



FY24 McKinney-Vento Subgrant

Vanessa Waters | McKinney- Vento Grant
Manager
Federal Programs and Oversight

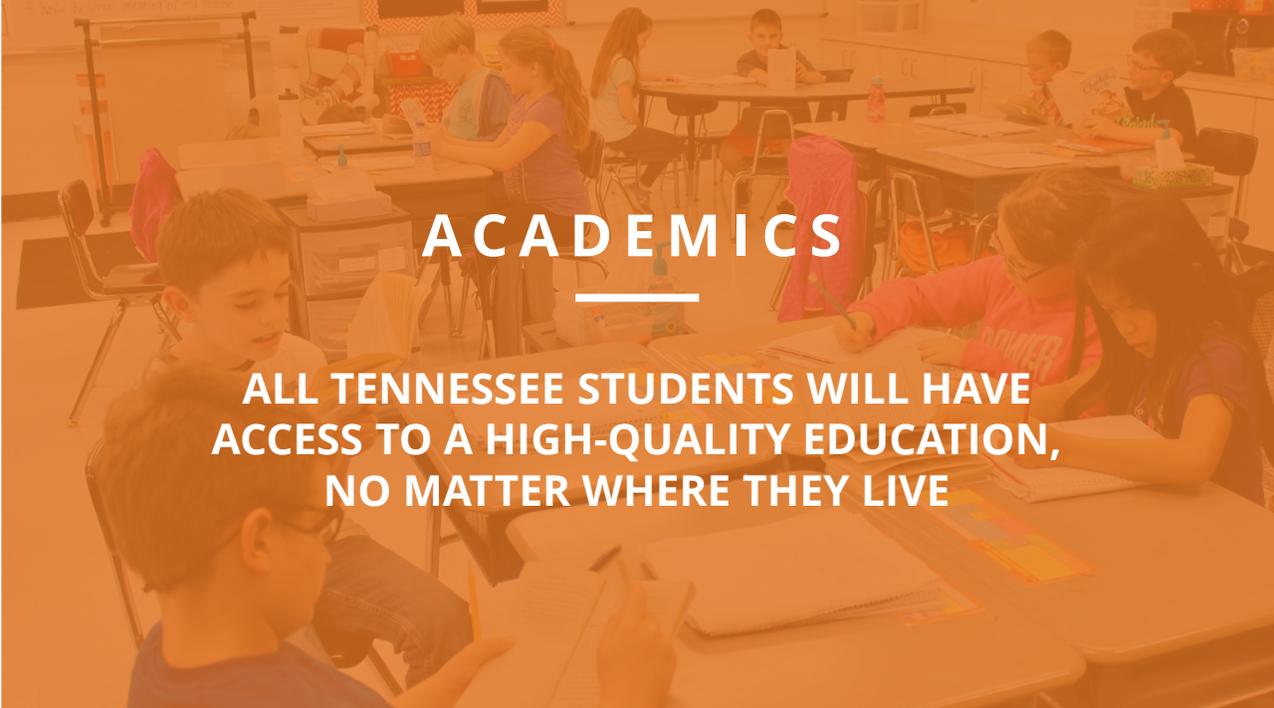
July 2023





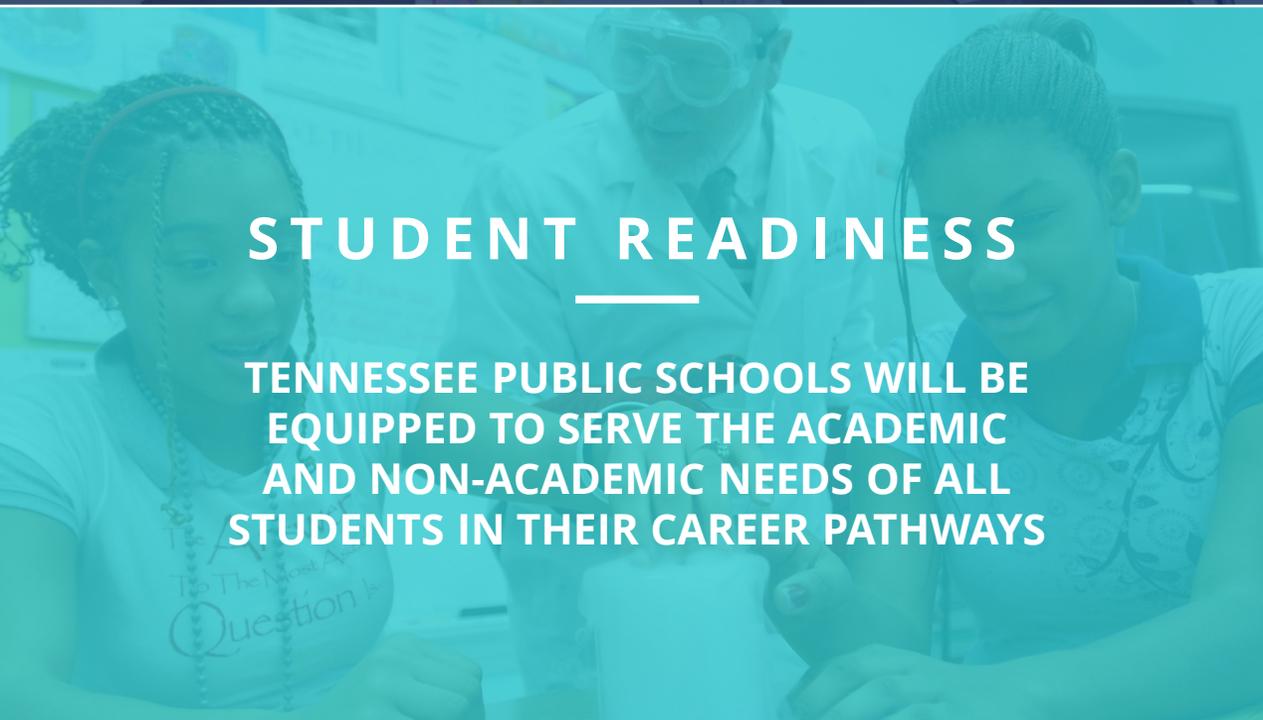
BEST FOR
ALL

We will set all students on a path to success.



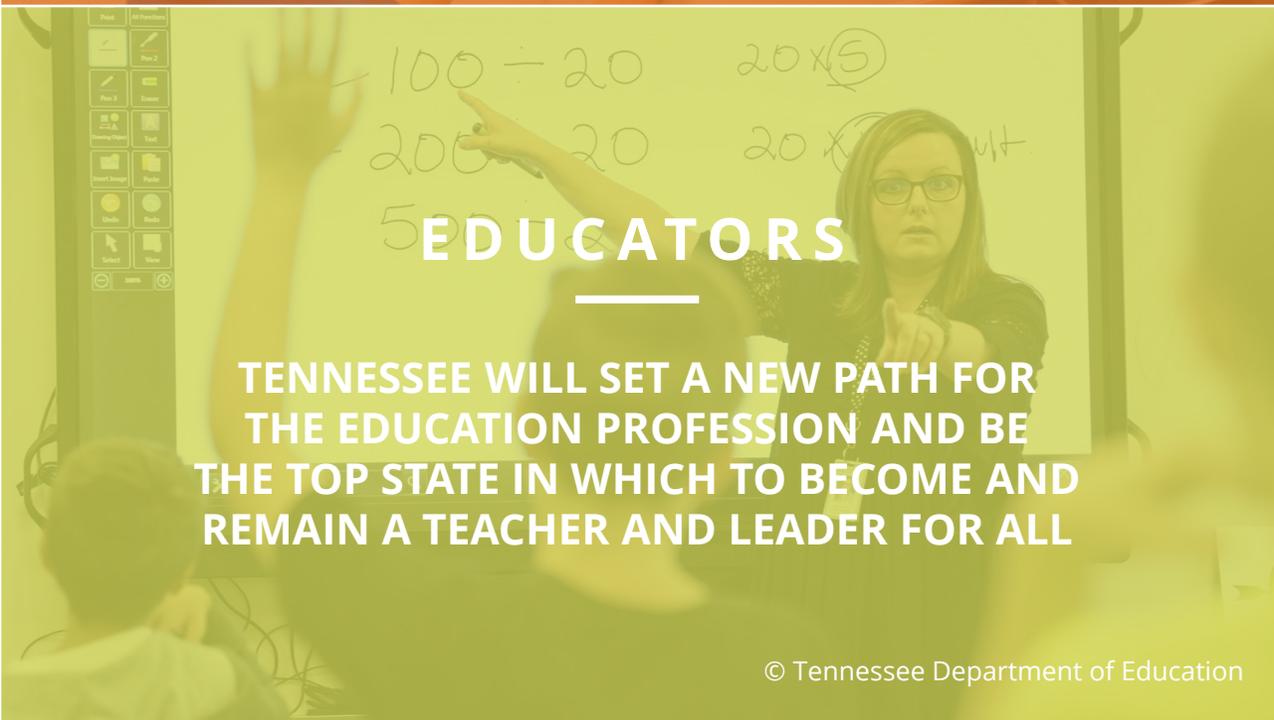
ACADEMICS

**ALL TENNESSEE STUDENTS WILL HAVE
ACCESS TO A HIGH-QUALITY EDUCATION,
NO MATTER WHERE THEY LIVE**



STUDENT READINESS

**TENNESSEE PUBLIC SCHOOLS WILL BE
EQUIPPED TO SERVE THE ACADEMIC
AND NON-ACADEMIC NEEDS OF ALL
STUDENTS IN THEIR CAREER PATHWAYS**



EDUCATORS

**TENNESSEE WILL SET A NEW PATH FOR
THE EDUCATION PROFESSION AND BE
THE TOP STATE IN WHICH TO BECOME AND
REMAIN A TEACHER AND LEADER FOR ALL**



Agenda

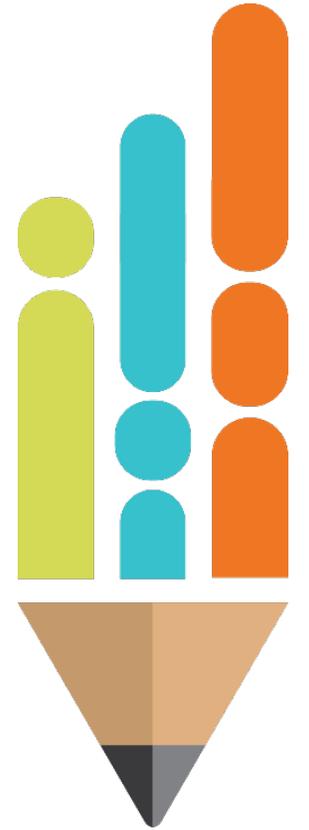
- McKinney-Vento Subgrant Purpose
- FY23 Fiscal Guidelines
- FY24 McKinney-Vento Subgrant Application
 - Budget Narrative Examples and Allowable Use of Funds
 - Mid-Year Performance Review
 - Subgrant Timeline
- Resources & Support



McKinney-Vento Subgrant Purpose

McKinney-Vento Subgrant

- The purpose of the McKinney-Vento subgrant is to facilitate the enrollment, attendance, and success in school of homeless children and youth.
- Subgrant Guidelines:
 - Services provided can not replace regular academic programming.
 - Services must be designed to expand upon or improve the school's regular academic programs.



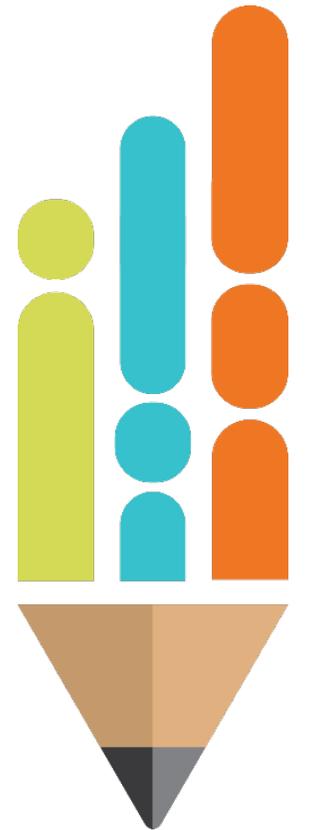
McKinney-Vento Subgrant Cycle



FY23 Fiscal Guidelines

Final Expenditure Report (FER)

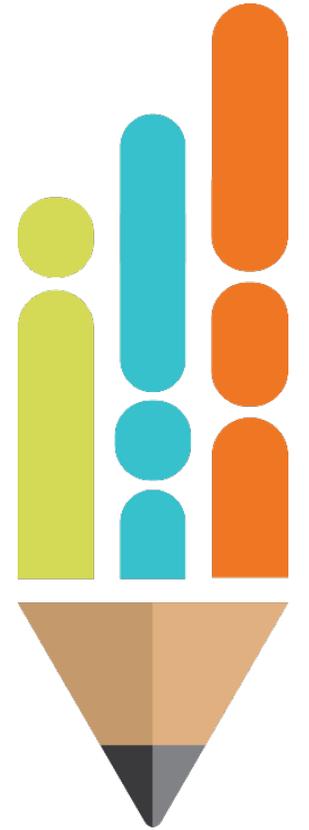
- The Final Expenditure Report (FER)
 - Covers expenditures incurred between the day funds were awarded and June 30, 2023.
 - Due **Aug. 2, 2023**, in ePlan
- Liaisons should work with their local education agency's (LEA's) fiscal team to ensure the FER is complete.
- More detailed instructions for completing the FER can be found [here](#).
- Please note that until the FY23 FER is Fiscal Approved, all funds will be drawn from FY24 funding.



FY24 McKinney-Vento Subgrant Application

FY24 Funding Application

- No changes will be made to the FY24 McKinney-Vento Subgrant application in ePlan.
- Liaisons should submit an initial budget for FY24 between **July 31 and Aug. 30**.
- If major changes or shifts need to be made in the programming as it was written in the approved initial subgrant application, LEAs may complete a *Plan Adjustment Justification* form.
- To request the *Plan Adjustment Justification* form, please email Vanessa.Waters@tn.gov.



Plan Adjustment Justification Form

- Briefly describe the adjustment/changes being made to the budget and a rationale for each.
- Reflect on how these changes will impact the Goals, Outcomes, and Objectives that were established in the original application?
- If changes need to be made to program goals, please explain and create a new goal.
- Completed forms should be submitted to the Related Documents section of the FY22 application.

Title IX McKinney -Vento Subgrant Plan Adjustment Justification Form
District: Date: Name of person completing form: Email of person completing form:
Briefly describe adjustments/changes being made to your budget and a rationale for each.
How will these changes impact the Goals, Outcomes, and Objectives that were set in the original application? If changes need to be made to the goals please explain and create a new goal below.

TDOE use only: Signature below assures a review of the above report.

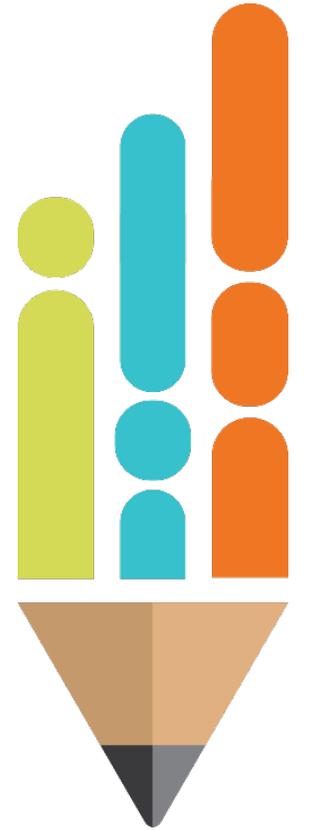
TDOE Comments:

TDOE Reviewer	Signature	Position	Date of Review

Budget Narrative Guidelines and Allowable Use of Funds

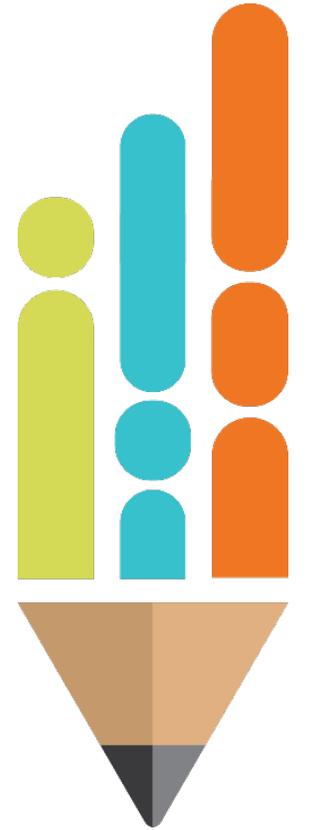
General Budget Narrative Requirements

- All proposed expenditures must be:
 - **Reasonable:** The proposed goods and services are not excessive in cost and are based on prudent and sound purchasing practices.
 - **Necessary:** The goods and services are essential for carrying out the grant program.
 - The need for the goods and services should also be supported in the McKinney-Vento Subgrant Application.
 - **Allocable:** The goods and services are specifically for the benefit of the grant and meet the program's intent and objectives.



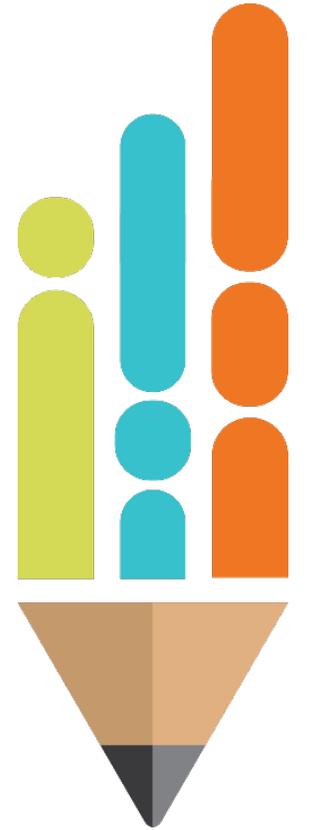
Budget Narratives

- A good budget narrative should be specific enough to determine the allowability and reasonableness of expenditures:
 - How is it supplemental?
 - What types of items are being purchased?
 - How many items are being purchased?
 - What activities are being funded?
 - Who will participate in activities?
 - What students are being targeted for the service?
 - When will activities take place?
 - Are services being contracted? Through whom?
 - What specific professional development? How many will attend?



Budget Narrative Guidelines

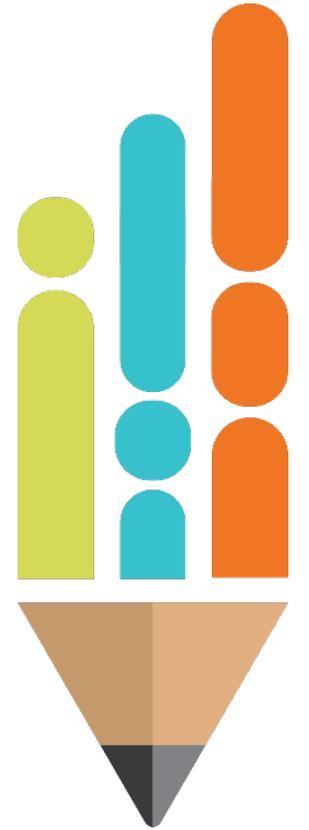
- When budgeting funds for supplies and materials, include details about what will be purchased.
 - Include examples of all equipment, materials, and supplies, and what they will be used for.
- When budgeting funds for professional development, please include details about what will be purchased.
 - Include a description of the professional development (PD) that will be provided and what exactly will be purchased (e.g., conference, registration, PD materials, stipends, travel)



Mid-Year Performance Review

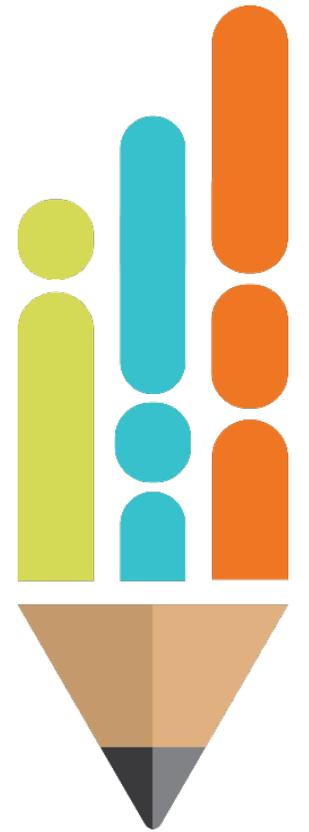
Mid-Year Performance Review

- The Mid-Year Performance Review is an extension of the subgrant application.
- This review will allow LEAs to reflect on what has been working within the homeless program and areas that might need refinement.
- Calls will be scheduled with each liaison to discuss the Mid-Year Performance Review.
- These calls will be an opportunity to collaborate and discuss any concerns or questions you have about your program.



Mid-year Performance Review Timeline

- **Monday, Nov. 20:** Mid-Year Performance Review will open in ePlan
- **Monday, Jan. 22:** Mid-year Performance Review due in ePlan
- **Jan. 24 – Feb. 11:** Mid-Year Performance Review calls



Subgrant Timeline

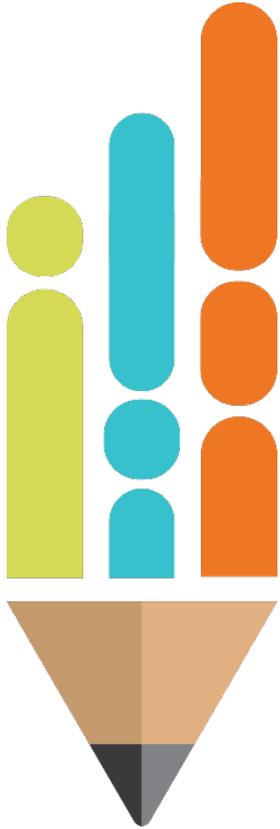
Subgrant Timeline

Month	Milestone
June 2023	<ul style="list-style-type: none">• June 30: FY20 Closeout Report due• June 30- July 2: TDOE review of the Closeout Report by department staff
July 2023	<ul style="list-style-type: none">• July 17: FY24 allocations shared with liaisons• July 31: FY24 allocations loaded in ePlan• July 31: :LEAs should begin to budget FY24 funds in ePlan
August 2023	<ul style="list-style-type: none">• Aug. 2: FY23 FER is due in ePlan• Aug. 30: All initial budgets should be submitted in ePlan
September 2023	<ul style="list-style-type: none">• Sept. 30: ESEA/ESSA Wavier Form due in ePlan



Timeline Cont.

Month	Milestone
October 2023	<ul style="list-style-type: none"> LEAs will submit a budget revision for any FY23 carry-over funds
November 2023	<ul style="list-style-type: none"> Grant manager will share more information about Mid-Year Performance Review Nov. 28: Mid-Year Performance opens in ePlan
January 2024	<ul style="list-style-type: none"> Jan. 22: Mid-Year Performance Review due in ePlan
February 2024	<ul style="list-style-type: none"> Grant Manager begins Mid-Year Performance calls with subgrantees
June 2024	<ul style="list-style-type: none"> June 28: Closeout Report due in ePlan

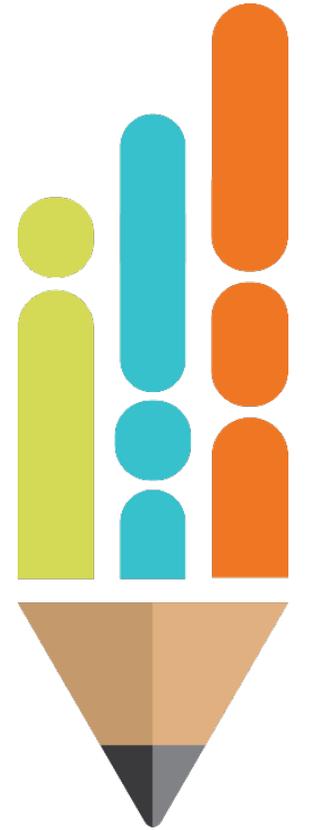


Resources & Support



Subgrant Resources

- [ePlan](#) > TDOE Resources > ESSA Information, Guidance, PPTs, & Webinars > Title IX, Part A Education for Homeless Children & Youth > McKinney-Vento Toolkit & Templates
- [Education for Homeless Children and Youth \(EHCY\) Program Non-Regulatory Guidance](#)
- [National Center for Homeless Education \(NCHE\)](#)
- [SchoolHouse Connection](#)





Thank You!

Vanessa Waters | McKinney-Vento Grant Manager

Vanessa.Waters@tn.gov

(615) 917-3750

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Fraud, Waste or Abuse

Citizens and agencies are encouraged to report fraud, waste, or abuse in State and Local government.

NOTICE: This agency is a recipient of taxpayer funding. If you observe an agency director or employee engaging in any activity which you consider to be illegal, improper or wasteful, please call the state Comptroller's toll-free Hotline:

1-800-232-5454

Notifications can also be submitted electronically at:

<http://www.comptroller.tn.gov/hotline>