



**ALL LEAS MUST COMPLETE THE 2021-2022 TITLE I, PART A HOMELESS RESERVATION TEMPLATE AND ATTACH IT TO THE SY 2021-2022 TITLE I APPLICATION IN THE ATTACHMENT TAB ON THE APPLICATION SUMMARY PAGE.**

## **TITLE I, PART A HOMELESS RESERVATION TEMPLATE FOR SY 2021-2022**

Homeless children and youth are automatically eligible for services under Title I, Part A of the Elementary and Secondary Education Act (ESEA), *whether or not they live in a Title I school attendance area* or meet the academic standards required of other children for eligibility. [ESEA section 1115 (c)(2)(E)].

**Beginning July 1, 2017 all LEAs that receive Title I, A funds must reserve (set aside) the funds necessary to provide homeless children services comparable to services provided in Title I, A schools. [ESSA, 20 U.S.C. 6313 (c)(3)(A)].**

Prior to completing the template on pages 2-3 of this document, please review the *Education for Homeless Children and Youths Program Non-Regulatory Guidance* (July 2016) for definitions and details regarding services provided with Title I, Part A funds to homeless students, which can be found [here](#).

### **Please note:**

- As in previous years, the provision of Title I, Part A services to homeless students must be coordinated with the designated McKinney-Vento (M-V) Homeless Education Liaison, with documentation of the collaboration kept on file.
- If the same person is responsible for oversight of the Title I, Part A program and the McKinney-Vento Homeless Education Liaison duties, then collaboration must take place with an additional stakeholder (i.e., the M-V Grant Coordinator, counselor, social worker, or LEA Superintendent).
- Under the McKinney-Vento Act, the term “homeless children and youths” means individuals who lack a fixed, regular, and adequate nighttime residence.
- Services provided by Title I funds must be reasonable and necessary to assist homeless students to take advantage of educational opportunities. [ESEA section 1113(c)(3)(A)]. Title I funds must be used as a last resort when funds or services are not available from other public or private sources.



# Indiana Department of Education

Dr. Katie Jenner, Secretary of Education

**ALL LEAS MUST COMPLETE THE 2021-2022 TITLE I, PART A HOMELESS RESERVATION TEMPLATE AND ATTACH IT TO THE SY 2021-2022 TITLE I APPLICATION IN THE ATTACHMENT TAB ON THE APPLICATION SUMMARY PAGE.**

## **TITLE I, PART A HOMELESS RESERVATION TEMPLATE FOR SY 2021-2022**

Questions can be directed to your assigned [Federal Grants Specialist](#).

Date Completed: \_\_\_\_\_

Name of Corporation: \_\_\_\_\_

Corporation Number: \_\_\_\_\_

Name of Title I Program Administrator: \_\_\_\_\_

Name of McKinney-Vento Homeless Education Liaison: \_\_\_\_\_

### **Please note:**

- **All LEAs that receive Title I, Part A funds *must* reserve (set aside) the funds necessary to provide homeless children services comparable to services provided in Title I, Part A schools. [ESSA, 20 U.S.C. 6313 (c) (3) (A)].**
- The amount set aside must be sufficient to provide comparable services to homeless students.
- The amount may be determined based on a needs assessment and should involve the McKinney-Vento Homeless Education Liaison.
- The amount must be based on the total LEA allocation prior to expenditures or transfers.
- The Homeless Education Liaison is responsible for coordinating or obtaining M-V and community resources for the homeless students and communicating their availability to the Title I, Part A Program Administrator.
- Additional Title I, Part A funds may be reserved for allowable uses, as long as there is no supplanting of other State, Federal or LEA funds.
- The mandatory homeless set-aside may be used to provide services in Title I schools that are not ordinarily provided to other Title I students.
- Approved methods for calculating the homeless reservation amount can be found on the next page of this document.
- The minimum amount required to be reserved to provide services for homeless students is found in **Method 1**.
- If zero homeless students have been reported on the state Homeless Data Collection, funds must be set aside in anticipation of a future homeless student.
- Funds may be released at the end of the year if the LEA clearly documents why the set-side was not fully used.
- Funds may be used:

For homeless children and youth attending <u>any</u> school in the LEA;
For services not ordinarily provided to other students;
To fund the McKinney-Vento liaison;
To provide transportation to the school of origin;
For educationally related support services, including PreK.
(for additional uses refer to EHCY Non-Regulatory Guidance – pgs. 38-39)



**TITLE I, PART A HOMELESS RESERVATION TEMPLATE  
FOR SY 2021-2022**

**Method for Determining Homeless Reservation – Select ONE method below.**

All LEAs are **REQUIRED** to select one of the United States Department of Education (USED) approved methods for determining the amount of the Title I, Part A homeless reservation to benefit all homeless students in Title I **and** non-Title I schools. The reservation must be determined in collaboration with the District McKinney-Vento Homeless Liaison or additional stakeholder, if the Title I Program Administrator and Homeless Liaison is the same person. Other stakeholders could include the M-V Grant Coordinator, the LEA Superintendent, a school counselor or social worker familiar with student needs. **This mandatory set-aside will be reserved on the District Wide Set-Asides page and budgeted on the District Wide Homeless budget in the Title I, Part A grant application.**

**Check the appropriate box:**

- ☐ **Method 1:** Identify count of homeless students in all school buildings in the LEA and determine a “reasonable and necessary” amount to provide comparable Title I services to homeless students; OR to provide comparable Title I services AND other allowable services to homeless students.
- ☐ **Method 2:** Identify count of homeless students in all school buildings in the LEA and multiply by the LEA’s average per-pupil Title I, Part A allocation.
- ☐ **Method 3:** Identify count of homeless students in all school buildings in the LEA and reserve a specific percentage based on the LEA’s poverty level or total Title I, Part A allocation.
- ☐ **Method 4:** Identify count of homeless students in all school buildings in the LEA and reserve an amount of Title I funds greater than or equal to the amount of the LEA’s portion of the M-V allowance.

**Detailed Description:** In the rare occurrence that an appropriate homeless set-aside is \$0, a detailed description is required to justify this set-aside amount and LEA decision.

*(Insert description here)*

- PLEASE ATTACH PAGES 2-3 TO THE SY 2021-2022 TITLE I APPLICATION ON THE APPLICATION SUMMARY PAGE IN THE ATTACHMENTS TAB FOR REVIEW.
- TITLE I APPLICATIONS WILL BE RETURNED TO THE LEA, IF THE COMPLETED TEMPLATE HAS NOT BEEN ATTACHED.
- THE AMOUNT RESERVED WILL BE REVIEWED AGAINST THE NUMBER OF CHILDREN REPORTED TO THE STATE IN THE HOMELESS DATA COLLECTION. HOMELESS STUDENT COUNTS WILL BE POSTED ON THE IDOE TITLE I WEBPAGE AFTER THE COLLECTION CLOSES IN JUNE 2021.

*By signing below, I am confirming that the approved method selected for determining the amount of the Title I, Part A homeless reservation has been calculated and will be reserved and budgeted in the Title I grant application.*

Superintendent: \_\_\_\_\_

Title I Program Administrator: \_\_\_\_\_

McKinney-Vento Homeless Education Liaison: \_\_\_\_\_