more focused and efficient interview. The LEA interview protocol has fewer topics and questions than the SEA interview protocol; LEAs are not required to submit any documentation or description in advance of the interview. The Department interviews local liaisons and other staff with homeless education duties to understand the SEA's guidance to, and support and oversight for, LEAs for the EHCY and ARP-HCY programs. Thus, any commendations, findings, or recommendations in the monitoring report are directed to the SEA.

The Department uses a risk assessment to identify SEAs to be reviewed each year. This risk assessment considers factors such as the size of the EHCY and ARP-HCY allocations, number of subgrantees, audit findings and overall SEA fiscal risk, data quality and program performance concerns, frequency of turnover of the SEA State Coordinator, the length of time since the SEA

¹ This homeless education monitoring plan and protocol also includes the LEA reservation for students experiencing homelessness under Title I, Part A of the Elementary and Secondary Education Act (ESEA), as amended by the Every Student Succeeds Act (ESSA) of 2015.

was last monitored, and the number and severity of findings from past reviews. Past EHCY and consolidated monitoring reports for States going back to 2007 are available at <https://oese.ed.gov/offices/office-of-formula-grants/school-support-and-accountability/key-documents/>. A summary of findings, recommendations and commendations for the reviews conducted from fiscal year (FY) 2015-2018, is available in Appendix K-2 of the [Summary of EHCY Performance Management Pilot Monitoring, FY 2015-18](#). (Note that Chapter K on Preparing for Federal Monitoring of the EHCY program will be revised in FY 2022 based on this plan).

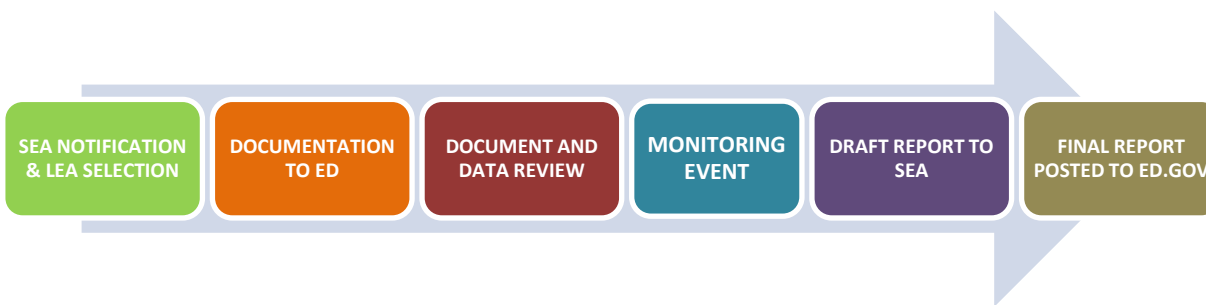
II. Monitoring Overview

Monitoring Definition, Purpose and Authority

Monitoring is the regular and systematic examination of a State’s administration and implementation of a Federal education grant, contract, or cooperative agreement. The Department monitors programs under the general administrative authority of its Organization Act (Public Law 96-88). Monitoring our grantees is required by the Office of Management and Budget’s Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance) at 2 C.F.R. § 200.328, which applies to EHCY and ARP-HCY programs. In essence, we are monitoring for statutory and regulatory requirements and implementation of the State plan approved by the Department for both EHCY and ARP-HCY. Figure 1, below, outlines the relationship of these authorities of the Department to monitor grantees from the Federal agency level to the program-specific level.

In addition, an SEA is required to monitor the State’s LEAs. When the EHCY program was reauthorized in 2015 this was added to “Functions of the Office of Coordinator” in section 722(f)(5) of the McKinney-Vento Homeless Assistance Act (McKinney-Vento Act) and included all LEAs, not only EHCY subgrantees. For LEAs, the requirement to comply with this monitoring is in section 722(g)(2) of the McKinney-Vento Act. It is expected that SEAs will review and evaluate LEAs, with and without subgrants, both for compliance with programmatic and fiscal requirements and for the educational performance of students experiencing homelessness. The Uniform Guidance includes requirements for SEAs to assess LEA fiscal and performance risk and monitor for programmatic compliance (see 2 CFR 200.205-6, 200.301-2 and 200.329).

III. Monitoring Process



A. Preparation for the Review

The Department staff member leading the review team will contact the State Coordinator to schedule the review, which will occur at least three months from the initial time of contact. At that time, staff will share the monitoring plan with the SEA self-assessment and LEA interview protocol. The Department will also ask for the SEA's recommendations for three or four LEAs to meet with during the review based on grantee award amounts, numbers of students identified as homeless, location in the State, and performance on key homeless education measures such as graduation rates and chronic absenteeism. Discussions with LEAs are an important component of the review; they provide an opportunity for staff to see and hear about the SEA's implementation of and support for the EHCY and ARP-HCY programs at the local level. Once a mutually agreed upon date is determined, a formal letter of notification for a program review is sent to the chief State school officer and State coordinator.

The deadline for submitting the SEA self-assessment and supporting documentation will be approximately one to two months prior to the scheduled review. Documents should be uploaded into folders through the extranet website for SEA staff provided by NCHE. (The extranet website is the same place where State coordinators obtain annual LEA data workbooks and maps.) Timely submission of documentation is critical; this permits time for Department staff to conduct a thorough review of the SEA's documentation, which will then permit a more efficient monitoring visit. If important documents are missing prior to the interviews, Department staff will contact the SEA to obtain them or to determine the reason for their absence. Below is a chart that outlines the major milestones of preparing an SEA for a Federal program review.

Pre-Monitoring Steps

Notification	Usually three months prior to review
LEA selection	Usually within two weeks of notification
Pre-monitoring webinar	Usually offered by the Department approximately four weeks after notification
Documents received	Approximately 1-2 months prior to review
Department staff finish review of documentation and identification of interview questions	Approximately 1-2 weeks before review

B. The Monitoring Event

The monitoring event typically lasts two or three days. First, Department staff interview SEA staff responsible for administering the EHCY and ARP-HCY programs. Often, the SEA interview includes grant fiscal management staff, managers of the office in which the EHCY and ARP-HCY programs are situated, and Title I, Part A staff who coordinate with the McKinney-Vento program. The Department may request additional documentation during the monitoring

visit to confirm points made during the discussion. In such cases, the SEA will be given time, as needed, to provide the additional documentation following the monitoring interview. Then, there are between two and four interviews with local liaisons from LEAs both with and without subgrants. At a minimum, the interview should involve the local liaison and perhaps the Title I, Part A coordinator, but other staff are welcome to attend, and SEA staff may listen in.

At the conclusion of the monitoring interviews, the Department will provide initial, informal feedback to the SEA through a debrief meeting. At the debrief meeting, the Department will identify good practices observed of the SEA and LEA as well as potential areas of concern that may be cited in the monitoring report. The Department will summarize the program review activities, the potential findings and recommendations, and the estimated timeline for providing the monitoring report to the State. The information presented at the debrief meeting is preliminary, and the Department may continue to review data and contact the SEA for additional information. The SEA may also submit updated documentation during this period.

C. The Reporting Process

The Department will issue a draft monitoring report to the SEA approximately 40 business days after the debrief meeting. The report will include commendations, findings and/or recommendations. The SEA will have 5 business days to identify any factual errors. After considering any feedback provided by the SEA on the draft report, the Department will issue the final monitoring report to the chief State school officer. If there are any findings, the SEA will have 30 business days to submit a corrective action plan (CAP) using a template provided by the Department. After being sent to the SEA, monitoring reports will be posted online at: <https://oese.ed.gov/offices/office-of-formula-grants/school-support-and-accountability/performance-review/>.

Post-Monitoring Steps

Draft report to SEA	40 business days after debrief with SEA
SEA response	5 business days after sending to SEA
Final report issued	5 business days after technical corrections sent to SSA
CAP deadline	30 business days after final report issued
Online Posting of Final Report	As soon as the report is finalized

Appendix A. SEA Self-Assessment and Interview Protocol for McKinney-Vento Education for Homeless Children and Youth (EHCY) and American Rescue Plan Homeless Children and Youth (ARP-HCY) Programs

Subtitle VII-B of the McKinney-Vento Homeless Assistance Act [42 U.S.C. § 11431 et seq.]

American Rescue Plan, Title II, Subtitle A, Part I, section 2001(b), Elementary and Secondary School Emergency Relief Fund, Homeless Children and Youth

Title I, Part A of the Elementary and Secondary Education Act of 1965 [20 U.S.C. § 6301 et seq.]

Description:

This document was developed to enable the Department to assess a SEA's current activities related to: a) monitoring and performance management process; b) program coordination and local educational agency (LEA) support procedures; and c) fiscal grant award oversight to determine whether the SEA is in compliance and whether further technical assistance may be needed to continue improving the performance of programs serving children and youth experiencing homelessness. Based on SEA responses to the questions and the Department's review of submitted documentation, some questions may be removed from the SEA interview protocol.

Before you begin:

Review all components of the self-assessment, including the *Questions* and *Suggested Documentation* list. When necessary, involve key staff from the SEA to assist in answering questions throughout the self-assessment.

Directions:

1. Respond to every question in the self-assessment using the most current information from your SEA's EHCY and ARP-HCY programs or administration of the Title I, Part A LEA homeless reservation under the ESEA. If you are unable to answer a question or provide supporting documentation for a question, leave the question blank.
2. Review the *Suggested Documentation* column and upload supporting documentation to the National Center for Homeless Education's (NCHE's) portal located at: <http://nche.seiservices.com/Extranet/LoginS.aspx>. Ensure all files submitted follow a common labeling convention that is easy for Department staff to understand. Filenames should include the document name and corresponding topic and question number (e.g., Monitoring_1.1a, Monitoring_1.1b, etc.).
3. Submit the completed self-assessment to the Department through the NCHE Extranet. It is acceptable to delete the first two columns so that there is more space for the SEA's narrative response to the question. In the column for suggested documentation, please list the file labels of the documents submitted.
4. NOTE: it is not necessary to provide NCHE's products or the Department's guidance as documentation, but any SEA announcements that accompany these disseminated resources to LEAs are welcome.

SEA EHCY & ARP-HCY Self-Assessment Questions

Topic 1: SEA Monitoring and Evaluation				
Subtopic	Citation	Question	SEA Response	Suggested Documentation
SEA Monitoring and Evaluation – fiscal risk assessment	McKinney-Vento: § 722(f)(5); § 722(g)(2); Uniform Guidance: 2 C.F.R. § 200.328 and § 200.331	1.1.a) How does the SEA conduct an annual fiscal risk assessment of all its subgrantees for EHCY?	<i>Enter brief response here and/or upload supporting documentation to the NCHE portal.</i>	Documentation of annual fiscal risk assessment of EHCY subgrantees (e.g., spreadsheet, summary memo)
SEA Monitoring and Evaluation – fiscal risk assessment	McKinney-Vento: § 722(f)(5); § 722(g)(2); Uniform Guidance: 2 C.F.R. § 200.328 and § 200.331	1.1.b) How does the SEA conduct an annual fiscal risk assessment of all its subgrantees for ARP-HCY (ARP Homeless I and II)?	<i>Enter brief response here and/or upload supporting documentation to the NCHE portal.</i>	Documentation of annual fiscal risk assessment of ARP Homeless I and II subgrantees (e.g., spreadsheet, summary memo)
SEA Monitoring and Evaluation – performance risk assessment	McKinney-Vento: § 722(f)(5); § 722(g)(2); Uniform Guidance: 2 C.F.R. § 200.328 and § 200.331	1.2) How does the SEA conduct an annual performance risk assessment using homeless education data for all LEAs?	<i>Enter brief response here and/or upload supporting documentation to the NCHE portal.</i>	Documentation of annual performance risk assessment of all LEAs (e.g., spreadsheets from NCHE’s Data Workbooks, summary memo)
SEA Monitoring and Evaluation – process for monitoring all LEAs for McKinney-Vento and subgrant requirements	McKinney-Vento: § 722(f)(5); § 722(g)(2); Uniform Guidance: 2 C.F.R. § 200.328 and § 200.331	1.3) Describe the SEA’s process for monitoring LEAs with and without EHCY and ARP-HCY subgrants.	<i>Enter brief response here and/or upload supporting documentation to the NCHE portal.</i>	Written procedure or protocol for monitoring LEAs with and without subgrants Evidence of information or documentation that the SEA requests during LEA monitoring (e.g., sample notification letters to LEA, preparation checklists) Sample monitoring reports for LEAs being interviewed or monitored that fiscal year, corrective action plan, correspondence, and closeouts

SEA Monitoring and Evaluation – current and future fiscal year plans	McKinney-Vento: § 722(f)(5); § 722(g)(2); Uniform Guidance: 2 C.F.R. § 200.328 and § 200.331	1.4.a) Which LEAs has the SEA monitored and will it monitor in the current fiscal year?	<i>Enter brief response here and/or upload supporting documentation to the NCHE portal.</i>	Schedule for current fiscal year LEA monitoring
SEA Monitoring and Evaluation – current and future fiscal year plans	McKinney-Vento: § 722(f)(5); § 722(g)(2); Uniform Guidance: 2 C.F.R. § 200.328 and § 200.331	1.4.b) Which LEAs does the SEA plan to monitor in the coming fiscal year(s)?	<i>Enter brief response here and/or upload supporting documentation to the NCHE portal.</i>	Schedule or cycle for future fiscal year(s) if available

Topic 2: SEA and LEA Performance Evaluation

<i>Subtopic</i>	<i>Citation</i>	<i>Question</i>	<i>SEA Response</i>	<i>Suggested Documentation</i>
SEA and LEA Performance Evaluation – SEA data quality review of LEA data	McKinney-Vento: § 722(f)(1) and (3); § 722(g)(2)(A) and (B); § 723(b)(6); § 723(c)(3)(E) and (I); § 724(d) and (f)	2.1.a) Which LEA level data does the State coordinator review on students experiencing homelessness ² prior to its initial submission to the Department, and also during resubmission a few months later if there were any data quality comments from the Department?	<i>Enter brief response here describing the data quality review process and/or upload supporting documentation to the NCHE portal.</i>	
SEA and LEA Performance Evaluation – SEA data quality review of LEA data	McKinney-Vento: § 724(d) and (f)	2.1.b) Which data does the State coordinator review from other EDFacts data that have a homeless student subgroup ³ prior to the initial submission to the Department, and also during resubmission a few months later	<i>Enter brief response here.</i>	

² SEA and LEA-level EDFacts files that the SEA submits to the Department that are focused on students experiencing homelessness include: homeless student enrollment including age/grade, primary nighttime residence, subgroups (unaccompanied homeless youth, migrant, student with a disability and English learner), and racial/ethnic background; young homeless children served; and LEA subgrant status.

³ These SEA and LEA-level files include: Title I, Part A served in schoolwide and targeted assistance programs; 4-year and extended year adjusted cohort graduation rates (LEA and school-level); homeless students who graduated/completed within the school year; dropouts grades 7-12 who were homeless in the school year they dropped out; reading, math and science participation and proficiency in State assessments in grades 3-8 and once in high school (LEA and school level); and chronic absenteeism (school-level only).

		if there were any data quality comments from the Department?		
SEA and LEA Performance Evaluation – communication to LEAs	McKinney-Vento: § 722(f)(1) and (3); § 722(g)(2)(A) and (B); § 723(b)(6); § 723(c)(3)(E) and (I); § 724(d) and (f)	2.2) Describe how the SEA informs LEAs with and without subgrants about data collection responsibilities.		Written guidance for data collection requirements, process and responsibilities for LEA, slides or handouts from trainings, sample communications
SEA and LEA Performance Evaluation – posting homeless enrollment data on SEA website	McKinney-Vento: § 722(f)(1)(A)	2.3) Does the SEA display the latest publicly available data on enrollment of students experiencing homelessness on its website?	<i>Enter brief response here and/or upload supporting documentation to the NCHE portal.</i>	Weblinks to reports and data the SEA makes public
SEA and LEA Performance Evaluation – homeless subgroups in report cards	ESEA, Title I, Part A § 1111(h)(1)(C)(i)(V I)(ii-iii)	2.4) Does the SEA display performance by the homeless subgroup of students for all adjusted cohort graduation rates (ACGR) and academic achievement data in SEA and LEA report cards?	<i>Enter brief response here and/or upload supporting documentation to the NCHE portal.</i>	Weblinks to the latest report cards made available by the SEA and for all LEAs reporting homeless students enrolled in that reporting year
SEA and LEA Performance Evaluation – annual goals, plan or workplan	McKinney-Vento: § 722(f)(1) and (3); § 722(g)(2)(A) and (B); § 723(b)(6); § 723(c)(3)(E) and (I); § 724(d) and (f)	2.5) Has the SEA created any goals or a plan to improve program performance and outcomes for students experiencing homelessness?	<i>Enter brief response here and/or upload supporting documentation to the NCHE portal.</i>	No documentation required
SEA and LEA Performance Evaluation – reducing chronic absenteeism	McKinney-Vento: § 722(f)(1) and (3); § 722(g)(2)(A) and (B); § 723(b)(6); § 723(c)(3)(E) and (I); § 724(d) and (f)	2.6) How are you using data on chronic absenteeism among students experiencing homelessness to improve State and district performance on this measure?	<i>Enter brief response here and/or upload supporting documentation to the NCHE portal.</i>	Analyses of recent chronic absenteeism data for students experiencing homelessness in the State by LEA
SEA and LEA Performance Evaluation – improving graduation rates	McKinney-Vento: § 722(f)(1) and (3); § 722(g)(2)(A) and (B); § 723(b)(6); § 723(c)(3)(E) and	2.7) How are you using data on adjusted cohort graduation rates (ACGR) among students experiencing homelessness to	<i>Enter brief response here and/or upload supporting documentation to the NCHE portal.</i>	Analyses of recent ACGR data for students experiencing homelessness in the State by LEA

	(l); § 724(d) and (f)	improve State and district performance on this measure?		
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Topic 3: SEA Policy and Coordination

Subtopic	Citation	Question	SEA Response	Suggested Documentation
SEA Policy and Coordination – Consolidated State plan revisions or revised policies and procedures	McKinney-Vento: § 722(f) (2) and (g)(1)(A-K)	3.1) With regard to the McKinney-Vento section of the consolidated consolidated State plan, describe the SEA’s process for reviewing and revising policies and procedures to remove barriers to the identification, enrollment, and retention of children and youth experiencing homelessness in the State?	<i>Enter brief response here and/or upload supporting documentation to the NCHE portal.</i>	Sample guidance or communications to LEA liaisons concerning reviewing and revising State policies or procedures since the consolidated State plan was approved that remove barriers to identification, enrollment or retention of students experiencing homelessness
SEA Policy and Coordination – ARP-HCY State plan implementation	Application for Funding for ARP-HCY	3.2) Describe any changes to ARP Homeless I or II implementation since the ARP-HCY State plan was approved by the Department.	<i>Enter brief response here and/or upload supporting documentation to the NCHE portal.</i>	No documentation needed
SEA Policy and Coordination – responding to complaints	McKinney-Vento: § 722(f) (7) and (g)(1)(C)	3.3) How does the SEA track complaints or other inquiries concerning barriers to enrollment that have not become formal disputes?	<i>Enter brief response here and/or upload supporting documentation to the NCHE portal.</i>	Sample log of complaints or inquiries (with PII redacted), or other records indicating that complaints are addressed, investigated, and resolved in a timely manner
SEA Policy and Coordination – updates to dispute resolution procedure	McKinney-Vento: § 722(f) and (g)(1)(C)	3.4) Has the SEA modified the dispute resolution process since the consolidated State plan was approved?	<i>Enter brief response here and/or upload supporting documentation to the NCHE portal.</i>	Sample documents as evidence of SEA’s dispute resolution process being implemented or modified
SEA Policy and Coordination – LEA adoption/adaptation of dispute resolution procedure	McKinney-Vento: § 722(f) and (g)(1)(C)	3.5) Describe how the SEA ensures that LEAs adapt or have adopted the SEA’s dispute resolution policy and follow it. If it has been adapted, how does the SEA ensure that it is in	<i>Enter brief response here and/or upload supporting documentation to the NCHE portal.</i>	Written communication to LEAs on updated SEA dispute resolution policy and procedures

		compliance with the statute and the State plan?		
SEA Policy and Coordination – ensuring timely transfer of records	McKinney-Vento: § 722(f) and (g); section 444 of the General Education Provision Act (20 U.S.C. 1232g)	3.6) Describe how the SEA ensures that any school records for students experiencing homelessness transferring from one district to another are transferred promptly in a manner consistent with section 444 of the General Education Provision Act (20 U.S.C. 1232g) and are available in a timely manner when a child or youth enters a new school district	<i>Enter brief response here and/or upload supporting documentation to the NCHE portal.</i>	Sample communications and training materials, new policies or evidence of review and revision of them
SEA Policy and Coordination – protecting privacy of homeless status	McKinney-Vento: § 722(f) and (g); section 444 of the General Education Provision Act (20 U.S.C. 1232g)	3.7) Describe how the SEA ensures that information about the living situation of a child or youth experiencing homelessness is treated as a student education record and is not deemed to be directory information under section 444 of the General Education Provisions Act (20 U.S.C. 1232g).	<i>Enter brief response here and/or upload supporting documentation to the NCHE portal.</i>	Sample communications and training materials, new policies or evidence of review and revision of them
SEA Policy and Coordination – expanded definition of school of origin	McKinney-Vento: § 722(f) and (g)(3)(I)	3.8) What guidance does the SEA provide to LEAs regarding the implementation of feeder/receiving school of origin and preschool of origin rights in interdistrict situations?	<i>Enter brief response here and/or upload supporting documentation to the NCHE portal.</i>	Current policy and samples of communications and training of that policy
SEA Policy and Coordination – cross-program and interagency coordination and collaboration	McKinney-Vento: § 722(f) and (g)	3.9) Describe which Federal programs the SEA has collaborated with over the past year to improve services to students experiencing homelessness and, for each	<i>Enter a brief response listing which programs the SEA has coordinated with in the current fiscal year and, for each program, provide a short description of the collaboration that has occurred and/or upload</i>	Evidence (e.g., sample schedules, agendas, minutes, email messages, notes or handouts from attending such meetings/trainings) of SEA collaboration with:

		<p>program, provide a short description of the collaboration that has occurred.</p> <ol style="list-style-type: none"> a. ESEA Title I, Part A b. ESSER I-III (CARES, CRSSA, & ARP)⁴ c. IDEA, Part B, Services for School-Aged Children d. IDEA, Part C, Programs for Infants and Toddlers with Disabilities e. ESEA, Title I, Part C, Migrant Education Program f. ESEA Title III, Part A, English Language Acquisition g. ESEA Title IV, Part A, Student Support and Academic Enrichment h. ESEA Title IV, Part B, 21st Century Community Learning Centers i. ESEA Title VI, Part A, Indian Education Program j. Perkins Career and Technical Education k. United States Department of Agriculture School Nutrition Programs l. Health and Human Services (HHS) Head Start programs (including Early, Migrant/Seasonal) 	<p><i>supporting documentation to the NCHE portal.</i></p>	<ul style="list-style-type: none"> • Other Federal program offices • State social service agency • Other agencies (including agencies providing mental or behavioral health services) • Other statewide activities/projects pertaining to early childhood education and unaccompanied homeless youth
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⁴ ESSER I was in the CARES (Coronavirus Aid, Relief and Economic Security) Act signed into law on March 27, 2020; ESSER II was in the CRRSA (Coronavirus Response and Relief Supplemental Appropriations, 2021) Act signed into law on December 27, 2020; and ESSER III was in the American Rescue Plan Act signed into law on March 11, 2021.

		<p>m. HHS Child Care Development Fund Block Grants</p> <p>n. HHS Runaway and Homeless Youth programs</p> <p>o. Housing and Urban Development (HUD) Continuum of Care programs</p> <p>p. List other programs:</p>		
SEA Policy and Coordination – State interagency councils or task forces	McKinney-Vento: § 722(f) and (g)	3.10) If applicable, describe the State coordinators participation in a State or regional interagency council or task force on homelessness.	<i>Enter brief response here and/or upload supporting documentation to the NCHE portal.</i>	Charter or founding document for the council or task force; list of members; and samples of schedules, agendas, minutes, email messages, notes, or handouts from attending meetings
SEA Policy and Coordination – other State collaborations with State/local agencies and CBOs	McKinney-Vento: § 722(f) and (g) and ARP-HCY	3.11.a) Does the State coordinator participate in any other statewide activities that involve other State or local organizations (e.g., coalitions, local or regional committees, or non-profits focusing on homeless families, children and youth) who are addressing the needs of homeless families, children and youth, including preschool children and unaccompanied youth?	<i>Enter brief response here and/or upload supporting documentation to the NCHE portal.</i>	Samples of schedules, agendas, minutes, email messages, notes, or handouts from attending such meetings/trainings) of SEA collaboration with State social service agency, and other agencies (including agencies providing mental or behavioral health services) and CBOs. Other statewide activities/projects pertaining to early childhood education and unaccompanied homeless youth, children, and youth from historically underserved communities (e.g., tribal, rural, of color, LGBTQ+, etc.)

<p>SEA Policy and Coordination – other State collaborations with State/local agencies and CBOs</p>	<p>McKinney-Vento: § 722(f) and (g) and ARP-HCY</p>	<p>3.11.b) How has the SEA collaborated with community-based organizations (CBOs) that are well-positioned to identify children and youth experiencing homelessness from historically underserved communities?</p>	<p><i>Enter brief response here and/or upload supporting documentation to the NCHE portal.</i></p>	<p>Samples of schedules, agendas, minutes, email messages, notes or handouts from attending such meetings/trainings) of SEA collaboration with State social service agency, and other agencies (including agencies providing mental or behavioral health services) and CBOs. Other statewide activities/projects pertaining to early childhood education and unaccompanied homeless youth, children, and youth from historically underserved communities (e.g., tribal, rural, of color, LGBTQ+, etc.)</p>
<p>SEA Policy and Coordination – other State collaborations with State/local agencies and CBOs</p>	<p>McKinney-Vento: § 722(f) and (g) and ARP-HCY</p>	<p>3.11.c) How has the SEA collaborated with community-based organizations (CBOs) to connect children and youth experiencing homelessness from historically underserved communities to wrap-around services?</p>	<p><i>Enter brief response here and/or upload supporting documentation to the NCHE portal.</i></p>	<p>Samples of schedules, agendas, minutes, email messages, notes, or handouts from attending such meetings/trainings) of SEA collaboration with State social service agency, and other agencies (including agencies providing mental or behavioral health services) and CBOs. Other statewide activities/projects pertaining to early childhood education and unaccompanied homeless youth, children, and youth from historically underserved communities (e.g., tribal, rural, of color, LGBTQ+, etc.)</p>

Topic 4: SEA Program Support

<i>Subtopic</i>	<i>Citation</i>	<i>Question</i>	<i>SEA Response</i>	<i>Suggested Documentation</i>
SEA Program Support – provision of PD and TA to LEAs	McKinney-Vento: § 722(f)(5)-(6), § 722(g)(1)(D), § 722(g)(1)(J)(iv), § 722(g)(2)(A) and (B)	4.1) Describe how the State coordinator will offer professional development (PD) and technical assistance (TA) opportunities to LEAs in this grant/fiscal year on McKinney-Vento requirements and ARP-HCY implementation.	<i>Enter brief response here and/or upload supporting documentation to the NCHE portal.</i>	Evidence of the most recent statewide, regional and/or local professional development opportunities for relevant personnel (e.g., schedule for the year, written announcement or invitation, sample agenda, handout, or notes from meetings in the past year, or other sample materials) [Note, URLs to documents on the SEA website are sufficient rather than providing actual hard copies of training materials.]
SEA Program Support – evaluation of PD and TA	McKinney-Vento: § 722(f)(4)-(7), § 722(g)(1)(D), § 722(g)(1)(J)(iv), § 722(g)(2)(A) and (B), § 722(g)(3)(B)-(I), and § 722(g)(5) and (6)	4.2) How does the SEA evaluate the effectiveness of PD and TA provided to LEAs both formally and informally?	<i>Enter brief response here and/or upload supporting documentation to the NCHE portal.</i>	Summaries of evaluations of any trainings by participants. [Note: do not submit completed surveys even if names are redacted.]
SEA Program Support – awareness of M-V rights	McKinney-Vento: § 722(f)(4)-(7), § 722(g)(1)(D), § 722(g)(1)(J)(iv), § 722(g)(2)(A) and (B), § 722(g)(6)(A)(vi)	4.3) Describe how the SEA provides TA to LEAs to ensure community agencies or local businesses that serve families and youth experiencing homelessness such as shelters, motels, soup kitchens, libraries, laundromats, post offices, offices for public health or assistance, and runaway/unaccompanied youth programs are made aware of the rights of homeless students.	<i>Enter brief response here and/or upload supporting documentation to the NCHE portal.</i>	Written guidance to LEAs and/or information distributed electronically or by other means (e.g., TA logs, etc.)

SEA Program Support – implementation support for ESSA requirements	McKinney-Vento: § 722(f)(4)-(7), § 722(g)(1)(D), § 722(g)(1)(J)(iv), § 722(g)(2)(A) and (B), § 722(g)(5)(D), § 722(g)(6)(A)(x)(III), and 722(g)(6)(D)	4.4) Describe how the SEA ensures that LEA liaisons and relevant LEA personnel are trained on provisions concerning: <ul style="list-style-type: none"> a. writing letters of affirmation on meeting the HUD definition of homelessness; b. providing college counseling for youth experiencing homelessness and information on independent student status eligibility for unaccompanied homeless youth; and c. coordinating with special education staff for students experiencing homelessness with disabilities or developmental delays that have been identified under IDEA, Parts B or C. 	<i>Enter brief response here and/or upload supporting documentation to the NCHE portal.</i>	Written guidance to LEAs and/or information distributed electronically or by other means (e.g., TA logs, etc.)
SEA Program Support – implementation of EHCY and ARP-HCY requirements	McKinney-Vento: § 722(f)(4)-(7), § 722(g)(1)(D), § 722(g)(1)(J)(iv), § 722(g)(2)(A) and (B), § 722(g)(3)(B)-(I), and § 722(g)(5) and (6)	4.5.a) Describe how the SEA assists new LEA liaisons with learning their responsibilities for implementing McKinney-Vento EHCY program requirements.	<i>Enter brief response here and/or upload supporting documentation to the NCHE portal.</i>	Samples of the most recent LEA liaison orientation, on-line trainings, conferences, and regional training agendas and/or TA log. [Note that the SEA may provide links to URLs where documents are located rather than submitting hard copies of documents.]
SEA Program Support – implementation of EHCY and ARP-HCY requirements	McKinney-Vento: § 722(f)(4)-(7), § 722(g)(1)(D), § 722(g)(1)(J)(iv), § 722(g)(2)(A) and (B), § 722(g)(3)(B)-(I), and § 722(g)(5) and (6)	4.5.b) Describe how the SEA assists new LEA liaisons with learning their responsibilities for implementing ARP-HCY program requirements.	<i>Enter brief response here and/or upload supporting documentation to the NCHE portal.</i>	Samples of the most recent LEA liaison orientation, on-line trainings, conferences, and regional training agendas and/or TA log. [Note that the SEA may provide links to URLs where documents are

				located rather than submitting hard copies of documents.]
SEA Program Support – monitoring and publishing liaison changes	McKinney-Vento: § 722(f)(4)-(7), § 722(g)(1)(D), § 722(g)(1)(J)(iv), § 722(g)(2)(A) and (B), and § 722(g)(6)(B)	4.6) How does the SEA monitor changes in staffing of LEA liaisons and make that publicly available?	<i>Enter brief response here and/or upload supporting documentation to the NCHE portal.</i>	Updates to LEA liaison directory. [Note that the SEA may provide links to URLs where documents are located rather than submitting hard copies of documents.]

Topic 5: SEA Fiscal Oversight of LEA Subgrants (EHCY and ARP-HCY)

Subtopic	Citation	Question	SEA Response	Suggested Documentation
SEA Fiscal Oversight – EHCY subgrant competition results	McKinney-Vento: § 722(e)(1) and § 723 Uniform Guidance: Subpart D (Post Federal Award Requirements), Subpart E (Cost Principles), and Subpart F (Audit Requirements) EDGAR: 34. C.F.R. Part 76	5.1) How often does the SEA compete discretionary EHCY subgrants to LEAs?	<i>Enter brief response here and/or upload supporting documentation to the NCHE portal.</i>	LEA subgrant awardees by fiscal year
SEA Fiscal Oversight – EHCY/ARP-HCY subgrant competition process	McKinney-Vento: § 722(e)(1) and § 723 Uniform Guidance: Subpart D (Post Federal Award Requirements), Subpart E (Cost Principles), and Subpart F (Audit Requirements); EDGAR: 34. C.F.R. Part 76 ESEA: § 1124; § 1124A; § 1125; § 1126	5.2 a.) Describe how the SEA organizes its discretionary EHCY subgrant competitions, including informing all LEAs, including charter school LEAs, in the State.	<i>Enter brief response here and/or upload supporting documentation to the NCHE portal.</i>	SEA guidance, sample application, approval process documents
SEA Fiscal Oversight – EHCY/ARP-HCY subgrant competition process	McKinney-Vento: § 722(e)(1) and § 723 Uniform Guidance: Subpart D (Post Federal Award	5.2.b.) Describe how the SEA organized its ARP Homeless I subgrant competition or allocation process, including	<i>Enter brief response here and/or upload supporting documentation to the NCHE portal.</i>	If not supplementing EHCY subgrants: SEA guidance, application, and approval

	Requirements), Subpart E (Cost Principles), and Subpart F (Audit Requirements); EDGAR: 34. C.F.R. Part 76 ESEA: § 1124; § 1124A; § 1125; § 1126	informing all LEAs, including charter school LEAs, in the State.		process documents for ARP Homeless I
SEA Fiscal Oversight – EHCY/ARP-HCY subgrant reviewers	McKinney-Vento: § 722(e)(1) and § 723 Uniform Guidance: Subpart D (Post Federal Award Requirements), Subpart E (Cost Principles), and Subpart F (Audit Requirements); EDGAR: 34. C.F.R. Part 76 ESEA: § 1124; § 1124A; § 1125; § 1126	5.3.a) Describe how LEA EHCY subgrant reviewers are chosen and trained.	<i>Enter brief response here and/or upload supporting documentation to the NCHE portal.</i>	Evidence of how reviewers are selected and trained (e.g., schedules, selection process)
SEA Fiscal Oversight – EHCY/ARP-HCY subgrant reviewers	McKinney-Vento: § 722(e)(1) and § 723 Uniform Guidance: Subpart D (Post Federal Award Requirements), Subpart E (Cost Principles), and Subpart F (Audit Requirements); EDGAR: 34. C.F.R. Part 76 ESEA: § 1124; § 1124A; § 1125; § 1126	5.3.b) If applicable, describe how the process was different for selecting and training reviewers for ARP Homeless I subgrants.	<i>Enter brief response here and/or upload supporting documentation to the NCHE portal.</i>	Evidence of how reviewers are selected and trained (e.g., schedules, selection process)
SEA Fiscal Oversight – ARP Homeless II allocations	ARP-HCY notice of final requirements	5.4.a) Provide the spreadsheet used to calculate the allocations for ARP Homeless II and describe the process for making these calculations.	<i>Enter brief response here and/or upload supporting documentation to the NCHE portal.</i>	Spreadsheet or other documentation used to calculate allocations, documentation of notice sent to LEAs regarding eligibility, information, or evidence of TA regarding the formation of

				consortia, evidence of reallocation of funds or recalculation of the initial allocation after funds were declined
SEA Fiscal Oversight – ARP Homeless II allocations	ARP-HCY notice of final requirements	5.4.b) Provide evidence of how LEAs were informed of their ability to apply for ARP-HCY II funds.	<i>Enter brief response here and/or upload supporting documentation to the NCHE portal.</i>	Spreadsheet or other documentation used to calculate allocations, documentation of notice sent to LEAs regarding eligibility, information, or evidence of TA regarding the formation of consortia, evidence of reallocation of funds or recalculation of the initial allocation after funds were declined
SEA Fiscal Oversight – ARP Homeless II allocations	ARP-HCY notice of final requirements	5.4.c) Describe how the SEA encouraged all LEAs with allocations under \$5,000 to form consortia.	<i>Enter brief response here and/or upload supporting documentation to the NCHE portal.</i>	Spreadsheet or other documentation used to calculate allocations, documentation of notice sent to LEAs regarding eligibility, information, or evidence of TA regarding the formation of consortia, evidence of reallocation of funds or recalculation of the initial allocation after funds were declined
SEA Fiscal Oversight – subgrant evaluation plan	McKinney-Vento: § 722(c)(3)(E); § 724(h)(1)(D)	5.5.a) How does the SEA emphasize student academic outcomes as part of the EHCY LEA subgrant application, for example: <ul style="list-style-type: none"> • proficiency on State assessments, 	<i>Enter brief response here and/or upload supporting documentation to the NCHE portal.</i>	LEA subgrant application

		<ul style="list-style-type: none"> attendance/chronic absenteeism, and graduation rates 		
SEA Fiscal Oversight – subgrant evaluation plan	McKinney-Vento: § 722(c)(3)(E); § 724(h)(1)(D)	5.5.b) If the process was different for ARP Homeless I, please describe.	<i>Enter brief response here and/or upload supporting documentation to the NCHE portal.</i>	LEA subgrant application
SEA Fiscal Oversight – use of funds guidance	McKinney-Vento: § 722(e)(1) and § 723 Uniform Guidance: Subpart D (Post Federal Award Requirements), Subpart E (Cost Principles), and Subpart F (Audit Requirements) EDGAR: 34. C.F.R. Part 76 ESEA: § 1124; § 1124A; § 1125; § 1126	5.6.a.) Describe the types of guidance the SEA provides to LEA applicants regarding planning for and using EHCY program funds.	<i>Enter brief response here and/or upload supporting documentation to the NCHE portal.</i>	Written guidance/policy of SEA regarding use of program funds
SEA Fiscal Oversight – use of funds guidance	McKinney-Vento: § 722(e)(1) and § 723 Uniform Guidance: Subpart D (Post Federal Award Requirements), Subpart E (Cost Principles), and Subpart F (Audit Requirements) EDGAR: 34. C.F.R. Part 76 ESEA: § 1124; § 1124A; § 1125; § 1126	5.6.b) Provide any additional guidance the SEA provides to LEAs regarding planning for and using ARP Homeless I funds, for example, concerning the provision of wrap-around services.	<i>Enter brief response here and/or upload supporting documentation to the NCHE portal.</i>	Written guidance/policy of SEA regarding use of program funds
SEA Fiscal Oversight – use of funds guidance		5.6.c) Provide any additional guidance the SEA provides to LEAs ARP Homeless II.	<i>Enter brief response here and/or upload supporting documentation to the NCHE portal.</i>	Written guidance/policy of SEA regarding use of program funds
SEA Fiscal Oversight – leveraging EHCY resources	McKinney-Vento: § 722(e)(1) and § 723 Uniform Guidance: Subpart D (Post Federal Award	5.7) Describe how the SEA ensures that successful LEA applicants describe sufficiently the extent to which the LEA will use the EHCY subgrant to	<i>Enter brief response here and/or upload supporting documentation to the NCHE portal.</i>	Written guidance/policy of SEA regarding use of program funds

	Requirements), Subpart E (Cost Principles), and Subpart F (Audit Requirements) EDGAR: 34. C.F.R. Part 76 ESEA: § 1124; § 1124A; § 1125; § 1126	leverage resources, including by maximizing nonsubgrant funding, for the position of the LEA liaison and the provision of transportation.		
SEA Fiscal Oversight – Title I coordination with EHCY subgrants	McKinney-Vento: § 722(e)(1) and § 723(c)(H) Uniform Guidance: Subpart D (Post Federal Award Requirements), Subpart E (Cost Principles), and Subpart F (Audit Requirements) EDGAR: 34. C.F.R. Part 76 ESEA: § 1124; § 1124A; § 1125; § 1126	5.8.a) How are LEA subgrantees required to describe in their EHCY subgrant application their use of Title I, Part A set-asides reserved to serve students experiencing homelessness?	<i>Enter brief response here and/or upload supporting documentation to the NCHE portal.</i>	Sample LEA subgrant application question regarding Title I, Part A set-aside, if applicable
SEA Fiscal Oversight – timeliness of subgrant awards	McKinney-Vento: § 722(e)(1) and § 723 Uniform Guidance: Subpart D (Post Federal Award Requirements), Subpart E (Cost Principles), and Subpart F (Audit Requirements) EDGAR: 34. C.F.R. Part 76 ESEA: § 1124; § 1124A; § 1125; § 1126	5.9.a) Describe how the SEA ensures that EHCY subgrant funds are awarded in a timely manner and available throughout the grant period. [NOTE: Since the Department makes funds available to SEA’s every July 1 if, for example, there was a delay in awarding new or continuing subgrants past September, please explain why.]	<i>Enter brief response here and/or upload supporting documentation to the NCHE portal.</i>	Copies of two signed and dated Grant Award Notifications (GANs) for current grant period for the two subgrantee LEAs selected for interview
SEA Fiscal Oversight – timeliness of subgrant awards	McKinney-Vento: § 722(e)(1) and § 723 Uniform Guidance: Subpart D (Post Federal Award Requirements), Subpart E (Cost Principles), and	5.9.b) If the process was different for ARP Homeless I, please describe. [NOTE: For ARP-HCY, it was expected that ARP Homeless I	<i>Enter brief response here and/or upload supporting documentation to the NCHE portal.</i>	

	Subpart F (Audit Requirements) EDGAR: 34. C.F.R. Part 76 ESEA: § 1124; § 1124A; § 1125; § 1126	funds supplemented EHCY subgrants by July 2021 or a new competition was conducted before the start of SY 2021-22. If there was a delay, please explain why.]		
SEA Fiscal Oversight – timeliness of subgrant awards	McKinney-Vento: § 722(e)(1) and § 723 Uniform Guidance: Subpart D (Post Federal Award Requirements), Subpart E (Cost Principles), and Subpart F (Audit Requirements) EDGAR: 34. C.F.R. Part 76 ESEA: § 1124; § 1124A; § 1125; § 1126	5.9.c) If the process was different for ARP Homeless II, please describe. [NOTE: ARP Homeless II funds should have been awarded on a formula basis by the start of SY 21-22. If there was a delay, please explain why.]	<i>Enter brief response here and/or upload supporting documentation to the NCHE portal.</i>	
SEA Fiscal Oversight – MOE determinations	McKinney-Vento: § 722(e)(1) and § 723 Uniform Guidance: Subpart D (Post Federal Award Requirements), Subpart E (Cost Principles), and Subpart F (Audit Requirements) EDGAR: 34. C.F.R. Part 76 ESEA: § 1124; § 1124A; § 1125; § 1126	5.10) Describe the process the SEA uses to either calculate maintenance of effort (MOE) or review LEA calculations of MOE to ensure that LEAs comply with the MOE requirement for applicable programs.	<i>Enter brief response here and/or upload supporting documentation to the NCHE portal.</i>	Written procedures for determining MOE, including funds to be excluded from MOE calculations Sample of MOE report comparing subgrantee fiscal effort of first preceding year with second preceding year
SEA Fiscal Oversight – carryover policies	McKinney-Vento: § 722(e)(1) and § 723 Uniform Guidance: Subpart D (Post Federal Award Requirements), Subpart E (Cost Principles), and Subpart F (Audit Requirements)	5.11.a) What percentage of carry-over does the SEA allow for EHCY subgrant funds?	<i>Enter brief response here and/or upload supporting documentation to the NCHE portal.</i>	Written guidance/policy of SEA regarding carryover funds

	EDGAR: 34. C.F.R. Part 76 ESEA: § 1124; § 1124A; § 1125; § 1126			
SEA Fiscal Oversight – carryover policies	McKinney-Vento: § 722(e)(1) and § 723 Uniform Guidance: Subpart D (Post Federal Award Requirements), Subpart E (Cost Principles), and Subpart F (Audit Requirements) EDGAR: 34. C.F.R. Part 76 ESEA: § 1124; § 1124A; § 1125; § 1126	5.11.b) What does the SEA do with any subgrant funds that are not allowed to be carried over?	<i>Enter brief response here and/or upload supporting documentation to the NCHE portal.</i>	Written guidance/policy of SEA regarding carryover funds
SEA Fiscal Oversight – carryover policies	McKinney-Vento: § 722(e)(1) and § 723 Uniform Guidance: Subpart D (Post Federal Award Requirements), Subpart E (Cost Principles), and Subpart F (Audit Requirements) EDGAR: 34. C.F.R. Part 76 ESEA: § 1124; § 1124A; § 1125; § 1126	5.11.c) If the process was different for ARP Homeless I, please describe. [Note, if there is carryover for ARP Homeless II, 75% or more must be reallocated to eligible LEAs using the formula in the final requirement.]	<i>Enter brief response here and/or upload supporting documentation to the NCHE portal.</i>	Written guidance/policy of SEA regarding carryover funds
SEA Fiscal Oversight – monitoring of drawdowns	McKinney-Vento: § 722(e)(1) and § 723 Uniform Guidance: Subpart D (Post Federal Award Requirements), Subpart E (Cost Principles), and Subpart F (Audit Requirements) EDGAR: 34. C.F.R. Part 76	5.12) How often does the SEA notify LEAs about unusual fiscal data in the EHCY and ARP-HCY programs; such as rapid drawdowns, drawdowns of the same amount twice in a row, etc?	<i>Enter brief response here and/or upload supporting documentation to the NCHE portal.</i>	Communications with LEA subgrantees regarding program funds and drawdowns, documents related to SEA process for reviewing LEA subgrant budgets

	ESEA: § 1124; § 1124A; § 1125; § 1126			
SEA Fiscal Oversight – single audits	McKinney-Vento: § 722(e)(1) and § 723 Uniform Guidance: Subpart D (Post Federal Award Requirements), Subpart E (Cost Principles), and Subpart F (Audit Requirements) EDGAR: 34. C.F.R. Part 76 ESEA: § 1124; § 1124A; § 1125; § 1126	5.13.a) Has the EHCY program been audited in the latest SEA single audit? [Note: If you are not sure how to find this out, ED staff will also inform you during their preparation.]	<i>Enter brief response here and/or upload supporting documentation to the NCHE portal.</i>	Evidence of the EHCY program being reviewed in the latest single audit for the SEA
SEA Fiscal Oversight – single audits	McKinney-Vento: § 722(e)(1) and § 723 Uniform Guidance: Subpart D (Post Federal Award Requirements), Subpart E (Cost Principles), and Subpart F (Audit Requirements) EDGAR: 34. C.F.R. Part 76 ESEA: § 1124; § 1124A; § 1125; § 1126	5.13.b) If so, were there any findings?	<i>Enter brief response here and/or upload supporting documentation to the NCHE portal.</i>	Evidence of the EHCY program being reviewed in the latest single audit for the SEA
SEA Fiscal Oversight – single audits	McKinney-Vento: § 722(e)(1) and § 723 Uniform Guidance: Subpart D (Post Federal Award Requirements), Subpart E (Cost Principles), and Subpart F (Audit Requirements) EDGAR: 34. C.F.R. Part 76 ESEA: § 1124; § 1124A; § 1125; § 1126	5.13.c) If there were any findings, please describe them and how they were resolved or any progress toward their resolution.	<i>Enter brief response here and/or upload supporting documentation to the NCHE portal.</i>	Evidence of the EHCY program being reviewed in the latest single audit for the SEA

Topic 6: SEA Set-Aside Oversight for EHCY and ARP-HCY

Subtopic	Citation	Question	SEA Response	Suggested Documentation
SEA Set-Aside Oversight for EHCY and ARP-HCY	McKinney-Vento: § 722(c)-(g) Uniform Guidance: Subpart D (Post Federal Award Requirements), Subpart E (Cost Principles), and Subpart F (Audit Requirements) EDGAR: 34. C.F.R. Part 76	6.1) Describe how the SEA uses its McKinney-Vento EHCY reservation for State-level coordination activities.	<i>Enter brief response here and/or upload supporting documentation to the NCHE portal.</i>	Evidence of SEA-level budget detail for current and previous fiscal year reservations
SEA Set-Aside Oversight for EHCY and ARP-HCY	McKinney-Vento: § 722(c)-(g) Uniform Guidance: Subpart D (Post Federal Award Requirements), Subpart E (Cost Principles), and Subpart F (Audit Requirements) EDGAR: 34. C.F.R. Part 76	6.2.a) If applicable, describe how the SEA uses its reservation from the ARP Homeless I allocation for State-level coordination activities.	<i>Enter brief response here and/or upload supporting documentation to the NCHE portal.</i>	Evidence of SEA budget detail on reserved funds for State-level coordination activities for the current fiscal year and use of funds for the last fiscal year; sample of other fiscal documents (e.g., contracts or invoices)
SEA Set-Aside Oversight for EHCY and ARP-HCY	McKinney-Vento: § 722(c)-(g) Uniform Guidance: Subpart D (Post Federal Award Requirements), Subpart E (Cost Principles), and Subpart F (Audit Requirements) EDGAR: 34. C.F.R. Part 76	6.2.b) If applicable, describe how the SEA uses its reservation from the ARP Homeless II allocation for State-level coordination activities.	<i>Enter brief response here and/or upload supporting documentation to the NCHE portal.</i>	Evidence of SEA budget detail on reserved funds for State-level coordination activities for the current fiscal year and use of funds for the last fiscal year; sample of other fiscal documents (e.g., contracts or invoices)
SEA Set-Aside Oversight for EHCY and ARP-HCY	McKinney-Vento: § 722(c)-(g) Uniform Guidance: Subpart D (Post Federal Award Requirements), Subpart E (Cost Principles), and Subpart F (Audit Requirements) EDGAR: 34. C.F.R. Part 76	6.3.a) What are the full-time equivalent units (FTE) of the Office of the State coordinator or	<i>Enter brief response here and/or upload supporting documentation to the NCHE portal.</i>	Written description of SEA State coordinator position

	Award Requirements), Subpart E (Cost Principles), and Subpart F (Audit Requirements) EDGAR: 34. C.F.R. Part 76	SEA staff with duties assigned to the EHCY program?		Written description of any SEA staff assigned to the EHCY and ARP-HCY programs
SEA Set-Aside Oversight for EHCY and ARP-HCY	McKinney-Vento: § 722(c)-(g) Uniform Guidance: Subpart D (Post Federal Award Requirements), Subpart E (Cost Principles), and Subpart F (Audit Requirements) EDGAR: 34. C.F.R. Part 76	6.3.b.) If applicable, describe the additional FTEs, if any, funded through the ARP Homeless I or II SEA set-asides, including through contracts.	<i>Enter brief response here and/or upload supporting documentation to the NCHE portal.</i>	
SEA Set-Aside Oversight for EHCY and ARP-HCY	McKinney-Vento: § 722(c)-(g) Uniform Guidance: Subpart D (Post Federal Award Requirements), Subpart E (Cost Principles), and Subpart F (Audit Requirements) EDGAR: 34. C.F.R. Part 76	6.4.a.) Describe the SEA’s policy regarding carryover of set-aside funds for EHCY.	<i>Enter brief response here and/or upload supporting documentation to the NCHE portal.</i>	Written guidance/policy of SEA regarding carryover of EHCY and ARP-HCY allocations
SEA Set-Aside Oversight for EHCY and ARP-HCY	McKinney-Vento: § 722(c)-(g) Uniform Guidance: Subpart D (Post Federal Award Requirements), Subpart E (Cost Principles), and Subpart F (Audit Requirements) EDGAR: 34. C.F.R. Part 76	6.5.a) Did the SEA award any contracts for services from the McKinney-Vento EHCY reservation for State-level coordination activities in this fiscal year? If “Yes,” describe the contracts awarded by the SEA for this fiscal year.	<i>Enter brief response here and/or upload supporting documentation to the NCHE portal.</i>	Evidence of documentation the SEA maintains to establish that its procurement requirements have been met

SEA Set-Aside Oversight for EHCY and ARP-HCY	McKinney-Vento: § 722(c)-(g) Uniform Guidance: Subpart D (Post Federal Award Requirements), Subpart E (Cost Principles), and Subpart F (Audit Requirements) EDGAR: 34. C.F.R. Part 76	6.5.b) Did the SEA award any contracts for services from the ARP-HCY reservation for State-level coordination activities in this fiscal year? If “Yes,” describe the contracts awarded by the SEA for this fiscal year in the box above.	<i>Enter brief response here and/or upload supporting documentation to the NCHE portal.</i>	Evidence of documentation the SEA maintains to establish that its procurement requirements have been met
SEA Set-Aside Oversight for EHCY and ARP-HCY	McKinney-Vento: § 722(c)-(g) Uniform Guidance: Subpart D (Post Federal Award Requirements), Subpart E (Cost Principles), and Subpart F (Audit Requirements) EDGAR: 34. C.F.R. Part 76	6.6.a) How much direct administrative cost and indirect cost does the SEA take from the EHCY State-level activity reservations?	<i>Enter brief response here and/or upload supporting documentation to the NCHE portal.</i>	Budget detail for SEA set-aside including direct administrative costs, if taken
SEA Set-Aside Oversight for EHCY and ARP-HCY	McKinney-Vento: § 722(c)-(g) Uniform Guidance: Subpart D (Post Federal Award Requirements), Subpart E (Cost Principles), and Subpart F (Audit Requirements) EDGAR: 34. C.F.R. Part 76	6.6.b) How much direct and indirect administrative cost and indirect cost does the SEA take from the ARP Homeless I State-level activity reservations?	<i>Enter brief response here and/or upload supporting documentation to the NCHE portal.</i>	Budget detail for SEA set-aside including direct administrative costs, if taken
SEA Set-Aside Oversight for EHCY and ARP-HCY	McKinney-Vento: § 722(c)-(g) Uniform Guidance: Subpart D (Post Federal Award Requirements), Subpart E (Cost	6.6.c) How much direct and inadiministrative cost and indirect cost does the SEA take from the ARP Homeless II State-level activity reservations?	<i>Enter brief response here and/or upload supporting documentation to the NCHE portal.</i>	Budget detail for SEA set-aside including direct administrative costs, if taken

	Principles), and Subpart F (Audit Requirements) EDGAR: 34. C.F.R. Part 76			
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Topic 7: SEA Fiscal Oversight of the Title I, Part A LEA Homeless Set-Aside

Subtopic	Citation	Question	SEA Response	Suggested Documentation
SEA Fiscal Oversight - Title I, Part A LEA Homeless Set-Aside – list of LEA set-asides	ESEA: § 1112 (b)(1)(O); § 1113 (c)(3)(A)	7.1) How does the SEA ensure that all LEAs receiving a Title I, Part A grant, and who have identified students experiencing homelessness enrolled in the district, set-aside at least some amount for comparable and/or additional educationally related support services for students experiencing homelessness until the end of the school year in which they are permanently housed?	<i>Enter brief response here and/or upload supporting documentation to the NCHE portal.</i>	Chart with Title I, Part A homeless reservations by LEA, guidance issued by SEA to ensure that LEAs reserve funds to provide comparable Title, I, Part A services and additional support services to students experiencing homelessness
SEA Fiscal Oversight - Title I, Part A LEA Homeless Set-Aside – guidance and TA to LEAs	ESEA: § 1112 (b)(1)(O); § 1113 (c)(3)(A)	7.2) Describe the process the SEA uses to assist LEAs in determining the amount of Title I, Part A funds to reserve for students experiencing homelessness.	<i>Enter brief response here and/or upload supporting documentation to the NCHE portal.</i>	Guidance issued by SEA to ensure that LEAs reserve funds to provide comparable Title, I, Part A services and additional support services to students experiencing homelessness
SEA Fiscal Oversight - Title I, Part A LEA Homeless Set-Aside – coordination of stakeholders	ESEA: § 1112 (b)(1)(O); § 1113 (c)(3)(A)	7.3) Is the reservation amount and budget amendment request process coordinated with both the LEA liaison and with the LEA’s Title I Office?	<i>Enter brief response here and/or upload supporting documentation to the NCHE portal.</i>	Written evidence that SEA ensures coordination of Title I with McKinney-Vento staff at the LEA-level to determine the required reservation
SEA Fiscal Oversight - Title I, Part A LEA Homeless Set-Aside – SEA review and approval process	ESEA: § 1112 (b)(1)(O); § 1113 (c)(3)(A)	7.4) Describe the SEA process for reviewing and approving LEA Title I, Part A applications with respect to the homeless set-aside.	<i>Enter brief response here and/or upload supporting documentation to the NCHE portal.</i>	Written documentation of review and approval process by SEA for LEA plans, including procedures (e.g., checklists, schedules)

				<p>Written documentation of resolution procedures for unapproved plans</p> <p>Evidence of timely plan approval and release of funds</p>
SEA Fiscal Oversight - Title I, Part A LEA Homeless Set-Aside	ESEA: § 1112 (b)(1)(O); § 1113 (c)(3)(A)	7.5) How does the SEA check whether homeless set-asides funds are expended during a grant year?	<i>Enter brief response here and/or upload supporting documentation to the NCHE portal.</i>	<p>If applicable, evidence that SEA monitors expenditures and drawdowns tied to the LEA homeless set-aside</p> <p>Evidence from SEA monitoring that set-aside use is being checked</p>
SEA Fiscal Oversight - Title I, Part A LEA Homeless Set-Aside	ESEA: § 1112 (b)(1)(O); § 1113 (c)(3)(A)	7.6) If the number of students experiencing homelessness enrolled in LEAs changes significantly over the course of a school year, describe whether or how the set-aside is adjusted, if at all.	<i>Enter brief response here and/or upload supporting documentation to the NCHE portal.</i>	<p>Sample budget amendment requests and justifications</p> <p>Evidence from SEA approval process</p>
SEA Fiscal Oversight - Title I, Part A LEA Homeless Set-Aside	ESEA: § 1112 (b)(1)(O); § 1113 (c)(3)(A)	7.7) Describe how the SEA ensures that LEAs assess the sufficiency and effectiveness of their set-aside amounts and activities for addressing the educational needs of students experiencing homelessness.	<i>Enter brief response here and/or upload supporting documentation to the NCHE portal.</i>	Examples of SEA analyses of data and other information to assess the sufficiency and effectiveness of the set-aside amount

Appendix B. LEA Interview Protocol for McKinney-Vento Education for Homeless Children and Youth (EHCY) and American Rescue Plan Homeless Children and Youth (ARP-HCY) Programs

Description: Subtitle VII-B of the McKinney-Vento Homeless Assistance Act ensures that children and youths experiencing homelessness have equal access to the same free, appropriate public education, including a public preschool education, as provided to other children and youths. State educational agencies (SEAs) and local educational agencies (LEAs) must remove barriers to the identification, enrollment, or success in school of children and youths experiencing homelessness. These children and youths must have access to the education and other services that they need to ensure they have an opportunity to meet the same challenging State academic standards to which all students are held.

Subtopics:

Program Overview

SEA Monitoring

LEA Performance Evaluation

SEA Program Support – SEA Policy and Coordination

SEA Program Support – Professional Development and Technical Assistance

SEA Fiscal Oversight – LEA Subgrant Oversight

SEA Fiscal Oversight – Title I, Part A LEA Homeless Set-Aside

Program Overview		
	Question	Notes
	Describe a recent program innovation or cross-program or interagency collaboration that the LEA has engaged in within the past year that has been effective.	
1. SEA Monitoring		
	Question	Notes
1.1	Has the SEA conducted any monitoring of the LEA’s homeless education program(s)? If so, please describe the process by which the LEA was notified, prepared, reviewed, and reported to afterwards for the most recent visit.	

2. LEA Performance Evaluation		
	Question	Notes
2.1	Describe how the SEA informs the LEA about annual data collection responsibilities.	
2.2	Describe how the EHCY and/or ARP-HCY programs use the LEA's annual data on homeless students that the SEA submits to the Department (i.e., on enrollment, young homeless children served, chronic absenteeism, adjusted cohort graduation rates (ACGR), and State assessments in reading/language arts, mathematics, and science)?	
2.3	What emphasis does the EHCY and/or ARP-HCY program place on student academic outcome trends and achievement gaps as part of the program?	
2.4	For example, how are homeless students in the district performing on statewide assessments, ACGR and chronic absenteeism compared to all students over a period of years?	
3. SEA Program Support - SEA Policy and Coordination		
	Question	Notes
3.1	How does the SEA typically provide updates about homeless education program requirements and expectations? Please provide an example of a recent policy or guidance communicated with you?	
3.2	How has the State supported your district in increasing the identification of children and youth experiencing homelessness from historically underserved populations?	
3.3	How are LEA liaisons made aware of the SEA's dispute resolution policy?	
3.4	If different, what is the LEA's McKinney-Vento dispute resolution policy?	
3.5	What guidance does the SEA provide on the policies and practices around the requirement that the LEA and its	

	schools provide records on request in a timely fashion when a child or youth transfers to or enters a new school or school district?	
3.6	How does the LEA maintain information about a homeless child's or youth's living situation as a student education record (and not directory information)?	
3.7	What guidance and support does the SEA provide to the LEA on the implementation of feeder/receiving school of origin and preschool of origin rights in interdistrict situations?	
3.8	<p>Which Federal programs in the LEA and grantees of other agencies such as the U.S. Departments of Housing and Urban Development and Health and Human Services have LEA staff collaborated with over the past year to improve services to students experiencing homelessness?</p> <ul style="list-style-type: none"> a. ESEA, Title I, Part A; b. ESSER I-III (CARES, CRSSA, & ARP)⁵ c. IDEA, Part B, Services for School-Aged Children d. IDEA, Part C, Programs for Infants and Toddlers with Disabilities e. ESEA, Title I, Part C, Migrant Education Program f. ESEA Title III-A, English Language Acquisition; g. ESEA Title IV-A, Student Support and Academic Enrichment; h. ESEA Title IV-B, 21st Century Community Learning Centers; i. ESEA Title VI-A, Indian Education Program; j. Perkins Career and Technical Education; 	

⁵ See footnote 4 for the full names of these acronyms.

	<ul style="list-style-type: none"> k. United States Department of Agriculture School Nutrition Programs; l. Health and Human Services (HHS) Head Start programs (including Early, Migrant/Seasonal); m. HHS Child Care Development Fund Block Grants; n. HHS Runaway and Homeless Youth programs; o. Housing and Urban Development (HUD) Continuum of Care programs; p. List Other programs. 	
3.9	If applicable, how has the LEA collaborated with CBOs that are well-positioned to identify children and youth experiencing homelessness from historically underserved communities and connect them to wrap-around services?	

4. SEA Program Support - Professional Development and Technical Assistance

	Question	Notes
4.1	What professional development (PD) and technical assistance (TA) opportunities does the State coordinator offer to staff in the LEA? How does the SEA solicit ideas for PD and TA?	
4.2	Does the SEA ask for feedback on the effectiveness of PD and TA provided?	
4.3	Does the SEA provide TA to LEAs to ensure community agencies or local businesses that serve families and youth experiencing homelessness such as shelters, motels, soup kitchens, libraries, laundromats, post offices, offices of public health or assistance, and runaway/unaccompanied youth programs are made aware of the rights of homeless students?	
4.4	How does the SEA ensure that LEA liaisons and relevant LEA personnel are trained on ESSA provisions?	

4.5	Describe how the SEA assists new LEA liaisons with learning their responsibilities for implementing McKinney-Vento EHCY and ARP-HCY program requirements.	
5. SEA Fiscal Oversight - LEA Subgrant Oversight		
	Question	Notes
5.1	Has the State provided EHCY subgrant information and application reviews in a timely manner?	
5.2	How was the LEA informed of and invited to apply for ARP Homeless I and/or ARP Homeless II grant opportunities?	
5.3	Has the State provided the disbursement of EHCY, ARP Homeless I and/or II subgrant funds in a timely manner, for example, so that funds may be obligated at the start of the school year?	
5.4	Has the State allowed and provided any information about available balances and carrying over unobligated funds to the next grant year?	
5.5	How does the LEA ensure that subgrant activities are not replacing the regular academic program and are expanding upon or improving services provided as part of the LEA's regular academic programs?	
5.6	How does the LEA use the EHCY and/or ARP Homeless I and II subgrants to leverage resources, including by maximizing nonsubgrant funding, for the position of the LEA liaison and the provision of transportation?	
5.7	What technical assistance has the LEA received from the SEA on the use of EHCY and ARP-HCY subgrant funds?	
5.8	What internal fiscal controls does the LEA have in place to account for the use of EHCY and ARP-HCY subgrant funds?	

5.9	If the LEA contracts for services with an outside entity such as a CBO, how does the LEA monitor the use of those funds and evaluate the quality of services provided?	
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6. SEA Set-Aside Oversight for EHCY and ARP-HCY (Not Applicable – SEA Only)

7. SEA Fiscal Oversight - Title I, Part A LEA Homeless Set-Aside

	Question	Notes
7.1	What is the LEA’s Title I, Part A homeless set-aside amount and how is it used to serve students?	
7.2	How is the Title I, Part A homeless set-aside determined annually, for example, based on a needs assessment?	
7.3	Has the LEA adjusted the Title I, Part A homeless set-aside based on changing needs or resources?	
7.4	What guidance or feedback has the SEA provided to the LEA concerning the Title I, Part A homeless set-aside before or after submitting a Title I or consolidated Federal program application?	
7.5	How does the LEA assess the effectiveness of the set-aside amount and activities to address the educational needs of students experiencing homelessness?	