



2024-2025 Texas Education for Homeless Children and Youth

Competitive Grant Application: Due 11:59 p.m. CT, April 23, 2024

NOGA ID

Application stamp-in date and time

TEA will only accept grant application documents by email, including competitive grant applications and amendments. Submit grant applications and amendments as follows:

Competitive grant applications and amendments to competitivegrants@tea.texas.gov

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

Authorizing legislation:

Grant period: From 09/01/2024 to 08/31/2025

Pre-award costs: ARE NOT permitted for this grant

Required attachments: Refer to the program guidelines for a description of any required attachments.

Amendment Number

Amendment number (For amendments only; enter N/A when completing this form to apply for grant funds):

1. Applicant Information

Name of organization Waco Independent School District

CDN 161-914 Vendor ID 74-6002532 ESC 12 UEI 075123661

Address 501 Franklin Ave City Waco ZIP 76703 Phone 254-755-9433

Primary Contact Joni Courtney Email joni.courtney@wacoisd.org Phone 254-755-9433

Secondary Contact Yolanda Williams Email yolanda.williams@wacoisd.org Phone 254-755-9523

2. Certification and Incorporation

I understand that this application constitutes an offer and, if accepted by TEA or renegotiated to acceptance, will form a binding agreement. I hereby certify that the information contained in this application is, to the best of my knowledge, correct and that the organization named above has authorized me as its representative to obligate this organization in a legally binding contractual agreement. I certify that any ensuing program and activity will be conducted in accordance and compliance with all applicable federal and state laws and regulations.

I further certify my acceptance of the requirements conveyed in the following portions of the grant application, as applicable, and that these documents are incorporated by reference as part of the grant application and Notice of Grant Award (NOGA):

- Grant application, guidelines, and instructions
- General Provisions and Assurances
- Application-Specific Provisions and Assurances
- Debarment and Suspension Certification
- Lobbying Certification
- ESSA Provisions and Assurances requirements

Authorized Official Name Susan Kincannon Title Superintendent Email susan.kincannon@wacoisd.org

Phone 254-755-9421 Signature *Susan Kincannon* Date 4/18/24

Grant Writer Name Joni Courtney Signature *Joni Courtney* Date 4/10/2024

Grant writer is an employee of the applicant organization. Grant writer is not an employee of the applicant organization.

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Adjustments on this page have been confirmed with _____ by _____ of TEA by phone / fax / email on _____.

3. Shared Services Arrangements

Shared services arrangements (SSAs) are permitted for this grant.

Check the box below if applying as fiscal agent. See Program Guidelines for SSA limitations for this grant.

- The LEA or ESC submitting this application is the fiscal agent of a planned SSA. All participating agencies will enter into a written SSA agreement describing the fiscal agent and SSA member responsibilities. Complete the attached **TEHCY ESC SSA Member Chart**, see the Program Guidelines for further guidance on completing the attachment.

4. Identify/Address Needs

List up to three quantifiable needs, as identified in your needs assessment, that these program funds will address. Describe your plan for addressing each need.

Quantifiable Need	Plan for Addressing Need
1. Identify, enroll, serve students experiencing homelessness.	Plans include training and coordinating with campus staff on the process to identify and enroll students, using the revised Student Residency Questionnaire and streamlining the process for online registration. Highly Mobile Student Services (HMSS) will collaborate with stakeholders to meet student needs.
2. Provide McKinney-Vento trainings to parents, students, Waco ISD staff and community partners.	HMSS provides trainings for students, parents, Waco ISD staff and community partners. Trainings consist of identification, enrollment, services provided, transportation and McKinney-Vento policies and laws. We will conduct trainings throughout the 24-25 school year.
3. Remove barriers to learning for students to increase STAAR testing scores and decrease the dropout rate.	HMSS staff work closely with campus and community partners to refer students and families to academic services such as tutoring and case management. Removing barriers includes referrals to wrap-around services such as shelters, housing, food, mental health services and transportation.

5. SMART Goal

Describe the summative SMART goal you have identified for this program (a goal that is Specific, Measurable, Achievable, Relevant, and Timely), either related to student outcome or consistent with the purpose of the grant.

HMSS staff will identify, enroll and serve students experiencing homelessness in Waco ISD. This will be achieved by providing professional development trainings to educate school staff and community partners on the mandates of the McKinney-Vento Act and work in partnership with district staff and community service partners to provide academic supports and wrap-around services that will assist students to stay in school and graduate. By partnering with stakeholders, dropout rates will improve by .5% for the 24-25 school year, and highly mobile students will achieve at least an 80% overall graduation rate and a 70% cohort graduation rate for 2025.

6. Measurable Progress

Identify the benchmarks that you will use at the end of the first three grant quarters to measure progress toward meeting the process and implementation goals defined for the grant.

First-Quarter Benchmark

1. Students will be identified from enrollment/registration forms. Approximately 600 students will be identified through the initial registration process.
2. Students identified in the first quarter will be served according to their needs. Approximately 200 students will receive resources or case management services by the end of the 1st quarter.
3. Trainings provided for Waco ISD staff, parents and community partners will be at 40% completion.
4. HMSS staff will collaborate with campus and truancy staff to locate and enroll students who were no-shows in the first two quarters.

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8. Measurable Progress (Cont.)**Second-Quarter Benchmark**

1. Student identification will continue based on referrals from parent/campus/community contacts. Approximately 725 students will be identified by the end of the 2nd quarter.
2. Students identified will be served according to needs. Approximately 400 students will receive transportation services upon request, school supplies, clothing and case management services by the end of the 2nd quarter.
3. Approximately 125 students will receive referrals to community and district partners.
4. HMSS staff will collaborate with campus and truancy staff to locate and enroll students who were no-shows in the first two quarters.

Third-Quarter Benchmark

1. Student identification will continue based on referrals from parent/campus/community contacts. Approximately 800 students will be identified by the end of the 3rd quarter.
2. Students identified in the 3rd quarter will be served according to needs. Approximately 570 students will receive transportation services upon request, school supplies, clothing, and case management services by the end of the 3rd quarter.
3. Approximately 140 students will receive referrals to community and district partners.
4. HMSS staff will collaborate with campus and district staff and attend cohort meetings to increase the overall graduation rate to 80% and the cohort graduation rate to 70% for 2025.

7. Project Evaluation and Modification

Describe how you will use project evaluation data to determine when and how to modify your program. If your benchmarks or summative SMART goals do not show progress, describe how you will use evaluation data to modify your program for sustainability.

Data used to determine project evaluation and when and how to modify the program will include:

1. Weekly reviews of students' attendance and grades. Reviews of outreach to parents, campus staff and community partners to assess needs and provide case management for students who are struggling academically and/or with attendance.
2. Weekly case management meetings on campus with homeless high school students and making referrals to community and district programs such as tutoring, mentoring, attendance and credit recovery through Communities in Schools and The Cove. HMSS will also attend ARDs for the highest need homeless students.
3. Meetings with campus cohort counselors, principals, Bilingual/English Learners and Special Education staff to examine attendance and grades for homeless students who are at risk of falling behind. HMSS staff work collaboratively with campus staff, students, and parents to provide immediate interventions to assist these students.
4. Cohort meetings with district and campus staff to monitor enrollment, attendance and dropout data for students who are at risk for dropping out, such as participation in credit recovery programs.
5. Feedback from trainings provided to district staff and community partners assists in determining the effectiveness of trainings and professional development.

The data listed above will determine if benchmarks and goals have been met and if modifications are needed. Modifications to the program can include updating trainings and professional development. Additionally, case management services to students and families can focus on addressing specific needs identified through the data on enrollment, attendance and grades.

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8. Statutory/Program Assurances

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.

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 that they accept and will comply with **Every Student Succeeds Act Provisions and Assurances** requirements
4. The applicant provides assurance to adhere to all the Statutory and TEA Program requirements as noted in the 2024-2025 Texas Education for Homeless Children and Youth Program Guidelines.
5. The applicant provides assurance to adhere to all the Performance Measures, as noted in the 2024-2025 Texas Education for Homeless Children and Youth Program Guidelines, and shall provide to TEA, 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.

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8. Statutory/Program Assurances (Cont.)

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 2024-2025 Texas Education for Homeless Children and Youth (TEHCY) grant.
24. The applicant provides assurance that if services are provided on school grounds, the schools can use 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. 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\(a\)\(2\)\(B\)\(i\)](#).
25. Utilize [TEA Other Special Populations Self-Assessment](#) to review and analyze McKinney-Vento program implementation. This self-assessment activity must be completed by November 1, 2024, and used to inform program implementation and enhancements throughout the grant period.
26. Ensure program has a data informed plan and strategy in place to support program implementation across all campuses. Including the following data indicators: a. Review district level data to provide intensive support and targeted training and technical assistance to campuses who historically have had low or zero identification of students experiencing homelessness. b. Provide intensive support and targeted training and technical assistance to campuses who utilize the same identifier code for all students experiencing homelessness (e.g., 100% doubled-up, 100% unaccompanied homeless youth, etc.). c. Provide intensive support and targeted training and technical assistance to campuses who historically have had low or zero identification of students experiencing homelessness with a focus on campuses that have a poverty level of 30% or higher.

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9. Statutory Requirements

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, see the Program Guidelines for further guidance on completing the attachment)**

The grant activities listed below provide a general overview of activities, programs and services to address identified needs and promote equitable access. The TEHCY Grant Activity Chart provides details of these services, which include providing staff and community trainings, referrals to tutoring and support services such as social work services, mental health services, clothing, school supplies, transportation, case management, and referrals to community partners. Documentation includes detailed case notes and call notes, as well as spreadsheets to monitor academic progress. HMSS staff are active participants/leaders on community and district committees which allows staff to collaborate with shelters, homeless youth drop-in centers, transportation services and a variety of campus partners to provide holistic interventions and assistance to help students stay in school and graduate. HMSS staff participate in cohort meetings with staff from campuses and special programs such as Special Education and English Learners to review homeless students who are struggling with attendance and grades. We work together to follow up with families and students to include them in the process of determining needed referrals and interventions. HMSS staff maintain daily and weekly contact with campus staff, students, and families to monitor homeless students' progress, including attendance and grades, and to promote equitable access to program services needed to improve academic outcomes. Student data on academic progress, which is available through the district's student information system and through meetings with students/families and school staff, informs the type of interventions and referrals made by HMSS staff. These can include referrals to tutoring and the type of wrap-around services listed above and on the Chart.

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.

HMSS staff collaborate and partner with a variety of local agencies, state and national organizations that serve homeless children and youth. These include TEHCY, SchoolHouse Connections, National Center for Homeless Education (NCHE), Region 12, and NAEHCY. This allows HMSS staff who are funded by the grant to facilitate identification, enrollment and positive academic outcomes for students and to maintain daily contact with parents for decisions about their students' education. Per district policy, homeless students are integrated into the regular education program and any special programs for which they qualify.

Local partners also include:

1. Compassion Ministries- Provides shelter and transitional housing for homeless families.
2. Seventh and James Baptist Church- Directs the Clothing Program for homeless students, provides clothing donations as well as organizes and processes uniform orders that include clothing items purchased by grant funds.
3. Family Abuse Center- Provides meals, counseling and shelter to homeless students who are victims of domestic violence.
4. Salvation Army- Offers clothing, food, case management and emergency shelter through Sally's House.
5. Baylor School of Social Work- Allocates social work interns to work with homeless youth on Waco ISD campuses.
6. Communities in Schools- Provides crisis intervention, tutoring, mentoring, and community referrals.
7. Soles4Souls- Provides 500 pairs of shoes and 1000 pairs of socks annually to WISD homeless students.
8. Unbound Waco- Educates Waco ISD staff and students on human trafficking issues and awareness. Equips staff with resources for students.
9. The Cove- Heart of Texas Inc- Assists with tutoring, credit recovery, homework, and college readiness; provides hygiene facilities, meals, and a safe nurturing environment for homeless high school students after school until 8pm.
10. Waco Housing Authority, Heart of Texas Behavioral Health Network- provides short term housing assistance and long term transitional housing to families in WISD. HMSS also works closely with their housing navigators to assist families in finding permanent housing.

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9. Statutory Requirements (Cont.)

3. Identify the types, intensity, and coordination of services to be provided in coordination with Title I, Part A, Homeless Reservations including: 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 2022 -2023 and the planned reservation for 2023 -2024 (**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.

A full-time position for the Homeless Liaison is funded through Title I, Part A Homeless Reservations. The Liaison and staff executes coordination of all services for homeless students through active participation and leadership on community committees and in partnership with district staff. Coordination of services involves almost every department within Waco ISD. Key internal collaborations for HMSS staff include: campus registrars and Technology for enrollment, PEIMS staff for data reports, Parent Campus Liaisons for attendance, Child Nutrition Services for food, WISD Transportation Dept., Title I Coordinator for budget, campus counselors, behavioral support professionals, and administration for grades, behavior and graduation plans. The actual reservation for 2022-2023 was \$86,140. The planned reservation for 2023-2024 is \$71,361. The process for determining the district's reservation amount involves three key entities: 1.) Campus Leadership Teams who develop Campus Improvement Plans (CIP) to identify and address specific needs of homeless students, such as tutoring. These plans are submitted to the district leadership team for final approval. 2.) The Homeless Liaison who performs an annual district-wide assessment to project the needs of homeless students, including an estimate of district reservation funds needed which becomes a part of the annual district budgeting process. 3.) The District Leadership Team which reviews the CIPs and the Coordinator are responsible for training district and campus staff on Waco ISD's procedures outlining the use of Title I, Part A funds to support homeless students. The Coordinator provides written guidelines and approves all Title I, Part A expenditures to ensure district compliance.

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**)

Waco ISD's policies and procedures ensure that the grant activities, programs and services will not isolate or stigmatize homeless children and unaccompanied youth. Admissions and enrollment policies guarantee that homeless children and unaccompanied youth have the right to remain in their school of origin if that is in the students' best interest, and to remove barriers to facilitate homeless students' immediate enrollment. PEIMS staff and Registrars are trained on enrollment procedures and the Student Residency Questionnaire for 2024-2025 has been revised to streamline the enrollment process for homeless students. The Homeless Liaison works closely with the Assistant Superintendent for Student Services and Support, the Executive Director for Student Support and the Director of PEIMS to review and revise any policies or procedures that would isolate or stigmatize homeless children and unaccompanied youth. All Waco ISD students are eligible for free breakfast and lunch, which removes any stigma related to receiving free and reduced school meals. TEA posters outlining McKinney-Vento policies and students' rights are posted on campuses and throughout the community. The information is also available on the district's website. Finally, HMSS staff collaborates with campus and district staff to ensure that students experiencing homelessness are integrated into the regular education program and any other programs for which they qualify, such as Pre-Kindergarten, Special Education, English Learners, Career and Technical Education, and Gifted and Talented programs.

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9. Program Requirements

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

1. Provide 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.

A: School enrollment is conducted through an on-line registration program that allows families to enroll at any time throughout the year. HMSS staff has access to the on-line Student Residency Questionnaires (SRQ) and data from the SRQ can be queried to highlight answers that indicate student homelessness. Staff identifies the students based on the information given or follows up with the family to answer any questions that would assist in accurate identification. Families are also contacted through HMSS and campus staff to assess services needed such as clothing, school supplies, transportation, tutoring and referrals.

B: Students are referred to HMSS by campus staff as they enroll and by referrals/calls from parents and community partners. Services are provided through the HMSS office and in coordination with the parents, students and partners. Coordinated services include but are not limited to: collaborating with district transportation services, providing clothing through our community clothing program, or delivering backpacks and school supplies to the student/families. Attendance, grades and engagement of students identified as McKinney-Vento are monitored by HMSS staff. This is done in collaboration with parents and staff from all general education programs and any other programs for which homeless students are eligible.

C: Students who are identified as homeless in the current school year are compared against a list of the previous year's homeless students in order to follow-up with students who may not be currently enrolled or attending school and to assist with the re-enrollment process.

2. Provide 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.

WISD's annual McKinney-Vento professional development plan includes year-round trainings presented by HMSS staff for district and campus staff, as well as for community members, parents and students. These efforts are presented both in-person and virtually and include, but are not limited to trainings for:

1. PEIMS and Registrars; Parent Campus Liaisons: 30 minutes, "Removing Barriers for Students in Foster Care and Students Experiencing Homelessness" Every August/September, survey evaluations
2. Elementary and Secondary Principals: 30 minutes, "Removing Barriers for Students in Foster Care and Students Experiencing Homelessness." August and October, survey evaluations
3. Student Services and Support staff: 60 minutes "Building Positive Classroom Culture, Understanding Trauma." October, survey evaluations
4. WISD high school students: 40 minutes, "On Your Own: Navigating the Road to Independence.: Every Spring for 6 weeks, survey evaluations
5. WISD Behavioral Support Staff: 30 minutes, "Working Together to Support Highly Mobile Students." Fall, survey evaluations
6. School Counselors: 30 minutes, "Highly Mobile Student Services Counselor Training." Fall 2024, survey evaluation
7. Presentation at NAEHCY annual conference: 90 minutes, "Building a Mobile Outreach Program." Nov. 2023, survey evaluations
8. Optimist Club, Community partner "Supporting Students Experiencing Homelessness." Fall 2023, 12 members.

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9. Program Requirements (Cont.)

3. Provide 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.

HMSS staff focuses on meeting the needs of elementary homeless students, including providing students/families with services such as transportation, supplies, and referrals to such as housing, tutoring and food. HMSS works with campus staff to monitor students' attendance, engagement and grades, on-time promotion, scores and assessments in order to determine needed interventions. Likewise, HMSS coordinates with staff from special programs to ensure that homeless students and unaccompanied youth are served by any special programs for which they qualify, including Early Childhood Intervention programs.

To date, the HMSS staff has provided case management services to over 200 families/children and unaccompanied youth. These services include but are not limited to, delivering supplies, assisting families with transportation (Waco ISD and Waco Transit), housing referrals (Salvation Army, Compassion Ministries, Family Abuse Center, Sanctuary House), food (Caritas, Shepherd's Heart, WISD Child Nutrition, Salvation Army), and coordinating with community partners for academic assistance (Communities in Schools). Campus community partnerships also provide assistance with practical needs such as clothing. These services are provided throughout the school year in coordination with the above mentioned partners.

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 program services (e.g., Special Education, English Learners, 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.

The Homeless Population Specialist (HPS), along with social work interns, focuses on providing case management and services to secondary homeless and unaccompanied students. Case management involves regularly tracking students' attendance and grades, reviewing transcripts and graduation plans, and providing services and referrals to meet student needs. Services and referrals include transportation, supplies, food, tutoring, programming, emergency housing, work force, and assistance in applying for jobs, financial aid, and SNAP. The HPS addresses attendance and truancy by making frequent contact with students and families, truancy officers, and school staff. Monthly participation in campus cohort meetings allows collaboration with principals, counselors, special education coordinators, and English language learner coordinators, to ensure wrap-around services and devise action steps to intervene with students who have the highest number of absences and failing grades. The HPS works with secondary students in all grades, but the primary focus is on unaccompanied students and seniors with the goal of students graduating on time with their cohort. Due to recognition that homelessness leads to increased mobility, and therefore increased number of absences, the HPS writes attendance appeal letters advocating that homelessness should not serve as a barrier to a student's academic credit. The HPS communicates with the district's discipline office when behavioral incidents occur advocating for behavioral interventions. Using the On Your Own: Navigating the Road to Independence curriculum, the HPS and interns teach skill development for college, career, and post graduate readiness.

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10. Equitable Access and Participation

Check the appropriate box below to indicate whether any barriers exist to equitable access and participation for any groups that receive services funded by this grant.

- The applicant assures that no barriers exist to equitable access and participation for any groups receiving services funded by this grant.
- Barriers exist to equitable access and participation for the following groups receiving services funded by this grant, as described below.

Group Barrier

Group Barrier

Group Barrier

Group Barrier

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12. Request for Grant Funds

List all of the allowable grant-related activities for which you are requesting grant funds. Include the amounts budgeted for each activity. Group similar activities and costs together under the appropriate heading. During negotiation, you will be required to budget your planned expenditures on a separate attachment provided by TEA.

Payroll Costs

1.	Homeless Population Specialist	54,000.00
2.	Fringe benefit costs for Specialist position	13,200.00
3.		
4.		
5.		

Professional and Contracted Services

6.		
7.		
8.		
9.		
10.		

Supplies and Materials

11.	Student supplies	4,134.00
12.		
13.		
14.		

Other Operating Costs

15.		
16.		
17.		

Capital Outlay

18.		
19.		
20.		

Direct and indirect administrative costs: 3,481.00

TOTAL GRANT AWARD REQUESTED: 74,815.00

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Appendix I: Negotiation and Amendments

Leave this section blank when completing the initial application for funding.

An amendment must be submitted when the program plan or budget is altered for the reasons described in the "When to Amend the Application" document posted on the [Administering a Grant](#) page of the TEA website and may be emailed to competitivegrants@tea.texas.gov Include all sections pertinent to the amendment (including budget attachments), along with a completed and signed copy of page 1 of the application. More detailed amendment instructions can be found on the last page of the budget template.

You may duplicate this page.

For amendments, choose the section you wish to amend from the drop down menu on the left. In the text box on the right, describe the changes you are making and the reason for them.

Always work with the most recent negotiated or amended application. If you are requesting a revised budget, please include the budget attachments with your amendment.

Section Being Negotiated or Amended	Negotiated Change or Amendment
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For TEA Use Only:
 Adjustments on this page have been confirmed with _____ by _____ of TEA by phone / fax / email on _____.

Statutory Requirement #1 - TEHCY Grant Activity Chart

Describe the grant activities, programs, and services that will be provided to address the unique identified needs of students experiencing homelessness. Indicate which quantifiable identified needs these grant funds will address. The information in this chart should align with your SMART Goal you have identified for this application and related to student outcomes consistent with the grant's purpose. Limit to 10 Activities.

Activity Description and Targeted Student Outcomes	Estimated # of Participants	Position Responsible for Completing Activity	Related Identified Need	Budget Allocation
Identify, enroll and assess homeless: assess students' needs and make appropriate referrals to services and supports Documentation: Student Residency Questionnaire, Case notes and phone logs	1000 students 2 HMSS staff 30 WISD staff 10 community agencies	Homeless Liaison (HL) Homeless Population Specialist (HPS)	1,3	These activities are coordinated with Homeless Outreach Services (HOS) staff, campus staff and community partners. No budget funds are used directly for this activity, other than staff salaries
Train and equip staff to assist in identifying, enrolling and serving homeless students (i.e. reduce barriers, maintain privacy, identify students accurately) Documentation: Recorded video trainings and/or sign-in sheets	2 HMSS Staff All WISD staff	HL, HPS	1,2	These activities are coordinated with Homeless Outreach Services (HOS) staff, campus staff and community partners. No budget funds are used directly for this activity, other than staff salaries
Make referrals to Waco ISD Transportation staff and follow up to ensure students are able to attend their school of origin. Documentation: Transportation request forms and confirmation emails	375 students 2 HMSS staff Transportation staff	HL, HPS, transportation staff, relevant campus staff	1	These activities are coordinated with Homeless Outreach Services (HOS) staff, campus staff and community partners. No budget funds are used directly for this activity, other than staff salaries
Provide case management services for high school students and families; supervise Baylor Social Work interns. Documentation: Case notes, phone logs, Intern journals, logs and Learning Contracts	150 students 200 families 2 HMSS staff 2 interns	HMSS staff, high school campus staff, community agencies, Baylor School of Social Work, The Cove	1,3	These activities are coordinated with Homeless Outreach Services (HOS) staff, campus staff and community partners. No budget funds are used directly for this activity, other than staff salaries
Collaborate with community partners (See Statutory Requirement #2) to meet	1000 students 2 HMSS staff	Campus staff, various WISD staff, HMSS staff	1,3	These activities are coordinated with Homeless Outreach Services (HOS)

students' needs; train WISD staff on referral process Documentation: Case notes, phone logs, emails, request/referral forms	10+ community agencies			staff, campus staff and community partners. No budget funds are used directly for this activity, other than staff salaries
Serve on WISD Student Services team; collaborate internally with applicable departments (PEIMS, IT, SEL, ELL, SPED, etc.) to address dropout and graduation rates. Documentation: Meeting agendas and minutes, Case notes, phone logs, emails	12 WISD staff from various departments	WISD departments and staff, HMSS staff	1,2	These activities are coordinated with Homeless Outreach Services (HOS) staff, campus staff and community partners. No budget funds are used directly for this activity, other than staff salaries
Serve on local committees to advocate for the needs of homeless students in WISD Documentation: Committee agendas and minutes, emails, phone logs	2 HMSS staff	Various local community agencies, HMSS staff	2,3	These activities are coordinated with Homeless Outreach Services (HOS) staff, campus staff and community partners. No budget funds are used directly for this activity, other than staff salaries

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

Complete the following table regarding the use of Title I, Part A Homeless Reservation funds. For applicants applying as a SSA, complete a separate table and set of questions for each LEA.

	Homeless Reservation Amount	Use/Activities/Staffing
Actual Title I, Part A Homeless Reservation for FY23 (2022-2023)	\$86,140	Salary/fringe benefits for a full-time Homeless Liaison who oversees all tasks related to homeless students including but not limited to: training Waco ISD staff and community partners on identifying homeless students, ensuring students are identified and enrolled and their rights are upheld, providing school of origin transportation upon request, distributing school supplies and working with district staff to provide academic supports and partnering with community organizations to provide wrap-around services to homeless students
Actual Title I, Part A Homeless Reservation for FY24 (2023-2024)	\$71,361	Salary/fringe benefits for a full-time Homeless Liaison who oversees all tasks related to homeless students including but not limited to: training Waco ISD staff and community partners on identifying homeless students, ensuring students are identified and enrolled and their rights are upheld, providing school of origin transportation upon request, distributing school supplies and working with district staff to provide academic supports and partnering with community organizations to provide wrap-around services to homeless students

Statutory Requirement #4: Indicate if current LEA McKinney-Vento policies and procedures are current and their applicable revision date. If you indicated yes for "Dispute Resolution" "Transition Assistance" "Truancy and Discipline": provide the additional information requested below.	
McKinney-Vento Policies and Procedures	Current Policy/Procedure (Indicate Yes or No)
McKinney-Vento Liaison Designation and Duties: The LEA, in collaboration with the McKinney-Vento Liaison, has established policies and procedures to inform LEA and campus staff annually LEA McKinney-Vento Liaison duties and contact information 42 US Code §11432(g)(6)(A) .	Yes (updated 11/6/2017) Student Welfare: Liaison; Duties
Public Notice of Educational Rights: The LEA in collaboration with the McKinney-Vento Liaison has established policies and procedures to ensure the public notice of the educational rights of homeless children and unaccompanied youth 42 US Code §11432(g)(6)(A)(vi) .	Yes (11/6/2017) Student Welfare: Liaison; Notice
Immediate Enrollment: The LEA in collaboration with the McKinney-Vento Liaison has established policies and procedures to review and revise any LEA or campus enrollment policies or practices that may act as a barrier to the enrollment of homeless children and unaccompanied youth. 42 US Code §11432(g)(3)(C) .	Yes (11/14/2019) Admissions: Homeless Students; Immediate Enrollment
Identification: The LEA in collaboration with the McKinney-Vento Liaison has established policies and procedures to ensure that homeless children and unaccompanied youth are identified by LEA and campus personnel. 42 US Code §11432(g)(7)(A) .	Yes (7/21/2016) Admissions: Homeless Students; Liaison
School Selection: The LEA, with the McKinney-Vento Liaison, has established policies and procedures to ensure homeless children and unaccompanied can attend their zoned school in their attendance area or remain in their school. State law also permits homeless children and unaccompanied youth to attend any LEA in Texas TEC § 25.001(b)(5) .	Yes (11/14/2019) Admissions: Homeless Students; School Stability
Dispute Resolution Process: The LEA in collaboration with the McKinney-Vento Liaison has developed and implemented local policies and procedures to address McKinney-Vento disputes over eligibility, school selection, or enrollment in school and ensures that they are mediated and resolved in a timely manner. 42 US Code §11432(g)(3)(E) .	Yes (11/14/2019) Admissions: Homeless Students; Immediate Enrollment; Enrollment Disputes <i>See Attachments</i>
Do you have a local Dispute Resolution Policy? If you indicated yes, provide an attachment of the local board policy and any attachments that support this process.	
School of Origin Transportation: The LEA in collaboration with the McKinney-Vento Liaison has established policies and procedures to ensure School of Origin transportation services are provided in a timely manner when requested by the parent, guardian, or unaccompanied youth 42 US Code §11432(g)(6)(A)(viii) .	Yes (7/21/2016) Admissions: Homeless Students; Continuation of Transportation
Free meals: The LEA in collaboration with the McKinney-Vento Liaison has established policies and procedures to implement enrollment in school nutrition programs for homeless children and unaccompanied youth 42 US Code §11432(3)(C)(cc) .	Yes (11/14/2019) Admissions: Homeless Students; Comparable Services
Comparable Services: The LEA in collaboration with the McKinney-Vento Liaison has established policies and procedures to support equitable access and continuity of comparable services to: Head Start and LEA preschool programs, Special Education,	Yes (11/14/2019)

<p>Statutory Requirement #4: Indicate if current LEA McKinney-Vento policies and procedures are current and their applicable revision date. If you indicated yes for “Dispute Resolution” “Transition Assistance” “Truancy and Discipline”: provide the additional information requested below.</p>	
<p>English Learners, Career and Technical Education, and Gifted and Talented programs for homeless children and unaccompanied youth 42 US Code §11432(g)(4).</p>	<p>Admissions: Homeless Students; Comparable Services</p>
<p>Pre-School: The LEA in collaboration with the McKinney-Vento Liaison has established policies and procedures to support equitable access for homeless children and unaccompanied youth to enroll in LEA-based prekindergarten programs in accordance with TEC §29.153.</p>	<p>Yes (11/6/2017) Student Welfare: Liaison for Students Who Are Homeless; Duties</p>
<p>Coordination of Resources: The LEA in collaboration with the McKinney-Vento Liaison has established policies and procedures to provide community resources to homeless students and families for health care, dental services, mental health, substance abuse, housing services, and other appropriate services 42 US Code §11432(g)(6)(A)(iv).</p>	<p>Yes (11/14/2019) Admissions: Homeless Students; Coordination</p>
<p>Postsecondary Transition: The LEA in collaboration with the McKinney-Vento Liaison has established policies and procedures to assist homeless children and unaccompanied youth with post-secondary planning. Including but not limited to, development of a four-year plan that includes post-secondary college and career options, information on dual credit courses, assistance with career interest inventories, verification of independent status for homeless unaccompanied youth, etc., 42 US Code §11432(g)(6)(A)(x)(3).</p>	<p>Yes (11/6/2017) Student Welfare: Transition to Higher Education</p>
<p>Training: The LEA in collaboration with the McKinney-Vento Liaison has established policies and procedures to provide McKinney-Vento professional development to increase awareness, support enrollment and identification, and increase staff capacity to respond to the unique educational needs of homeless children and unaccompanied youth 42 US Code §11432(d)(5).</p>	<p>Yes (11/6/2017) Student Welfare: Liaison for Students Who Are Homeless; Duties</p>
<p>Transition Assistance: The LEA has policies and practices in place to align with 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.</p> <p>Do you have a local Transition Assistance Policy? If you indicated yes, provide an attachment of the local board policy and any attachments that support this process.</p>	<p>Yes (5/20/2023) Student Welfare: <i>See Attachments</i></p>
<p>Truancy and Discipline: The LEA has policies and practices in place in alignment with TEC § 37.001(4)(F); 37.005(d) to consult with the McKinney-Vento Liaison in regard to attendance/truancy matters and for disciplinary measures for students experiencing homelessness.</p> <p>The LEA has policies in place to support implementation of Commissioner Rules Concerning Truancy §129.1045. Best Practices for addressing the needs of students experiencing homelessness.</p> <p>Do you have a local Truancy and Discipline Policy? If you indicated yes, provide an attachment of the local board policy and any attachments that support this process.</p>	<p>Yes (11/21/2023) Attendance: Truancy Prevention Measures <i>See Attachments</i></p>