

# FY26 McKinney-Vento Subgrantee Guidance & Updates

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# Agenda

- McKinney-Vento Subgrant Purpose
- FY25 Fiscal Guidelines (FER)
- FY26 McKinney-Vento Subgrant Application
  - Budget Guidelines
  - Allowable Use of Funds
- Subgrant Timeline
- Subgrant Monitoring & Reports
  - Mid-Year Performance Review
  - Closeout Report
- Quarterly Calls & Office Hrs.
- Monitoring, Homeless Rights Posters, & Related Documents
- 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

- The McKinney-Vento Subgrant runs on a three (3) year cycle.



- Subgrantees will receive an allocation in FY26 (2025-26), FY27 (2026-27), and FY28 (2027-28), and the application must include a plan for all three years of the grant.

# FY25 Fiscal Guidelines

*For Returning Subgrantees Only*

# **Final Expenditure Report (FER)**

## ***For Returning Subgrantees Only***

- The FY25 Final Expenditure Report (FER)
  - Covers expenditures incurred between the day funds were awarded and June 30, 2025.
  - Due before **Oct. 1, 2025**, 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 FY25 FER is Fiscal Approved, all funds will be drawn from FY26 funding.



# FY26 McKinney-Vento Subgrant Application

## FY26 Funding Application Changes Continued

- Liaisons should submit an initial budget in ePlan for FY26 no later than **Aug. 30, 2025**.
- Revisions Needed: If major changes or shifts need to be made in the programming as it was written in the approved initial subgrant application, select the revisions needed box and complete the follow-up questions.

**\* New Fiscal Year Assurances**

☐ I have completed and aligned the current budget to the approved original competition subgrant application.

☒ I have completed the current budget and would like to make a revision to the initial approved application. - Complete the Plan Adjustment Justification Form below.

**Plan Adjustment Justification Form**

\* Briefly describe adjustments/changes being made to your budget and a rationale for each.

of 36000 characters

\* 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.

of 36000 characters

# Budget Guidelines & Allowable Use of Funds

# General Budget Guidelines

- 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 Narrative Requirements

- 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 Requirements

- 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)

# Allowable Activities, Part 1

- **Tutoring, supplemental instruction, and enriched educational services** that are linked to the achievement of the same challenging state academic content standards and challenging state student academic achievement standards that the State establishes for other children and youths.
- **Professional development** and other activities for educators and personnel that are designed to heighten the understanding and sensitivity to the needs of homeless children and youths, the rights of such children and youths under McKinney-Vento, and the specific educational needs of runaway and homeless youths.
- **Referral services** to homeless children and youths for medical, dental, mental, and other health services.
- Assistance to defray the **excess cost of transportation** for students under § 722(g)(4)(A), not otherwise provided through Federal, State, or local funding, where necessary to enable students to attend the school selected under § 722(g)(3).

# Allowable Activities, Part 2

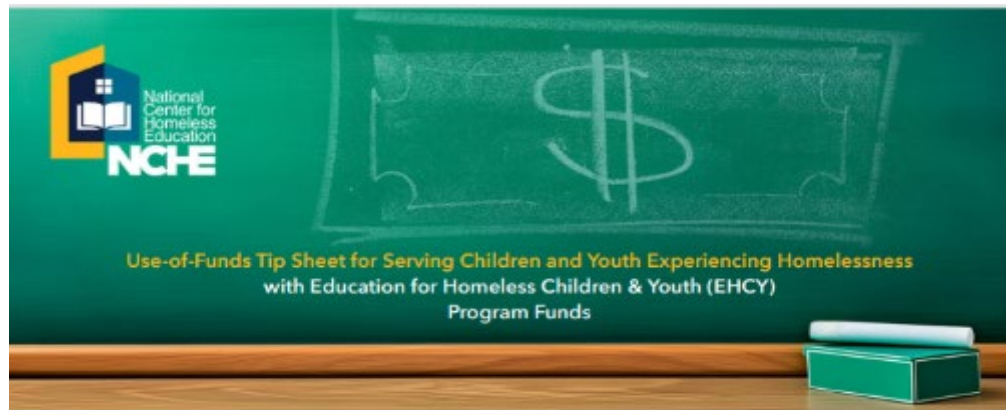
- Developmentally appropriate **early childhood education programs**, not otherwise provided through Federal, State, or local funding, for preschool-aged homeless children.
- **Before- and after-school, mentoring, and summer programs** in which a teacher or other qualified individual provides **tutoring, homework assistance, and supervision of educational activities**.
- Payment of fees and other costs associated with **tracking, obtaining, and transferring records** necessary to enroll homeless children and youths in school, including birth certificates, immunization or medical records, academic records, guardianship records, and evaluations for special programs or services.

# Allowable Activities, Part 3

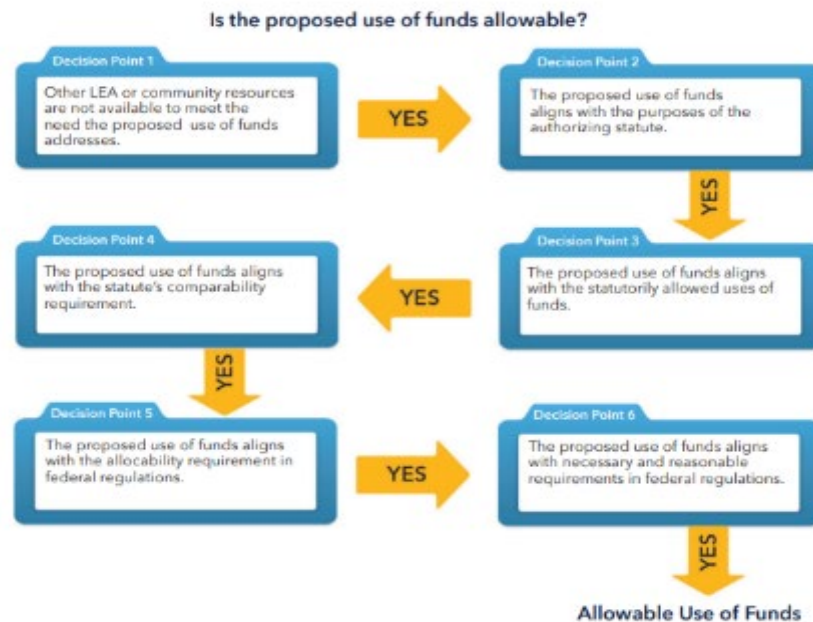
- Education and training to the parents of homeless children and youths about the rights of and resources available to such children and youths.
- Activities to address the particular needs of homeless children and youths that may arise from **domestic violence**.
- Adaptation of space and purchase of supplies for any **non-school facilities** made available to provide services under McKinney-Vento.
- **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 homeless children and youths to attend school.

*For more information on the allowable use of funds, see the [McKinney-Vento Toolkit](#) and [Non-Regulatory Guidance](#).*

# Allowable Activities Tip Sheet



NCHE's Use-of-Funds Tip Sheet provides educational administrators in local educational agencies (LEAs) with information and guiding questions to assist them in determining how to spend subgrant funds in their Education for Homeless Children and Youth (EHCY) program authorized by Subtitle VII-B of the McKinney-Vento Homeless Assistance Act (McKinney-Vento Act). LEA subgrantees should consider the following six decision points in the order in which they are listed when making funding decisions. A proposed expenditure must meet the requirements in each of these decision points to be allowable.



- [Use-of-Funds Tip Sheet for Serving Children and Youth Experiencing Homelessness with Education for Homeless Children & Youth \(EHCY\) Program Funds](#)



# Subgrant Timeline

# Subgrant Timeline

Month	Milestone
August 2025	<ul style="list-style-type: none"><li>• Friday August 1: FY25 FER is due in ePlan</li><li>• Friday, August 30: All FY26 initial budgets should be submitted in ePlan</li></ul>
October 2025	<ul style="list-style-type: none"><li>• Thursday, October 30: Returning grantees will submit a budget revision for any FY25 carry-over funds</li></ul>
November 2025	<ul style="list-style-type: none"><li>• More information about the Mid-Year Performance Review will be shared mid-month</li><li>• Friday, November 21: Mid-Year Performance Review opens in ePlan</li></ul>

# Subgrant Timeline Cont.

Month	Milestone
January 2026	<ul style="list-style-type: none"><li>• Friday, January 23: Mid-Year Performance Review due in ePlan</li><li>• Monday, January 26: Mid-Year Performance Review calls begin</li></ul>
February 2026	<ul style="list-style-type: none"><li>• Continued Mid-Year Performance calls with subgrantees</li></ul>
June 2026	<ul style="list-style-type: none"><li>• Friday, June 1: FY26 Closeout Report opens in ePlan</li><li>• Tuesday, June 30: FY26 Closeout Report due in ePlan</li></ul>
July 2026	<ul style="list-style-type: none"><li>• Friday, July 18 (tentative): FY27 award allocations shared with liaisons</li><li>• Friday, July 25 (tentative): FY27 allocations loaded in ePlan</li></ul>

# Subgrant Monitoring & Reports

# Mid-Year Performance Review

- The ***Mid-Year Performance Review*** is an extension of the subgrant application and 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.
- [ePlan](#) > TDOE Resources > ESSA Information, Guidance, PPTs, & Webinars > Title IX, Part A Education for Homeless Children & Youth > McKinney-Vento Homeless Grant Documents & Information > [McKinney-Vento Subgrant Mid-Year Performance Review ePlan Guide](#)



# Mid-Year Performance Review

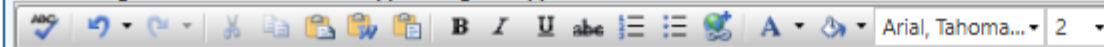
## Instructions

In the boxes below, please describe the progress being made toward the Program Goals, Outcomes, and Objectives as written in the original approved grant application. In your response, be sure to include the following:

1. List all goals and activities as written in the approved grant application. Insert additional rows as needed.
2. Describe any progress that has been made towards the goal and activities. If goals are based on the evaluation of summative data that is not yet available (e.g. identification, retention, and graduation rates, etc.), what other information is being utilized to evaluate progress?
3. If progress is not being made, what changes need to occur to make grant-funded activities more effective?

## Program Goal 1

\* Enter Program Goal 1 as written in approved grant application

A rich text editor toolbar with various icons for text formatting (bold, italic, underline, text color, background color), alignment, and font selection. The font is set to Arial, Tahoma... and the size is 2.

\* Check the response that best describes progress made up to this point on Program Goal 1:

- ☐ Exceeding Goal
- ☐ Meeting Goal
- ☒ Making Progress Towards Goal
- ☐ Not Making Progress Towards Goal

# Closeout Report

## ▪ McKinney-Vento Closeout Report

- Subgrant recipients must express a need for continued funding each year of the grant cycle through the submission of the *McKinney-Vento Closeout Report* in ePlan.
- The annual closeout report helps to provide information, data, and evidence of quality program implementation, opportunities for program development, and considerations for future funding.
- The annual reporting period is July 1 through June 1.

The following questions outline services provided to students and operations in the LEA supporting the education of homeless children and youths. For applicable items, check the box and provide an explanation.

☒

1. **Transportation Plans.** Check the box if the subgrantee used any funds to create a specialized transportation plan.

\* If yes, how many plans were created?

☐

2. **Tutoring.** Check the box if subgrant funds used to operate a tutoring program.

☐

3. **After/Before School Programs.** Check the box if subgrant funds were used to operate an after- or before-school program.

☐

4. **Disputes.**<sup>3</sup> Check the box if the subgrantee had any disputes on the local level.

☒

5. **FAFSA Completion.** Check the box if there were any students who applied for FAFSA with the Unaccompanied Homeless Youth (UHY) code.

\* If yes, how many students?

<sup>3</sup> Disputes: <https://eplan.tn.gov/DocumentLibrary/ViewDocument.aspx?DocumentKey=1728438&inline=true>

McKinney-Vento Success Story

\* Please share a success story from your McKinney-Vento program during the grant period. Remove the student and their family's personally identifiable information (PII). The success should be related to the services provided through your McKinney-Vento grant.

McKinney-Vento Subgrant Details

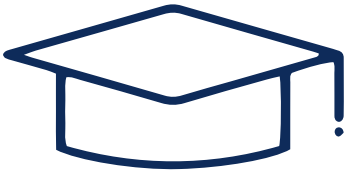
McKinney-Vento Subgrant Grant funds - Discuss funding needs for FY25, basing requests on an evaluation of the FY24 grant allocation, the number of homeless students served, and program outcomes and needs. Note that the approval of funding requests are subject to various factors such as program performance, per-pupil expenditure amounts, and the availability of funds.

Total amount of FY25 McKinney-Vento Subgrant Grant funds awarded:	\$66,529.22
FY25 Title I, Part A Homeless Set-Aside	\$94,638.00
FY25 Title I, Part A Homeless Set-Aside Per-Pupil Ratio <sup>2</sup>	\$377.04
FY26 McKinney-Vento Subgrant Amount	<div>*<div><div><input type="radio"/></div>Funding is adequate—maintain subgrant allocation in the new funding year.</div><div><input type="radio"/></div>Funding is in excess—decrease subgrant allocation in the new funding year.</div> <div><input checked="" type="radio"/></div> Funding is insufficient—increase subgrant allocation in the new funding year.

# Close-out Report

Housing Indicator	Number of Students in Preschool (ages 3-5)	Number of Students in K-12
Shelter/Transitional Housing (01)	* <input type="text" value="2"/>	* <input type="text" value="11"/>
Doubled Up (02)	* <input type="text" value="9"/>	* <input type="text" value="159"/>
Unsheltered (03)	* <input type="text" value="0"/>	* <input type="text" value="22"/>
Hotel/Motel (04)	* <input type="text" value="0"/>	* <input type="text" value="45"/>
Total # Homeless Students	<input type="text" value="11"/>	<input type="text" value="237"/>

Unaccompanied Homeless Youth by Grade	Total Students
K-8	* <input type="text" value="18"/>
9-12	* <input type="text" value="6"/>
Total # Homeless Students	<input type="text" value="24"/>



# Important Policies and Procedures

# Dispute Resolution Process Brief and TDOE Template



National Center for Homeless Education  
Supporting the Education of Children  
and Youth Experiencing Homelessness  
<https://nche.ed.gov>



McKINNEY-VENTO LAW INTO PRACTICE BRIEF SERIES  
**Dispute Resolution**

**This NCHE brief:**

- summarizes the key provisions of the McKinney-Vento Act related to dispute resolution, and
- provides an overview of implementation strategies at the State and local levels



## McKinney-Vento Dispute Resolution Process Sample Form

### Instructions for Using this Template:

**Before sharing, place this document on LEA letterhead, delete or update all red font areas, and provide the most up-to-date McKinney-Vento Liaison contact information.**

This form can be used to initiate the dispute resolution process required by the McKinney-Vento Homeless Assistance Act. It can be used when a parent, guardian, or unaccompanied youth disagrees with the LEAs eligibility, school selection, or enrollment decision. If a dispute arises under the McKinney-Vento Act over eligibility, school selection, or school enrollment [42 U.S.C. 11432(g)(3)(E)], the Act requires LEAs initiate the McKinney-Vento Dispute Resolution Process. Federal law [42 U.S.C. § 11432(g)(1)(C)] requires that the State have a [Dispute Process](#) and that the LEA policy must align with the State's policy .

Sources: [NCHE McKinney-Vento Dispute Resolution Brief](#)  
[TEMPLATE McKinney-Vento Dispute Resolution Process Sample Form 2021-04-16](#)





## Transportation MOU Template

<LEA Letterhead>

Dear Parent/Guardian/Unaccompanied Homeless Youth (UHY),

Your child(ren) or you, as an unaccompanied homeless youth, are currently eligible for services through the McKinney-Vento program. Per the McKinney-Vento Homeless Assistance Act, transportation will be provided to your child(ren) or you, as an unaccompanied youth, to and from school.

The following describes our agreement with you regarding transportation:

**Pick-Up:** Students must be at the bus stop or selected location at the time provided by the transportation department. Drivers can wait no more than [X] minutes from the scheduled time.

**Drop-Off:** An adult pre-approved by parents and guardians must be present at the bus stop or selected location to pick-up students too young to be left unsupervised. The transportation department will provide the time that the adult must be present for the pick-up of students; parents and guardians must notify the liaison or the transportation department if an adult other than the parent or guardian will be picking up the student.

**Communication of Absences:** If a student is going to be absent from school and therefore does not need transportation for part or all of a day, parents or guardians must call and inform the designated driver no later than [X] a.m. on the day of the absence so the driver can adjust the route accordingly.

Driver's Name: [Insert]

Contact Phone Number: [Insert]

**Behavioral Expectations:** Students and parents are expected to follow the [Insert LEA Name] policies for student behavior. Disciplinary actions for students who violate the behavior policies will be followed as they are for any student in the district.

If [Insert LEA Name] fails to provide the agreed upon transportation services, the liaison should be contacted. Your liaison is [Insert Name] and may be reached at [Insert Contact Info].

If a student's residence changes, the transportation department must be contacted by [Insert Time] to allow for transportation to be arranged. Transportation requests and changes may take up to [insert number] days to be routed, so temporary transportation may be provided while routing is arranged.

The transportation department may be contacted at:

[insert info].

Please sign below to acknowledge that you understand and agree with these expectations and terms.

_____ Parent/Guardian/UHY Name (Printed)	_____ Signature	_____ Date
_____ Name of Liaison (Printed)	_____ Signature	_____ Date

# Transportation Memorandum Of Understanding (MOU)

School Bus	Share Ride or Taxi	Transportation Reimbursement	Bus Pass/Tokens
<ul style="list-style-type: none"><li>• The student should be outside at least five minutes early, waiting for the bus</li><li>• Proper school bus behavior is expected.</li></ul>	<ul style="list-style-type: none"><li>• You must call (XXX) XXX-XXXX by 7:45 a.m. if your student is ill or does not need the taxi</li><li>• The student should be outside waiting for the taxi five minutes early.</li><li>• If you have questions, call the Homeless Program number, (XXX) XXX-XXXX, not the ride-share company.</li><li>• A parent/guardian must be home to meet the student when the student is dropped off.</li><li>• Too many infractions could result in the loss of ride-share privileges.</li></ul>	<ul style="list-style-type: none"><li>• Can only be used when other methods of transportation are not available.</li><li>• Checks are issued once each month – checks are to be picked up at the Central office; you will be called.</li><li>• LEA will measure mileage and check attendance – you will receive no pay for days the student is tardy or absent.</li><li>• Mileage, when approved, will begin on the day the "in lieu of" form is signed. It will not be retroactive.</li></ul>	<ul style="list-style-type: none"><li>• Bus passes are left at the end of each month in the school office - the student will be notified.</li><li>• Adult pass expectations are that the parent/guardian will accompany the student(s) to and from school.</li><li>• Lost bus passes will NOT be replaced - the student will be placed on the "two tokens a day" program.</li><li>• Loss of second bus pass will result in the "two tokens a day" program for the remainder of the school year.</li><li>• Lack of attendance will result in the loss of bus pass.</li></ul>

# Examples of Additional Considerations when Developing LEA MOU

# Important Reminders

- **Provide documentation of all decisions.**
  - The McKinney-Vento Act requires liaisons to provide parents with information on their right to dispute if denied enrollment.
  - LEAs should have **written policies and procedures** focused on:
    - Identification
    - Enrollment
    - Best Interest Determination
    - Transportation
    - Dispute Resolution
  - **All written policies should be kept on file and provided to families upon identification.** If a dispute arises, the LEA may refer to its written policies and procedures when discussing enrollment, transportation, school selection, and other issues with families.



## Information for Parents



### IF YOU ARE STAYING IN ANY OF THE FOLLOWING SITUATIONS:

In a shelter or transitional housing

In a motel, hotel, or campground  
because you don't have another  
safe and stable place to stay

In a car, park, public place,  
abandoned building, or bus or  
train station

In someone else's house because  
you lost your housing or are going  
through a hard time financially and  
don't have another safe and stable  
place to stay

Your school-age child(ren) might  
qualify for help at school under  
the federal McKinney-Vento Act.

If your child(ren) qualify under the McKinney-Vento Act,  
they have the right to:

**Go to public school for free** and  
participate fully in school activities.

**Enroll in school immediately** and go  
to class, even if you don't have the  
documents normally required for  
school. The school where you are  
enrolled is responsible for helping  
you get any documents needed to  
keep attending classes.

**Enroll in the local school near where  
you're staying or continue going  
to your school of origin** (the school  
you went to when you last had a safe  
and stable place to live or the school  
where you were last enrolled), based  
on where you think would be best  
for you to go to school.

If the school district thinks that  
where you want to go to school is

not in your best interest, the district  
has to tell you in writing why it thinks  
another school would be better for  
you and give you the opportunity to  
appeal its decision if you want to do  
that. The district also has to connect  
you with the McKinney-Vento  
district liaison, who has to help you  
understand your right to appeal.

**Get transportation to and from  
your school of origin**, if you keep  
going to this school and ask for  
transportation.

**Get help at school** that is similar  
to the help other students get,  
based on what you might need.  
These services could include  
transportation, academic help,  
and free meals at school.

**If you think your child(ren) might qualify**, contact the district  
McKinney-Vento local liaison or the McKinney-Vento state coordinator  
to find out what help might be available for your child(ren) at school.

Local Liaison Name  
McKinney-Vento Local Liaison

**Vanessa Waters**  
McKinney-Vento State Coordinator  
(615) 917-3750  
Vanessa.Waters@tn.gov



## Important: New Homeless Rights Posters

- Ensure every school has an updated homeless poster posted in a common area of the school.
- Contact information should include both the local homeless liaison and the state coordinator:
  - **Vanessa Waters**
  - **(615) 917-3750**
  - **Email: [Vanessa.Waters@tn.gov](mailto:Vanessa.Waters@tn.gov)**
- Posters can be downloaded from:
  - [ePlan](#) > TDOE Resources > Title IX, Part A Education for Homeless Children & Youth > Educational Rights Posters > [Parents' Right to Know](#) & [Youth Right to Know](#) or
  - [National Center for Homeless Education \(NCHE\)](#)

# LEA/School Handbook and Website

- Include information about the McKinney-Vento Act in student/parent handbooks.
- Clearly display information about McKinney-Vento on your LEA/school website in a place where parents and students can find it easily, including:
  - name and contact information for the local liaison,
  - definition of homeless under McKinney-Vento, and
  - rights and services available to students experiencing homelessness.



# Resources & Support

# 2025-26 McKinney-Vento Education for Homeless Children & Youth (EHCY) Quarterly Call Schedule

- McKinney-Vento Quarterly Calls from **10 – 11 a.m. CT | 11 a.m. – 12 p.m. ET** for the 2025-26 academic year.
- Attendance is **required** for McKinney-Vento subgrantees
- **Meeting Login Information:**
  - [Click here to join the meeting](#)
  - Or call in (audio only): **(615) 270-9704**  
Phone Conference ID: 831 844 707#

Quarterly Call Dates:

- **Tuesday, August 26:**
  - McKinney-Vento 101 Annual Training **(Special FPI Session Separate Log-in Required)**
- **Thursday, November 20:**
  - McKinney-Vento & Title I, Part A Homeless Set-Aside
- **Thursday, February 26:**
  - Supporting Students Experiencing Homelessness Through Career and Technical Education (CTE)
- **Thursday, April 23:**
  - McKinney-Vento EHCY Programming and End-of-Year Supports

# McKinney-Vento Office Hours

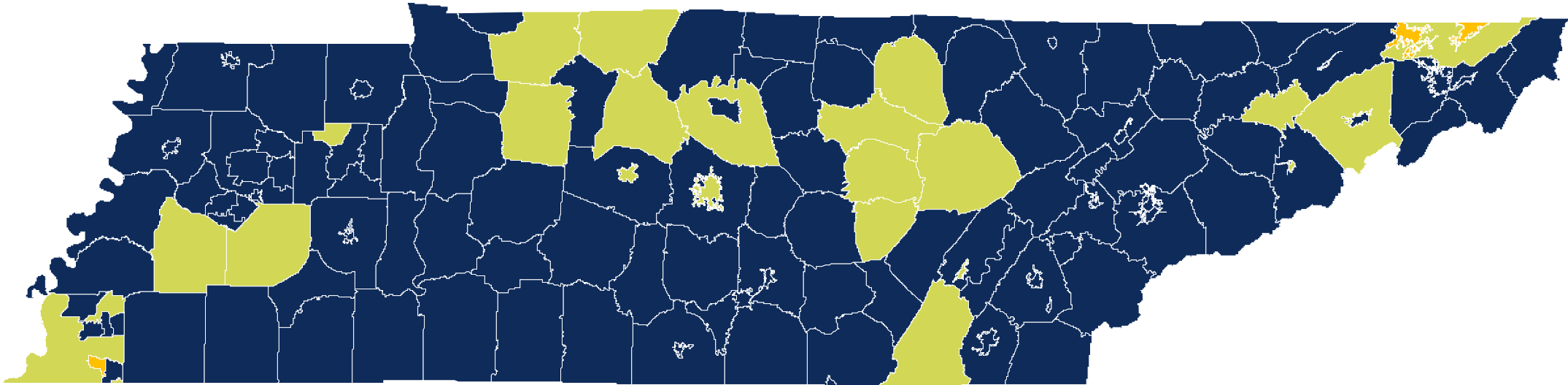
- McKinney-Vento Office Hours will be hosted on the **first Thursday of each month from 10–11 a.m. CT | 11 a.m. – 12 p.m. ET.**
- ***Log-in Information:***
  - [Click here to join the meeting](#)
  - Or call in (audio only): [\(615\) 270-9704](#)  
Phone Conference ID: 230 581 576#

McKinney-Vento Office Hour Dates	
2025	2026
<ul style="list-style-type: none"><li>• Thursday, Aug. 7</li><li>• Thursday, Sept. 4</li><li>• Thursday, Oct. 2</li><li>• Thursday, Nov. 6</li><li>• Thursday, Dec. 4</li></ul>	<ul style="list-style-type: none"><li>• <b>**Thursday, Jan. 8</b></li><li>• Thursday, Feb. 5</li><li>• Thursday, March 5</li><li>• Thursday, April 2</li><li>• Thursday, May 7</li></ul> <p><b>**Second Thursday of the Month</b></p>





# Title IX McKinney-Vento Subgrant-Awarded LEAs



Bristol City Schools	Putnam County	White County
Davidson County	Murfreesboro City Schools	Rhea County
Dickson County	Haywood County	Millington SSD
Greene County	Wilson County	Newport
Huntingdon SSD	Hamblen County	Van Buren County
Overton County	Cumberland County	Memphis-Shelby County
Hamilton County	Franklin SSD	Kingsport City Schools
Robertson County	Sullivan County	
Montgomery County	Madison County	

# Resources

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

# Please Share your Feedback:

You may access the PD Survey by navigating here:

**<https://forms.office.com/r/eVtWEAZ9xZ>**





# Thank You!

**Vanessa Waters** | McKinney-Vento Grant Manager

[Vanessa.Waters@tn.gov](mailto:Vanessa.Waters@tn.gov)

(615) 917-3750

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