

# Iowa Department of Education

## HOMELESS EDUCATION

**Note: The Homeless Education form must be completed in order for the Title I application to be approved.**

For technical assistance regarding Homeless Education contact Sandy Johnson at [sandra.johnson@iowa.gov](mailto:sandra.johnson@iowa.gov); or 515/281-3965.

Children and youth in homeless situations are automatically eligible for Title I services whether or not they live in a Title I school attendance area or meet the academic standards required of other children for eligibility. Homeless children may receive Title I educational or support services from Schoolwide and targeted-assistance school programs. The Local Education Agency (LEA) must provide comparable services to a homeless student who does not attend a Title I school.

LEAs may provide support services to children in shelters and other locations where homeless children live. Services should be provided to assist homeless students to take advantage of educational opportunities.

The Homeless Education form is required for all local education agencies. This form must be completed before the district will be allowed to submit the Title I application and receive Title I funds.

The user should have entered on the Contacts form the contact information for the Local Homeless Liaison. A Local Homeless Liaison is a local education agency staff member (other than the district Superintendent) who is responsible for ensuring the identification, school enrollment, attendance, and opportunities for academic success of students in homeless situations. (e.g. Guidance Counselor, At-Risk Coordinator, etc.).

### Mandatory Reservation of Funds

Section 1113©(3)(A) states: *“A local education agency shall reserve such funds as necessary under this part to provide services comparable to those provided to children in schools funded under this part to serve homeless children who do not attend participating schools, including providing educationally related support services to children in shelters and other locations where children may live.”*

All public schools and districts receiving federal funds must ensure that services are provided to children and youth who are experiencing homelessness. To assist with these services, the law requires that school districts set aside Title I funds, as necessary, to provide services comparable to those that are provided to children in Title I, Part A funded schools. These funds can also support educationally related services to children in shelters and other locations where homeless children may live. The services provided with these funds should support homeless students to succeed in school and to meet the academic achievement standards.

**An LEA must reserve Title I funds to make sure that homeless students receive Title I services regardless of their school of enrollment.** LEAs can develop formulas for reserving the appropriate amount of Title I funding for homeless students as required in Section 1113 (c)(3)(A) of The *No Child Left Behind Act of 2001 (NCLB)*. The set-aside funds may then be used to serve the needs of any homeless student in the district.

An LEA has the discretion to use reserved funds to provide a homeless student with services that are not ordinarily provided to other Title I students and that are not available from other sources.



Iowa requires Title I districts to indicate the Title I, Part A homeless set-aside amount and formula on the annual Title I application.

If a district has students who meet the definition of homelessness according to McKinney-Vento, there are some strategies on how Title I homeless set-aside funds may be used in Title I and non-Title I schools.

Prior to making decisions about the use of homeless set-aside funds, LEAs must consider the following:

**Supplement, not Supplant:**

- Title I funds never pay for items or services required by another federal, state, or local law. For example, Title I X (McKinney-Vento Homeless Assistance Act) of NCLB requires districts to transport homeless students to their school of origin. Title I funds may not be used to pay for this service.

**Homeless liaison:**

- Title X permits the use of Title I funds to pay all or part of the salary of the district homeless liaison, but this person must also be assigned Title I duties not related to homeless duties.

**Title I as a last resort:**

- Title I may be used to pay for non-educational services, including medical care supplies, such as eyeglasses or social services, but only if these services are not available from any other source in the community. Services must be linked to the student's educational needs.

**No food, no housing:**

- Title I funds may never be used to pay for a homeless family's lodging or food.

**Other Ideas for use of Title I set-aside funds:**

- Pay for tutors for homeless students (can include remedial or accelerated instruction).
- Before-school/After-school, and/or summer programs.
- Purchase school supplies.
- Pay fees for school-sponsored field trips or school-related family activities.
- School clothing to meet district requirements (uniforms, PE clothes, including shoes for PE).
- Pay for medical/dental services that if unmet, would present a barrier to school attendance (eyeglasses, dental care, immunizations).
- Reimburse mileage for staff who have to travel in order to provide direct services to homeless students.
- Graduation cap and gown/graduation fees.
- Birth certificates necessary to enroll in school.
- Counseling services/domestic violence counseling services.

**Some not allowable uses of Title I set-aside funds:**

- Physicals for sports participation or sports uniforms.
- Clothing for family members.
- Rent/motel/hotel (any housing expenses).
- Prom dresses/tuxedos.
- Yearbooks fees.

The LEA must set aside funds for services to homeless children on Title I budget application. School districts must establish a method for allocating Title I, Part A, set asides for homeless children and youth who are not attending Title I schools. Generally, these methods involve conducting a needs assessment for homeless students in the school district or basing the set-aside amount on a formula, such as a per pupil expenditure. Determining an appropriate amount requires coordination between the Title I Coordinator and the Homeless Coordinator.

Enter the date when the Local Homeless Education Liaison met with the Title I Coordinators to discuss needs of homeless children and youth and what amount should be set aside through Title I for these children.

1 Number of Homeless students reported by your district in Spring EASIER.

1 Enter the number of Homeless students reported that do not attend a Title I school. (108 - Totals reported in Spring EASIER)

The two numbers above have been pre-populated from spring 2013 Student Reporting in Iowa (SRI) data. The LEA may change the first number to reflect more current data. If the first number is not updated, the LEA will be verifying that the number is correct. The LEA is not allowed to change the second number.

### **NEW U.S. Department of Education Policy Change – FY2014**

#### **Title I Set-aside Funds for Support of Homeless Children and Youth**

The following new information applies only to funds subject to authority in FY2014 Appropriations Act

The FY2014 Omnibus Funding Bill included a significant policy change regarding the use of Title I, Part A, funds to support homeless children and youth. The legislation specifically allows the use of Title I, Part A, dollars to ...”provide homeless children and youths with services not ordinarily provided to other students under those sections, including supporting the liaison designated pursuant to Section 722(g)(1)(J)(ii) of the McKinney-Vento Homeless Assistance Act, and providing transportation pursuant to Section 722(g)(1)(J)(iii) of such Act.”

This policy will apply to the FY2014 Title I, Part A, funding (Basic, Concentration, and Targeted Grants) that becomes available to States on July 1, 2014. It reserves a U.S. Department of Education interpretation of the Title I, Part A, statute which prohibited the use of Title I, Part A, dollars to transport homeless children and youth to their schools of origin. It also clarifies that Title I, Part A, dollars can serve the unique needs of homeless students by providing services different from those ordinarily provided with Title I, Part A, funds, and that Title I, Part A, funds can support McKinney-Vento homeless liaisons.

Visit <http://center.serve.org/nche/legis/2014-omnibus.php> for more information about Title I and homelessness and the requirement for school districts to reserve funds to provide educationally related support services to homeless children.

#### **What does this mean?**

FY2014 Title I, Part A, funds can be used for school of origin transportation, but the required set aside for comparable services must still be reserved. The Appropriations Act affords an LEA new, additional authority to use fiscal year 2014 Title I funds to pay for the homeless liaison FTE and for the excess cost to transport homeless students to their school of origin. However, this option does not replace the required (or regular) homeless set-aside.

- The new authority in the FY2014 Appropriations Act in no way removes the requirement under Section 1113(c)(3)(A) of the Elementary and Secondary Education Act of 1965, as amended (ESEA), that a local education agency (LEA) reserve the amount of Title I funds that is necessary to provide comparable Title I services to homeless children attending non-Title I schools.
- An LEA may continue to use Title I set-aside funds to provide comparable services to homeless students attending Title I schools and non-Title I schools that are not ordinarily provided to other Title I students, such as those described in the Title I, Part A, Use of Funds Guidance at [www2.ed.gov/programs/homeless/homelessg11.doc](http://www2.ed.gov/programs/homeless/homelessg11.doc).
- The new “optional” reservation does not replace the Section 1113(c)(3)(A) requirement:
  - Transportation: New authority expands the use of Title I set-aside funds to be used for incremental cost of transporting homeless children/youth to and from the school of origin. This option is additional to the required set-aside funds used to provide reasonable and necessary services for instructional and educational support.
  - Support of Homeless Liaison: Supporting the liaison designated pursuant to Section 722(g)(1)(J)(ii) of the McKinney-Vento Homeless Assistance Act with salary support devoted to liaison duties up to the full FTE.

### Examples

**District A:** Reserves \$5000 as the Title I homeless set-aside for instructional and related services to homeless children and youth. Under Section 1113(c)(3)(A), this is the required reservation for comparable services. Districts may reserve an optional amount for incremental costs of transporting homeless students to and from their school of origin.

Title I Homeless Set-Aside = Required \$5000 plus the Optional \$2000 for transportation

- Required Set-Aside = \$5000 (services such as tutoring, etc.)
- Optional Set-Aside = \$2000 (incremental transportation costs)

**District B:** Reserves \$5000 (sample) as the Title I homeless set-aside for comparable service as required; but chooses not to reserve for incremental costs of transportation to and from school of origin.

- Required Set-Aside = \$5000 (services such as tutoring, etc.)
- Optional Set-Aside = \$0 (incremental transportation costs)

**Note:** The **Optional** Set-Aside does not replace the **Required** Set-Aside for comparable services.

The district should indicate the method that was used to set aside an amount for homeless children and youth. Below are methods that may be used to calculate the local Title I, Part A, set aside:

- Method #1: Reserve the set aside amount based on anticipated needs of homeless students. Based on the district's prior years expenses related to fulfilling the requirements set out in Section 722(g)(6) of McKinney-Vento, set aside an amount that will allow the district to provide appropriate services.
- Method #2: Reserve the set aside amount based on the homeless student count and Title I, Part A, per-pupil allocation. To reserve funds by using this method, take the homeless children & youth count multiplied by the Title I, Part A per-pupil allocation.
- Method #3: Reserve the set aside amount on percentage. A specific percentage of funds for homeless children and youth can be reserved based on the Title I, Part A allocation, or on the district's poverty data. Generally, if the district has a higher poverty percentage, the district will also have a higher number of homeless children and youth.
- Method #4: Reserve based on free/reduced lunch count. Statistically, 10% of children living in poverty will experience homelessness within any given year. Using the district's free/reduced lunch count, estimate the number of homeless students who may experience homelessness in the district this school year. For example:
  - a. The district's free/reduced lunch count=100 students
  - b. 10% of whom could become homeless=10 students
  - c. The district's Title I, Part A per pupil allocation is \$755 per student
  - d. Using this method the Title I, Part A Homeless set-aside would be \$7,550.00

As part of the Title I, Part A online application, all districts will:

- Indicate the method chosen to set aside an amount for homeless children and youth.
- Indicate the Title I dollar amount set aside for Homeless Student Services in non-Title I buildings (including middle schools and high schools).
- Describe how the services for homeless students attending non-Title I buildings will be coordinated and integrated with Title I, Part A, services and relate to the set aside funds.

\$0.00 Dollar amount set aside for Homeless Student Services from the Title I Budget.

\$0.00 Optional Dollar amount set aside for Homeless Student Services from the Title I Budget.

If Method 1 - 4 selected, describe how the services for homeless students attending non-Title I buildings will be coordinated and integrated with Title I, Part A services and relate to the set aside funds.

### Homeless Assurances

If the school district has not identified homeless children and youth, it is not required to reserve Title I, Part A funds. However, all districts must assure the following McKinney-Vento Homeless Education Assistance Improvement Act of 2001 requirements for outreach and identification have been met:

- The local school district has appointed a homeless liaison.
- Public notice of the educational rights of homeless children/youth is disseminated where such children and youths receive services under the McKinney-Vento Act, such as schools, family shelters, and soup kitchens.
- The liaison collaborates with local service providers such as social services, shelter staff, and other community support services to ensure identification of homeless children and youth.
- The school district has established a process to identify homeless students in its local student data record system.

I agree The district assures that the above McKinney-Vento Act requirements have been met.

2014-2015

District not Updated

Comments (0)

Save

Finish

Close

The Homeless Assurances as noted above must be read and agreed to in order for the Title I application to be approved.

Once all data has been entered on the Homeless Education form, the user should click the **Finish** button and address any validation edits. When the form is accepted, the user will be returned to the Title I Home screen and the Homeless Education form will be moved to the bottom of the list with the "District Finished" status.

✔ **TIP: Do NOT double-click the Finish button.**

*Click the Staff Assignments form to be completed next.*