

PART III – REQUIRED PROGRAM INFORMATION

Using no more than five (5) pages, please provide the following information. Format the response according to the outline.

- A. **Priorities:** Indicate which of the priorities the district chooses to address. Provide a rationale for the choices.
1. ___ Professional development activities for educators and pupil services personnel (including Parent Information Center staff, school enrollment staff/registrars, guidance counselors, social workers, shelter staff, community service providers) in order to increase their knowledge and/or skills in working with homeless students and families, especially in the areas of:
 - a. trauma informed care/classrooms; and
 - b. accessing benefits and services.
 2. ___ Development of services/assistance programs/early indicator strategies that attract, engage, and retain homeless students and unaccompanied youth in public schools.
 3. ___ Education and training for parents of homeless children and youth about their rights and the resources available under McKinney-Vento (e.g., Massachusetts Coalition for the Homeless First Stop Initiative).
 4. ___ Development and implementation of a service coordination plan between schools and service providers, especially in the following areas:
 - a. Interagency Council on Housing and Homelessness Regional Networks;
 - b. health (including dental and mental health) referral services;
 - c. activities to address needs that may arise from domestic violence; and
 - d. provision of pupil services (including violence prevention counseling) and referrals for such services.
 5. ___ Adaptation of space and purchase of supplies (e.g., computers, playground equipment) for non-school facilities to provide services listed above.
 6. ___ Development of a sustainability plan detailing how the school district will institutionalize the services and accomplishments/lessons learned through the implementation of the district's McKinney-Vento American Recovery and Reinvestment Act Program.
- B. **Goals:** Describe the program's vision and goal(s). Goals should address clearly the grant purpose and priorities.
- C. **Objectives:** Define the program's specific objectives and their projected results/outcomes. Objectives must be measurable and address the stated goals.
- D. **Activities:** Using the McKinney-Vento ARRA Activity Form, describe the specific program activities. In the column entitled **Means for Evaluating and Documenting Accomplishments** on the Activity Form, provide an evaluation for each activity, e.g.,
1. pre- and post-program measurements (e.g., surveys for staff, parent trainings);
 2. collection of anecdotal evidence of the overall effect and satisfaction with grant activities from a variety of individuals (e.g., teachers, administrators, parents); and
 3. a plan for how and when the information will be collected (including baseline, progress, and outcome measurements).

- E. **Budget Narrative:** Using the McKinney-Vento ARRA Program Budget Narrative Form, provide a budget narrative that explains how program expenditures relate to the proposed activities.
- F. **Sustainability:** Provide a sustainability plan that details how the school district will institutionalize the accomplishments/lessons learned through the implementation of the described program.
1. Describe how the program's purpose, activities, and outcomes will be shared with the school and district staff and students, parents, and the greater community to garner institutional support for the program.
 2. Describe the development of a **map** of local resources that service providers and other agencies that assist homeless families, students, and unaccompanied youth use.
- G. **Services Coordination Committee:** Describe the development of a local McKinney-Vento ARRA Program Services Coordination Committee to assist the district in developing and enhancing its capacity to provide services to homeless children and youth enrolled and attending the local school district. **Note:** The advisory group can be newly formed or be built upon an existing Service Coordination Committee.
1. List members and detail the reason for their inclusion.
 2. Describe the assets that Services Coordination Committee members bring to the district's homeless program to address gaps in service/programming, including how they will assist the district in the development of the homeless resource map (F.2. above).
 3. Describe how the Committee's work will address long-term sustainability planning and address how this plan will help institutionalize practices developed through grant funds.
 4. Provide a calendar of proposed meeting dates – a minimum of four (4) meetings per year is required.
 5. For each proposed partner, attach a Memorandum of Understanding (MOU) signed by the school district superintendent and the Committee member(s).