

**EXECUTIVE SUMMARY**

**Title:** Approval of Grants

**Type of Executive Summary:**

- Action
- Action on First Reading
- Discussion
- Information

**Policy Implications:**

- Constitution \_\_\_\_\_
- General Statute # \_\_\_\_\_
- SBE Policy # TCS-O-001
- SBE Policy Amendment
- SBE Policy (New)
- APA # \_\_\_\_\_
- APA Amendment
- APA (New)
- Other Grants

**Presenter(s):** Mr. Philip Price (Chief Financial Officer, Financial and Business Services), Dr. Cindy Williamson (Director, K-12 Curriculum, Instruction and Technology), Ms. Jackie Colbert (Section Chief, Reading First), Mrs. Charlotte Hughes (Director, Program Monitoring and Support Division), and Ms. Diana Bowman (NCHE Director, The SERVE Center at UNCG)

**Description:**

The grants listed below are being submitted for approval. Please see attachments for description of grants.

- Attachment 1 – 2009-2010 Unallotted Reading First Funds
- Attachment 2 – Education for Homeless Children and Youth Grant Awards

**Resources:**

See attachments

**Input Process:**

See attachments

**Stakeholders:**

See attachments

**Timeline For Action:**

Action on First Reading is being recommended in order to distribute funding to school systems in a timely manner.

**Recommendations:**

It is recommended that the State Board of Education approve the grants.

-----  
Audiovisual equipment requested for the presentation:

- Data Projector/Video (Videotape/DVD and/or Computer Data, Internet, Presentations-PowerPoint preferred)  
Specify: \_\_\_\_\_
- Audio Requirements (computer or other, except for PA system which is provided)  
Specify: \_\_\_\_\_
- Document Camera (for transparencies or paper documents – white paper preferred)  
\_\_\_\_\_

-----  
 Motion By: \_\_\_\_\_ Seconded By: \_\_\_\_\_  
 Vote: Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_  
 Approved \_\_\_\_\_ Disapproved \_\_\_\_\_ Postponed \_\_\_\_\_ Revised \_\_\_\_\_  
 -----

\*Person responsible for SBE agenda materials and SBE policy updates: Teresa Matthews, 807-3600.

Education District	LEA	LEA Name	SCH	School Name	Total K3 ADM 4th Month 08-09	Allocate \$1,188,570.66 based on ADM
6	040	Anson	316	Lilesville Elementary	211	\$ 10,349
6	040	Anson	324	Morven Elementary School	157	\$ 7,700
6	040	Anson	311	Wadesboro Primary	410	\$ 20,109
1	070	Beaufort	340	S.W. Snowden	109	\$ 5,346
1	080	Bertie	360	Colerain Elementary	188	\$ 9,221
1	080	Bertie	356	West Bertie Elementary	263	\$ 12,899
1	080	Bertie	362	Windsor Elementary	288	\$ 14,125
4	090	Bladen	304	Booker T. Washington	145	\$ 7,112
4	090	Bladen	318	Bladen Lakes Primary	270	\$ 13,242
4	090	Bladen	328	East Arcadia	58	\$ 2,845
4	090	Bladen	333	Elizabethtown Primary	441	\$ 21,629
3	32C	Carter Community	000	Carter Community	88	\$ 4,316
4	240	Columbus	328	Cerro Gordo	149	\$ 7,308
4	240	Columbus	388	Williams Township	312	\$ 15,302
4	260	Cumberland	402	Manchester Elementary	267	\$ 13,095
4	260	Cumberland	386	Margaret Willis	219	\$ 10,741
4	260	Cumberland	405	Pauline Jones Elementary	129	\$ 6,327
4	260	Cumberland	440	Sunnyside Elementary	202	\$ 9,907
2	310	Duplin	336	Warsaw Elementary School	321	\$ 15,744
3	320	Durham	344	Fayetteville Street	182	\$ 8,926
3	320	Durham	320	Glenn Elementary	530	\$ 25,994
3	320	Durham	339	Lakewood Elementary	291	\$ 14,272
3	320	Durham	367	R N Harris	276	\$ 13,537
3	330	Edgecombe	312	Coker-Wimberly	319	\$ 15,646
3	330	Edgecombe	334	Princeville	278	\$ 13,635

Education District	LEA	LEA Name	SCH	School Name	Total K3 ADM 4th Month 08-09	Allocate \$1,188,570.66 based on ADM
3	330	Edgecombe	354	Stocks Elementary	690	\$ 33,841
3	350	Franklin	318	Franklinton Elementary	349	\$ 17,117
3	350	Franklin	330	Laurel Mill	195	\$ 9,564
3	350	Franklin	332	Louisburg Elementary	392	\$ 19,226
3	420	Halifax	304	Aurelian Springs	260	\$ 12,752
3	420	Halifax	356	Scotland Neck Primary	157	\$ 7,700
3	32B	Healthy Start Academy	000	Healthy Start Academy	168	\$ 8,240
1	460	Hertford	312	Bearfield Primary School	739	\$ 36,245
1	460	Hertford	332	Riverview	261	\$ 12,801
4	470	Hoke	330	Hawk Eye	295	\$ 14,468
4	470	Hoke	316	J.W. McLauchlin	255	\$ 12,507
4	470	Hoke	441	Sandy Grove Elem	431	\$ 21,139
4	470	Hoke	328	Scurlock Elementary	333	\$ 16,332
1	480	Hyde	306	Mattamuskeet Elementary	160	\$ 7,847
6	132	Kannapolis City	332	Shady Brook	282	\$ 13,831
4	530	Lee	308	Broadway Elementary	412	\$ 20,207
2	540	Lenoir	316	La Grange Elementary	375	\$ 18,392
1	580	Martin	316	East End Elementary	201	\$ 9,858
1	580	Martin	320	Edna Andrews School	110	\$ 5,395
1	580	Martin	324	Jamesville Elem.	163	\$ 7,994
1	580	Martin	308	Williamston Primary and EJ Hayes Elementary	557	\$ 27,318
4	620	Montgomery	312	Candor Elementary	254	\$ 12,458
4	620	Montgomery	324	Mount Gilead Elementary	242	\$ 11,869
4	620	Montgomery	334	Star-Bisco Elementary	195	\$ 9,564

Education District	LEA	LEA Name	SCH	School Name	Total K3 ADM 4th Month 08-09	Allocate \$1,188,570.66 based on ADM
4	620	Montgomery	336	Troy Elementary and Page Street	462	\$ 22,659
3	640	Nash/Rocky Mount	326	DS Johnson	321	\$ 15,744
3	640	Nash/Rocky Mount	354	O.R. Pope	219	\$ 10,741
3	640	Nash/Rocky Mount	384	Swift Creek Elementary	105	\$ 5,150
2	650	New Hanover	384	Snipes Elementary	340	\$ 16,675
2	650	New Hanover	312	Rachel Freeman	319	\$ 15,646
3	660	Northampton	356	Squire	212	\$ 10,398
3	660	Northampton	360	Willis Hare Elementary	188	\$ 9,221
1	700	Elizabeth City/Pasquotank	320	P. W. Moore	351	\$ 17,215
1	700	Elizabeth City/Pasquotank	318	Pasquotank Elementary	240	\$ 11,771
1	700	Elizabeth City/Pasquotank	324	Sheep - Harney	179	\$ 8,779
1	740	Pitt	310	Belvoir	359	\$ 17,607
1	740	Pitt	358	G.R. Whitfeild	236	\$ 11,575
4	780	Robeson	329	Janie C Hargrave	170	\$ 8,338
4	780	Robeson	392	Rex-Rennert Elementary	317	\$ 15,547
4	780	Robeson	408	Southside-Ashpole	239	\$ 11,722
4	780	Robeson	417	W. H. Knuckles	256	\$ 12,556
3	98A	Sallie B Howard School	000	Sallie B Howard School	377	\$ 18,490
2	820	Sampson	312	Charles E. Perry	254	\$ 12,458
4	830	Scotland	320	IE Johnson	238	\$ 11,673
4	830	Scotland	336	North Laurinburg	200	\$ 9,809
4	830	Scotland	344	Pate Gardner and Scotland Accelerated	254	\$ 12,458
4	830	Scotland	360	Wagram Primary School	365	\$ 17,902

Education District	LEA	LEA Name	SCH	School Name	Total K3 ADM 4th Month 08-09	Allocate \$1,188,570.66 based on ADM
5	292	Thomasville City	318	Thomasville Primary School	860	\$ 42,179
3	910	Vance	304	Aycock School	372	\$ 18,245
3	910	Vance	312	Clark Street	109	\$ 5,346
3	910	Vance	340	New Hope	115	\$ 5,640
3	910	Vance	356	Pinkston Street	250	\$ 12,261
3	930	Warren	330	Mariam Boyd Elem	245	\$ 12,016
3	930	Warren	340	Northside	266	\$ 13,046
3	930	Warren	344	South Warren	120	\$ 5,885
1	940	Washington	306	Creswell Elementary	101	\$ 4,954
1	940	Washington	314	Pines	493	\$ 24,179
2	960	Wayne	316	Carver Heights	492	\$ 24,130
2	960	Wayne	376	School Street Elem.	213	\$ 10,447
3	422	Weldon City	314	Weldon Elementary	316	\$ 15,498
3	980	Wilson	356	Margaret Hearne	298	\$ 14,616
3	980	Wilson	357	Vick Elementary	204	\$ 10,005
					24,234	\$ 1,188,571

**SUMMARY OF GRANT****Title:** Education for Homeless Children and Youth Grant Awards**Policy Implications:**

- Constitution \_\_\_\_\_
- General Statute # \_\_\_\_\_
- SBE Policy #TCS-O-001
- SBE Policy Amendment
- SBE Policy (New)
- APA # \_\_\_\_\_
- APA Amendment
- APA (New)
- Other McKinney-Vento Homeless Assistance Act (Education of Homeless Students)

**Presenter(s):** Mrs. Charlotte Hughes (Director, Student Support Services) and Ms. Diana Bowman (NCHE Director, The SERVE Center at UNCG)**Description:**

The U.S. Department of Education provides funding to North Carolina to enable the North Carolina Department of Public Instruction and North Carolina Local Education Agencies (LEAs) to implement the McKinney-Vento Homeless Assistance Act, also known as Title X, Part C, of the No Child Left Behind Act. The McKinney-Vento Act includes provisions to ensure that children and youth experiencing homelessness are provided with a free, appropriate public education and have equal opportunity to enroll and succeed in school.

The North Carolina Homeless Education program (NC HEP) distributes funds to LEAs through a competitive sub-grant process, as mandated by the McKinney-Vento Act. The recommended awards are based on a two-year grant cycle covering the 2009-2010 and 2010-2011 academic year. Receipt of McKinney-Vento sub-grant funds is contingent upon compliance with federal and state mandates, adherence to the terms and activities specified in the proposal as approved, and evidence that expenditures are in compliance with an approved budget.

**Resources:**

The North Carolina Department of Public Instruction receives funds from the U.S. Department of Education under Title X-McKinney-Vento Homeless Assistance Act. The McKinney-Vento allocation to North Carolina for the 2009-2010 school year is estimated to be \$1,503,440.00 and includes support for statewide activities as well as competitive sub-grants to LEAs. States are required to disseminate at least 75% of their annual McKinney-Vento allocation to LEA's in competitive sub-grants that are awarded on the basis of need and quality of the application. The estimated funds to be awarded in sub-grants to LEA's for 2009-2010 are \$1,127,580.00. Information and technical assistance resources are provided through the National Center for Homeless Education at SERVE (NCHE), the National Association for the Education of Homeless Children and Youth (NAEHCY), the National Law Center for Homelessness and Poverty (NLCHP), and other national partners in the homeless education network.

**Input Process:**

N/A

**Stakeholders:**

Primary stakeholders in the McKinney-Vento homeless education programs are children and youth in homeless situations in North Carolina. Other stakeholders include schools, parents, families, and community organizations that address issues related to the education of homeless children and youth.

**Recommendations:**

It is recommended that the State Board of Education approve the grant requests outlined in the accompanying documents.

Motion By: \_\_\_\_\_ Seconded By: \_\_\_\_\_  
Vote: Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_  
Approved \_\_\_\_\_ Disapproved \_\_\_\_\_ Postponed \_\_\_\_\_ Revised \_\_\_\_\_

---

\*Person responsible for SBE agenda materials and SBE policy updates: Sylvia Moore 807-4009

## APPLICATION REVIEW PROCESS

In January 2009, the North Carolina Department of Public Instruction (NCDPI) contracted with The SERVE Center at the University of North Carolina-Greensboro (UNCG) to implement the North Carolina Homeless Education Program (NCHEP).

The SERVE Center carries out all state-level programmatic responsibilities related to the implementation of the McKinney-Vento Act, including conducting the competition to award sub-grants to LEAs. The sub-grant process is designed and implemented in accordance with the North Carolina State Board of Education Policy for competitive and discretionary grants. NCDPI will handle all fiscal aspects of the sub-grant process, and upon approval LEAs will complete budgetary forms for NC BUDS.

In reference to the NC State Board of Education Policy Manual, the process established by NCHEP at SERVE is in compliance with procedures outlined in **Policy # TCS-O-001: *Policy establishing competitive/discretionary grant proposal review process.***

LEAs were notified of funding availability in regional compliance meetings that took place in April and May as well as on May 1, 2009, on the NCHEP listserv for local homeless liaisons. Notification included specific requirements relative to eligibility, terms and amounts of awards, critical components for successful proposals, and evaluation criteria. All application instructions and materials were easily downloaded from the NCHEP website. Please see the Application Instructions for Local Education Agencies attached to this document, which was posted on the NCHEP website.

Thirty- four completed applications from LEAs for McKinney-Vento sub-grants were submitted to NCHEP and initially screened for all required components. LEAs were notified via email of receipt of their application and apprised of any missing elements required for review. Applications were examined collectively to determine geographic regional representation, which was judged to be adequate. See Table 1.

**Table 1. Number of Applicants by Region**

<b>Region</b>	<b>Number of Applicants</b>
1	3
2	3
3	5
4	4
5	4
6	4
7	4
8	7
<b>Total Applicants</b>	<b>34</b>

A Review Team was identified according to qualifications specified by SBE Policy, and trained by an expert in homeless education who served as Lead Reviewer. After satisfactory demonstration of inter-rater reliability, the Review Team was sub-divided into 2 review subgroups. Each application was rated individually by 2-3 reviewers. Individual ratings were compared for each team, with any disparate scores further discussed by the full team, including reviewer comments, to reach consensus on final scores.

After a meeting of the Review Team, proposals were then rank ordered, according to Tier and for Quality Band for final analysis and recommendations. The recommended funding amount was calculated per Tier (based on number of homeless students identified per LEA), ranging from \$20,000 to \$80,000 with the quality bands as follow:

90 – 100 or above	= excellent
80-89	= strong
70-79	= average
60-69	= weak
59 or below	= unacceptable

Proposals for recommendation of funding are those that scored in the excellent, strong, and average quality bands. LEA's which rated weak or unacceptable in the quality bands are not recommended to receive an award. Of the 34 grants submitted, 25 (73.5%) are recommended for the full amount they requested. The following charts "McKinney-Vento Subgrant Results by Tier" and "McKinney-Vento Sub-grant Recommendations Alphabetical by LEA" represent the final recommendations for McKinney-Vento Sub-grant Awards for the 2009-2010 school year. Adjustments to the awards will be made based on North Carolina's McKinney-Vento actual funding allocation for 2009-2010 to be received in July. Table 2 below shows the number of LEA's recommended for funding by region.

**Table 2. Number of Recommended Awards by Region**

<b>Region</b>	<b>Number of Applicants</b>
1	3
2	3
3	5
4	3
5	3
6	3
7	1
8	4
<b>Total Applicants Recommended</b>	<b>25</b>

**2009 McKinney-Vento Sub-grant Results by Funding Tier**

SBE District	Score	Quality Bands	Funding Recommendations	\$20,000
Scotland Co.	98.6	Excellent	Yes	
Halifax Co.	96	Excellent	Yes	
Perquimans Co.	73.1	Average	Yes	
Washington Co.	71.9	Average	Yes	
Jackson Co.	71.6	Average	Yes	
Yadkin Co.	62.9	Weak	No	
Thomasville City	50.6	Unacceptable	No	
Transylvania Co.*	Not Scored	Unacceptable	No	

\*Transylvania's application did not include sufficient information to score.

SBE District	Score	Quality Bands	Funding Recommendations	\$30,000
Robeson Co.*	95	Excellent	Yes	

\*Robeson County was eligible for \$40,000, but only requested \$30,000.

SBE District	Score	Quality Bands	Funding Recommendations	\$40,000
Iredell-Statesville	100.5	Excellent	Yes	
Franklin Co.	96.5	Excellent	Yes	
Buncombe Co.	95	Excellent	Yes	
Alamance Burlington	92.5	Excellent	Yes	
Chatham Co.	90.75	Excellent	Yes	
Cabarrus Co.	90.5	Excellent	Yes	
Rutherford Co.	86.5	Strong	Yes	
Elizabeth City Pasquotank	72.2	Average	Yes	
Duplin Co.	71.9	Average	Yes	
Rowan-Salisbury	67.1	Weak	No	
Lee Co.	65.4	Weak	No	
Haywood Co.	65.25	Weak	No	
Ashe Co.	55.41	Unacceptable	No	

SBE District	Score	Quality Bands	Funding Recommendations	\$60,000
Winston Salem/Forsyth	100.5	Excellent	Yes	
Durham Public	98.5	Excellent	Yes	
Onslow Co.	98.3	Excellent	Yes	
Cumberland Co.	97.9	Excellent	Yes	
Cleveland Co.	96.4	Excellent	Yes	
McDowell Co.	93.1	Excellent	Yes	
New Hanover Co.	91.6	Excellent	Yes	
Nash-Rocky Mt.	72.9	Average	Yes	
Henderson Co.	68.4	Weak	No	
Gaston Co.	64.8	Weak	No	

SBE District	Score	Quality Bands	Funding Recommendations	\$80,000
Charlotte- Mecklenburg	99	Excellent	Yes	
Wake Co.	78.6	Average	Yes	

**2009 McKinney-Vento Sub-grant Recommendations Alphabetical by LEA**

SBE District	LEA	# of Homeless	Amount Requested	Amount Awarded	Current Grantee	
5	Alamance Burlington	210	\$40,000	\$40,000	yes	
7	Ashe	176	\$40,000	0	yes	
8	Buncombe Co.	221	\$40,000	\$40,000	yes	
6	Cabarrus Co.	178	\$40,000	\$40,000	no	
5	Chatham Co.	263	\$40,000	\$40,000	yes	
6	Charlotte - Mecklenburg	2950	\$80,000	\$80,000	yes	
6	Cleveland Co.	417	\$60,000	\$60,000	yes	
4	Cumberland Co.	530	\$60,000	\$60,000	yes	
2	Duplin Co.	204	\$40,000	\$40,000	yes	
3	Durham Public	393	\$60,000	\$60,000	yes	
1	Elizabeth City	111	\$40,000	\$40,000	yes	
3	Franklin Co.	139	\$40,000	\$40,000	yes	
6	Gaston Co.	322	\$60,000	0	no	
3	Halifax Co.	54	\$20,000	\$20,000	no	
8	Haywood Co.	168	\$40,000	0	yes	
8	Henderson Co.	450	\$60,000	0	yes	
7	Iredell - Statesville	292	\$40,000	\$40,000	no	
8	Jackson Co.	51	\$20,000	\$20,000	no	
4	Lee Co.	142	\$40,000	0	yes	
8	McDowell Co.	654	\$60,000	\$60,000	yes	
3	Nash-Rocky Mt.	519	\$60,000	\$60,000	yes	
2	New Hanover Co.	358	\$60,000	\$60,000	no	
2	Onslow Co.	540	\$60,000	\$60,000	yes	
1	Perquimans Co.	76	\$20,000	\$20,000	yes	
4	Robeson Co.	286	\$30,000	\$30,000	yes	
7	Rowan-Salisbury	178	\$40,000	0	yes	
8	Rutherford Co.	238	\$40,000	\$40,000	no	
4	Scotland Co.	51	\$20,000	\$20,000	yes	
5	Thomasville City	58	\$20,000	0	no	
8	Transylvania Co.	93	\$20,000	0	yes	
3	Wake Co.	1745	\$80,000	\$80,000	yes	
1	Washington Co.	69	\$20,000	\$20,000	no	
5	Winston Salem Forsyth	560	\$60,000	\$20,000	yes	
7	Yadkin Co.	67	\$20,000	0	no	
<b>REGION</b>		<b>TOTAL</b>	<b>REQUESTED</b>	<b>Estimated Award Totals</b>	<b>CURRENT</b>	<b>TOTAL ESTIMATED AWARD</b>
1=3	5=4	<b>12,763</b>	<b>\$1,470,000.00</b>	<b>1,130,000.00</b>	25=yes	<b>\$1,127,580.00</b>
2=3	6=4				9=no	
3=5	7=4					
4=4	8=7					

**McKinney-Vento Sub-grant Proposal Review**  
**North Carolina Homeless Education Program**

LEA:		Local Liaison:	
Contact:		Current Sub-grantee: Y N	
Reviewer:	Review Completed:	Funding Requested:	Final Score:

**Rating Guidelines**

- Very Good** Comprehensive, complete, detailed, and clearly articulated discussion of how the criteria are met. Well-conceived and thoroughly developed services and coordination activities to achieve the academic and related success of homeless students.
- Good** Satisfactory response with sufficient detail. Adequate discussion of how the criteria are met, but some areas are not fully explained and/or questions remain. Some minor inconsistencies and/or weaknesses.
- Fair** Sketchy and non-specific. Criteria appear to be minimally met, but limited information is provided about approach and strategies. Lacks focus and detail.
- Poor** Does not meet the criteria, fails to provide information, provides inaccurate information, or provides information that requires substantial clarification as to how the criteria are met.
- N/A** Does not address the criteria or simply re-states the criteria.

*Please circle the appropriate score for each element in the following:*

<b>1. Overview [10 points]</b>	Very Good	Good	Fair	Poor	N/A
Proposal reads well and provides a clear picture of the proposed program	2	1.5	1	.5	0
Is consistent with the purpose of the sub-grant program described in Section 723 of the McKinney-Vento Act to provide direct services to ensure the enrollment, attendance, and success of homeless children and youth in school	3	2.25	1.5	.75	0
Shows clear linkages between needs, objectives, activities, budget, and evaluation	3	2.25	1.5	.75	0
Demonstrates collaboration, coordination, and resource sharing within the LEA and with external agencies	2	1.5	1	.5	0

**Reviewer Comments:**

<b>2. Current Status and Statement of Need [20 points]</b>	Very Good	Good	Fair	Poor	N/A
Current status of program – numbers of students identified for services under MV, including preschool aged children and unaccompanied youth; socio-economic and demographic data and trends; needs assessment data	5	3.75	2.5	1.25	0
Available resources – resources in the community; outreach programs in place; LEA support and federal program support in place, including percent of time that the Local Liaison and others devote to homeless education. <i>(Current sub-grantees should include discussion of effectiveness of grant project, citing data)</i>	5	3.75	2.5	1.25	0
Identification of major needs of homeless children and youth in the LEA based on data	5	3.75	2.5	1.25	0
Identification of major barriers, both within LEA and outside, that limit the identification, immediate enrollment, attendance and success in school of homeless children and youth.	5	3.75	2.5	1.25	0

**Reviewer Comments:**

<b>3. Program Description [25 points]</b>	Very Good	Good	Fair	Poor	N/A
List of measurable objectives for the grant that address the needs identified	5	3.75	2.5	1.25	0
Detailed description of activities that will accomplish the objectives, including who will do the activities (both LEA staff and subcontractors or external agencies)	5	3.75	2.5	1.25	0
Two-year timeline for when activities will occur	5	3.75	2.5	1.25	0
Program administration and management plan; who will provide oversight, and how	5	3.75	2.5	1.25	0
Basis for selection of subcontractors; ways their efforts are integrated with the overall program design	5	3.75	2.5	1.25	0

***Reviewer Comments:***

<b>4. Collaboration [15 Points]</b>	Very Good	Good	Fair	Poor	N/A
Collaborations within the LEA (Title IA, migrant, preschool, IDEA, etc.) What is in place (collaborative activities and resources provided)	5	3.75	2.5	1.25	0
Collaborations with community agencies and programs (shelters, youth programs, social services, business partners, faith-based agencies, housing support agencies, HUD, Continuum of Care, etc)	5	3.75	2.5	1.25	0
Discussion of strategies for building, maintaining, and/or improving collaborations	5	3.75	2.5	1.25	0

***Reviewer Comments:***

<b>5. Program Evaluation [10 points]</b>	Very Good	Good	Fair	Poor	N/A
Description of strategies and activities for assessing progress toward achieving program objectives and generating information to guide program improvement	6	4.5	3	1.5	0
Description of sufficient staff time and other resources (internal and/or external) to be utilized for program evaluation activities	4	3	2	1	0

**Reviewer Comments:**

<b>6. Budget [20 points]</b>	Very Good	Good	Fair	Poor	N/A
Expenditures represent only allowable activities described in Section 723 of the McKinney-Vent Act	5	3.75	2.5	1.25	0
Budget reflects efficient use of program funds	5	3.75	2.5	1.25	0
Clear description of how Title I-A reserved funds will be used to support the education of homeless children and youth in the LEA	5	3.75	2.5	1.25	0

**Score Summary**

<b>Section</b>	<b>Score</b>
Overview (10 possible points)	
Current Status and Statement of Need (20)	
Program Description (25)	
Collaboration (15)	
Program Evaluation (10)	
Budget (20)	

# FOR HOMELESS CHILDREN AND YOUTH

## Application Instructions for Local Education Agencies

### FOR APPLYING FOR FUNDING UNDER THE MCKINNEY-VENTO HOMELESS ASSISTANCE ACT

FUNDS ARE RECEIVED BY THE NORTH CAROLINA DEPARTMENT OF PUBLIC  
INSTRUCTION

FROM THE UNITED STATES DEPARTMENT OF EDUCATION  
WASHINGTON, DC

<b>Total all sections</b>	
<b>** Bonus points (see below)</b>	
<b>Total Score</b>	

**\*\* Special consideration will be given to programs that:**

- **Provide evidence of significant cost sharing, including Title I, Part A reserved funds and other federal funds as appropriate (maximum 4 points)**
- **Provide specific activities to reach out to preschool-aged children and to unaccompanied youth (maximum 4 points)**
- **Include attending the national conference for the National Association for the Education of Homeless Children and Youth as a staff activity (maximum 2 points)**

**Other comments/observations:**

FOR APPLYING FOR FUNDING UNDER THE MCKINNEY-VENTO  
HOMELESS ASSISTANCE ACT

FUNDS ARE RECEIVED BY THE NORTH CAROLINA DEPARTMENT OF PUBLIC  
INSTRUCTION

FROM THE UNITED STATES DEPARTMENT OF EDUCATION WASHINGTON, DC



2 YEAR GRANT  
APPLICATIONS SUBMITTED TO THE NORTH CAROLINA HOMELESS  
EDUCATION PROGRAM AT THE SERVE CENTER AT UNCG

**Deadline for Submission: June 3, 2009**

Email Application to: [nchep@serve.org](mailto:nchep@serve.org)

PUBLIC SCHOOL OF NORTH CAROLINA  
STATE BOARD OF EDUCATION  
DEPARTMENT OF PUBLIC INSTRUCTION  
RALEIGH, NORTH CAROLINA 27699-6351

## INFORMATION

### **The North Carolina Homeless Education Program (NC HEP) at The SERVE Center at UNCG and its Role in the McKinney-Vento Sub-grant Process**

In January 2009, the North Carolina Department of Public Instruction (NCDPI) contracted with the The SERVE Center at the University of North Carolina-Greensboro (UNCG) to implement the North Carolina Homeless Education Program (NC HEP).

The SERVE Center carries out all state-level programmatic responsibilities related to the implementation of the McKinney-Vento Act, including conducting the competition to award sub-grants to local education agencies. The sub-grant process will be carried out in accordance with the North Carolina State Board of Education Policy for competitive and discretionary grants.

All correspondence related to the sub-grant application process will be directed to Diana Bowman, interim contact for NC HEP, at The SERVE Center at [dbowman@serve.org](mailto:dbowman@serve.org) or 336-315-7453.

NCDPI will handle all fiscal aspects of the sub-grant process, and upon approval LEAs will complete budgetary forms for NC BUDS.

### **The McKinney-Vento Act**

#### What is the purpose of the McKinney-Vento Act?

The McKinney-Vento Act guarantees a free, appropriate public education for all homeless children and youth by removing barriers to their enrollment and attendance in school and supporting their educational success.

#### What are the goals of the Act?

- Provide immediate enrollment of homeless children who are not already enrolled. This includes reviewing and revising any laws, regulations, practices, or policies that may act as barriers to the enrollment, attendance, or success of homeless children and youth
- Provide school stability for students experiencing homelessness by allowing them to remain in their school of origin when this is in the child's or youth's best interest and providing transportation to and from the student's school of origin at the parent's/guardian's or unaccompanied youth's request
- Ensure that homeless students are provided services in such a way that they are not isolated or stigmatized
- Promote school success and completion for homeless students

- Support collaboration between school districts and community agencies serving homeless students

### **McKinney-Vento Sub-grants**

What is the purpose of McKinney-Vento sub-grants?

The purpose of McKinney-Vento sub-grants is to facilitate the enrollment, attendance, and success in school of homeless children and youth.

Who is eligible to apply for a sub-grant?

All North Carolina local educational agencies (LEAs) are eligible to apply. LEAs may subcontract with other agencies; however, the local school system assumes responsibility for setting program goals and monitoring program accomplishments. The LEA will serve in the capacity of fiscal agent.

What is the funding?

Source: U.S. Department of Education, through the McKinney-Vento Homeless Education Assistance 2001 (Title X, Part C of the *No Child Left Behind Act*, P.L. 107-110).

Total Amount Available: Awards will be dependent on receipt of the federal grant. Funding for 2009-2010 sub-grant awards is estimated to be approximately \$1,000,000 for the state of North Carolina.

Size of Grants: Based on established need, grants are expected to be in the following ranges:

- Tier 1: 50-100 identified homeless students – Grant range up to \$20,000 for each year of the grant
- Tier 2: 101-300 identified homeless students – Grants range up to 40,000 for each year of the grant
- Tier 3: 301-700 identified homeless students – Grant range up to \$60,000 for each year of the grant
- Tier 4: More than 700 identified homeless students – Grant range up to \$80,000 for each year of the grant

LEAs with less than 50 identified homeless students may submit an application with a consortium of districts whose number of identified students is at least 50. (See p. 6.)

- Grant Period: Each project is awarded funds for a period of time beginning July 1 and ending September 30 of the following fiscal year. Funds for Year 2 will be authorized based upon submission of a satisfactory annual program report and budget report for Year 1. Start date may vary according to timing of the sub-grant review process and date of receipt of funds from the U.S. Department of Education.

What are the funding guidelines? Services provided with McKinney-Vento Act funds must not replace the regular academic program and must be designed to expand upon or improve services provided to homeless students as part of the school's regular academic program, including compliance with McKinney-Vento statutes required of all LEAs (See Appendix C).

Sub-grants are awarded based on the identified needs and on the quality of the application.

What are the provisions of the McKinney-Vento Act related to services for homeless children and youth?

Services may be provided through programs on school grounds or at other facilities (e.g., shelters and nonprofit community social service centers). Where services are provided through programs on school grounds, such services also may be made available to children or youth who are determined by the LEA to be at risk of failing or dropping out of school, except that priority for such services shall be given to homeless children and homeless youth.

To the maximum extent practical, services shall be provided through programs and mechanisms that integrate children and youth experiencing homelessness with their housed peers. Activities undertaken must not isolate or stigmatize homeless children and youth. Services provided under this program are not intended to replace the regular academic program.

Collaboration with other local and state agencies that serve homeless children and youth are required.

What are authorized activities for Sub-grants in the McKinney-Vento Act?

LEAs must use McKinney-Vento sub-grant funds to assist homeless children and youth with enrolling, attending, and succeeding in school. In particular, the funds may support the specific activities outlined in the law in Section 723.

### **Authorized Activities for McKinney-Vento Sub-grants**

(1) The provision of tutoring, supplemental instruction, and enriched educational services that are linked to the achievement of the same challenging state academic content standards and challenging state student academic achievement standards the State establishes for other children and youths.

(2) The provision of 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 students with limited English proficiency, services provided under Title I of the Elementary and Secondary Education Act of 1965 or similar state or local programs, programs in vocational and technical education, and school nutrition programs).

(3) Professional development and other activities for educators and pupil services 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.
(4) The provision of referral services to homeless children and youths for medical, dental, mental, and other health services.
(5) The provision of assistance to defray the excess cost of transportation for students under section 722(g)(4)(A), not otherwise provided through Federal, State, or local funding, where necessary to enable students to attend the school selected under section 722(g)(3).
(6) The provision of developmentally appropriate early childhood education programs, not otherwise provided through Federal, State, or local funding, for preschool-aged homeless children.
(7) The provision of services and assistance to attract, engage, and retain homeless children and youths, and unaccompanied youths, in public school programs and services provided to non-homeless children and youths.
(8) The provision for homeless children and youths of 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.
(9) If necessary, the 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 medical records, academic records, guardianship records, and evaluations for special programs or services.
(10) The provision of education and training to the parents of homeless children and youths about the rights of and resources available to such children and youths.
(11) The development of coordination between schools and agencies providing services to homeless children and youths, as described in section 722(g)(5).
(12) The provision of pupil services (including violence prevention counseling) and referrals for such services.
(13) Activities to address the particular needs of homeless children and youths that may arise from domestic violence.
(14) The adaptation of space and purchase of supplies for any non-school facilities made available under subsection (a)(2) to provide services under this subsection.
(15) The provision of school supplies, including those supplies to be distributed at shelters or temporary housing facilities, or other appropriate locations.
(16) The provision of other extraordinary or emergency assistance needed to enable homeless children and youths to attend school.

### Requirements of the Grant

- The program contact or authorized representative and superintendent for each LEA applicant must sign the Statements of Assurances on the cover page (Attachment A). These persons must have the authority to ensure that the LEA will fulfill all statutory and regulatory requirements for reporting, auditing, and monitoring.
- The program contact or authorized representative or superintendent must also sign the Debarment Certification (Attachment B).
- The program contact or authorized representative for each grant recipient will be required to submit an annual report by June 30 of each year of the project period. The Annual Report Template found in Appendix G will be used for reporting purposes. This completed form will be submitted along with a budget report.
- All grant programs must maintain current programmatic and fiscal records and make them available during monitoring visits, which will occur on-site at least once during the grant cycle. (See Appendix H or sample indicators for a monitoring protocol.) All grant programs must maintain for fiscal and program records for a minimum of five years after the grant period is over.
- All project funds should be spent according to the approved project proposal in the proposed time frame; any discrepancies from the approved project proposal must be requested in a budget amendment before the expenditure and included in the annual report.

In the event that funds are carried over, the Tydings Amendment can extend the grant period to 27 months by allowing unexpended funds as of September 30 to carryover for an additional 12 months. A request to carry over funds must be approved by the State Coordinator.

### **Applying as a Consortium**

LEAs, including charter schools, that have identified less than 50 homeless students may submit an application as a consortium of LEAs whose total number of identified homeless students is greater than 50. The application must be submitted by an identified lead LEA that will serve as fiscal agent for the grant. A program contact at the lead will oversee the implementation of the grant, arrange the disbursement of funds to participating LEAs, and submit required reports and documentation. Consortium applicants must submit Attachment I and J.

### **Strategies for Submitting a Strong Proposal**

- Read Application Procedures and Instructions for the Proposal Narrative Instructions carefully
- Provide all requested information both in the proposal narrative and in the attachments

- Ensure that clear linkages exist between the needs, objectives, activities, outcomes, and expenses
- Ensure that only authorized activities are included
- Involve collaborative programs and partners in the planning process
- Review the Criteria for Proposal Review in Appendix F
- Review the proposal checklist in Appendix A before submission
- Allow time for colleagues to review the proposal before submission deadline
- Obtain required signatures

## APPLICATION PROCEDURES

Submit the application in two files to the following email address: [ncnep@serve.org](mailto:ncnep@serve.org)

File 1 will include a one-page abstract and the proposal narrative.

- The abstract and proposal narrative should be typed and double-spaced with at least one-inch margins, using a font no smaller than 12 point Times New Roman.
- The proposal narrative may be up to 15 pages **double-spaced**.
- The subject line must include: MV Application, LEA name, last name of the program contact, File 1

File 2 will include Attachments A-H, and I and J if applying as a consortium

- The subject line must include: MV Application, LEA name, last name of the program contact, File 2

Only proposals in Word or PDF formats are accepted. The abstract, proposal narrative, and attachments should include the name of the LEA and LEA code in the header or footer.

Proposals must be submitted **by 5:00 p.m. on June 3, 2009**. A confirmation will be emailed to the sender within two days of submission. If you do not receive a confirmation, contact Diana Bowman, interim contact for NC HEP, at [dbowman@serve.org](mailto:dbowman@serve.org) or 336-315-7453.

Additionally, the signed cover page with assurances (Attachment A), the debarment certification (Attachment B), and consortium assurances (Attachment J, if appropriate) and must be faxed by the June 3 deadline to Diana Bowman at 336-315-7457.

Questions about the sub-grant process and application may be addressed to Diana Bowman.

Contact information:

Diana Bowman  
Interim Contact  
North Carolina Homeless Education Program  
The SERVE Center at UNCG  
336-315-7453  
[dbowman@serve.org](mailto:dbowman@serve.org)

## **PROPOSAL NARRATIVE INSTRUCTIONS**

For each section of the proposal narrative, additional information will be included in the attachments in File 2. The narrative discussion should reference the information in the attachments but does not need to duplicate the information.

### A. Current Status and Statement of Need (20 points)

The proposal narrative should include:

- Current status of the program – numbers of students identified for services under McKinney-Vento, including preschool aged children; socio-economic and demographic data and trends; needs assessment data, if available (review Appendix D for a list standards for quality McKinney-Vento programs that may help frame this discussion.)
- Available resources – resources in the community; outreach programs in place; LEA support and federal program support in place, including percent of time that the local liaison and others devote to homeless education
- For current sub-grantees only – discussion of effectiveness of the current program and data on effectiveness
- Identification of major needs of homeless children and youth in the LEA that will be addressed in the proposal

Complete in File 2:

Attachment C: 2008-2009 Data on Homeless Children and Youth Enrolled

### B. Program Description (30 points)

The proposal narrative should include:

- Discussion of the links between the needs, objectives, activities, and outcomes listed in Attachment D
- Explanation of how the proposed activities do not replace the regular academic program and expand upon or improve services provided to homeless students as part of the school's regular academic program
- Description of staffing and management for the program
- Description of any subcontractors, basis for their selection, and ways their efforts are integrated with the overall program design

Complete in File 2:

Attachment D: Program Objectives, Activities, Outcomes, Measures, Evaluation Chart

Attachment E: Staffing Chart

### C. Collaboration (15 points)

The proposal narrative should include:

- Collaborations within the LEA (Title IA, migrant, preschool, IDEA, etc.) – elaboration on information included in Attachments F and G

- Collaborations with community agencies and programs (shelters, youth programs, social services, business partners, faith-based agencies, housing support agencies, HUD Continuum of Care, etc.) – elaboration on information included in Attachment G

Complete in File 2:

Attachment F –McKinney-Vento and Title I Coordination  
Chart Attachment G – Collaboration Chart

D. Program Evaluation (15 points)

The proposal narrative should include:

- Strategies for assessing progress toward achieving program objectives and generating information to make changes for program improvement (Discussion should reflect the measurable objectives in Attachment D and the questions asked in Appendix G – Annual Report Template)
- Description of staff time and internal and external resources to be utilized for program evaluation

E. Budget (20 points)

The proposal narrative should include:

- Explanation of expenses link to activities and objectives
- Cost and resource sharing with the LEA or other federal programs
- Cost and resource sharing with external agencies

Complete in File 2:

Attachment H: Budget Allocation by Activity for 2009-2010 and 2010-2011

F. For Consortium Applicants Only – Consortium Management

Complete in File 2:

Attachment I: Submitting a Proposal as a Consortium

Attachment J: Assurances for Consortium Members