**TITLE I, PART A HOMELESS RESERVATION TEMPLATE**

**UPDATED MDE-OFS GUIDANCE FOR SY 2014 - 15**

**UPDATE, April 2014:**

**The Consolidated Appropriations Act of 2014 now allows Title I, Part A reservations for services to homeless students to include -**

* **School transportation costs –**
	+ **Returning student home from a Title I funded tutoring program**
	+ **Transporting student to the school of origin AFTER a student has obtained permanent housing (“fixed, regular and adequate nighttime residence”) for the remainder of the current school year.**
* **Support for up to 100% of the salary for a LEA homeless liaison, whether or not the staff performs other Title I duties, since all homeless students are categorically eligible for Title I services.**

**The USED Guidance (3-21-14) associated with this legislation states -**

“… under ESEA section 1115(b)(2)(E), homeless children and youth who attend any school served by a local educational agency (LEA), regardless of whether the school receives Title I funds, are eligible to receive Title I services. To ensure that resources are available for this purpose, ESEA section 11113(c)(3)(A) requires an LEA to reserve from its Title I allocation “such funds as are necessary” to provide to homeless children and youth who attend non-Title I schools “services comparable to those provided to children in schools “funded under Title I. Therefore, an LEA must annually determine an appropriate reservation among and uses for that reservation in order to provide comparable services. An LEA can do so through a comprehensive needs assessment or other similar approach.”

**As in previous years, the provision of LEA services to homeless students must be coordinated with the designated homeless liaison, with documentation of the collaboration kept on file. If the same person is responsible for oversight of the Title I Program and the Homeless Liaison duties, then collaboration must take place with additional stakeholders.**

**TITLE I, PART A HOMELESS RESERVATION TEMPLATE**

**UPDATED FOR SY 2014 - 15**

1. **Name of LEA:       Date:**

Name and Position of Title I Contact:

Name and Position of Homeless Education Liaison:

**NOTE:** Liaison position may not be funded with Title I, Part A Homeless Reserved funds. Up to 100% of the Liaison salary may be paid by Title I administrative funds, and will count toward the LEA’s 10% administrative cap, under function code 226.

1. **Number of homeless students in previous school year (2012-13):**

**NOTE: MDE-OFS may verify homeless student counts against the LEA MSDS pupil accounting data.**

1. **LEA must read the assurances below and check the boxes to indicate compliance with the following requirements:**

[ ]  This template was completed in collaboration with the designated homeless liaison and/or additional stakeholders (documentation is on file).

[ ]  The LEA understands that:

* Homeless students who attend a Title I Schoolwide Program school are to be included in the school’s needs assessment and benefit from the education program designed to address those needs.
* Homeless students who attend a Title I Targeted Assistance school are “categorically” eligible for Title I services, based on their status as homeless and not dependent on low academic achievement. “Whether homeless students are determined to be most in need of Title I services would depend on the relative needs of all eligible children in a Targeted Assistance school provided by local/state achievement data.”

[USED Guidance 3-21-14]

**Funding for Only Academic Services\* for Homeless Students:**

[ ]  The LEA will use Title I-A reserved funds to provide only academic services\* tohomeless students in its non-Title I schools that are comparable to services provided to eligible students in Title I schools.

Total Reserved Title I-A Amount: $

(May NOT use McKinney Vento (MV) Grant Funds for this purpose)

* **OR —**

**Funding for Additional Educationally-Related Services\* for Homeless Students: (Check one or both below)**

[ ]  The LEA will use Title I-A reserved funds to provide academic services and additional educationally-related services\* tohomeless students in all schools that are not typically offered to ALL Title I students.

Total Reserved Title I-A Amount: $

(May NOT use MV Funds for this purpose) (MV supplements Title I)

Consult with the MV Liaison to coordinate services

 [ ]  Additional educationally-related services\* for homeless students in the LEA will be provided using other funding in addition to Title I, Part A.

 [ ]  State Funds under Section 31a: $

 [ ]  McKinney Vento Grant Consortium Funds: $

 [ ]  LEA General Funds: $

 [ ]  Other Funds: $     ; Source:

[ ]  Community Resources from [agency(ies)/organization(s)]: 1.

Resources donated:

2.

Resources donated:

(LIST ALL AGENCIES,/ORGANIZATIONS AND RESOURCES SUPPLIED)

*\*As defined by Office of Field Services’ Q&A document entitled “Title I and Homeless”, Q&A 4*

**NOTE:**

The homeless education liaison is responsible for coordinating or obtaining McKinney-Vento and Community resources for the homeless students and communicating their availability to the Title I contact. **Title I funds may be considered only after it has been determined that there is no supplanting of other state, federal or LEA funds.**

**Method for Determining Homeless Reservation - SELECT ONE METHOD ONLY**

LEAs are required to select one of the MDE-approved methods for determining the amount of the Title I, Part A homeless reservation. The reservation must be determined in collaboration with the district homeless liaison or additional stakeholders if the Federal

program coordinator and homeless liaison is the same person (Title I Homeless Q&A 4). **Please refer to the updated Q/A for specific methods.**

**ALL LEAs must complete the updated template form and attach it to the 2014-15 Consolidated Application, using the “Completed Homeless Template” link.**