## Application Guidelines

**Program Guidelines** 

# 2018–2019 Texas Education for Homeless Children and Youth (T EHCY)

Authorized by McKinney-Vento Homeless Assistance Act, Subtitle VII-B, reauthorized by Title IX, Part A, of the Every Student Succeeds Act (42 U.S.C. 11431 et seq.)

Application Closing Date—5:00 p.m., Central Time April 3, 2018

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TEXAS EDUCATION AGENCY

Department of Special Populations
Highly Mobile and At-Risk Student Programs Division
1701 North Congress Avenue
Austin, Texas 78701

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## Introduction to the Program Guidelines

TEA, as the pass-through entity<sup>1</sup>, is the grantee<sup>2</sup> from the U.S. Department of Education (USDE) and TEA awards subgrants to non-federal entities<sup>3</sup> such as local educational agencies (LEAs), including school districts, charter schools, and education service centers, and to a lesser degree institutions of higher education (IHEs), and nonprofit organizations (NPOs) who are the agency's subgrantees<sup>4</sup>. These guidelines apply to all subgrantees of TEA, regardless of whether referenced herein as subgrantee or grantee. For purposes of this document, TEA may use the terms grantee and subgrantee synonymously for its subrecipients.

This part of the request for application (RFA), Program Guidelines, is to be used in conjunction with the <u>General and Fiscal Guidelines</u> and the schedule instructions. The Standard Application System (SAS) consists of all schedules (i.e., forms) to be completed in order for the applicant to be eligible for funding.

For applicants selected for funding, all guidelines and instructions will be incorporated by reference into the Notice of Grant Award (NOGA).

#### Reference to the General and Fiscal Guidelines

The Program Guidelines provide information specifically relevant to this grant program. The <u>General and Fiscal Guidelines</u> provide information relevant to all TEA grant programs. Throughout the Program Guidelines, cross-references are given to applicable sections of the <u>General and Fiscal Guidelines</u>. It is critical that you review all referenced sections of the <u>General and Fiscal Guidelines</u> when preparing your application.

<sup>&</sup>lt;sup>1</sup> Pass-through entity is defined as a non-Federal entity that provides a subaward to a subrecipient to carry out part of a federal program. (2 CFR 200.74)

<sup>&</sup>lt;sup>2</sup> Grantee is defined as the legal entity to which a grant is awarded and that is accountable to the federal government for the use of the funds provided. The term "grantee" does not include any secondary recipients, such as subgrantees and contractors that may receive funds from a grantee. (34 CFR 77)

 $<sup>^3</sup>$  Non-federal entity is defined as a state, local government, Indian tribe, institution of higher education, or nonprofit organization that carries out a federal award as a recipient or subrecipient. (2 CFR 200.69)

<sup>&</sup>lt;sup>4</sup> Subgrantee is defined by TEA to be the same as a subrecipient which is defined as a non-federal entity that receives a subaward from a pass-through entity to carry out part of a federal program; but does not include an individual that is a beneficiary of such program. (2 CFR 200.93) Subgrantee is defined in 34 CFR 77 as the legal entity to which a subgrant is awarded and that is accountable to the grantee for the use of the funds provided.

#### **US Department of Education and/or State Appropriations**

The following is provided in compliance with the US Department of Education Appropriations Act:

Category	Amount
Total funds available for this project	\$5,828,195
Percentage to be financed with federal funds	100%
Amount of federal funds	\$5,828,195
Percentage to be financed from nonfederal sources	0%
Amount of nonfederal funds	\$0

## **Grant Timeline**

All of these dates except the grant ending date may vary slightly as conditions require.

Date	Event
February 2, 2018	RFA available; notice of the RFA published in the Texas Register
February 12, 2018	Last date to submit questions to be addressed in the applicant's conference
	See <u>General and Fiscal Guidelines</u> , Applicants' Conference
February 14, 2018	Applicants' conference (registration at <a href="https://global.gotomeeting.com/join/945555469">https://global.gotomeeting.com/join/945555469</a> )
February 16, 2018	Last date to submit FAQs to TEA contact person
	See General and Fiscal Guidelines, Frequently Asked Questions
March 5, 2018	Due date for the Notice of Intent to Apply in the TEA Document Control Center
	See General and Fiscal Guidelines, Notice of Intent to Apply
March 5, 2018	Due date for Reviewer Information Form
	See General and Fiscal Guidelines, Reviewer Information Form
March 5, 2018	FAQs posted to TEA Grant Opportunities page
April 3, 2018	Due date for the application in the TEA Document Control Center, 5:00 p.m., Central Time
	See General and Fiscal Guidelines, Submission Deadline
April 11 – April 27, 2018	Competitive review period
	See General and Fiscal Guidelines, Application Review
September 1, 2018	Beginning date of grant
	See General and Fiscal Guidelines, Grant Period
June 3, 2019	Final date to submit an amendment
August 31, 2019	Ending date of grant
	See General and Fiscal Guidelines, Grant Period

For all dates related to the grant, including reporting dates, see the <u>TEA Grant Opportunities</u> page. If a report due date falls on a weekend or holiday, the report will be due the following business day. All dates except the grant ending date may vary slightly as conditions require.

## Grant at a Glance

This section provides fundamental information pertinent to the grant program.

#### **Authorizing Legislation**

This grant program is authorized by the McKinney-Vento Homeless Assistance Act, Subtitle VII-B, reauthorized by Title IX, Part A, of the Every Student Succeeds Act (42 U.S.C. 11431 et seq.)

#### Where to Submit the Application

See the **General and Fiscal Guidelines**, Where to Submit the Application.

#### **Number of Copies**

See the **General and Fiscal Guidelines**, Number of Copies.

Three complete copies of the application are required to be submitted, printed on one side only. Applicants must submit one original copy of the application with an original signature (blue ink preferred) of the person authorized to bind the applicant in a contract, and two copies of the application.

#### **Purpose of Program**

The purpose of the McKinney-Vento Homeless Education Assistance Act is to identify and remove barriers for children and youth experiencing homelessness and ensure that students in these circumstances have equitable access to all available supports and resources and meet the same challenging state academic standards established for all students. One key component of the Act requires the administration and implementation of a sub-grant program.

The 2018–2019Texas Education for Homeless Children and Youth (TEHCY) grant program will facilitate the identification, enrollment, attendance and academic success of homeless children and youth by removing barriers and promote school stability for students experiencing homelessness. Individual subgrant awards will provide subgrantees with additional capacity to serve homeless students.

#### Eligible Applicants

See the **General and Fiscal Guidelines**, Eligibility Requirements.

Eligible applicants include local educational agencies (LEAs) and education service centers (ESCs).

#### **Eligibility List**

An eligibility list is posted with the RFA.

#### **Shared Services Arrangement (SSA)**

See the **General and Fiscal Guidelines**, Shared Services Arrangements.

Shared services arrangements (SSAs) are allowed. Applicants may apply individually or as part of a SSA. **Applicants are not permitted to apply as both.** 

LEAs are required to join a SSA if their projected grant amount is less than \$5,000\*. Projected grant amounts are calculated by the following calculation:

#### Total number of identified homeless students x \$75

\*See attached eligibility list for projected grant amount, based on LEA reported counts of homeless students in the 2016–2017 PEIMS Data Collection.

#### **Application Funding**

See the following sections of the **General and Fiscal Guidelines**:

- Grant Funding
- Continuation Funding
- Fund Management
- Use of Funds

It is anticipated that approximately 80 grants will be awarded ranging in amounts from \$5,000 to \$250,000.

#### **Cost Share or Matching Requirement**

See the **General and Fiscal Guidelines**, Cost Share/Match Requirement.

There is no cost share or matching requirement for this grant program.

#### **Limitation of Administrative Funds**

See the **General and Fiscal Guidelines**, Administrative Costs.

TEA limits the amount of funds that may be budgeted to administer the program, including direct administrative costs and indirect costs, to no more than 8% of the total grant awarded.

NOTE: Administrative funds include **both** direct administrative costs **and** allowable indirect costs.

#### **Pre-Award Costs**

See the General and Fiscal Guidelines, Pre-Award Costs.

Pre-award costs are not permitted for this grant.

## **Applicant Assistance**

The following types of assistance are available to applicants for this grant program.

#### **Contact for Clarifying Information**

See the General and Fiscal Guidelines, TEA Contacts.

The following TEA staff member should be contacted with questions about the RFA, the grant program, or for assistance with the applicants' conference:

Cal Lopez, McKinney-Vento Homeless Education State Coordinator, Highly Mobile and At-Risk Student Programs Division

HomelessEducation@tea.texas.gov

Phone: (512) 463-9414 Fax: (512) 463-9560

#### Frequently Asked Questions

See the **General and Fiscal Guidelines**, Frequently Asked Questions.

The FAQs for this grant program will be posted to the <u>TEA Grant Opportunities</u> site no later than the date listed on the Grant Timeline. Applicants may email their questions to the TEA staff member listed in the Contact for Clarifying Information section.

#### **Applicants' Conference**

See the **General and Fiscal Guidelines**, Applicants' Conference.

Questions that applicants wish to have addressed during the applicants' conference must be submitted no later than the date given in the grant timeline.

Date of Webinar	Time	Registration Link	Туре
February 14, 2018	10:00-11:30 a.m.	https://global.gotomeeting.com/join/945555469	Live

#### **Errata Notices**

See the **General and Fiscal Guidelines**, Errata Notices.

#### **Email Bulletins**

See the General and Fiscal Guidelines, Email Bulletins.

## **Program Elements**

This section provides detailed information about the grant program.

#### **Program Description**

The 2018–2019 TEHCY grant program is a discretionary competitive grant program. Applicants are awarded and selected every three years. The current grant competition is for the 2018–2019, 2019–2020, and 2020–2021 school years. 2018–2019 TEHCY grant program recipients work to improve the academic success of homeless students. Grantees must establish rigorous goals and innovative activities to improve their identification, enrollment, support services, removal of barriers and use of performance and outcome data, to promote the academic and overall success of students experiencing homelessness.

Recipients will accomplish these goals and activities in variety of ways based on the individual needs of each applicant, as described in the Needs Assessment (Schedule 13 of the Standard Application System) completed at the time of the application.

Recipients are expected to place homeless students in the most rigorous and appropriate academic setting. Student academic and assessment progress should be addressed in collaboration with Title I, Part A and other special programs (as appropriate) including, but not limited to:

- Special Education,
- Gifted and Talented,
- Career and Technical,
- Bilingual/English as a Second Language (ESL),
- Migrant,
- Foster Care,
- Communities in School,
- 21st Century Community Learning Centers, and
- Virtual School Network

to assist in the review, evaluation and implementation of a data driven plan to accomplish targeted performance measures during the grant period. Applicants are required to describe how their project collaborates with community partners, social service providers, and federal and academic programs within the LEA, to identify students and remove barriers.

Similarly, grantees are expected to use data and early warning support systems, to identify interventions, measure progress and ensure that appropriate academic and overall supports are in place so that students experiencing homelessness achieve grade level standards, achieve on state

mandated assessments, promote on grade-level, and graduate on time with their peers and persist to post-secondary.

#### Supplement, Not Supplant

For supplement, not supplant guidance, see the Supplement, Not Supplant Handbook on the Grants Administration Division's <u>Administering a Grant</u> page.

The supplement, not supplant provision does apply to this grant program.

#### **Indirect Costs**

The grantee may claim a maximum for indirect costs equal to their current approved restricted indirect cost rate for this federally funded grant.

Use the Maximum Indirect Costs Worksheet, posted on the Federal Fiscal Compliance and Reporting Division's <u>Indirect Cost Rates</u> page, to calculate the maximum indirect costs that can be claimed for a grant.

#### **Application Requirements and Assurances**

This section describes the two types of requirements that applicants must address in the application (such as with a narrative description, an activity timeline, or a checklist) to be eligible to be considered for funding:

- Statutory requirements (requirements defined in the authorizing statute)
- TEA program requirements (requirements defined by TEA program staff)

**IMPORTANT NOTE:** All requirements must be properly addressed in the application. Failure to address a requirement can result in ineligibility for scoring and review. For details, refer to the <u>General and Fiscal Guidelines</u>, Completing the Application.

#### **Statutory Requirements**

See the **General and Fiscal Guidelines**, Statutory Requirements.

Per Section 22.0834 of the Texas Education Code (TEC), any person offered employment by any entity that contracts with TEA or receives grant funds administered by TEA (i.e., a grantee or subgrantee) is subject to the fingerprinting requirement. TEA is prohibited from awarding grant funds to any entity, including nonprofit organizations, that fails to comply with this requirement. For details, refer to the <a href="General and Fiscal Guidelines">General and Fiscal Guidelines</a>, Fingerprinting Requirement.

The following requirements are defined in the statute that authorizes this program. The applicant must address each of these requirements in the application to be considered for funding:

- 1. A description of services and programs that the subgrantee will provide to address the identified needs.
- 2. A description of the extent to which:

- a. the application reflects coordination with other local and state agencies that serve homeless children and unaccompanied youth;
- b. the proposed use of funds will facilitate the identification, enrollment, and educational success of homeless children and unaccompanied youth;
- the extent to which the applicant will promote the meaningful involvements of parents or guardians of homeless children and youth in the education of their children; and
- d. the extent to which homeless children and unaccompanied youth will be integrated into the regular education program.
- 3. Identify the types, intensity, and coordination of services to be provided in coordination with Title I, Part A reservations and set-asides, including:
  - a. the process for the development and preparation of the LEA's plan for coordinating services for eligible homeless children and unaccompanied youth using Title I, Part A reservations and set-asides. Include the actual set-aside for 2016–2017 and the planned set-aside for 2017–2018, and
  - b. how the LEA determines its reservation or set-aside amount, how the LEA assist staff in understanding the LEA's policy or procedure to support homeless students using these funds, and how the LEA address the needs of homeless students in the Campus Improvement Plan.
- 4. Identify the current policies and procedures that the LEA will implement to ensure that its activities will not isolate or stigmatize homeless children and unaccompanied youth.

#### **TEA Program Requirements**

See the **General and Fiscal Guidelines**, Program Requirements.

In addition to the statutory requirements, TEA has established the following program requirements. Applicants must address within the application how they will achieve the following:

- 1. A description of the process or procedures that are utilized to identify and/or enroll homeless students and unaccompanied youth who:
  - a. are entering and/or returning to their schools from summer or holiday break,
  - b. become homeless after the school year has started,
  - c. are not currently enrolled or attending school, and
  - d. are eligible for early childhood and/or prekindergarten programs.
- 2. A description of trainings and professional development that are in place to assist with the identification, enrollment, and increased capacity to respond to the specific educational needs of homeless children and unaccompanied youth, including:
  - a. administrative, instructional, and support staff; and

- b. service providers or community collaborators.
- A description of how early interventions and ongoing progress monitoring will be implemented to address the academic needs of homeless children and youth including, but not limited to:
  - a. 4-year cohort graduation rate,
  - b. graduation rate of all homeless students (e.g. current cohort, continuers and early graduates),
  - c. college and career readiness programs and support services,
  - d. attendance and truancy interventions,
  - e. promotion,
  - f. collaboration and coordination of services for homeless students who have been identified and are receiving other special programs services (e. g. Special Education, Bilingual/ESL Education, Career and Technical and Gifted and Talented),
  - g. discipline interventions, and
  - h. advanced placement and dual credit course work;
- 4. A description of the procedures in place to review, monitor and implement academic support services to ensure secondary homeless students are on track for grade-level promotion, graduation, and college and career readiness such as:
  - a. transcript review for appropriate full or partial credit,
  - b. credit recovery or credit repairs services,
  - c. attendance and truancy interventions,
  - d. discipline interventions,
  - e. assessment interventions and scores,
  - f. graduation plan, and
  - g. post-secondary transition plan.

#### **Program-Specific Assurances**

See the **General and Fiscal Guidelines**, Provisions and Assurances.

The program-specific assurances for this grant program are listed in the SAS. Refer to Schedule #2—Required Attachments and Provisions and Assurances, Part 3: Program-Specific Provisions and Assurances.

#### **Activities and Use of Funds**

See the Administering a Grant page for general guidance on allowable activities and use of funds.

Allowable activities and use of funds for this grant may include but are not limited to the following:

#### **Field Trips**

Certain field trips may be funded under the grant program with the following considerations:

- 1) Any field trip submitted must be academic in nature and align with grade appropriate TEKS.
- Field Trips will require a written justification form to be maintained locally and made available to TEA upon request. To access the Field Trips Justification form, refer to the <u>Administering a Grant page</u>

#### **Out-of-State Travel**

Out-of-state travel costs are allowable. Out-of-state travel costs should be minimal. Travel costs are allowable as long as the expenses for transportation, lodging, subsistence, and related items are only incurred by employees on official business of the grantee and follow the grantee's regular business operations and written travel policy.

Out-of-State Travel will require a written justification form to be maintained locally and made available to TEA upon request. To access the Out-of-State Travel Justification form, refer to the <u>Administering a Grant page</u>.

#### General Allowable Activities and Use of Funds

- 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 youth.
- Expedited evaluations of the strengths and needs of homeless children and youth, 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 Elementary and Secondary Education Act of 1965 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 homeless children and youth, the rights of such children and youth under this subtitle, and the specific educational needs of runaway and homeless youth.
- Referral services to homeless children and youth for medical, dental, mental, and other health services.
- Assistance to defray the excess cost of transportation for students under section 722(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 prekindergarten-aged homeless children.

- Services and assistance to attract, engage, and retain homeless children and youth, particularly homeless children and youth who are not enrolled in school, in public school programs and services provided to non-homeless children and youth.
- 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 youth in school, including birth certificates, immunization or other required health records, academic records, guardianship records, and evaluations for special programs or services.
- Education and training to the parents and guardians of homeless children and youth about the rights of, and resources available to, such children and youth, and other activities designed to increase the meaningful involvement of parents and guardians of homeless children and youth in the education of such children and youth.
- Coordination between schools and agencies providing services to homeless children and youth, as described in section 722(g)(5).
- Specialized instructional support services (including violence prevention counseling) and referrals for such services.
- Programs addressing the particular needs of homeless children and youth that may arise from domestic violence and parental mental health or substance abuse problems.
- Providing supplies to non-school facilities made available under subsection (a)(2) to provide services under this subsection.
- Providing school supplies, including those supplies to be distributed at shelters or temporary housing facilities, or other appropriate locations.
- Providing extraordinary or emergency assistance needed to enable homeless children and youth to attend school and participate fully in school activities.

#### General Unallowable Activities and Use of Funds

In general, refer to the Budgeting Cost Guidance Handbook on the <u>Administering a Grant</u> page for unallowable costs.

#### **Advisory Council**

An advisory council may not be funded under the grant program.

#### **Hosting or Sponsoring of Conferences**

Conferences may not be hosted or sponsored under the grant program.

#### Cost of Membership in Any Civic or Community Organization

The cost of membership in any civic or community organization may not be funded under the grant program.

### Travel Costs for Officials such as Executive Director, Superintendent, or Board Members

The cost of travel costs for officials such as the executive director, superintendent, or board members may not be funded under the grant program.

In addition, unallowable activities and use of funds for this grant may include but are not limited to the following:

- Debt service (lease-purchase)
- Payment for housing costs (e.g. payments for an apartment, duplex, home, hotels, etc.)
- Payment for security deposits (e.g. rental or utility deposits)
- Payment for gift cards
- Payment for household items (e.g., mattresses, bedding, linens, etc.)

#### **Program Evaluation**

By submitting this application, the applicant agrees to comply with any evaluation requirements that may be established by TEA and agrees to submit the required evaluation reports in the format and time requested by TEA. TEA will collect and analyze relevant data from PEIMS, if it is available.

Participating districts are expected to use the Texas Student Data System (TSDS) studentGPS® Dashboards or another equivalent data tool to support students and evaluate progress in an ongoing manor, throughout the grant period. Applicants should provide a short description of how the tool and data will inform grant work. Applicants not using the TSDS Dashboards should identify the tool they will use and describe how it will help to meet grant requirements.

Additionally, specific critical success factors and milestones will be developed in a manner determined appropriate by TEA.

#### **Performance Measures**

The applicant agrees to collect data and report on the following mandatory performance measures:

- 1. Number of identified homeless students (Mid-Year and Year-End report)
- 2. Attendance rates for homeless students (Mid-Year and Year-End report)
- 3. Promotion rates for homeless students (Year-End report)
- 4. Four Year Cohort Graduation rates for homeless students (Year-End report)
- 5. State assessment scores for homeless students (Year End Report)

#### **Critical Success Factors**

Critical success factors are generally observable behaviors that are believed (and supported by research) to be critical to achieving the goals and outcomes of the grant program. Each critical success factor is monitored using measurable indicators, and these indicators enable TEA to

determine whether grantees are proceeding appropriately to achieve the desired outcomes. For example, if a program has a goal of increased student participation in more rigorous college preparatory courses, one should measure at the beginning of the following school year that more students are actually enrolled in such classes than previously. Student participation in these rigorous college preparatory courses is a critical success factor that is measured through enrollment figures.

#### **Milestones**

Milestones are key processes or structures that need to be in place before the critical success factor is likely to occur. Using the previous example, before a school can demonstrate increased enrollment in rigorous college preparatory courses, it probably needs to offer a greater variety of these classes and hire or assign qualified teachers to teach them. A school would also want to develop a student recruitment plan. All such factors that are precursors to increased enrollment are called milestones.

#### **Limits on Contracted Evaluators**

When a grantee chooses, or is required under a grant, to hire a contracted evaluator, TEA believes that the evaluator must have the capability to remain independent and objective in carrying out the evaluation. "Independent and objective" implies that there is no influence or control, real or perceived, exerted on the evaluator by any person who is involved in the provision of program services. Therefore, the only way in which a contracted evaluator can be truly independent and objective is not to be involved in any manner with the provision of program services or activities. Otherwise, the evaluator is, at least in part, evaluating its own services.

In addition, TEA is aware that some grant writers develop and design the grant program, write the entire grant application, and then wish to evaluate the grant program. TEA also believes that this scenario poses a conflict of interest for the evaluator, in that the evaluator is evaluating the grant program that he or she designed, developed, and wrote. Again, it is not possible for the evaluator to function independently and objectively if the evaluator performed in this capacity. It is certainly acceptable for the grant writer to receive some information from a potential evaluator to include in the evaluation section of the grant application with regard to an appropriate evaluation plan or design, but communication between the grant writer and evaluator should be limited to that specific topic.

Applicants should make every effort to ensure that contracted evaluators be independent and objective.

#### **Federal Grant Requirements**

#### **Equitable Access and Participation**

See the **General and Fiscal Guidelines**, Equitable Access and Participation.

This requirement does apply to this federally funded grant program.

#### Private Nonprofit School Participation

See the **General and Fiscal Guidelines**, Private Nonprofit School Participation.

This requirement does not apply to this federally funded grant program.

#### **Maintenance of Effort**

See the General and Fiscal Guidelines, Maintenance of Effort.

This requirement does not apply to this federally funded grant program.

## **Application Elements**

This section describes the requirements and attachments that must be addressed in and included with the application.

#### **Notice of Intent to Apply**

For competitive grants, prospective applicants are requested to submit the Notice of Intent to Apply (NOI) by the date specified in the Grant Timeline. The NOI provides helpful information that allows TEA staff to plan for the management of the application and review processes. Failure to notify TEA of the intent to apply will **not** disqualify the applicant from applying for grant funds.

The NOI is published along with the RFA on the <u>TEA Grant Opportunities</u> page.

#### **Reviewer Information Form**

For every application submitted for a competitive grant, the applicant is required to submit the names of three individuals to serve as reviewers in the competitive review process for the grant program. For LEAs submitting multiple campus grant applications, the LEA must submit a minimum of three reviewers per campus application or a total of 10 reviewers, whichever is less.

Individuals who are hired to prepare grant applications may not serve as reviewers, and their names should not be submitted. Applicants must notify the people whose names they submit that they may be asked by TEA to serve as reviewers.

Once reviewers are selected, they will receive detailed information about the review process. The competitive review for the grant program will take place during the time period given in the Grant Timeline.

The Reviewer Information Form is published along with the RFA on the <u>TEA Grant Opportunities</u> page. All applicants are required to complete the form and to submit it online on or before the date given in the Grant Timeline.

#### **Required Attachments**

See the following sections of the **General and Fiscal Guidelines**:

- Fiscal-Related Documentation Required to Be on File
- Required Fiscal-Related Attachments
- Required Program-Related Attachments

This section describes the two types of attachments that may be required to be submitted with the application: fiscal-related attachments and program-related attachments.

#### **Required Fiscal-Related Attachments**

See the <u>General and Fiscal Guidelines</u>, Required Fiscal-Related Attachments, for a general description of fiscal-related documents that can be required as attachments to the application.

For a list of the fiscal-related attachments required for this grant application, refer to the SAS, Schedule #2—Required Attachments and Provisions and Assurances.

#### **Required Program-Related Attachments**

The applicant must submit with the application any required attachments listed below.

No program-related attachments are required for this grant program.

## **Scoring and Review**

This section provides information on the scoring and review of applications for competitive grants.

#### **Standard Review Criteria**

See the General and Fiscal Guidelines, Standard Review Criteria.

#### Specific Review Criteria

See the **General and Fiscal Guidelines**, Specific Review Criteria.

In addition to the standard review criteria, the following grant-specific criteria will also be considered (corresponding point values are given).

Grant-Specific Criteria	Maximum Points
Strength of Title I, Part A and McKinney Vento Collaboration	10
Strength of Collaboration and Coordination	15
Total maximum number of grant-specific criteria points	25

#### **Priorities for Funding**

See the **General and Fiscal Guidelines**, Priorities for Funding.

In addition to the factors considered in awarding competitive grants as outlined in the previous sections above, TEA will award grants according to the following priorities. Applications that receive 70% of the points available through the standard and specific review criteria will have priority points added, if earned and if available per the program guidelines.

Statutory or TEA Priority	Maximum Points
LEA or ESC is located in a Hurricane Harvey designated disaster county as identified in Governor Abbott's proclamation on January 17, 2018.	10
LEAs or ESCs with an economically disadvantaged percentage of 70% or more as identified on the 2018–2019 TEHCY Grant Eligibility List posted with this RFA.	5
Total maximum number of statutory/priority points	15