

Errata #1 (May 3, 2024)

2023-2024 Texas Education of Homeless Children and Youth (TEHCY)-Continuation

Description of Change

The purpose of this errata notice is to address changes in the Program Guidelines, Allowable Activities and Use of Funds and Unallowable Activities and Use of Funds; and Application Part 1, Statutory/Program Assurances.

RFA Currently Reads

Allowable Activities and Use of Funds, Program Guidelines, page 9-12 of 14:

Refer to the [Budgeting Costs Guidance Handbook](#) on the Grants Administration Division's [Grant Resources](#) page for general guidance on allowable activities and use of funds.

Allowable activities and use of funds for this grant include only the following:

General Allowable Activities and Use of Funds

- Payroll costs related to grant activities.
- Professional and contracted services related to grant activities.
- Consumable and durable supplies and materials related to grant activities.
- 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 to participate in youth leadership/forums/institutes/programs not funded by other local, state, or federal program.
- Programs to support McKinney-Vento students who have 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.
- Debt services (lease liabilities for terms greater than 12 months) — allowable costs include:
 - Subscription-based Information Technology Arrangement (SBITA) – Principal Costs (6514)
 - Subscription-based Information Technology Arrangement (SBITA) – Interest Costs (6526)

Other Allowable Operating Costs Requiring Specific Approval in the Grant Application (6400)

Out-of-State Travel

Out-of-state travel costs are allowable. Attendance at 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 Justification for Out-of-State Travel form, refer to the [Forms for Prior Approval, Disclosure, and Justification](#) page.

Travel for Students to Conferences (Does Not Include Field Trips)

Costs for travel for students to conferences may be funded under the grant program (does not include field trips). Travel costs should be minimal and must follow the grantee’s written travel policy. Only travel costs for students to the following types of conferences may be allowable:

- In-state conferences
- Participation in youth leadership/forums/institutes/programs not funded by other local, state, or federal programs.

Travel for students to conferences will require pre-authorization in writing. To access the pre-authorization form for participant support costs, refer to the [Forms for Prior Approval, Disclosure, and Justification](#) page.

Field Trips

Field trips may be funded under the grant program. Only the following types of field trips may be allowable:

- 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 Justification for Educational Field Trips form, refer to the [Forms for Prior Approval, Disclosure, and Justification](#) page.

Unallowable Activities and Use of Funds, Program Guidelines, page 12-14 of 14:

Refer to the [Budgeting Costs Guidance Handbook](#) on the Grants Administration Division's [Grant Resources](#) page for general guidance on unallowable costs.

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

- Debt services (lease liabilities for terms greater than 12 months) — unallowable costs include:
 - Capital Lease Liability — Principal Costs (6512)
 - Capital Lease Liability – Interest Costs (6522)
 - Interest on Debt Costs (6523)
- Advisory Council
- Cost of Membership in Any Civic or Community Organization
- Hosting or Sponsoring of Conferences
- Travel Costs for Officials such as Executive Director, Superintendent, or Board Members
- 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., mattresses, bedding, linens, appliances, etc.)
- 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 in grant 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
- Any activity not specified above in the Allowable Activities and Use of Funds section

Application Part 1 (PDF), 2: Statutory/Program Assurances, page 5 of 7:

2: Statutory/Program Assurances (Continued)

The following assurances apply to this grant program. In order to meet the requirements of the grant, the grantee must comply with these assurances.

Check each of the following boxes to indicate your compliance.

- 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.
- 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, Gifted and Talented, and English Learners.
- 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.
- 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.
- The applicant provides assurance that services provided by grant funds will not replace regular academic programs.
- The applicant provides assurance that all identified and enrolled homeless children and unaccompanied youth are accurately reported in Texas Student Data System (TSDS) Public Education Information Management System (PEIMS) in a timely manner.
- 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.
- 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.
- The applicant provides assurance to submit a detailed report that includes all grant activities and usage of funds for the 2023-2024 Texas Education of Homeless Children and Youth (TEHCY)-Continuation grant.
- The applicant provides assurance that at least one person affiliated with the management of this grant will attend required trainings.
- 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.

RFA Is Corrected to Read

Allowable Activities and Use of Funds, Program Guidelines, page 9-12 of 14:

Refer to the [Budgeting Costs Guidance Handbook](#) on the Grants Administration Division's [Grant Resources](#) page for general guidance on allowable activities and use of funds.

Allowable activities and use of funds for this grant include only the following:

General Allowable Activities and Use of Funds

- Payroll costs related to grant activities.
- Professional and contracted services related to grant activities.
- Consumable and durable supplies and materials related to grant activities.
- 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 to participate in youth leadership/forums/institutes/programs not funded by other local, state, or federal program.
- Programs to support McKinney-Vento students who have 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. Do not replace free meal service.
- Debt services (lease liabilities for terms greater than 12 months) — allowable costs include:
 - Subscription-based Information Technology Arrangement (SBITA) – Principal Costs (6514)
 - Subscription-based Information Technology Arrangement (SBITA) – Interest Costs (6526)
- Payment for emergency grocery items, hygiene items, and clothing items are limited to approximately fifteen percent (15%) of the annual grant budget. Any amount above this percentage would require prior TEA approval.
- Providing food assistance if it is reasonable and necessary to assist homeless students to take advantage of educational and extracurricular opportunities when food is not available to the student through other sources (e.g., free school meals).

- Payment for pre-paid cards with receipts for purchases and accountability measures that must be maintained by the LEA and aligned to goals in the program needs assessment limited to approximately five percent (5%) of the annual grant budget. Strong internal controls such as collecting receipts for items purchased with prepaid debit and store cards, employing tracking methods (e.g., creating online forms for parents or youth to affirm the use of the card), and requiring parents or youth to sign for cards when received must also be implemented. Any amount above this percentage would require prior TEA approval.
- Payment for certain household items related to sleeping or household hygiene (e.g., air mattresses, diapers, bedding, sleeping bags, linens or cleaning solution, detergent, etc.)
- Payment for certain child-care supplies (e.g., diapers, bottles, formula and baby hygiene items, etc.)
- Stipends for students or families to participate in grant activities.
- Developmentally appropriate early childhood education programs, not otherwise provided through Federal, State, or local funding, for preschool-aged homeless children.
- McKinney-Vento funds may be used to provide necessary supplies to assist with removing barriers and ensuring full participation in school to promote academic success (e.g., eyeglasses, school supplies, school uniforms, personal hygiene items, emergency clothing, and emergency grocery assistance).
- Programs, interventions and supports for McKinney-Vento students who are impacted by truancy or other disciplinary action. See [TEC 37.001\(4\)\(F\); 37.005\(d\)](#).
- Support for implementation of [Commissioner Rules Concerning Truancy §129.1045. Best Practices](#) for addressing the needs of students experiencing homelessness.
- Program, interventions and supports that assist LEAs with fulfilling the requirements of [Texas Administrative Code 89 Subchapter FF. Commissioner's Rules Concerning Transition Assistance for Highly Mobile Students Who Are Homeless or Substitute Care](#), specifically relating to students experiencing homelessness.
- Collaboration and coordination with other federal and state funding and programming that supports students experiencing homelessness.
 - [Title-I, Part A Set Aside](#)
 - [Comp Ed](#)
 - [IDEA, Part B, Services for School-Aged Children](#)
 - [IDEA, Part C, Programs for Infants and Toddlers with Disabilities](#)
 - [ESEA, Title I, Part C, Migrant Education Program](#)
 - [ESEA Title III, Part A, English Language Acquisition](#)
 - [ESEA Title IV, Part A, Student Support and Academic Enrichment](#)
 - [ESEA Title IV, Part B, 21st Century Community Learning Centers](#)
 - [Perkins Career and Technical Education](#)
 - [Health and Human Services \(HHS\) Head Start programs \(including Early, Migrant/Seasonal\)](#)
 - [Campus and District improving planning processes](#)
- Provide the same services to other children and youth who are determined by the LEA to be at risk of failing in or dropping out of school on school grounds. If programming does not occur on

school grounds, the applicant cannot use McKinney Vento grant funds to pay for services to at-risk housed students [42 U.S.C. Section 11433\(a\)\(2\)\(B\)\(i\)](#).

- Assisting youth and their parents/guardians with completion of the Free Application for Federal Student Aid (FAFSA®) and other college readiness and college access activities, adding staff hours to provide such assistance, and providing transportation so that homeless youth may participate in these activities.
- Payment for college application expenses such as registration fees, preparation materials, entrance and placement exams, and other fees associated with college applications.
- Covering any additional fees to participate in early college/dual enrollment programs or career and technical education programs.

Other Allowable Operating Costs Requiring Specific Approval in the Grant Application (6400)

Out-of-State Travel

Out-of-state travel costs are allowable. Attendance at the National Association for the Education of Homeless Children and Youth (NAEHCY) Annual Conference or other youth homelessness or other youth leadership event are 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 Justification for Out-of-State Travel form, refer to the [Forms for Prior Approval, Disclosure, and Justification](#) page.

Travel for Students to Conferences (Does Not Include Field Trips)

Costs for travel for students to conferences may be funded under the grant program (does not include field trips). Travel costs should be minimal and must follow the grantee's written travel policy. Only travel costs for students to the following types of conferences may be allowable:

- In-state conferences
- Travel for students to participate in a youth panel or presentation at an approved conference.
- Participation in youth leadership/forums/institutes/programs not funded by other local, state, or federal programs.

Travel for students to conferences will require pre-authorization in writing. To access the pre-authorization form for participant support costs, refer to the [Forms for Prior Approval, Disclosure, and Justification](#) page.

Field Trips

Field trips may be funded under the grant program. Only the following types of field trips may be allowable:

- 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 Justification for Educational Field Trips form, refer to the [Forms for Prior Approval, Disclosure, and Justification](#) page.

Non-Employee Costs for Conferences

Non-employee costs for conferences may be funded under the grant program.

Costs must be managed to minimize costs to the grant award. The following types of conferences may be allowable:

- In-state conferences

Non-employee costs for conferences will require pre-authorization in writing. To access the pre-authorization form for participant support costs, refer to the [Forms for Prior Approval, Disclosure, and Justification](#) page.

Unallowable Activities and Use of Funds, Program Guidelines, 12-14 of 14:

Refer to the [Budgeting Costs Guidance Handbook](#) on the Grants Administration Division's [Grant Resources](#) page for general guidance on unallowable costs.

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 - Capital Lease Liability — Principal Costs (6512)
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 - Interest on Debt Costs (6523)
- Advisory Council
- Cost of Membership in Any Civic or Community Organization
- Hosting or Sponsoring of Conferences
- Travel Costs for Officials such as Executive Director, Superintendent, or Board Members
- 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., mattresses, bedding, linens, appliances, etc.)
- 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 in grant 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~~
- Any activity not specified above in the Allowable Activities and Use of Funds section

(continued on next page)

Application Part 1 (PDF), 2: Statutory/Program Assurances, page 5 of 7:

Application Part 1:

CDN Vendor ID Amendment #

2: Statutory/Program Assurances (Continued)

The following assurances apply to this grant program. In order to meet the requirements of the grant, the grantee must comply with these assurances.

Check each of the following boxes to indicate your compliance.

- 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.
- 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, Gifted and Talented, and English Learners.
- 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.
- 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.
- The applicant provides assurance that services provided by grant funds will not replace regular academic programs.
- The applicant provides assurance that all identified and enrolled homeless children and unaccompanied youth are accurately reported in Texas Student Data System (TSDS) Public Education Information Management System (PEIMS) in a timely manner.
- 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.
- 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.
- The applicant provides assurance to submit a detailed report that includes all grant activities and usage of funds for the 2023-2024 Texas Education of Homeless Children and Youth (TEHCY)-Continuation grant.
- The applicant provides assurance that at least one person affiliated with the management of this grant will attend required trainings.
- 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.
- The applicant provides assurance that if services are provided on school grounds or at other facilities, (42 U.S.C. Section 11433(a)(2)(A)(i)) the schools can use the funds to provide the same services to other children and youth who are determined by the LEA to be at risk of failing in or dropping out of school (42 U.S.C. Section 11433(a)(2)(B)(i)) to the maximum extent practicable, be provided through existing programs and mechanisms that integrate homeless children and youths with non-homeless children and youths (42 U.S.C. Section 11433(a)(2)(A)(ii)). If programming does not occur on school grounds or other allowable facilities, the applicant cannot use McKinney-Vento grant funds to pay for services to at-risk housed students.

FOR TEA USE ONLY	Changes on this page were confirmed with:		
	Name:	On this date:	Via: By TEA staff person:

RFA # SAS # Page 5 of 7