

Fiscal
Period 19-20

201 Title I, Part A - Improving Basic Programs

Current Form Package Status: **Final Approval Issued**

- Profile Page
- Instructions
- Select a Form Package
- Report Tool
- Group Email
- Required Pages

[Help](#) [Begin Review](#) [Contact](#) [Application](#) [Budget](#) [Approval](#) [Notes](#)

[Previous](#) Page 4C - TI Homeless SetAside Needs Assess (Final Approval Issued) [Next](#)

[Save](#) [Unlock Page](#) [Approved](#) [Approve All](#) [Print](#) [Print All](#) **Modified By** **Modified On** **Modified By** **Modified On**
By Org. **By Org.** **By OSPI** **By OSPI**

Page 4C

Title I Homeless Needs Assessment

The Elementary and Secondary Education Act (ESEA), as reauthorized by the Every Student Succeeds Act (ESSA), includes the Local Education Agency (LEA) Title I, Part A plan requirements regarding services for homeless children and youth. The questions on this page satisfy the plan description for the services the LEA will provide.

- All LEAs must set-side Title I, Part A funds in an amount necessary to serve homeless students in Title I and non-Title I schools and/or shelters and other locations where homeless children and youth may live. ESEA Section 1113(c)(3) and U.S.C. 6313 (c)(3)

- LEA Title I, Part A plans must describe the services it will provide homeless children and youth to support enrollment, attendance, and success. This description must include the coordination of services provided under McKinney Vento and the services provided with the Title I, Part A set-aside. ESEA Section 1112(b)(6) and U.S.C. 6312 (b)(6)

Please review Instructions and the [Needs Assessment Worksheet](#) to complete this process. Resources are included. The Needs Assessment Worksheet template (optional) will assist you and your Homeless Needs Assessment Team gather student needs data.

The LEA's Title I, Part A Director and Homeless Liaison should work collaboratively to complete a process to determine the appropriate amount of resources to serve students who may be homeless and to identify the portion of the costs Title I, Part A funds will meet. In addition to the Title I, Part A Director and the Homeless Liaison your needs assessment process must include school-level staff. Inclusion of the district transportation director in the conversation is encouraged for identification of transportation costs for students who are homeless.

For more information on allowable expenses, please see the [NCHE Issue Brief on Homelessness and Title I, Part A](#) or the [2015 Education Department's Dear Colleague Letter](#).

A. LEA INFORMATION			AMOUNT
1. Total LEA Title I, Part A, Allocation (Including transfers, if applicable.) Complete and save page 1A.			\$
2. Title I, Part A, Homeless Set-Aside			\$
3. McKinney-Vento Grant (if applicable)			<input type="text"/>
4. Homeless Student Stability Grant (if applicable)			<input type="text"/>
5. DATE ASSESSMENT COMPLETED <input type="text"/>	6. LEA HOMELESS LIAISON (provide name and full title, e.g., Federal Programs Director) <input type="text"/>	7. LEA HOMELESS LIAISON FTE - Dedicated FTE to fulfill homeless liaison duties, not to include time allocated to Foster Care Liaison duties (FTE regardless of funding source, e.g., McKinney Vento, HSSP, BEA, Title I, Part A. The FTE must be greater than 0). <input type="text"/>	8. NUMBER OF HOMELESS STUDENTS REPORTED IN THE PREVIOUS SCHOOL YEAR <input type="text"/>

B. HOMELESS NEEDS ASSESSMENT TEAM

1. LEA TITLE I DIRECTOR NAME (required to assist with needs assessment)	<input type="text"/>
2. LEA HOMELESS LIAISON NAME (required to assist with needs assessment)	<input type="text"/>

C. OTHER TEAM MEMBERS

School-level staff must be included in the development of the needs assessment to ensure all homeless student needs are identified. Please include **ALL** team member names, including school level staff who provide data

Press the "NEW" button to complete information for Team Members.

To avoid losing data, press the "SAVE" button after completion of record *before* pressing the "NEW" button again. Allow save to complete before pressing the "NEW" button again.

Team Member Name	Team Member Title	School Building
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

REMEMBER: Allow **SAVE** to complete before you hit the **NEW** button again.

New

D. Provide a description for each section below. Include information on how the team works together to determine that the Homeless Title I, Part A set-aside will sufficiently meet the needs of all homeless students in the LEA (in Title I and non-Title I schools.)

1. *The process the LEA uses to identify homeless students.*

An empty rectangular text box with a thin border. It contains a vertical scrollbar on the right side and a horizontal scrollbar at the bottom, indicating it is a scrollable text area.

2. *The process by which the LEA identifies all needs associated with serving homeless students in the LEA.*

An empty rectangular text box with a thin border. It contains a vertical scrollbar on the right side and a horizontal scrollbar at the bottom, indicating it is a scrollable text area.

3. *The process the LEA uses to determine the costs associated with the identified needs.*

An empty rectangular text box with a thin border. It contains a vertical scrollbar on the right side and a horizontal scrollbar at the bottom, indicating it is a scrollable text area.

4. *The process the LEA uses to determine that the Title I, Part A set-aside is sufficient to meet the needs of homeless students.*

An empty rectangular text box with a thin border. It contains a vertical scrollbar on the right side and a horizontal scrollbar at the bottom, indicating it is a scrollable text area.

5. *The process the LEA will use to reassess how it meets the needs of homeless students throughout the year.*



E. COST AND FUNDING RESOURCES

Any row with a zero (0) Total Cost, other than the "Other" row, will require an explanation in Section F. (Report all costs or estimated costs regardless of the funding sources.)

Explanation of Categories

1. Liaison Salary and Professional Development – required

A. **Salary.** Provide the salary cost for the Homeless Liaison(s) listed in A6. Report all funds and funding sources, not just Title I, Part A.

B. **Professional development.** Provide the associated costs for professional development for the Homeless Liaison and building staff. Professional development is a requirement of the McKinney-Vento Homeless Assistance Act and all funds and funding sources, not just Title I, Part A must be reported.

2. **School Transportation for Homeless Students.** Provide the costs for school transportation for Homeless Students. Title I funds may be used to cover the excess costs of transportation.

3. **Student Educational Needs.** Example needs include clothing, PE uniforms, school uniforms, school supplies (for use in school), school and study support supplies (for use off-site at shelters, hotel, home, etc.), food (to meet need during instructional time or school activities).
4. **Enrollment/Transfer Services.** Examples include records transfer (postage, etc.), birth certificates, immunizations.
5. **Medical/Mental Health/Shelter Referrals and Support.** Example services include referrals/services for medical, dental, mental health/counseling, substance abuse, housing referrals, domestic violence, etc.
6. **Removing Barriers to Participation, Retention and Success in School.** Example barriers include extracurricular fees, test fees (IB/ACT/SAT etc.), co-curricular costs (ASB cards, cap and gown), materials and fees for educational programs/courses (i.e., fees associated with music, art, STEM, CTE, etc.), alternative education programs, Running Start, credit retrieval, GED assistance.
7. **Extended Educational Assistance.** Example services include before and after school programs, summer programs, Saturday programs, tutoring, mentoring, educational enrichment to meet state standards.
8. **Fines.** Example fines include lost/damaged materials, uniforms, and books. Costs associated with this category should include estimated costs the district absorbs when fines are waived.

9. **Coordination with Early Education Programs.**

10. **Outreach.** Examples include outreach to homeless drop out youth for reengagement, outreach to students living in hotels/motels, campgrounds, shelters, etc., coordination with community agencies and programs.

11. **Parent Family Engagement.** Parent family engagement examples include parent family trainings on the rights of homeless children and youth, coordination with community agencies and programs.










		FUNDING SOURCES AND AMOUNTS			
Need	Total Cost	Community Resources	State & Federal Homeless Education Grants *	LEA General Fund	Amount from Title I Set-Aside
Example: Liaison Salary (1. FTE)	\$70,000	\$0	\$15,000	\$0	\$55,000
1.A. Liaison Salary	\$	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
1.B. Professional Development	\$	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2. School Transportation for Homeless Students	\$	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
3. Student Educational Needs	\$	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
4. Enrollment/Transfer Services	\$	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

5. Medical/Mental Health/Shelter Referrals and Support	\$	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
6. Removing Barriers to Participation, Retention and Success	\$	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
7. Extended Educational Assistance	\$	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
8. Fees	\$	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
9. Coordination with Early Education Programs	\$	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
10. Outreach	\$	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
11. Parent/Family Engagement	\$	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
12. Other	\$	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
TOTAL COSTS OF SERVING HOMELESS STUDENTS IN LEA AND IDENTIFIED FUND SOURCES	\$	\$	\$	\$	\$

NOTE: The total from the Title I, Part A Amount Column should match the Title I, Part A Homeless Set-Aside.

* HSSeP and/or McKinney-Vento

F. If the LEA indicated a zero in any category's Total Cost Column in Section E (indicating that the category is not an identified need OR that the need has no cost associated with meeting this need) please provide a brief explanation below for that category.	
1. Liaison Salary and Professional Development	<input type="text"/>
2. School Transportation for Homeless Students	<input type="text"/>

3. Student Educational Needs	
4. Enrollment/Transfer Services	
5. Medical/Mental Health/Shelter Referrals and Support	
6. Removing Barriers to Participation, Retention and Success in School	
7. Extended Educational Assistance	
8. Fines	
9. Coordination with Early Education Programs	
10. Outreach	
11. Parent Family Engagement	

 Save
 Unlock Page
 Approved
 Approve All
 Print
 Print All
Successfully Saved