



**FLORIDA DEPARTMENT OF EDUCATION**  
**Request for Application (RFA Discretionary)**

**Bureau / Office**

Bureau of Federal Educational Programs/Florida McKinney-Vento Program (FMVP)

**TAPS Number**

22A176

**Program Name**

American Rescue Plan - Homeless Children and Youth (ARP-HCY) Project

**Specific Funding Authority(ies)**

Catalog of Federal Domestic Assistance (CFDA) # 84.425W Public Law (PL) ARP of 2021, P.L. 117-2 American Rescue Plan Act of 2021, Education Stabilization Fund

**Funding Purpose / Priorities**

The purposes of these funds are to identify homeless children and youth (HCY), provide HCY with wraparound services to address the challenges of COVID-19, and enable HCY to attend school and fully participate in school activities.

**Total Funding Amount**

\$43,820,876 (one-time award per eligible local educational agency (LEA))

**Type of Award**

Discretionary Non-Competitive

**Budget / Program Performance Period**

December 1, 2021 – September 30, 2023

*Subject to the federal statutory supplanting prohibition, recipients may use these funds for pre-award costs, including the reimbursement of expenditures incurred prior to the receipt of a sub-grant from March 13, 2020.*

**Target Population(s)**

Pre-K to Grade 12 HCY in Florida public schools

**Eligible Applicant(s)**

Local educational agencies (LEAs) in Florida that have identified HCY

*A minimal allocation of \$5,000 is required in order to receive ARP-HCY Homeless II funds. If not, an LEA may establish a consortium to obtain funding. LEAs with an allocation less than \$20,000 are strongly encouraged to establish consortia of regional size-alike LEAs.*

## **Application Due Date**

December 30, 2021

**The due date refers to the date of upload and receipt in the Office of Grants Management ShareFile folder.**

**For Federal programs, the project effective date will be the date that the application is received within the Office of Grants Management meeting conditions for acceptance, or the budget period specified in the Federal Award Notification, whichever is later.**

## **Contact Persons**

### **Program Contact**

Courtney J. Walker

Federal Director, McKinney-Vento Program

(850) 245-9946

[Courtney.Walker@fldoe.org](mailto:Courtney.Walker@fldoe.org)

### **Grants Management Contact**

Lynn Talley

Educational Policy Analyst

(850) 245-5129

[Lynn.Talley@fldoe.org](mailto:Lynn.Talley@fldoe.org)

## **Assurances**

The Florida Department of Education (FDOE) has developed and implemented a document entitled **General Terms, Assurances and Conditions for Participation in Federal and State Programs** to comply with:

2 C.F.R. 200, Uniform Grant Guidance (UGG) requiring agencies to submit a common assurance for participation in federal programs funded by the United States Education Department (USED); Applicable regulations of other Federal agencies; and State regulations and laws pertaining to the expenditure of state funds

In order to receive funding, **applicants must have on file with the Florida Department of Education, Office of the Comptroller, a signed statement by the agency head certifying applicant adherence to these General Assurances for Participation in State and Federal Programs.** The complete text may be found in Section D of the Green Book.

### **School Districts, Community Colleges, Universities, and State Agencies**

The certification of adherence, currently on file with the FDOE Comptroller's Office, shall remain in effect indefinitely. The certification does not need to be resubmitted with this application, unless a change occurs in federal or state law, or there are other changes in circumstances affecting a term, assurance or condition.

**Note:** The UGG combines and codifies the requirements of eight Office of Management and Budget (OMB) Circulars: A-89, A-102 (former 34 Code of Federal Regulations (CFR) part 80), A-110 (former 34 CFR part 74), A-21, A-87, A-122, A-133, A-50. For the FDOE this means that the requirements in U.S. Education Department General Administration Regulations (EDGAR) Parts 74 and 80 have also been subsumed under the UGG. The final rule implementing the UGG was published in the Federal Register on December 19, 2014, and became effective for new and continuation awards issued on or after December 26, 2014.

Technical assistance documents and other materials related to the UGG, including frequently asked questions and webinar recordings, are available at The Chief Financial Officers Council web site: <https://cfo.gov/cofar>.

## **Risk Analysis**

Every agency must complete a Risk Analysis form. The appropriate DOE 610 or DOE 620 form will be required prior to a project award being issued. The Risk Analysis must be submitted with the application. If an agency is submitting applications for multiple programs, only one Risk Analysis is required.

**School Districts, State Colleges, and State Universities, and State Agencies** must use the DOE 610 form. Once submitted and approved, the risk analysis will remain in effect unless changes are required by changes in federal or state law, changes in the circumstances affecting the financial and administrative capabilities of the agency or requested by the department. A change in the agency head or the agency's head of financial management requires an amendment to the form. The DOE 610 form may be found at <http://www.fldoe.org/core/fileparse.php/5625/urlt/doe610.xls>

#### **Administrative Costs including Indirect Costs:**

**Local educational agencies (LEAs) may take reasonable and necessary administrative costs, to include direct and indirect costs. Indirect costs may be taken up to the negotiated, unrestricted indirect cost rate. However, to ensure that the total administrative costs are reasonable, the total direct and indirect costs may not exceed five percent (5%) of the LEA's total award.**

##### **School Districts**

The Florida Department of Education has been given the authority by the U.S. Department of Education to negotiate indirect cost proposals and to approve indirect cost rates for school districts. School districts are not required to develop an indirect cost proposal, but if they fail to do so, they will not be allowed to recover any indirect costs. Amounts from zero to the maximum negotiated rate may be approved by the Florida Department of Education's Comptroller. **Indirect costs shall only apply to federal programs.** Additional information and forms are available at [www.fldoe.org/finance/comptroller/](http://www.fldoe.org/finance/comptroller/).

#### **Funding Method**

##### **Federal Cash Advance (Public Entities only as authorized by the FDOE)**

**Federal cash advances will be made by state warrant or electronic funds transfer (EFT) to a recipient or subrecipient for disbursements. For federally funded programs, requests for federal cash advance must be made through FDOE's Florida Grants System (FLAGS). Supporting documentation for expenditures should be kept on file at the program. Examples of such documentation include, but are not limited to, payroll records, contracts, invoices with check numbers verifying payment and/or bank statements – all or any of these items must be available upon request.**

##### **Fiscal Records Requirements and Documentation**

Applicants must complete a Budget Narrative form, DOE101S. Budget pages must be completed to provide sufficient information to enable FDOE reviewers to understand the nature and reason for the line item cost.

All accounts, records, and other supporting documentation pertaining to costs incurred shall be maintained by the recipient for five years. Supporting documentation for expenditures is required for all funding methods. Examples of such documentation include but are not limited to: invoices with check numbers verifying payment, and/or bank statements; time and effort logs for staff, salary/benefits schedules for staff. All must be available upon request.

Funded programs and any amendments are subject to the procedures outlined in the FDOE Project Application and Amendment Procedures for Federal and State Programs (Green Book) and the General Assurances for Participation in Federal and State Programs, which may be found at:

<http://www.fldoe.org/finance/contracts-grants-procurement/grants-management/project-application-amendment-procedur.shtml>.

Budgeted items must correlate with the narrative portion of the project application that describes the specific activities, tasks and deliverables to be implemented.

All project recipients must submit a completed DOE 399 form, Final Project Disbursement Report, by the dates specified on the DOE 200 form, Project Award Notification.

## **Reporting Outcomes**

The LEA will:

- maintain documentation of each activity in the approved Project Implementation Plan that is supported, in whole or in part, by ARP-HCY funds.
- at a time set by the FMVP State Coordinator, submit completed ARP-HCY progress and end-of-year reports for Year 1 and Year 2 that include actual year-to-date progress toward project goals.
- at a time set by the FMVP State Coordinator for Year 3, submit a completed ARP-HCY end-of-project report that includes annual final data and information project goals.

## **Financial Consequences**

**The contract manager shall periodically review the progress made on the activities and deliverables described and scheduled in the approved Project Implementation Plan. An LEA may amend the approved Project Implementation Plan at any time, if the anticipated need for an activity or service is not adequate to meet the deliverable commitment.**

**If the LEA fails to meet and comply with the activities/deliverables established in the contract or to make appropriate progress on the activities and/or towards the deliverables and they are not resolved within two weeks of notification, the contract manager may:**

- **Require the LEA to receive technical or management assistance;**
- **Require the agency to get FDOE's prior approval before taking certain actions; or**
- **Terminate the grant.**

**The contract manager must assess consequences based on the severity of the failure to perform and the impact of such failure on the ability of the contractor to meet the timely and desired results. These financial consequences shall not be considered penalties.**

## **Allowable Expenses:**

Program funds must be used solely for activities that directly support the accomplishment of the program purpose, priorities and expected outcomes during the program period. All expenditures must be consistent with the approved application, as well as applicable state and federal laws, regulations and guidance. Allowable expenditures may include costs associated with employing appropriate staff for administering the project, office materials and supplies and other relevant costs associated with the administration of the project, including meeting room rentals, consultant fees, printing, etc.

Expenses for personal digital assistants (PDA), cell phones, smart phones and similar devices, including the service costs to support such devices may be allowable, with FDOE prior approval. Applicants will need to describe and justify the need for such devices, identify the amount that will be applicable to the project and how the device will be kept secure.

An LEA may use funds awarded under this section for activities that carry out the purpose of this part, including:

- tutoring, supplemental instruction, and enriched educational services that are linked to the achievement of the same challenging state academic standards as the state establishes for other children and youths;
- expedited evaluations of the strengths and needs of HCY, including needs and eligibility for programs and services (such as educational programs for gifted and talented students, children with disabilities, and English learners, services provided under Title I of the ESEA of 1965 [20

U.S.C. 6301 et seq.] or similar state or local programs, programs in career and technical education, and school nutrition programs);

- professional development and other activities for educators and specialized instructional support personnel that are designed to heighten the understanding and sensitivity of such personnel to the needs of HCY, the rights of such children and youths under this part, and the specific educational needs of runaway and homeless youths;
- referral services to HCY for medical, dental, mental, and other health services;
- assistance to defray the excess cost of transportation for students under section 711(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);
- developmentally appropriate early childhood education programs, not otherwise provided through federal, state, or local funding, for preschool-aged homeless children;
- services and assistance to attract, engage, and retain HCY, particularly HCY who are not enrolled in school, in public school programs and services provided to non-HCY;
- facilitation or provision 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;
- payment of fees and other costs associated with tracking, obtaining, and transferring records necessary to enroll HCY in school, including birth certificates, immunization or other required health records, academic records, guardianship records, and evaluations for special programs or services, if necessary;
- education and training to the parents and guardians of HCY about the rights of, and resources available to, such children and youths, and other activities designed to increase the meaningful involvement of parents and guardians of HCY in the education of such children or youths;
- development of coordination between schools and agencies providing services to HCY, as described in section 722(g)(5);
- specialized instructional support services (including violence prevention counseling) and referrals for such services;
- activities to address the particular needs of HCY that may arise from domestic violence and parental mental health or substance abuse problems;
- adaptation of space and purchase of supplies for any nonschool facilities made available under subsection [723](a)(2) to provide services under this subsection;
- school supplies, including those supplies to be distributed at shelters or temporary housing facilities, or other appropriate locations;
- other extraordinary or emergency assistance needed to enable HCY to attend school and participate fully in school activities;
- wraparound services (which could be provided in collaboration with and/or through contracts with community-based organizations, and could include academic supports, trauma-informed care, social-emotional support, and mental health services);
- purchasing needed supplies (e.g., personal protective equipment (e.g., masks), eyeglasses, school supplies, personal care items);
- transportation to enable HCY to attend school and participate fully in school activities;
- cell phones or other technological devices for unaccompanied HCY to enable such children and youth to attend school and fully participate in school activities;

- access to reliable, high-speed internet for students through the purchase of internet-connected devices/equipment, mobile hotspots, wireless service plans, or installation of community Wi-Fi hotspots (e.g., at homeless shelters), especially in underserved communities;
- short-term, temporary housing (e.g., a few days in a motel) when such emergency housing is the only reasonable option for COVID-safe temporary housing and when necessary to enable HCY to attend school and participate fully in school activities (including summer school); and
- store cards/prepaid debit cards to purchase materials necessary for students to participate fully in school activities.

### **Unallowable Expenses:**

This is not an all-inclusive list of unallowable items. Subrecipients are expected to consult the FDOE program office with questions regarding allowable costs.

- Entertainment (e.g., a field trip without the approved academic support will be considered entertainment)
- Meals, refreshments or snacks
- End-of-year celebrations, parties or socials
- Game systems and game cartridges (e.g., Wii, Nintendo, PlayStation)
- Out-of-state travel without FDOE pre-approval
- Overnight field trips (e.g. retreats, lock-ins)
- Incentives (e.g., plaques, trophies, stickers, t-shirts, give-a-ways)
- Decorations
- Advertisement
- Promotional or marketing items (e.g., flags, banners)
- Purchase of facilities or vehicles (e.g., buildings, buses, vans, cars)
- Land acquisition
- Furniture (excluding storage equipment)
- Kitchen appliances (e.g., refrigerators, microwaves, stoves, tabletop burners)
- Tuition
- Capital improvements and permanent renovations (e.g., playgrounds, buildings, fences, wiring)
- Dues to organizations, federations or societies for personal benefit
- Costs for items/services already covered by indirect costs allocation
- Costs not allowable for federal programs per EDGAR, which may be found at <https://www2.ed.gov/policy/fund/reg/edgarReg/edgar.html> and the Reference Guide for State Expenditures, which may be found at <https://www.myfloridacfo.com/Division/AA/Manuals/documents/ReferenceGuideforStateExpenditures.pdf>.

### **Equipment Purchases**

Any equipment purchased under this program must follow the UGG found at [http://www.ecfr.gov/cgi-bin/text-idx?tpl=/ecfrbrowse/Title02/2cfr200\\_main\\_02.tpl](http://www.ecfr.gov/cgi-bin/text-idx?tpl=/ecfrbrowse/Title02/2cfr200_main_02.tpl) or the Reference Guide for State

Expenditures,

<https://www.myfloridacfo.com/Division/AA/Manuals/documents/ReferenceGuideforStateExpenditures.pdf>

Any equipment purchases not listed on the original budget approved by the FDOE require an amendment submission and approval prior to purchase by the agency awarded the funding.

Further guidance and instruction on property records, inventory and disposition requirements for property are outlined in the Green Book at:

<http://www.fldoe.org/finance/contracts-grants-procurement/grants-management/project-application-amendment-procedur.stml>.

### **State of Florida, Executive Order 11-116**

The employment of unauthorized aliens by any contractor is considered a violation of section 274A(e) of the Immigration and Nationality Act. If the contractor knowingly employs unauthorized aliens, such violation shall be cause for unilateral cancellation of the contract. In addition, pursuant to Executive Order 11-116, for all contracts providing goods or services to the state in excess of nominal value; (a) the Contractor will utilize the E-verify system established by the U.S. Department of Homeland Security to verify the employment eligibility of all new employees hired by the contractor during the Contract term, (b) require that Contractors include in such subcontracts the requirement that subcontractors performing work or providing services pursuant to the state contract utilize the E-Verify system to verify the employment eligibility of all new employees hired by the subcontractor during the contract term. Executive Order 11-116 may be viewed at:

<http://www.flgov.com/wp-content/uploads/orders/2011/11-116-suspend.pdf>.

### **State of Florida, Executive Order 20-44**

In accordance with Executive Order 20-44, each grantee meeting the following criteria: 1) all entities named in statute with which the agency must form a sole source, public private agreement and 2) all entities that, through contract or other agreement with the state, annually receive 50% or more of their budget from the state or from a combination of state and federal funds shall provide to the department an annual report in the format required by the department. This report shall detail the total compensation for the entities' executive leadership teams. Total compensation shall include salary, bonuses, cashed in leave, cash equivalents, severance pay, retirement benefits, deferred compensation, real-property gifts, and any other payout. In addition, the grantee shall submit with the annual report the most recent Return of Organization Exempt from Income Tax, Form 990, if applicable, or shall indicate that the grantee is not required to file such Form 990. This report shall be submitted by March 1 of each year. Executive Order 20-44 may be obtained via this link:

[https://www.flgov.com/wp-content/uploads/orders/2020/EO\\_20-44.pdf](https://www.flgov.com/wp-content/uploads/orders/2020/EO_20-44.pdf)

### **For Federal Programs - General Education Provisions Act (GEPA)**

Applicants must provide a concise description of the process to ensure equitable access to, and participation of students, teachers, and other program beneficiaries with special needs. For details, refer to: <http://www2.ed.gov/fund/grant/apply/appforms/gepa427.pdf>

## Narrative Section

### Scope of Work/Narrative

The applicant will provide information outlined in the ARP-HCY application (see *Attachment B*). Once the application is completed and electronically submitted to the FDOE, FMVP staff will conduct an application review. Upon completion of the application review, FMVP staff will work with sub-grant awardees to address questions, issues and concerns identified in the review processes. Once all review issues are addressed adequately, proposal awards will be processed.

### Support for Strategic Plan

Describe how the project will incorporate one or more of the Goals included in the State Board of Education's K-20 Strategic Plan, outlined at: <http://www.fldoe.org/policy/state-board-of-edu/strategic-plan.stml>.

### Conditions for Acceptance

The requirements listed below should be met for applications to be considered for review:

- 1) Application is received in the Office of Grants Management's [ShareFile](#) folder **on or before December 30, 2021**.
- 2) Application includes required forms: ARP-HCY application narrative, DOE 100A Project Application form and DOE 101S Budget Narrative form.
- 3) DOE 100A Project Application and DOE 101S Budget Narrative forms must have the assigned TAPS Number included on the form.
- 4) All required forms have signatures by an authorized entity. The department will accept electronic signatures from the agency head in accordance with section 668.50(2)(h), Florida Statutes.
  - **NOTE: Applications signed by officials other than the appropriate agency head identified above must have a letter signed by the agency head, or documentation citing action of the governing body delegating authority to the person to sign on behalf of said official. Attach the letter or documentation to the DOE 100A when the application is submitted.**
  - An "electronic signature" means an electronic sound, symbol, or process attached to or logically associated with a record and executed or adopted by the person with the intent to sign the record.
  - The department will accept as an electronic signature a scanned or PDF copy of a hardcopy signature.
  - The department will also accept a typed signature, if the document is uploaded by the individual signing the document.
- 5) Application must be submitted electronically to the Office of Grants Management via [ShareFile folder](#).



**Attachment A:  
American Rescue Plan-Homeless Children and Youth Allocation Schedule**

FLORIDA DEPARTMENT OF EDUCATION American Relief Plan (ARP) Homeless Children and Youth				
LEA #	LEA	Homeless I*	Homeless II	Total ARP HCY Allocation
010	ALACHUA	\$145,779	\$347,561	\$493,340
020	BAKER	\$0	\$33,662	\$33,662
030	BAY	\$526,479	\$1,159,766	\$1,686,246
040	BRADFORD	\$19,530	\$50,790	\$70,320
050	BREVARD	\$225,156	\$812,149	\$1,037,305
060	BROWARD	\$710,063	\$2,425,887	\$3,135,950
070	CALHOUN	\$37,805	\$62,226	\$100,031
080	CHARLOTTE	\$53,987	\$144,264	\$198,251
090	CITRUS	\$88,863	\$213,276	\$302,138
100	CLAY	\$113,275	\$269,039	\$382,315
110	COLLIER	\$162,240	\$412,475	\$574,715
120	COLUMBIA	\$64,450	\$149,873	\$214,323
130	DADE	\$1,316,617	\$4,581,364	\$5,897,981
140	DESOTO	\$17,438	\$75,865	\$93,303
150	DIXIE	\$0	\$27,259	\$27,259
160	DUVAL	\$467,610	\$1,502,491	\$1,970,101
170	ESCAMBIA	\$252,777	\$633,867	\$886,644
180	FLAGLER	\$62,078	\$154,956	\$217,034
190	FRANKLIN	\$19,530	\$62,204	\$81,735
200	GADSDEN	\$20,786	\$106,875	\$127,661
210	GILCHRIST	\$0	\$16,463	\$16,463
220	GLADES	\$0	\$17,889	\$17,889
230	GULF	\$4,185	\$30,034	\$34,219
240	HAMILTON	\$39,758	\$80,533	\$120,291
250	HARDEE	\$35,154	\$83,945	\$119,099
260	HENDRY	\$62,078	\$141,661	\$203,739
270	HERNANDO	\$96,396	\$240,170	\$336,566
280	HIGHLANDS	\$59,428	\$183,288	\$242,716
290	HILLSBOROUGH	\$667,097	\$2,141,493	\$2,808,589
300	HOLMES	\$0	\$29,933	\$29,933
310	INDIAN RIVER	\$73,796	\$173,750	\$247,546
320	JACKSON	\$53,848	\$540,022	\$593,870
330	JEFFERSON	\$0	\$16,785	\$16,785
340	LAFAYETTE	\$28,319	\$43,098	\$71,417
350	LAKE	\$210,368	\$581,570	\$791,939
360	LEE	\$172,982	\$742,578	\$915,560

**FLORIDA DEPARTMENT OF EDUCATION  
American Relief Plan (ARP)  
Homeless Children and Youth**

LEA #	LEA	Homeless I*	Homeless II	Total ARP HCY Allocation
370	LEON	\$116,763	\$404,861	\$521,624
380	LEVY	\$28,877	\$86,032	\$114,909
390	LIBERTY	\$0	\$12,812	\$12,812
400	MADISON	\$25,947	\$64,297	\$90,245
410	MANATEE	\$178,423	\$486,435	\$664,858
420	MARION	\$150,662	\$707,885	\$858,547
430	MARTIN	\$93,048	\$192,291	\$285,339
440	MONROE	\$38,502	\$93,091	\$131,594
450	NASSAU	\$71,146	\$129,116	\$200,261
460	OKALOOSA	\$102,255	\$321,973	\$424,227
470	OKEECHOBEE	\$0	\$115,816	\$115,816
480	ORANGE	\$665,981	\$2,393,361	\$3,059,342
490	OSCEOLA	\$365,634	\$974,365	\$1,339,999
500	PALM BEACH	\$626,223	\$1,737,976	\$2,364,198
510	PASCO	\$261,845	\$683,576	\$945,421
520	PINELLAS	\$593,580	\$1,333,688	\$1,927,267
530	POLK	\$511,274	\$1,373,601	\$1,884,874
540	PUTNAM	\$72,959	\$198,204	\$271,164
550	ST. JOHNS	\$89,700	\$186,003	\$275,702
560	ST. LUCIE	\$199,348	\$512,670	\$712,017
570	SANTA ROSA	\$111,183	\$291,727	\$402,910
580	SARASOTA	\$101,418	\$302,888	\$404,306
590	SEMINOLE	\$223,063	\$514,882	\$737,945
600	SUMTER	\$0	\$61,102	\$61,102
610	SUWANNEE	\$37,107	\$99,711	\$136,818
620	TAYLOR	\$15,206	\$40,683	\$55,889
630	UNION	\$0	\$20,861	\$20,861
640	VOLUSIA	\$371,911	\$852,029	\$1,223,940
650	WAKULLA	\$0	\$33,175	\$33,175
660	WALTON	\$47,152	\$130,022	\$177,173
670	WASHINGTON	\$0	\$60,504	\$60,504
685	DEAF/BLIND	\$0	\$6,015	\$6,015
687	FL VIRTUAL	\$7,673	\$26,576	\$34,248
371	FAU LAB SCH	\$0	\$12,564	\$12,564
015	FSU LAB SCH	\$0	\$6,578	\$6,578
48C	FAMU LAB SCH	\$0	\$7,256	\$7,256
557	UF LAB SCH	\$0	\$3,015	\$3,015
48K	Orange UCP	\$0	\$8,678	\$8,678
50D	Palm Beach So Tech	\$0	\$16,716	\$16,716

FLORIDA DEPARTMENT OF EDUCATION  
American Relief Plan (ARP)  
Homeless Children and Youth

LEA #	LEA	Homeless I*	Homeless II	Total ARP HCY Allocation
53D	POLK - LAKE WALES	\$35,015	\$71,841	\$106,856
98Z	KIPP Miami	\$0	\$7,175	\$7,175
	Total	<b>\$10,949,764</b>	<b>\$32,871,112</b>	<b>\$43,820,876</b>

\*ARP-HCY Homeless I funds are allocated to LEAs that have received Title IX, Part A EHCY grants for the 2020-21 or 2021-22 fiscal years.

**Attachment B:  
American Rescue Plan-Homeless Children and Youth Application Template**



**Florida's American Rescue Plan -  
Homeless Children and Youth Project  
2021-2023 Application**

**Local Educational Agency  
Name:**

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**Project Contact Name:**

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**Project Contact Title:**

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**Project Contact Telephone:**

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**Project Contact E-mail:**

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**For more information, please contact:**

Florida McKinney-Vento Program

Phone: (850) 245-0479

Email: [flmvp@fldoe.org](mailto:flmvp@fldoe.org)

**Bureau of Federal Educational Programs  
Florida McKinney-Vento Program**

## **2021-2023 American Rescue Plan-Homeless Children and Youth (ARP-HCY) Project Program Specific Assurances**

The Local Educational Agency (LEA) must assure that:

- The LEA will comply with all reporting requirements at such time and in such manner and containing such information as required, including but not limited to the requirements under the McKinney-Vento Act, and including but not limited to numbers of students experiencing homelessness identified and supported through ARP-HCY funding, and specific details about supports and services received by students;
- All costs are reasonable and necessary and that these uses of funds align with the purpose of, and other requirements in, the [McKinney-Vento Homeless Assistance Act](#) (MVA);
- The LEA will analyze the needs of students experiencing homelessness in light of the COVID-19 pandemic and its extraordinary impact; and
- The LEA will meet the requirements of section 442 of the General Education Provisions Act (GEPA), 20 U.S.C. 1232e, [Single local educational agency application](#).

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By checking this box, I hereby certify that the LEA agrees to all the assurances of the ARP-HCY Program, and will abide by all federal, state and local laws.

### Part 1: AREAS OF FOCUS and GOALS

**Instructions:** Indicate the area(s) of focus the ARP-HCY funds will support during the funding period (2021-23) by checking the boxes. Check all that apply.

Areas of Focus
<input type="checkbox"/> Identification and enrollment
<input type="checkbox"/> Provision of wraparound services to address the impact of COVID-19
<input type="checkbox"/> Regular school attendance and full participation in school activities

Indicate the goal(s) the MVP will target through these funds.

<b>Goal</b>	Describe the goal(s) the LEA will target through ARP-HCY funds. The goals should align with the area(s) of focus indicated above.
<b>Justification</b>	Describe how reaching this goal will demonstrate effectiveness of the ARP-HCY activities. Include relevant data that shows need to reach goal and source of data in description.
<b>Timeline</b>	Indicate when the LEA anticipates meeting the goal (e.g., December 2022, June 2023.)

*Note: Five rows are provided in this section. If additional rows are needed, add additional rows to the table. If less than five are needed, delete the extra rows.*

	Goal	Justification	Timeline
1			
2			
3			
4			
5			

## Part 2: PROGRESS MONITORING

**Instructions:** Identify at least one and up to three progress monitoring indicators for homeless students for each goal that will be tracked during the funding period (2021-24) to determine the monitoring progress toward the intended goals for the project.

<b>Indicator</b>	Specify the indicator that will be tracked. The indicator(s) will align to the goals identified above. Examples:  Goal 1: Increase homeless student identification in charter schools Indicator: Homeless Student Identification Rate (for each school)  Goal 2: Increase homeless student attendance in high schools Indicator: Homeless Student Attendance Rate (for high schools)  Goal 3: Decrease number of unaccompanied homeless youth (UHY) dropping out of high school Indicator: UHY high school enrollment numbers
<b>Justification</b>	Describe what the indicator will tell you about whether you are on track to meet the indicator.
<b>Data Collection</b>	Describe who collects the data, how the data are collected (e.g., automated student database), and what and when the data are collected (Surveys 3 and 5).
<b>Data Source</b>	Identify the data source (e.g., automated student database).

*Note: Tables have been provided for five goals in this section. If additional tables are needed, copy, cut, and paste additional tables. If less than five are needed, delete the extra tables.*

### Goal 1

Progress Monitoring Indicators	Indicator	Justification	Data Collection (How, Who, What, When)	Data Source
Indicator 1				
Indicator 2				
Indicator 3				

### Goal 2

Progress Monitoring Indicators	Indicator	Justification	Data Collection (How, Who, What, When)	Data Source
Indicator 1				
Indicator 2				
Indicator 3				

**Goal 3**

Progress Monitoring Indicators	Indicator	Justification	Data Collection (How, Who, When)	Data Source
Indicator 1				
Indicator 2				
Indicator 3				

**Goal 4**

Progress Monitoring Indicators	Indicator	Justification	Data Collection (How, Who, When)	Data Source
Indicator 1				
Indicator 2				
Indicator 3				

**Goal 5**

Progress Monitoring Indicators	Indicator	Justification	Data Collection (How, Who, When)	Data Source
Indicator 1				
Indicator 2				
Indicator 3				



## Part 3: IMPLEMENTATION PLAN

### A. Use of Other Resources

What other federal funds is the LEA/consortium using to support the identification, enrollment, retention, and educational success of children and youth experiencing homelessness specifically? Select all that apply.

- Coronavirus Aid, Relief, and Economic Security (CARES) Act funds (signed into law March 2020)
- Coronavirus Response and Relief Supplemental Appropriations (CRRSA) Act (December 2020)
- American Rescue Plan (ARP) ESSER funds
- Title I, Part A Homeless Set-aside funds reserved for children and youth experiencing homelessness
- Title IX, Part A (TIXPA) – Education of Homeless Children and Youth (EHCY)
- Other funds and services available to children, youth, and families experiencing homelessness.  
Please specify:

### B. Proposed Use of Grant Funds for ARP-HCY

**Instructions:** Identify proposed activities correlated to Area(s) of Focus supported with the use of the 2021-24 ARP-HCY funds. Use the following chart to complete activity tables.

<b>A. Primary Activity and Description</b>	Identify a primary activity from a pre-populated drop-down menu. Click on “Choose an item” in Column (1) to choose one primary activity per table. After choosing one activity, double click below the selection box to show the activity without the drop-down option.
<b>B. Secondary Activities (Optional)</b>	Identify the secondary activities from a pre-populated drop-down menu that supports the primary activity. Click on “Choose an item” and select no more than one secondary activity per box. Four boxes have been provided. If no secondary activity is selected, select N/A.
<b>C. Area(s) of Focus</b>	Identify the Area(s) of Focus supported by the identified activity.
<b>D. Cycle Year Timelines</b>	Select the year(s) when the activity will be implemented.
<b>E. Target Group and Number Served</b>	List the target groups and the number in each target group that will be served.
<b>F. ARP-HCY Funding</b>	Indicate which ARP-HCY funds will be used to implement each activity. In order to identify which funding you are receiving, refer to <i>Attachment A</i> of the Request for Application (RFA).
<b>1. Description</b>	<p>Please provide a description of this activity and how it will be implemented. The description should include the following:</p> <ul style="list-style-type: none"> <li>• Who will be implementing the activity (Include MVP district and school staff titles, other school and district partners, and community partners)</li> <li>• When and where the activity will take place in the project period</li> <li>• How will the activity be implemented</li> <li>• Why will the activity be implemented</li> <li>• How the activity will supplement existing EHCY sub-grants to allow for more rapid fund distribution to address the needs of students experiencing homelessness (<b>For Homeless I funds only</b>)</li> </ul> <p><i>If awarding contracts to community-based organizations to identify historically underserved populations, indicate the populations included such as rural children and youth, Tribal children and youth, students of color, children and youth with disabilities, English learners, LGBTQ+ youth, and pregnant or parenting youth.</i></p>
<b>2. Budget Line Item(s) Supporting Activity</b>	Refer to the completed DOE 101S Budget Narrative Form and indicate the line item(s) from the proposed budget that will support this activity (e.g., Line items 1, 5, and 8).

*Note: Five activity table templates have been provided in this application. If additional activity tables are needed, copy, cut, and paste additional tables. If less than five are needed, delete the extra tables.*

### Activity Table

2021-2023 ARP-HCY Funding Application

A. Primary Activity	B. Secondary Activities (Optional)	C. Area(s) of Focus	D. Cycle Year	E. Target Group and Number Served	F. ARP-HCY Funding
A1. Choose an item.	<input type="checkbox"/> Choose an item. <input type="checkbox"/> Choose an item. <input type="checkbox"/> Choose an item. <input type="checkbox"/> Choose an item.	<input type="checkbox"/> Identification and Enrollment <input type="checkbox"/> Provision of wraparound services to address the impact of COVID-19 <input type="checkbox"/> Regular school attendance and full participation in school activities	<input type="checkbox"/> <u>2021-22</u> <input type="checkbox"/> <u>2022-23</u>		<input type="checkbox"/> Homeless I <input type="checkbox"/> Homeless II
<p><b>1. Please provide a description of this activity and how it will be implemented:</b></p>          					
<p><b>2. Budget Line Item(s) on the DOE 101S Form associated with this activity:</b></p>          					

### Activity Table

2021-2023 ARP-HCY Funding Application

A. Primary Activity	B. Secondary Activities (Optional)	C. Area(s) of Focus	D. Cycle Year	E. Target Group and Number Served	F. ARP-HCY Funding
A2. Choose an item.	<input type="checkbox"/> Choose an item. <input type="checkbox"/> Choose an item. <input type="checkbox"/> Choose an item. <input type="checkbox"/> Choose an item.	<input type="checkbox"/> Identification and Enrollment <input type="checkbox"/> Provision of wraparound services to address the impact of COVID-19 <input type="checkbox"/> Regular school attendance and full participation in school activities	<input type="checkbox"/> <u>2021-22</u> <input type="checkbox"/> <u>2022-23</u>		<input type="checkbox"/> Homeless I <input type="checkbox"/> Homeless II
<p><b>1. Please provide a description of this activity and how it will be implemented:</b></p>          					
<p><b>2. Budget Line Item(s) on the DOE 101S Form associated with this activity:</b></p>          					

### Activity Table

2021-2023 ARP-HCY Funding Application

A. Primary Activity	B. Secondary Activities (Optional)	C. Area(s) of Focus	D. Cycle Year	E. Target Group and Number Served	F. ARP-HCY Funding
A3. Choose an item.	<input type="checkbox"/> Choose an item. <input type="checkbox"/> Choose an item. <input type="checkbox"/> Choose an item. <input type="checkbox"/> Choose an item.	<input type="checkbox"/> Identification and Enrollment <input type="checkbox"/> Provision of wraparound services to address the impact of COVID-19 <input type="checkbox"/> Regular school attendance and full participation in school activities	<input type="checkbox"/> <u>2021-22</u> <input type="checkbox"/> <u>2022-23</u>		<input type="checkbox"/> Homeless I <input type="checkbox"/> Homeless II
<p><b>1. Please provide a description of this activity and how it will be implemented:</b></p>          					
<p><b>2. Budget Line Item(s) on the DOE 101S Form associated with this activity:</b></p>          					

### Activity Table

2021-2023 ARP-HCY Funding Application

A. Primary Activity	B. Secondary Activities (Optional)	C. Area(s) of Focus	D. Cycle Year	E. Target Group and Number Served	F. ARP-HCY Funding
A4. Choose an item.	<input type="checkbox"/> Choose an item. <input type="checkbox"/> Choose an item. <input type="checkbox"/> Choose an item. <input type="checkbox"/> Choose an item.	<input type="checkbox"/> Identification and Enrollment <input type="checkbox"/> Provision of wraparound services to address the impact of COVID-19 <input type="checkbox"/> Regular school attendance and full participation in school activities	<input type="checkbox"/> <u>2021-22</u> <input type="checkbox"/> <u>2022-23</u>		<input type="checkbox"/> Homeless I <input type="checkbox"/> Homeless II
<p><b>1. Please provide a description of this activity and how it will be implemented:</b></p>          					
<p><b>2. Budget Line Item(s) on the DOE 101S Form associated with this activity:</b></p>          					

### Activity Table

2021-2023 ARP-HCY Funding Application

A. Primary Activity	B. Secondary Activities (Optional)	C. Area(s) of Focus	D. Cycle Year	E. Target Group and Number Served	F. ARP-HCY Funding
A5. Choose an item.	<input type="checkbox"/> Choose an item. <input type="checkbox"/> Choose an item. <input type="checkbox"/> Choose an item. <input type="checkbox"/> Choose an item.	<input type="checkbox"/> Identification and Enrollment <input type="checkbox"/> Provision of wraparound services to address the impact of COVID-19 <input type="checkbox"/> Regular school attendance and full participation in school activities	<input type="checkbox"/> <u>2021-22</u> <input type="checkbox"/> <u>2022-23</u>		<input type="checkbox"/> Homeless I <input type="checkbox"/> Homeless II
<p><b>1. Please provide a description of this activity and how it will be implemented:</b></p>          					
<p><b>2. Budget Line Item(s) on the DOE 101S Form associated with this activity:</b></p>          					

## Part 4: EVALUATION PLAN

**Instructions:** Describe how the local MVP will evaluate the impact of the ARP-HCY funds. In the description, include the following:

- Description of evaluation methodology.
- Identify the process for collecting outcome data, including who, what, when, where and why data are collected.
- Describe how data will be collected to determine the fidelity of implementation relative to the approved activity schedules for each goal, as described in the approved Implementation Plan.
- Report data in each project year in the required project progress reports and the project end-of-project report.

## Part 5: STRATEGIC IMPERATIVES, EXECUTIVE ORDER, GEPA

### Support for Strategic Imperatives

**Instructions:** Incorporate one or more of the priorities included in Florida's State Board of Education Strategic Plan for the Public School System and The Florida College System. Enter at least one PreK-12 student priority below and describe how it is incorporated. See this link for details:

<http://www.fldoe.org/core/fileparse.php/7734/urlt/2025ListMeasures.pdf>.

**Criterion:** The applicant has included effective methods for incorporating one or more of the priorities from Florida's State Board of Education Strategic Plan for the Public School System and The Florida College System.

Strategic Plan Goal and Measure	Description of Incorporation

## Executive Order

**Instructions:** Read the statement on Executive Order 11-116 and then select the checkbox to continue.

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- The employment of unauthorized aliens by any contractor is considered a violation of Section 274A (e) of the Immigration and Nationality Act. If the contractor knowingly employs unauthorized aliens, such violation shall be cause for unilateral cancellation of the contract. In addition, pursuant to Executive Order 11-116, for all contracts providing goods or services to the state in excess of nominal value; (a) the Contractor will utilize the E-Verify system established by the U.S. Department of Homeland Security to verify the employment eligibility of all new employees hired by the contractor during the Contract term, (b) require that Contractors include in such subcontracts the requirement that subcontractors performing work or providing services pursuant to the state contract utilize the E-Verify system to verify the employment eligibility of all new employees hired by the subcontractor during the contract term.

## General Education Provisions Act (GEPA)

**Instructions:** Provide a concise description of the process to ensure equitable access to, and participation of students, teachers, and other program beneficiaries with special needs. The description must include information on the steps the LEA proposes to take to permit students, teachers, and other program beneficiaries to overcome barriers (including barriers based on gender, race, color, national origin, disability, and age) that impede access to, or participation in, the program. For details, refer to URL:

<http://www.ed.gov/fund/grant/apply/appforms/gepa427.pdf>.