

**PROGRAM GUIDELINES:
2021–2022
TEXAS EDUCATION FOR
HOMELESS CHILDREN AND
YOUTH**

APPLICATION DUE DATE

11:59 p.m. Central Time, May 18, 2021

PROGRAM AUTHORITY

McKinney Vento Homeless Assistance Act, Subtitle VII-B, reauthorized by Title IX, Part A of the Every Student Succeeds Act (42 U.S.C 11431 et seq.)

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Introduction to the Program Guidelines

The Texas Education Agency (TEA), as the pass-through entity¹, is the grantee² from the U.S. Department of Education (USDE) and TEA awards subgrants to non-federal entities³ such as local educational agencies (LEAs), including school districts, open-enrollment charter schools, and education service centers, and to a lesser degree institutions of higher education (IHEs), and nonprofit organizations (NPOs) who are the agency's subgrantees⁴. These guidelines apply to all subgrantees of TEA, regardless of whether referenced herein as subgrantee or grantee. For purposes of this document, TEA may use the terms grantee and subgrantee synonymously for its subrecipients.

This part of the request for application (RFA). Program Guidelines are to be used in conjunction with the [General and Fiscal Guidelines](#) and the specific program instructions. The Adobe Acrobat Standard Application System (SAS) consists of all forms to be completed in order for the applicant to be eligible for funding.

For applicants selected for funding, all guidelines and instructions will be incorporated by reference into the Notice of Grant Award (NOGA).

Reference to the General and Fiscal Guidelines

The Program Guidelines provide information specifically relevant to this grant program. The [General and Fiscal Guidelines](#) provide information relevant to all TEA grant programs. Throughout the Program Guidelines, cross-references are given to applicable sections of the [General and Fiscal Guidelines](#). **It is critical that you review all referenced sections of the [General and Fiscal Guidelines](#) when preparing your application.**

¹ Pass-through entity is defined as a non-Federal entity that provides a subaward to a subrecipient to carry out part of a federal program. (2 CFR 200.74)

² Grantee is defined as the legal entity to which a grant is awarded and that is accountable to the federal government for the use of the funds provided. The term "grantee" does not include any secondary recipients, such as subgrantees and contractors that may receive funds from a grantee. (34 CFR 77)

³ Non-federal entity is defined as a state, local government, Indian tribe, institution of higher education, or nonprofit organization that carries out a federal award as a recipient or subrecipient. (2 CFR 200.69)

⁴ Subgrantee is defined by TEA to be the same as a subrecipient which is defined as a non-federal entity that receives a subaward from a pass-through entity to carry out part of a federal program; but does not include an individual that is a beneficiary of such program. (2 CFR 200.93) Subgrantee is defined in 34 CFR 77 as the legal entity to which a subgrant is awarded and that is accountable to the grantee for the use of the funds provided.

U.S. Department of Education and/or State Appropriations

The following is provided in compliance with the U.S. Department of Education Appropriations Act:

Category	Amount
Total funds available for this project	\$7,700,000
Percentage to be financed with federal funds	100%
Amount of federal funds	\$7,700,000
Percentage to be financed from nonfederal sources	0%
Amount of nonfederal funds	\$0

Grant Timeline

All of these dates except the grant ending date may vary slightly as conditions require.

Date	Event
Friday, March 19, 2021	RFA available; notice of the RFA published in the <i>Texas Register</i>
Friday, March 26, 2021	Last date to submit questions to be addressed in the applicant's Conference/Webinar See General and Fiscal Guidelines , Applicants' Conference/Webinar
Wednesday, April 7, 2021	Applicants' Conference/Webinar (registration at https://us02web.zoom.us/webinar/register/WN_oJU9DDpwSyyaXs0PhQc-FQ)
Wednesday, April 14, 2021	Last date to submit FAQs to TEA contact person See , Frequently Asked Questions
Tuesday, April 27, 2021	Due date for the Notice of Intent to Apply
Tuesday, April 27, 2021	Due date for Reviewer Information Form
Tuesday, April 27, 2021	FAQs posted to TEA Grant Opportunities page
Tuesday, May 18, 2021	Due date for the application in the TEA Document Control Center, 11:59 p.m., Central Time See General and Fiscal Guidelines , Competitive Application Due Date and Time
Friday, June 11, 2021- Thursday July 15, 2021	Competitive review period See General and Fiscal Guidelines , Competitive Review Process
Wednesday, September 1, 2021	Beginning date of grant See General and Fiscal Guidelines , Grant Period
Thursday, June 2, 2022	Final date to submit an amendment
Wednesday, August 31, 2022	Ending date of grant See General and Fiscal Guidelines , Grant Period

For all dates related to the grant, including reporting dates, see the page. If a report due date falls on a weekend or holiday, the report will be due the following business day. All dates except the grant ending date may vary slightly as conditions require.

Grant at a Glance

This section provides fundamental information pertinent to the grant program.

Authorizing Legislation

This grant program is authorized by Public Law 107-110; Title X, Part C - Homeless Education, Subtitle B of Title VII of the McKinney-Vento Homeless Act (42 U.S.C. 11431 et seq.).

Where to Submit the Application

See the Where to Submit the Competitive Application section of the [General and Fiscal Guidelines](#).

Number of Copies

See the Copies and Signature for Competitive Grants section of the [General and Fiscal Guidelines](#).

Purpose of Program

The purpose of the McKinney-Vento Homeless Assistance Act is to identify and remove barriers for homeless children and unaccompanied youth and ensure that students in these circumstances have equitable access to all available supports and resources to meet the same challenging state academic standards established for all students. One key component of the Act requires the administration and implementation of a competitive sub-grant program.

The purpose of the 2021-2022 Texas Education for Homeless Children and Youth (TEHCY) grant is to administer and implement a discretionary competitive grant program that provides individual subgrant awards to local education agencies (LEAs) or education service centers (ESCs) that provide additional capacity, promote school stability, facilitate enrollment, identification, attendance, academic, and overall outcomes for homeless children and unaccompanied youth. Subgrantees are awarded and selected every three years. The current grant competition is for the 2021-2022, 2022-2023, and 2023-2024 school years.

Eligible Applicants

See the [General and Fiscal Guidelines](#), Eligibility To Apply for Competitive Grants.

Eligible applicants include all Local Education Agencies (LEAs) and Education Service Centers (ESCs). LEAs are required to join a Shared Service Arrangement (SSA) if their projected grant amount is less than \$7,500.

Eligibility List

An eligibility list is posted on the [TEA Grant Opportunities page](#), with all documents pertaining to the RFA.

Shared Services Arrangement

See the [General and Fiscal Guidelines](#), Shared Services Arrangements.

Shared services arrangements (SSAs) **are** allowed for this grant program. **Applicants may apply individually or as part of a SSA. Applicants are not permitted to apply as both.**

Only ESCs are allowed to act as fiscal agents of an SSA. Each SSA must have a minimum of 3 member-districts with no maximum number. LEAs are required to join an SSA if their projected grant amount is **less than \$7,500. SSA member-districts are required to participate for the full 3-year grant cycle.**

Projected grant amounts are calculated by: **Total number of identified homeless students x \$110**

See attached eligibility list for projected grant amount, based on LEA reported counts of homeless students in the 2019-2020 PEIMS Data Collection.

(*ESC Applicants must complete the attached TEHCY ESC SSA Member-District Chart)

Application Funding

See the following sections of the [General and Fiscal Guidelines](#):

- Grant Funding
- Continuation Funding
- Fund Management
- Use of Funds

It is anticipated that approximately eighty grants will be awarded ranging in amounts from \$7,500 to \$375,000.

Selection of Applicants for Funding

Applicants will be selected in rank order.

Cost Share or Matching Requirement

See the Cost Share/Match Requirement.

There is no cost share or matching requirement for this grant program.

Limitation of Administrative Funds

See the [General and Fiscal Guidelines](#), Administrative Costs.

NOTE: Administrative funds include **both** direct administrative costs **and** allowable indirect costs.

Direct Administrative Costs

The authorizing statute limits the amount of direct administrative costs for this grant program to no more than 8% of the total grant award.

Indirect Administrative Costs

The grantee may claim a maximum for indirect costs equal to their current approved restricted indirect cost rate for this federally funded grant program.

To calculate the maximum indirect costs that can be claimed for a grant, complete the [Maximum Indirect Costs Worksheet](#), posted on the Administering a Grant page, under the Handbooks and Other Guidance section.

Pre-Award Costs

See the [General and Fiscal Guidelines](#), Pre-Award Costs.

Pre-award costs **are not** permitted for this grant.

Applicant Assistance

The following types of assistance are available to applicants for this grant program.

Contact for Clarifying Information

See the [General and Fiscal Guidelines](#), TEA Contacts.

The following TEA staff member should be contacted with questions about the RFA, the grant program, or for assistance with the applicants' webinar:

Cal Lopez, Texas Education for Homeless Children and Youth State Coordinator
Highly Mobile and At-Risk Student Program Division
Homeless Education@tea.texas.gov
512-463-9017

Frequently Asked Questions

See the [General and Fiscal Guidelines](#), Frequently Asked Questions.

The FAQs for this grant program will be posted to the [TEA Grant Opportunities](#) site no later than the date listed on the Grant Timeline. Applicants may email their questions to the TEA staff member listed in the Contact for Clarifying Information section.

Applicants' Conference/Webinar

See the [General and Fiscal Guidelines](#) Applicants' Conference/Webinar.

Questions that applicants wish to have addressed during the applicants' webinar must be submitted no later than the date given in the grant timeline.

Date of Webinar	Time	Registration Link	Type
Wednesday, April 7, 2021	2:00PM	Registration Link https://us02web.zoom.us/webinar/register/WN_oJU9DDpwSyyaXs0PhQc-FQ	Live Webinar

Errata Notices

See the [General and Fiscal Guidelines](#), Errata Notices.

GovDelivery Email Bulletins

See the [General and Fiscal Guidelines](#), GovDelivery Email Bulletins.

Program Elements

This section provides detailed information about the grant program.

Program Description

2021-2022 Texas Education for Homeless Children and Youth applicants must establish rigorous goals and innovative activities to promote equitable access by removing barriers to enrollment and identification, increase levels of support services, and utilize academic, program, and outcome data to foster the overall success of homeless children and unaccompanied youth.

Applicants must demonstrate how they will utilize data to develop early warning support systems to identify interventions, measure progress, and ensure that appropriate academic and overall supports are in place so that homeless children and unaccompanied youth achieve grade level standards, achieve on state mandated assessments, promote on grade-level, and graduate on time with their peers and persist to post-secondary.

Applicants will accomplish these goals and activities in variety of ways based on the unique individual needs provided in the application. Applicants are expected to ensure that their LEA and campus staff are equipped to enroll, identify, and place homeless children and unaccompanied youth in the most rigorous and appropriate academic setting. Student academic and assessment progress should be addressed in collaboration with Title I, Part A, and other special programs (e.g., Special Education, English Learners, Gifted and Talented, Career and Technical Educations, etc.) to assist in the review, evaluation, and implementation of a data driven plan to accomplish targeted performance measures during the grant period. Applicants are required to describe how their project collaborates with community partners, social service providers, and federal and academic programs within their LEA, to identify students and remove barriers.

Supplement, Not Supplant

For supplement, not supplant guidance, see the Supplement, Not Supplant Handbook on the Grants Administration Division's [Administering a Grant](#) page.

The supplement, not supplant provision **applies** to this grant program.

SMART Goal

See the [General and Fiscal Guidelines](#), SMART Goals, Additional SMART Goal Guidance from TEA, and Measurable Goals and Progress.

Measurable Progress

See the [General and Fiscal Guidelines](#), SMART Goals, Additional SMART Goal Guidance from TEA, and Measurable Goals and Progress.

Application Requirements and Assurances

This section describes the two types of requirements that applicants must address in the application (such as with a narrative description, an activity timeline, or a checklist) to be eligible to be considered for funding:

- Statutory requirements (requirements defined in the authorizing statute)
- TEA program requirements (requirements defined by TEA program staff)

Program-Specific Assurances

See the [General and Fiscal Guidelines](#), Provisions and Assurances.

1. The applicant provides assurance that program funds will supplement (increase the level of service), and not supplant (replace) state mandates, State Board of Education rules, and activities previously conducted with state or local funds. The applicant provides assurance that state or local funds may not be decreased or diverted for other purposes merely because of the availability of these funds. The applicant provides assurance that program services and activities to be funded from this grant will be supplementary to existing services and activities and will not be used for any services or activities required by state law, State Board of Education rules, or local policy.
2. The applicant provides assurance that the application does not contain any information that would be protected by the Family Educational Rights and Privacy Act (FERPA) from general release to the public.
3. The applicant provides assurance they accept and will comply with Every Student Succeeds Act Provisions and Assurances requirements.
4. The applicant provides assurance to adhere to all Statutory Requirements and TEA Program Requirements as noted in the 2021-2022 Texas Education for Homeless Children and Youth (TEHCY) Program Guidelines.
5. The applicant provides assurance to adhere to all Performance Measures, as noted in the 2021-2022 Texas Education for Homeless Children and Youth (TEHCY) Program Guidelines, and shall provide the Texas Education Agency, upon request, any performance data necessary to assess the success of the program.
6. The applicant assures that any Electronic Information Resources (EIR) produced as part of this agreement will comply with the State of Texas Accessibility requirements as specified in 1 TAC 206, 1 TAC Chapter 213, Federal Section 508 standards, and the WCAG 2.0 AA Accessibility Guidelines.
7. The applicant provides assurance that all data requests from TEA and any entity acting on the behalf of TEA are accurately and promptly reported.
8. The applicant provides assurance that performance evaluation reports are submitted for each year grant funds are received.
9. The applicant provides assurance that fiscal monitoring reports are submitted for each year grant funds are received.
10. The applicant provides assurance that the use of subgrant funds will comply with section 11432(g)(3) through (7) of the McKinney-Vento Homeless Assistance Act.
11. The applicant provides assurance that all homeless children and unaccompanied youth have equal access to the same free, appropriate public education, including public prekindergarten programs in accordance with TEC 29.153, as provided to other children and youth.
12. The applicant provides assurance that it will review and revise any policies that may act as barriers to the identification, enrollment, and retention of homeless children and unaccompanied youth; including policies related to outstanding fees, fines, absences,

- proof of residency, immunizations, birth certificates, guardianships, school records, transportation and other documentation.
13. The applicant provides assurance that it will provide access to educational and other services needed for homeless children and unaccompanied youth, to ensure that such children and youth have an opportunity to meet the same challenging state academic standards to which all students are held.
 14. The applicant provides assurance that all homeless children and unaccompanied youth receive prompt and appropriate placement in programs such as: Special Education, Career and Technical Education, Gifted and Talented, and English Learner.
 15. The applicant provides assurance that it will collaborate with district stakeholders to implement and monitor early warning academic interventions, to ensure on time promotion and graduation for homeless children and unaccompanied youth.
 16. The applicant provides assurance that collaboration will occur with the McKinney-Vento Liaison and district stakeholders for proper identification and coding of homeless children and unaccompanied youth.
 17. The applicant provides assurance that services provided by grant funds will not replace regular academic programs.
 18. The applicant provides assurance that all identified and enrolled are accurately reported in Texas Student Data System (TSDS) Public Education Information Management System (PEIMS) in a timely manner.
 19. The applicant provides assurance of collaboration with local social service agencies to provide support services and community resources for homeless children, unaccompanied youth and their families.
 20. The applicant provides assurance that all homeless children and unaccompanied youth receive free meals and transportation to the school of origin, when requested by the parent, guardian, or unaccompanied youth, if it is deemed in the best interest of the student.
 21. The applicant provides assurance that it will remove barriers to accessing academic and extracurricular activities, including magnet school, summer school, career and technical education, advanced placement, online learning, and charter school programs.
 22. The applicant provides assurance that at least one person affiliated with the management of this grant will attend required trainings.
 23. The applicant provides assurance to submit a detailed report that includes all grant activities and usage of funds for the 2021-2022 Texas Education for Homeless Children and Youth (TEHCY) grant.

Statutory Requirements

See the [General and Fiscal Guidelines](#), Statutory Requirements.

Per TEC §22.0834, any person offered employment by any entity that contracts with TEA or receives grant funds administered by TEA (i.e., a grantee or subgrantee) is subject to the fingerprinting requirement. TEA is prohibited from awarding grant funds to any entity, including nonprofit organizations, that fails to comply with this requirement. For details, refer to the [General and Fiscal Guidelines](#), Fingerprinting Requirement.

1. Provide a description of the proposed grant activities, programs, and services. This description should include how they address the identified needs and promote equitable access to program services needed to improve academic outcomes for homeless children and unaccompanied youth. Include the resources, strategies and/or systems that will be implemented to support target goals and outcomes, document progress and

milestones, and observable results of the proposed grant activities, programs, and services. (***Complete the attached TEHCY Grant Activity Chart**)

Note to Applicants: Complete the attached TEHCY Grant Activity Chart with the requested information. For activity description and target student outcomes, briefly describe the grant activity, program, and/or service that will be provided, approximately how often it will occur, and anticipated student outcomes. For position responsible, do not include names. Include which of the three identified needs this project will address. Include the projected funding amount and percentage of grants funds to be utilized.

2. Provide a description of the extent to which:
 - a. The application reflects coordination/collaboration with other local and state agencies that serve homeless children and unaccompanied youth. Include a list of agency, community, and LEA collaborators and a brief description of the proposed coactivities that will support implementation of the proposed grant activities, programs, and services;
 - b. The proposed use of funds will facilitate the enrollment, identification, and educational outcomes of homeless children and unaccompanied youth;
 - c. The extent to which the applicant will promote the meaningful involvements of parents or guardians of homeless children and youth in the education of their children; and
 - d. The extent to which homeless children and unaccompanied youth will be integrated into the regular education program.

3. Identify the types, intensity, and coordination of services to be provided in coordination with Title I, Part A, Homeless Reservations including¹:
 - a. The process to review and develop the LEA's plan for coordinating services to support eligible homeless children and unaccompanied youth using Title I, Part A Homeless Reservations. Include the actual reservation for 2019–2020 and the

¹ Applicant must list each LEA and community collaborator. Include a brief description of coactivity's and how they relate to the proposed grant activities, programs, and services. Title I, Part A funds may be used to provide a wide variety of services to homeless children and unaccompanied youth. All LEA's that receive Title I, Part A funds must reserve funds to support homeless children and unaccompanied youth. These funds may be used in ways not ordinarily provided to other Title I students. For example, Title I, Part A funds can be used, where appropriate, to assist in the removal of barriers, for items or services including, but not limited to:

- Fees for AP and IB testing;
- Fees for college entrance exams such as SAT or ACT;
- Student fees that are necessary to participate in the general education classes;
- GED testing for school-age students;
- Tutoring services, especially in shelters or other locations where homeless students live;
- Extended learning time (before and after school, Saturday classes, summer school)
- Parental involvement specifically oriented to reaching out to parents of homeless youth;
- Outreach services to students living in shelters, motels, and other temporary residences;
- Counseling services to address anxiety related to homelessness that is impeding learning;
- Items of clothing, particularly if necessary to meet a school's dress or uniform requirement;
- Clothing and shoes necessary to participate in physical education classes;
- School supplies;
- Food;
- Immunizations, medical and dental services;
- Eyeglasses and hearing aids;
- Birth certificates necessary to enroll in school;

Two principals govern the use of Title I, Part A funds to provide such services to homeless students and unaccompanied youth. First, the services must be reasonable and necessary to assist students experiencing homelessness take advantage of educational opportunities. Second, Title I, Part A funds must be used as a last resort when funds or services are not available from other public or private sources.

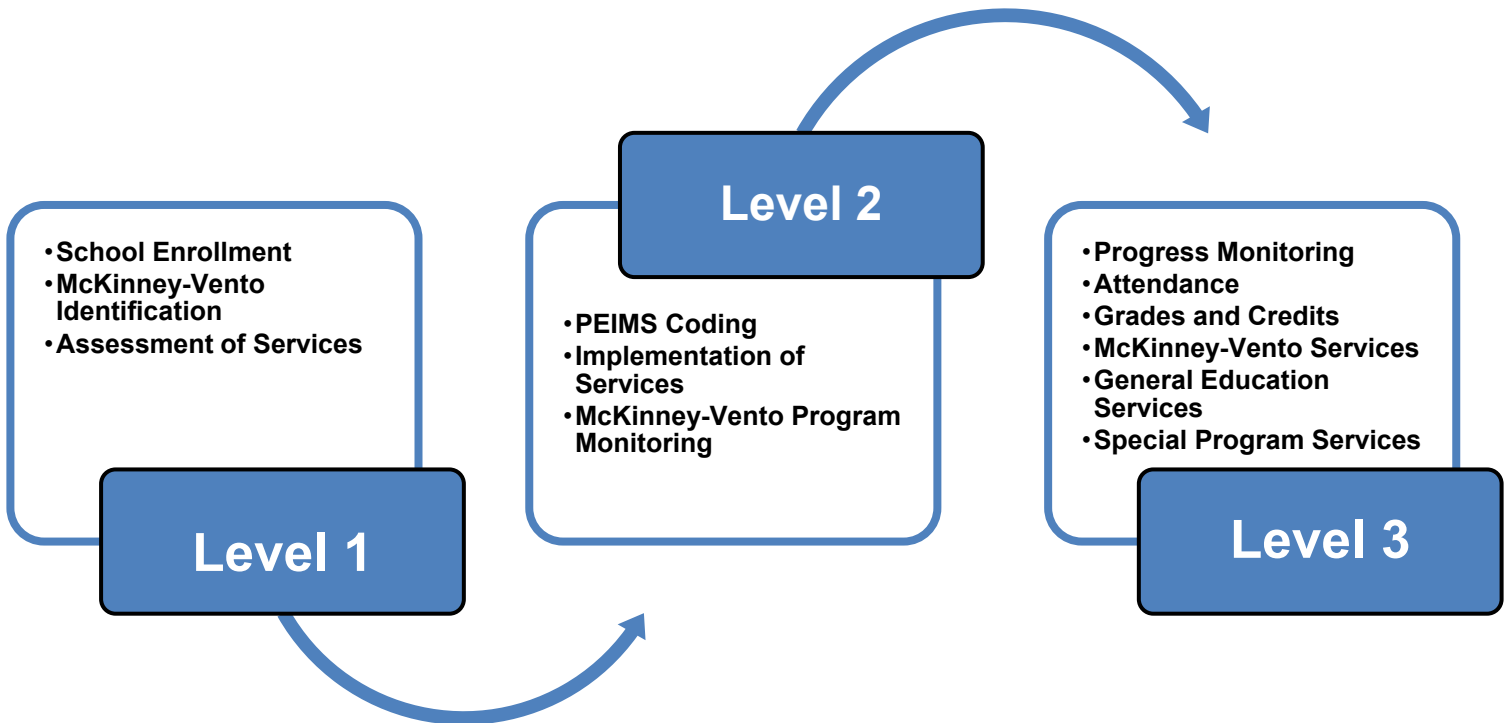
planned reservation for 2020–2021 (**Complete the attached Title I, Part A and McKinney-Vento Program Coordination Chart**), and

- b. How the LEA determine its reservation amount for services to support homeless children and unaccompanied youth. Include how the LEA assists staff in understanding the LEA’s policy or procedure to support homeless children and unaccompanied youth on all campuses regardless of the Title I status, use of these funds, and how the LEA addresses the needs of homeless children and youth in their district or campus improvement plan.
4. Provide a description of established LEA processes to develop, review, and revise current LEA policies and procedures to ensure that its proposed grant activities, programs, and services will not isolate or stigmatize homeless children and unaccompanied youth. (**Complete the attached McKinney-Vento Policies and Procedures Chart**)

TEA Program Requirements

See the [General and Fiscal Guidelines](#), Program Requirements.

In addition to the statutory requirements, TEA has established the following program requirements. Applicants must address within the application how they will achieve the following:



TEHCY Program Implementation

Levels of Service and Support

Note to Applicants: Refer to the TEHCY Program Implementation Levels of Service and Support when addressing the four program requirements listed below.

1. A description of the process and procedures that are utilized to enroll, identify, and provide all three levels of TEHCY program services and support for homeless children and unaccompanied youth who are:
 - a. Entering and/or returning to their schools from summer or holiday break,
 - b. Experiencing homelessness after the school year has started,
 - c. Are not currently enrolled or attending school, and
 - d. Are eligible for early childhood and/or prekindergarten programs.
2. A description of the annual McKinney-Vento professional development plan that is currently in place to increase awareness, support enrollment and identification, and increase staff capacity to respond to the unique educational needs of homeless children and unaccompanied youth. Include training dates, duration of training, who was trained/will be trained, and a summary of the training content and evaluation process. Include both external and internal professional development activities.
3. A description of how the proposed grant activities, programs, and services will address the unique academic needs and support equitable outcomes for elementary homeless children and unaccompanied youth. Include a timeline, milestones, strategies, and/or systems that will be utilized to implement academic progress monitoring, interventions, and services to support:
 - a. Attendance and engagement,
 - b. On-time promotion,
 - c. Coordination of targeted services for homeless children and unaccompanied youth who have been identified and are receiving other special program services (e. g., Special Education, English Learners, and Gifted and Talented),
 - d. Bridging program support services,
 - e. Assessment interventions and scores,
 - f. Discipline interventions,
 - g. Tutoring services,
 - h. Supplemental academic programs, and
 - i. Other programs or services.
4. A description of how the proposed grant activities, programs, and services will address the unique academic needs and support equitable outcomes for secondary homeless children and unaccompanied youth. Include a timeline, milestones, strategies, and/or systems that will be utilized to implement academic progress monitoring, interventions, and services to support:
 - a. Attendance, engagement, and truancy interventions,
 - b. On-time promotion,
 - c. Coordination of targeted services for homeless children and unaccompanied youth who have been identified and are receiving other special programs services (e.g., Special Education, English Learners, Career and Technical Education, and Gifted and Talented),
 - d. Advanced placement and dual credit course work,

- e. Transcript review for appropriate full or partial credit,
- f. Credit recovery or credit repairs services,
- g. Assessment interventions and scores,
- h. Discipline interventions,
- i. Four-year cohort graduation,
- j. Graduation of all homeless students (e.g., current cohort, continuers and early graduates),
- k. College and career readiness programs and support services,
- l. Post-secondary transition plan, and
- m. Other programs or services.

Activities and Use of Funds

See the [Administering a Grant](#) page for general guidance on allowable activities and use of funds.

Allowable activities and use of funds for this grant may include but are not limited to the following:

Field Trips

Field trips may be funded under the grant program. Field trips must be academic in nature and align with grade appropriate TEKS, be reasonable in cost, and be necessary to accomplish the objectives of the grant. Examples of education field trips include, but are not limited to:

- Supplemental academic activities that are focused on science, technology, engineering, and mathematics (STEM)
- Organized visits to colleges, universities, or any identified program of study that leads to high-wage, high-skill, and in-demand occupations
- To promote and explore a variety of college and career opportunities

Field Trips will require a written justification form to be maintained locally and made available to TEA upon request. To access the Field Trips Justification form, refer to the [Administering a Grant page](#).

Out-of-State Travel

Out-of-state travel costs may be funded under this grant program.

- Attendance to the National Association for the Education of Homeless Children and Youth (NAEHCY) Annual Conference is the only approved out-of-state travel cost.

Out-of-state travel costs should be minimal. Travel costs are allowable as long as the expenses for transportation, lodging, subsistence, and related items are only incurred by employees on official business of the grantee and follow the grantee's regular business operations and written travel policy.

Out-of-State Travel will require a written justification form to be maintained locally and made available to TEA upon request. To access the Out-of-State Travel Justification form, refer to the [Administering a Grant page](#).

General Allowable Activities and Use of Funds

- Tutoring, supplemental instruction, and enriched educational services that are linked to the achievement of the same challenging State academic standards as the State establishes for other children and youths.
- Expedited evaluations of the strengths and needs of homeless children and youths, including needs and eligibility for programs and services (such as educational programs for gifted and talented students, children with disabilities, and English learners, services provided under Title I of the Elementary and Secondary Education Act of 1965 or similar State or local programs, programs in career and technical education, and school nutrition programs).
- Professional development and other activities for educators and specialized instructional support personnel that are designed to heighten the understanding and sensitivity of such personnel to the needs of homeless children and youths, the rights of such children and youths under this subtitle, and the specific educational needs of runaway and homeless youths.
- Referral services to homeless children and youths for medical, dental, mental, and other health services.
- Assistance to defray the excess cost of transportation for students under section 11432(g)(4)(A), not otherwise provided through Federal, State, or local funding, where necessary to enable students to attend the school selected under section 11432(g)(3).
- Developmentally appropriate early childhood education programs, not otherwise provided through Federal, State, or local funding, for preschool-aged homeless children.
- Services and assistance to attract, engage, and retain homeless children and youths, particularly homeless children and youths who are not enrolled in school, in public school programs and services provided to non-homeless children and youths.
- Before-and after-school, mentoring, and summer programs in which a teacher or other qualified individual provides tutoring, homework assistance, and supervision of educational activities.
- Payment of fees and other costs associated with tracking, obtaining, and transferring records necessary to enroll homeless children and youths in school, including birth certificates, immunization or other required health records, academic records, guardianship records, and evaluations for special programs or services.
- Education and training to the parents and guardians of homeless children and youths about the rights of, and resources available to, such children and youths, and other activities designed to increase the meaningful involvement of parents and guardians of homeless children and youths in the education of such children and youths.
- Coordination between schools and agencies providing services to homeless children and youths, as described in section 11432(g)(5).
- Specialized instructional support services (including violence prevention counseling) and referrals for such services.
- Programs addressing the particular needs of homeless children and youths that may arise from domestic violence and parental mental health or substance abuse problems.

- Providing supplies to non-school facilities made available under subsection (a)(2) to provide services under this subsection.
- Providing school supplies, including those supplies to be distributed at shelters or temporary housing facilities, or other appropriate locations.
- Providing extraordinary or emergency assistance needed to enable homeless children and youths to attend school and participate fully in school activities.
- Travel for students for in-state conferences (does not include field trips).
- Non-employee costs for in-state conferences. Non-employee travel may be funded under the grant program. Costs for this travel must be reasonable. Any transportation costs must be reasonable in comparison to the intended objectives of the trip. Only the following is allowable:
 - Travel for students to participate in a youth panel or presentation at the TEHCY Summit
 - Travel for students to participate in youth leadership/forums/institutes/programs not funded by other local, state, or federal program
- Programs to support McKinney-Vento students who been truant to assist in credit repair or recovery.
- Programs that partner with in-demand fields of study that leads to high-wage, high-skill, and in-demand occupations in alignment with the Carl D. Perkins Career and Technical Education Act of 2006.
- Educational programs and activities, including credit recovery or dual credit programs for secondary students.
- Extra-duty pay for staff working beyond their normal contracted hours to provide grant activities and services that supplement the regular school day.
- Nutritional snacks for students attending grant activities or field trips.
Low-cost meals for students attending grant activities or field trips that are longer than six hours.

General Unallowable Activities and Use of Funds

In general, refer to the Budgeting Cost Guidance Handbook on the page for unallowable costs.

Advisory Council

An advisory council may not be funded under the grant program.

Cost of Membership in Any Civic or Community Organization

The cost of membership in any civic or community organization may not be funded under the grant program.

Hosting or Sponsoring of Conferences

Hosting or sponsoring conferences may not be funded under this grant program.

Travel Costs for Officials such as Executive Director, Superintendent, or Board Members

Travel costs for officials such as the executive director, superintendent, or board members may not be funded under the grant program.

In addition, unallowable activities and use of funds for this grant may include but are not limited to the following:

- Debt service (lease-purchase)
- Payment for housing costs (e.g., payments for an apartment, duplex, home, hotels, etc.)
- Payment for security deposits (e.g., rental or utility deposits)
- Payment for gift cards
- Payment for household items (e.g., appliances, mattresses, bedding, linens, etc.)
- Payment for cell phones or cell phone plans (e.g., payment for students, parents, or staff)
- Payment for childcare or childcare supplies (e.g., diapers, baby hygiene items, furniture, etc.)
- Office Furniture, copiers, telephones, etc.
- Vehicles
- Stipends for students or families to participate grants activities
- Stipends for non-employees other than those included in 6419
- Payment to enrolled students (non-graduates) for providing tutoring, mentoring, or instruction to McKinney-Vento students.
- Expenditures related to students who are not McKinney-Vento eligible, identified, enrolled or served by the program.
- Excess cost for School of Origin transportation is limited to approximately thirty-five percent (35%) of the annual grant budget
- Payment for emergency grocery items, hygiene items, and clothing items are limited to approximately fifteen percent (15%) of the annual grant budget when a natural disaster as declared by the Office of the Governor or a federally declared disaster zone occurs (e.g., hurricane, tornado, fire, etc.). Any amount above this percentage would require prior TEA approval.
- Payment for emergency grocery items or hygiene items are limited to approximately fifteen percent (15%) of the annual grant budget due to the impact of COVID-19. Any amount above this percentage would require prior TEA approval.

Project Evaluation and Modification

By submitting this application, the applicant agrees to comply with any evaluation requirements that may be established by TEA and agrees to submit the required evaluation reports in the format and time requested by TEA. TEA will collect and analyze relevant data from PEIMS if it is available.

Specific critical success factors and milestones will be developed in a manner determined appropriate by TEA.

Performance Measures

The applicant agrees to collect data and report on the following mandatory performance measures:

1. Number of identified homeless children and unaccompanied youth
2. Attendance rates for homeless children and unaccompanied youth
3. Promotion rates for homeless children and unaccompanied youth
4. State assessment scores for homeless children and unaccompanied youth
5. Graduation rates for homeless children and unaccompanied youth

Limits on Contracted Evaluators

When a grantee chooses, or is required under a grant, to hire a contracted evaluator, TEA believes that the evaluator must have the capability to remain independent and objective in carrying out the evaluation. “Independent and objective” implies that there is no influence or control, real or perceived, exerted on the evaluator by any person who is involved in the provision of program services. Therefore, the only way in which a contracted evaluator can be truly independent and objective is not to be involved in any manner with the provision of program services or activities. Otherwise, the evaluator is, at least in part, evaluating its own services.

In addition, TEA is aware that some grant writers develop and design the grant program, write the entire grant application, and then wish to evaluate the grant program. TEA also believes that this scenario poses a conflict of interest for the evaluator, in that the evaluator is evaluating the grant program that he or she designed, developed, and wrote. Again, it is not possible for the evaluator to function independently and objectively if the evaluator performed in this capacity. It is certainly acceptable for the grant writer to receive some information from a potential evaluator to include in the evaluation section of the grant application with regard to an appropriate evaluation plan or design, but communication between the grant writer and evaluator should be limited to that specific topic.

Applicants should make every effort to ensure that contracted evaluators be independent and objective.

Federal Grant Requirements

Equitable Access and Participation

See the Equitable Access and Participation.

This requirement **does** apply to this federally funded grant program.

Private Nonprofit School Participation

See the [General and Fiscal Guidelines](#), Private Nonprofit School Participation.

This requirement **does not** apply to this federally funded grant program.

Maintenance of Effort

See the [General and Fiscal Guidelines](#), Maintenance of Effort.

This requirement **does not** apply to this federally funded grant program.

Application Elements

This section describes the requirements and attachments that must be addressed in and included with the application.

Notice of Intent to Apply

For competitive grants, prospective applicants are requested to submit the Notice of Intent to Apply (NOI) by the date specified in the Grant Timeline. The NOI provides helpful information that allows TEA staff to plan for the management of the applications and review processes. Failure to notify TEA of the intent to apply will **not** disqualify the applicant from applying for grant funds.

The NOI is published along with the RFA on the [TEA Grant Opportunities](#) page.

Reviewer Information Form

For every application submitted for a competitive grant, the applicant is required to submit the names of three individuals to serve as reviewers in the competitive review process for the grant program. For LEAs submitting multiple campus grant applications, the LEA must submit a minimum of three reviewers per campus application or a total of ten reviewers, whichever is less.

Individuals who are hired to prepare grant applications may not serve as reviewers, and their names should not be submitted. Applicants must notify the people whose names they submit that they may be asked by TEA to serve as reviewers.

Once reviewers are selected, they will receive detailed information about the review process. The competitive review for the grant program will take place during the time period given in the Grant Timeline.

The Reviewer Information Form is published along with the RFA on the [TEA Grant Opportunities](#) page. All applicants are required to complete the form and to submit it online on or before the date given in the Grant Timeline.

Required Attachments

See the following section of the [General and Fiscal Guidelines](#):

- Required Program-Related Attachments

Required Program-Related Attachments

Attachment 1: Statutory Requirement # 1 - TEHCY Grant Activity Chart

Attachment 2: Statutory Requirement # 3a - Title I, Part A and McKinney-Vento Program Coordination Chart

Attachment 3: Statutory Requirement # 4 - McKinney-Vento Policies and Procedure Chart

Attachment 4: Statutory Requirement #4 - Dispute Resolution Attachments

Attachment 5: TEHCY ESC SSA Member-District Chart (this attachment is only required for ESC SSA Applicants).

***Completion and Submission of attachments #2, #3 and #4 are required for all ESC SSA member-districts. Failure to submit the required attachments for all SSA member-districts will impact scoring.**

Scoring and Review

This section provides information on the scoring and review of applications for competitive grants.

Standard Review Criteria

See the [General and Fiscal Guidelines](#), Standard Review Criteria.

Specific Review Criteria

See the Specific Review Criteria.

There will be no specific review criteria for this grant program.

Priorities for Funding

See the [General and Fiscal Guidelines](#), Priorities for Funding.

Applications that receive 70% of the points available through the standard and specific review criteria will have priority points added, if earned. An additional 5 points will be awarded for to those LEAs or ESCs with an economically disadvantaged percentage of 75% or higher.

ESC SSA priority points are calculated by:

$$\text{Divided by} \frac{\text{Total number of Economically Disadvantaged Students of the SSA Members}}{\text{Total LEA Enrollment of the SSA Members}}$$

The data for this calculation is based on the 2021-2022 TEHCY Grant Eligibility List posted on the TEA Grant Opportunities page.

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