Attachment A

Superintendent’s Memo #293-21

October 15, 2021

# American Rescue Plan ESSER Fund— Homeless Children and Youth (ARP-HCY)

As reported in the Superintendent’s Email dated September 22, 2021, Virginia received $10,370,420 in American Rescue Plan-Homeless Children and Youth (ARP-HCY) funds, also referred to as ARP Homeless II funds. These funds must be awarded to school divisions according to a formula based on the local educational agency’s (LEA’s) proportion of the State’s Title I, Part A allocations and the LEA’s proportion of the number of students identified as experiencing homeless in 2018-2019 or 2019-2020 (whichever is greater) in Virginia. Appendix A provides the preliminary allocations for school divisions using this formula. No awards can be made for allocations less than $5,000; however, school divisions with allocations less than $5,000 are strongly encouraged to create consortia whose total allocation is great enough to be awarded. If school divisions do not apply for funding, those funds will be reallocated to applicants using the same formula and may lead to a greater award. **Applications must be received by 5 p.m. on December 3, 2021. Completed applications should be** [**submitted via DropBox**](https://wm1693.app.box.com/f/0d293aeb528848d3aeeca578f24e0289)**.** Official award notification will occur as applications are received and approved.

Questions about this funding can be directed to Dr. Patricia A. Popp, Virginia State Coordinator for the Education of Homeless Children and Youth, by telephone at (757) 221-7776, or by email at [pxpopp@wm.edu](mailto:pxpopp@wm.edu).

## Use of Funds

These funds are specifically targeted to meet the needs of students experiencing homelessness and cannot be used to supplant other funds, including other Elementary and Secondary School Emergency Relief (ESSER) funds. These funds can be used for expenses encumbered from April 23, 2021, through September 30, 2023. Extensions may be requested to apply the Tydings Amendment, which extends the funds through September 30, 2024. Allowable uses for the funds include all activities allowable for LEA McKinney-Vento subgrants with additional allowable activities specific to the pandemic. Allowable uses are listed in Appendix B.

As you plan for these funds, consider how this will enhance future programming and how to fund efforts beyond the life of the grant. **Please note that no more than one-third of the budget can be used for student transportation.** A school division may contact Project   
HOPE-Virginia to request a waiver for the transportation limit.

## Completing the Application

Please note that Project HOPE-VA will conduct training webinars to assist in the completion of the application and is available throughout the application process and the duration of the grant period for technical assistance. Local homeless education liaisons are critical in the planning and application process. Please note on the application assurance that the liaison was included in the planning process.

### Cover Page

Complete all information requested on the cover page. For consortia, include the contact information and DUNS number for the school division acting as the fiscal agent. If applying as a consortium, list the other participating school divisions. This page should be signed by the superintendent or designee of the school division acting as the fiscal agent. Electronic signatures are acceptable.

### Impact of Funding

For school divisions receiving at least $50,000 in ARP Homeless II funds, participation in an evaluation of the impact of funding is required. Project HOPE-VA will request extant data for a targeted goal, create communities of practices among school divisions with the same goal, and offer ongoing support and opportunities to revise efforts based on outcomes. Each applicant with $50,000 or more will identify one goal in the application: increased attendance, increased engagement with families, increased engagement with a targeted underserved population[[1]](#footnote-1), improved school stability, improved student achievement, or increased adjusted cohort graduation rates for students experiencing homelessness.

School divisions receiving less than $50,000 may participate in the evaluation effort and complete this section of the application. School divisions also may find the [*NCHE Standards and Indicators for Quality LEA McKinney-Vento Programs*](https://nche.ed.gov/wp-content/uploads/2018/11/st-ind-2017.docx) a useful tool for supplemental monitoring of results.

### Narrative of Plan for Funding

Provide a one- to two-page narrative describing the identified need in the school division that will be addressed with these funds and a description of how the funds will be used. Consider how these funds can impact your McKinney-Vento program beyond the life of the grant. Include any data that were reviewed and identify any community agencies consulted in creating the plan.

### Budget and Proposed Activities

Use the template provided in the application to indicate the amount budgeted for each Budget Object Code (Refer to Appendix D) for the grant award. The budget amount listed should cover the full period of the award and does not need to be itemized by year. In the Description of Services/Activities section for each Object Code used, provide additional detail for the category. For example, if $50,000 is listed under personnel, the description may state, “hourly tutoring stipends for division teachers ($20,000) and a part-time dispatcher ($15,000 per year for 2 years).”

## Appendix A: Preliminary ARP Homeless II Awards

| **Division** | **Local Educational Agency (LEA)** | **Preliminary Allocation** |
| --- | --- | --- |
| 001 | Accomack County Public Schools | $ 81,243.87 |
| 002 | Albemarle County Public Schools | $ 69,865.41 |
| 003 | Alleghany County Public Schools | $ 13,055.46 |
| 004 | Amelia County Public Schools | $ 4,943.93 |
| 005 | Amherst County Public Schools | $ 29,375.47 |
| 006 | Appomattox County Public Schools | $ 10,864.45 |
| 007 | Arlington County Public Schools | $ 71,840.49 |
| 008 | Augusta County Public Schools | $ 46,867.49 |
| 009 | Bath County Public Schools | $ 1,613.86 |
| 010 | Bedford County Public Schools | $ 39,161.84 |
| 011 | Bland County Public Schools | $ 4,168.18 |
| 012 | Botetourt County Public Schools | $ 10,541.52 |
| 013 | Brunswick County Public Schools | $ 13,808.33 |
| 014 | Buchanan County Public Schools | $ 21,806.84 |
| 015 | Buckingham County Public Schools | $ 16,647.09 |
| 016 | Campbell County Public Schools | $ 36,649.01 |
| 017 | Caroline County Public Schools | $ 32,393.39 |
| 018 | Carroll County Public Schools | $ 29,480.56 |
| 019 | Charles City County Public Schools | $ 6,628.60 |
| 020 | Charlotte County Public Schools | $ 12,490.27 |
| 021 | Chesterfield County Public Schools | $ 269,037.76 |
| 022 | Clarke County Public Schools | $ 5,339.29 |
| 023 | Craig County Public Schools | $ 5,202.53 |
| 024 | Culpeper County Public Schools | $ 41,971.47 |
| 025 | Cumberland County Public Schools | $ 6,967.15 |
| 026 | Dickenson County Public Schools | $ 14,298.94 |
| 027 | Dinwiddie County Public Schools | $ 15,369.51 |
| 028 | Essex County Public Schools | $ 11,178.10 |
| 029 | Fairfax County Public Schools | $ 836,653.86 |
| 030 | Fauquier County Public Schools | $ 67,569.93 |
| 031 | Floyd County Public Schools | $ 9,201.62 |
| 032 | Fluvanna County Public Schools | $ 17,615.81 |
| 033 | Franklin County Public Schools | $ 32,716.10 |
| 034 | Frederick County Public Schools | $ 66,644.01 |
| 035 | Giles County Public Schools | $ 10,351.80 |
| 036 | Gloucester County Public Schools | $ 15,824.80 |
| 037 | Goochland County Public Schools | $ 7,750.64 |
| 038 | Grayson County Public Schools | $ 13,772.44 |
| 039 | Greene County Public Schools | $ 13,616.39 |
| 040 | Greensville County Public Schools | $ 18,881.21 |
| 041 | Halifax County Public Schools | $ 31,641.69 |
| 042 | Hanover County Public Schools | $ 27,855.70 |
| 043 | Henrico County Public Schools | $ 365,939.87 |
| 044 | Henry County Public Schools | $ 42,450.82 |
| 045 | Highland County Public Schools | $ 1,283.12 |
| 046 | Isle Of Wight County Public Schools | $ 15,201.84 |
| 047 | Williamsburg-James City County | $ 101,185.21 |
| 048 | King George County Public Schools | $ 19,632.77 |
| 049 | King And Queen County Public Schools | $ 6,977.72 |
| 050 | King William County Public Schools | $ 7,480.24 |
| 051 | Lancaster County Public Schools | $ 9,226.67 |
| 052 | Lee County Public Schools | $ 26,224.06 |
| 053 | Loudoun County Public Schools | $ 471,081.38 |
| 054 | Louisa County Public Schools | $ 20,435.23 |
| 055 | Lunenburg County Public Schools | $ 17,099.55 |
| 056 | Madison County Public Schools | $ 9,204.61 |
| 057 | Mathews County Public Schools | $ 5,296.88 |
| 058 | Mecklenburg County Public Schools | $ 26,077.64 |
| 059 | Middlesex County Public Schools | $ 7,384.20 |
| 060 | Montgomery County Public Schools | $ 70,529.32 |
| 062 | Nelson County Public Schools | $ 15,972.26 |
| 063 | New Kent County Public Schools | $ 9,071.90 |
| 065 | Northampton County Public Schools | $ 33,520.62 |
| 066 | Northumberland County Public Schools | $ 7,861.45 |
| 067 | Nottoway County Public Schools | $ 18,010.72 |
| 068 | Orange County Public Schools | $ 19,770.47 |
| 069 | Page County Public Schools | $ 28,083.44 |
| 070 | Patrick County Public Schools | $ 22,270.62 |
| 071 | Pittsylvania County Public Schools | $ 41,213.32 |
| 072 | Powhatan County Public Schools | $ 9,400.41 |
| 073 | Prince Edward County Public Schools | $ 15,190.01 |
| 074 | Prince George County Public Schools | $ 19,708.75 |
| 075 | Prince William County Public Schools | $ 278,181.11 |
| 077 | Pulaski County Public Schools | $ 32,160.57 |
| 078 | Rappahannock County Public Schools | $ 5,237.18 |
| 079 | Richmond County Public Schools | $ 7,310.44 |
| 080 | Roanoke County Public Schools | $ 32,927.55 |
| 081 | Rockbridge County Public Schools | $ 11,383.21 |
| 082 | Rockingham County Public Schools | $ 41,785.10 |
| 083 | Russell County Public Schools | $ 17,852.04 |
| 084 | Scott County Public Schools | $ 15,048.18 |
| 085 | Shenandoah County Public Schools | $ 33,553.48 |
| 086 | Smyth County Public Schools | $ 21,678.17 |
| 087 | Southampton County Public Schools | $ 13,421.08 |
| 088 | Spotsylvania County Public Schools | $ 147,211.07 |
| 089 | Stafford County Public Schools | $ 72,950.21 |
| 090 | Surry County Public Schools | $ 4,808.93 |
| 091 | Sussex County Public Schools | $ 10,451.21 |
| 092 | Tazewell County Public Schools | $ 37,097.65 |
| 093 | Warren County Public Schools | $ 29,708.54 |
| 094 | Washington County Public Schools | $ 46,047.32 |
| 095 | Westmoreland County Public Schools | $ 9,743.95 |
| 096 | Wise County Public Schools | $ 81,813.53 |
| 097 | Wythe County Public Schools | $ 19,452.18 |
| 098 | York County Public Schools | $ 48,460.45 |
| 101 | Alexandria City Public Schools | $ 109,779.71 |
| 102 | Bristol City Public Schools | $ 35,928.71 |
| 103 | Buena Vista City Public Schools | $ 4,733.28 |
| 104 | Charlottesville City Public Schools | $ 38,322.95 |
| 106 | Colonial Heights City Public Schools | $ 17,165.92 |
| 107 | Covington City Public Schools | $ 3,881.47 |
| 108 | Danville City Public Schools | $ 77,210.58 |
| 109 | Falls Church City Public Schools | $ 1,940.20 |
| 110 | Fredericksburg City Public Schools | $ 53,118.40 |
| 111 | Galax City Public Schools | $ 12,040.93 |
| 112 | Hampton City Public Schools | $ 183,251.36 |
| 113 | Harrisonburg City Public Schools | $ 43,380.65 |
| 114 | Hopewell City Public Schools | $ 36,436.75 |
| 115 | Lynchburg City Public Schools | $ 104,195.93 |
| 116 | Martinsville City Public Schools | $ 29,710.44 |
| 117 | Newport News City Public Schools | $ 304,963.95 |
| 118 | Norfolk City Public Schools | $ 375,359.93 |
| 119 | Norton City Public Schools | $ 10,259.84 |
| 120 | Petersburg City Public Schools | $ 127,348.06 |
| 121 | Portsmouth City Public Schools | $ 135,829.84 |
| 122 | Radford City Public Schools | $ 14,546.71 |
| 123 | Richmond City Public Schools | $ 468,576.07 |
| 124 | Roanoke City Public Schools | $ 239,229.38 |
| 126 | Staunton City Public Schools | $ 26,326.05 |
| 127 | Suffolk City Public Schools | $ 85,602.16 |
| 128 | Virginia Beach City Public Schools | $ 338,616.66 |
| 130 | Waynesboro City Public Schools | $ 28,292.73 |
| 132 | Winchester City Public Schools | $ 60,577.92 |
| 135 | Franklin City Public Schools | $ 20,320.04 |
| 136 | Chesapeake City Public Schools | $ 135,329.97 |
| 137 | Lexington City Public Schools | $ 1,268.95 |
| 139 | Salem City Public Schools | $ 14,637.56 |
| 142 | Poquoson City Public Schools | $ 4,236.35 |
| 143 | Manassas City Public Schools | $ 35,338.79 |
| 144 | Manassas Park City Public Schools | $ 10,833.43 |
| 202 | Town Of Colonial Beach Public Schools | $ 10,550.41 |
| 207 | Town Of West Point Public Schools | $ 840.65 |
| 218 | Staunton D/B | $ 1,381.88 |
| 917 | Juvenile Justice | $ 2,483.36 |
|  | **State Total** | $ 7,777,823.00 |

## Appendix B – Use of Funds

The U.S. Department of Education (USED) under Section 2001(b)(1) of the *American Rescue Plan Act of 2021* (ARP) has provided funding to identify homeless children and youth; provide wraparound services in light of the impact of the COVID-19 pandemic; and provide assistance needed to enable homeless children and youth to attend school and participate fully in school activities.USED strongly encourages school divisions to target these funds to identify historically underserved populations, such as rural children and youth; tribal children and youth; students of color; children and youth with disabilities; English learners; LGBTQ+ youth; and pregnant, parenting, or caregiving students experiencing homelessness, and to award contracts to community-based organizations for this purpose, as well as to provide wraparound services to these students.

The ARP-HCY funds supplement the Education of Homeless Children Youth (EHCY) program, and all allowable EHCY uses apply to these funds. In addition, these activities may include any expenses necessary to facilitate the identification, enrollment, retention, and educational success of homeless children and youth, such as:

* providing 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 (PPE), eyeglasses, school supplies, personal care items);
* providing transportation to enable children and youth to attend classes and participate fully in school activities;
* purchasing cell phones or other technological devices for unaccompanied youth to enable the youth to attend and fully participate in school activities;
* providing access to reliable, high-speed internet for students through the purchase of internet-connected devices and equipment, mobile hotspots, wireless service plans, or installation of Community Wi-Fi Hotspots (e.g., at homeless shelters), especially in underserved communities;
* paying for 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 the homeless child or youth to attend school and participate fully in school activities (including summer school); and
* providing store cards and/or prepaid debit cards to purchase materials necessary for students to participate in school activities.

Should these activities be conducted with other ESSER funds provided to the school division, the ARP-HCY funds must supplement, not supplant activities and services already planned.

## Appendix C - Authorized Activities of LEA Grants, Under Section 723(d) with Bulleted Examples of Measurable Outcomes

1. Tutoring, supplemental instruction, and enriched educational services.

* Pre- and post-test score improvement on standardized measures of literacy and math, such as PALS, DRA, Star Math
* Positive assessment reports by classroom teachers
* School success, seen in grade and test score improvement
* Participation and performance on Standards of Learning tests
* High school or GED completion

1. Expedited student evaluations, including gifted and talented, special education, and limited-English proficiency.

* Evaluations are made and records are transferred in a timely manner.
* Increased percentage of homeless children accessing education services for which they are eligible (e.g., Title I, special education, ESL services).

1. Professional development for educators and other school personnel.

* Increase in numbers of public-school personnel who are aware of and sensitive to the needs of homeless children and youth
* Increase in awareness and sensitivity training opportunities for school personnel   
  and community

1. Referrals for medical, dental, other health services, and social services.

* Increased percentage of families referred for services
* Increased percentage of homeless children who are immunized
* Increased percentage of pregnant, homeless teens receiving prenatal care

1. Defraying excess cost of transportation.

* Increase in percentage of homeless children and youth attending school regularly
* Increase in the percentage of homeless children and youth attending the school of origin, with the approval of the parent or guardian
* Decrease in number of days that homeless students cannot attend school due to lack of transportation

1. Provision of developmentally appropriate early childhood education programs not otherwise provided.

* Increase in the enrollment and attendance of homeless infants, toddlers, and preschoolers in local programs such as Early Intervention, Virginia Preschool Initiative, and Head Start

1. Provision of services and assistance to attract, engage, and retain homeless children and youth and unaccompanied youth in public school programs.

* Documentation of identification procedures and support services provided
* Increase in the percentage of homeless youth completing school

1. Before- and after-school, mentoring, and summer programs with a teacher or other qualified individual.

* Increase in hours of education programs for homeless children and youth during non-school time
* Improved school performance of participants as based on testing, grades, teachers’ assessments, etc.

1. The payment of fees and other costs associated with tracking, obtaining, and transferring records necessary to enroll homeless children and youth.

* Decrease in amount of time used to obtain records of homeless children and youth.
* New schools of former LEA program participants receive information on students promptly; students are tracked into future schools and communities.

1. Provision of education and training to parents of homeless students about educational rights and resources that are available.

* Brochures, newsletters, posters, etc., distributed to parents and providers, on the rights of homeless children to an appropriate education
* Increase in homeless parent and youth calls regarding rights and resources
* Increase in percentage of homeless families involved in school enrollment decisions

1. Coordination between schools and service agencies.

* Increase in numbers of agencies participating in school programs
* Increase in number of homeless families and youth receiving case-managed services from collaborating agencies

1. Provision of specialized instructional support services (including violence prevention counseling) and referrals for such services.

* Documentation of referrals and participation rates

1. Addressing needs of homeless children and youth arising from domestic violence and parental mental health and substance abuse problems.

* Increase in education services (e.g., tutoring, adaptation of space for studying) for children at domestic violence shelters

1. Adaptation of space and purchase of supplies for non-school facilities.

* Increase in number of shelters with homework rooms, libraries, and tutorial supplies

1. School supplies for distribution at shelters and temporary housing facilities.

* Increase in percentage of homeless children with supplies needed to attend school

1. Extraordinary or emergency assistance to enable homeless children to attend school and participate fully.

* Increase in percentage of homeless children and youth attending school ready   
  to learn
* Decrease in barriers that keep homeless children from attending school

## Appendix D: Expenditure Accounts Descriptions

Below are definitions of the major expenditure categories. The descriptions provided are examples only. For further clarification on the proper expenditure of funds, contact Project HOPE-Virginia by telephone at (757) 221-4002.

### **Object Code Definitions**

1000 **Personnel Services –** All compensation for the direct labor of persons in employment of the local government. Salaries and wages paid to employees for full- and part-time work, including overtime, shift differential, and similar compensation. Also includes payments for time not worked, including sick leave, vacation, holidays, and other paid absences (e.g., jury duty, military pay, etc.) which are earned during the reporting period.

2000 **Employee Benefits –** Job-related benefits provided to employees are part of their total compensation. Fringe benefits include the employer's portion of FICA, pensions, insurance (e.g., life, health, disability income, etc.) and employee allowances.

3000 **Purchased/Contracted Services** – Services acquired from outside sources (i.e., private vendors, public authorities, or other governmental entities). Purchase of the service is on a fee basis or fixed time contract basis. Payments for rental and utilities are not included in this account description.

4000 **Internal Services –** Charges from an Internal Service Fund to other functions, activities, or elements of the local government for the use of intragovernmental services, such as data processing, automotive or motor pool, central purchasing or central stores, print shop, and risk management.

5000 **Other Charges –** Includes expenditures that support the program, including utilities (e.g., maintenance and operation of plant); staff, administrative, and consultant travel; travel (staff or administration); office phone charges; training; leases or rentals; indirect costs; and other.

*NOTE: Indirect costs cannot be claimed against capital outlay and equipment.*

6000 **Materials And Supplies** – Includes articles and commodities which are consumed or materially altered when used and minorequipment that is not capitalized. This includes any equipment purchased under $5,000 unless the LEA has set a lower capitalization threshold. Therefore, computer equipment under $5,000 would be reported in “materials and supplies.”

8000 **Capital Outlay –** Outlays that result in the acquisition of, or additions to, capitalized assets. Capital Outlay does not include the purchase of equipment costing less than $5,000 unless the LEA has set a lower capitalization threshold.

1. United States Education Department (USED) is concerned that historically underserved populations, such as rural children and youth; tribal children and youth; students of color; children and youth with disabilities; English learners; LGBTQ+ youth; and pregnant, parenting, or caregiving students experiencing homelessness, who may not have been identified and, as a result, may not be receiving the support and services they need. School divisions may select one or more underserved populations to target efforts that will be evaluated if this goal is selected. [↑](#footnote-ref-1)