

# Education for Homeless Children and Youth Program Subgrant

Subtitle VII-B the Stewart B. McKinney Homeless Assistance Act



**ALSDE Grant Application  
Fiscal Year 2021**

# Overview

## ☐ Grant Application

- ☐ Upon completion of this training, participants will be able to:
  - Understand the purpose of the Stewart B. McKinney Homeless Assistance grant
  - Understand the components of the grant application
  - Complete the application process in eGAP

# Important Dates to Remember

- ❑ July 1, 2020- Formal Application Released
- ❑ August 3, 2020 – Application Due Date
- ❑ September 2020- Awards Announced
- ❑ October 1, 2020 Funds Available
- ❑ October 1, 2020-September 30, 2021- Project Period  
(no carryover of funds)

# Purpose of the Grant

*(As defined by USDOE Legislation)*

The purpose of the Education for Homeless Children and Youth Program is to ensure that each child of a homeless individual and each homeless youth have equal access to the same free and appropriate public education that is provided to other children and youth.

# Eligible Applicants and Target Population

To receive McKinney-Vento grant funds, an LEA must demonstrate in its application intent to provide an appropriate education program for homeless children and youth.

# Minimum Application Requirements

- An assessment of the educational and related needs of homeless children and youth in the area served by the LEA (which may be undertaken as part of needs assessments for other disadvantaged groups).
- A description of the services and programs for which assistance is sought to address the needs identified for homeless children and youth.



# Minimum Application Requirements

- An assurance that the applicant complies with, or will use requested funds to comply with, paragraphs (3) through (7) of Section 9102 located in the eGAP application.
- A description of policies and procedures, consistent with Section 9102(e)(3), that the agency will implement to ensure that activities carried out by the agency will not isolate or stigmatize homeless children and youth.
- The plan must include the applicable program assurances and certifications.

# Application Information

- Allowable Uses of McKinney Vento Funds: Pages 4-6
- Grant Evaluation Requirements: Page 6
- Purchasing Capitalized Equipment: Page 6 and 14
- Grant Selection Process and Criteria: Pages 7-8
- Grant Reader Scoring Guide: Pages 9-13



# eGAP

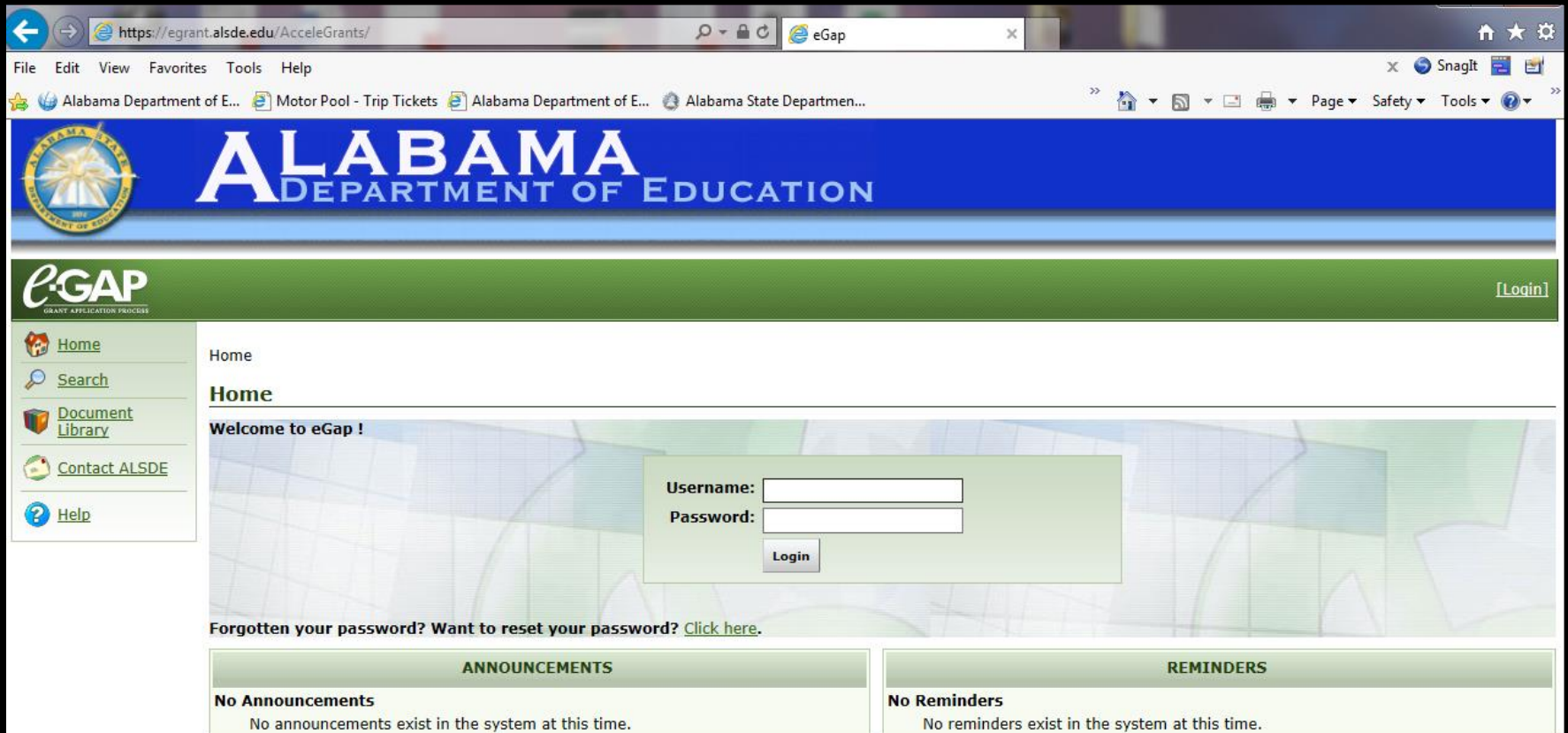
## Application Components

# eGAP System

- For an optimal experience, please use the most recent version of Microsoft Edge, Firefox, Safari or Google Chrome when working in the eGAP system.
- Address each component thoroughly and completely.
- Remember, this will take planning and time. DO NOT wait until the last minute.
- Questions regarding the competition may be emailed using the information on the last slide. You may also call.

# Logging into eGAP

## <https://egrant.alsde.edu/>



The screenshot shows a web browser window with the URL <https://egrant.alsde.edu/AccelerateGrants/>. The browser's address bar shows the URL, and the page title is "eGap". The browser's menu bar includes "File", "Edit", "View", "Favorites", "Tools", and "Help". The browser's toolbar includes "Snagit", "Page", "Safety", "Tools", and a search icon. The page features a blue header with the Alabama Department of Education logo and the text "ALABAMA DEPARTMENT OF EDUCATION". Below the header is a green banner with the "e-GAP" logo and the text "GRANT APPLICATION PROCESS". A "[Login]" link is visible in the top right corner of the green banner. On the left side, there is a navigation menu with links: "Home", "Search", "Document Library", "Contact ALSDE", and "Help". The main content area has a "Home" heading and a "Welcome to eGap !" message. A login form is centered, with fields for "Username:" and "Password:", and a "Login" button. Below the login form, there is a link: "Forgotten your password? Want to reset your password? [Click here.](#)". At the bottom, there are two sections: "ANNOUNCEMENTS" and "REMINDERS". The "ANNOUNCEMENTS" section shows "No Announcements" and "No announcements exist in the system at this time." The "REMINDERS" section shows "No Reminders" and "No reminders exist in the system at this time."

Home

Search

Document Library

Contact ALSDE

Help

Home

Welcome to eGap !

Username:

Password:

Login

Forgotten your password? Want to reset your password? [Click here.](#)

ANNOUNCEMENTS

No Announcements

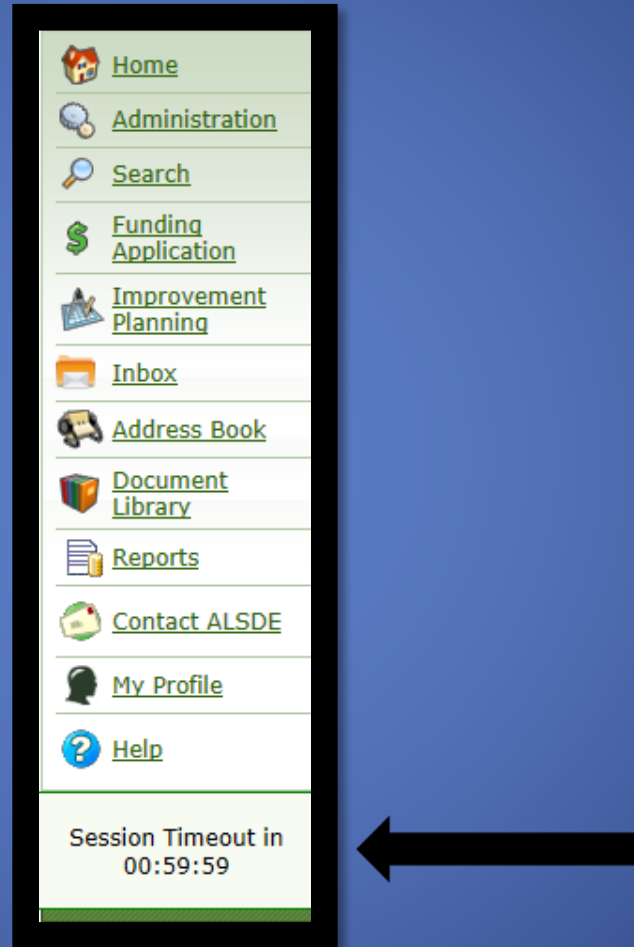
No announcements exist in the system at this time.

REMINDERS

No Reminders

No reminders exist in the system at this time.

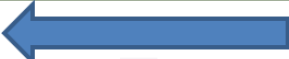
# Session Timeout



If the system is inactive after 60 minutes, it will time out.

# Funding Applications Page

**Funding Applications**

2020 ▼ 

System Improvement Status: OK ▶

All Active Applications ▼

ENTITLEMENT FUNDING APPLICATION	REVISION	STATUS	STATUS DATE
<a href="#">Consolidated</a>	2	ALSDE Consolidated Federal Programs Director Final Approval	2/27/2020
<a href="#">EETT Formula Funds</a>	0	Not Started	5/3/2019
<a href="#">Safe and Drug-Free Schools and Communities</a>	0	Not Started	5/3/2019
<a href="#">Special Education</a>	0	ALSDE Special Education Specialist Final Approval	9/23/2019
<a href="#">Career-Technical Education</a>	1	ALSDE CTE Administrator Final Approval	3/13/2020
<a href="#">School Improvement 1003(g)</a>	0	Not Started	5/3/2019
<a href="#">Title I-D, Neglected or Delinquent (Subpart 1)</a>	0	Not Started	5/3/2019

AMERICAN RECOVERY AND REINVESTMENT ACT ENTITLEMENT FUNDING APPLICATION	REVISION	STATUS	STATUS DATE
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- The application year is defaulted to the current fiscal year which is 2020.
- **Click on the dropdown list and change the year to 2021.**
- Scroll until you see the Homeless application link.

# Click on Homeless Application Link

AMERICAN RECOVERY AND REINVESTMENT ACT ENTITLEMENT FUNDING APPLICATION	REVISION	STATUS	STATUS DATE
<a href="#">ARRA Consolidated</a>	0	Not Started	7/26/2018
<a href="#">ARRA Homeless</a>	0	Not Started	7/26/2018
<a href="#">ARRA EETT Formula Funds</a>	0	Not Started	7/26/2018
<a href="#">ARRA School Improvement 1003(g)</a>	0	Not Started	7/26/2018

## AMERICAN RECOVERY AND REINVESTMENT ACT COMPETITIVE FUNDING APPLICATION

No Funding Applications found for the selected fiscal year and application status.

COMPETITIVE FUNDING APPLICATION	REVISION	STATUS	STATUS DATE
<a href="#">Homeless</a> 	0	Homeless Reviewed	12/5/2018

## BUDGET ENTRY REVIEW

[Budget Summaries](#)



# Draft Started

The screenshot displays a web application interface with a green sidebar on the left containing a logo with the letter 'P' and the word 'LOCLES' below it. The main content area has a white background. At the top, a breadcrumb trail reads 'Home > [Funding Applications](#) > Funding Application Sections'. Below this, the section title 'Funding Application Sections' is underlined. A light green box contains the following information: 'Application Status: Not Started', 'Change Status To: [Draft Started](#)', and three links: '[View Status/Comments History Log](#)', '[View Agency Comments Log](#)', and '[View Change Log](#)'. A large blue arrow points from the right towards the 'Draft Started' link.

**Application Status:** Not Started

**Change Status To:** [Draft Started](#)

[View Status/Comments History Log](#)

[View Agency Comments Log](#)

[View Change Log](#)

# Draft Started Confirmation

[Home](#) > [Funding Applications](#) > [Funding Application Sections](#) > Status Change

## Status Change

Homeless - Fiscal Year 2020 (Rev 0)

You are about to change the status of this application to **Draft Started**.

Confirm

Cancel



# Save and Go/Breadcrumb Trail

## Breadcrumb Trail



[Home](#) > [Funding Applications](#) > [Funding Application Sections](#) > Homeless - Budget

## Homeless - Budget

 [Home](#)

 [Search](#)

 [Funding Application](#)

Save And Go To ▶

[Show Messages](#)



Be sure to always save your information.

# eGAP Budget Page

Determine the requested grant amount and complete the budget page accordingly.

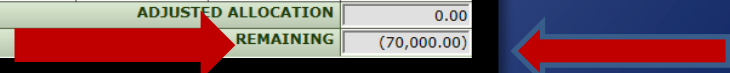
(2300-2399)	SALARIES (010 - 199)	EMPLOYEE BENEFITS (200 - 299)	PURCHASED SERVICES (300 - 399)	MATERIALS + SUPPLIES (400 - 499)	CAPITAL OUTLAY (500 - 599)	OTHER OBJECTS (600 - 899)	INDIRECT COSTS (910)	FUND TRANSFERS (920 - 929)	OTHER FUND TRANSFERS (931 - 939)
OPERATIONS AND MAINTENANCE (3200-3900)	0.00	0.00	0.00	0.00		0.00			
SECURITY SERVICES (3100)	0.00	0.00	0.00	0.00		0.00			
STUDENT TRANSPORTATION (4100-4199)	0.00	0.00	0.00	0.00		0.00			
FOOD SERVICES (4200-4299)	0.00	0.00	0.00	0.00		0.00			
GENERAL ADMINISTRATIVE (6000-6999)	0.00	0.00	0.00	0.00		0.00	0.00		
CAPITAL OUTLAY - REAL PROPERTY (7000-7999)									
DEBT SERVICE - LONG TERM (8000- 8999)									
ADULT EDUCATION (9110)	0.00	0.00	0.00	0.00		0.00			
COMMUNITY EDUCATION (9120)	0.00	0.00	0.00	0.00	0.00	0.00		0.00	
EXTENDED DAY/DEPENDENT CARE (9130)	0.00	0.00	0.00	0.00	0.00	0.00		0.00	
PRESCHOOL (9140)	0.00	0.00	0.00	0.00	0.00	0.00		0.00	
OTHER ADULT/CONTINUING EDUCATION PROGRAMS (9150- 9199)	0.00	0.00	0.00	0.00	0.00	0.00		0.00	
NONPUBLIC SCHOOL PROGRAMS (9200)	0.00	0.00	0.00	0.00	0.00	0.00		0.00	
COMMUNITY SERVICES (9300- 9399)	0.00	0.00	0.00	0.00	0.00	0.00		0.00	
TOTAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
ADJUSTED ALLOCATION									
REMARKS									

# eGAP Budget Page

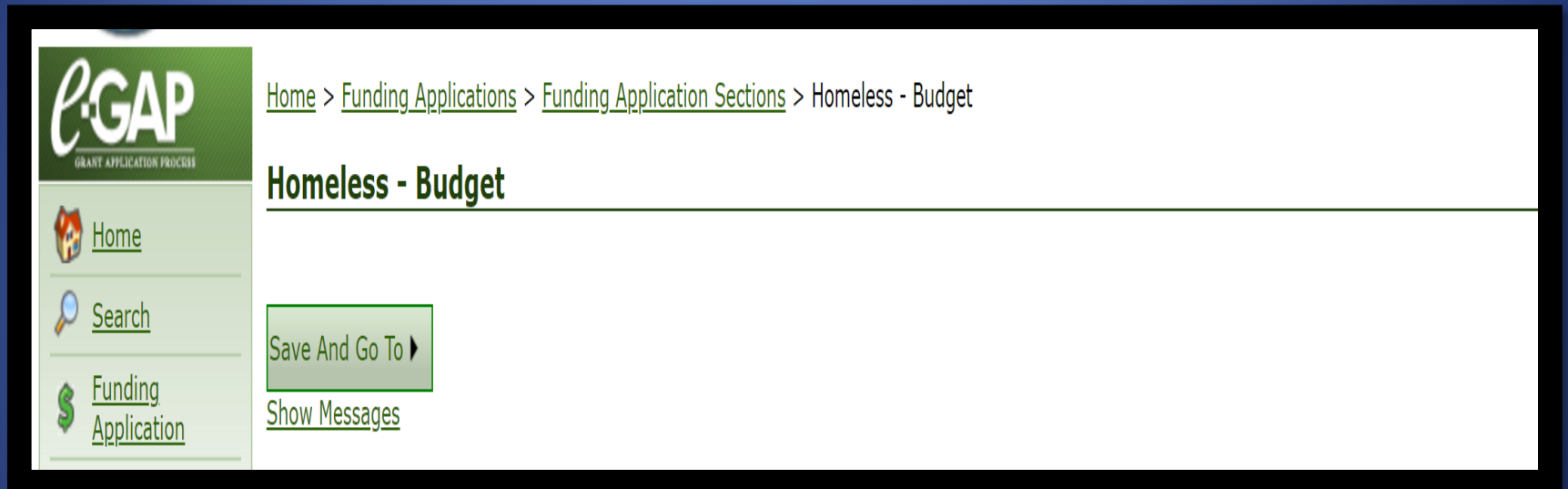
To add figures to the budget, click on the space under the appropriate function and object. Delete the 0.00. Put in the amount you want budgeted for that function and object.

ADMINISTRATIVE (2300-2399)										
	SALARIES (010 - 199)	EMPLOYEE BENEFITS (200 - 299)	PURCHASED SERVICES (300 - 399)	MATERIALS + SUPPLIES (400 - 499)	CAPITAL OUTLAY (500 - 599)	OTHER OBJECTS (600 - 899)	INDIRECT COSTS (910)	FUND TRANSFERS (920 - 929)	OTHER FUND USES (931 - 999)	TOTAL
OPERATIONS AND MAINTENANCE (3200-3900)	0.00	0.00	0.00	0.00		0.00			0.00	0.00
SECURITY SERVICES (3100)	0.00	0.00	0.00	0.00		0.00			0.00	0.00
STUDENT TRANSPORTATION (4100-4199)	0.00	0.00	0.00	0.00		0.00			0.00	0.00
FOOD SERVICES (4200-4299)	0.00	0.00	0.00	0.00		0.00			0.00	0.00
GENERAL ADMINISTRATIVE (6000-6999)	0.00	0.00	0.00	0.00		0.00	0.00		0.00	0.00
CAPITAL OUTLAY - REAL PROPERTY (7000-7999)										0.00
DEBT SERVICE - LONG TERM (8000- 8999)										0.00
ADULT EDUCATION (9110)	0.00	0.00	0.00	0.00		0.00			0.00	0.00
COMMUNITY EDUCATION (9120)	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00
EXTENDED DAY/DEPENDENT CARE (9130)	25,000.00	5,000.00	15,000.00	30000.00 ×	0.00	0.00		0.00	0.00	70,000.00
PRESCHOOL (9140)	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00
OTHER ADULT/CONTINUING EDUCATION PROGRAMS (9150- 9199)	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00
NONPUBLIC SCHOOL PROGRAMS (9200)	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00
COMMUNITY SERVICES (9300- 9399)	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00
TOTAL	25,000.00	5,000.00	15,000.00	25,000.00	0.00	0.00	0.00	0.00	0.00	70,000.00
ADJUSTED ALLOCATION										0.00
REMAINING										(70,000.00)

The remaining amount should equal the total grant amount requested.



# Remember: Save and Go



The screenshot displays the e-GAP Grant Application Process website. The left sidebar contains the e-GAP logo and navigation links: Home, Search, and Funding Application. The main content area shows the breadcrumb trail: Home > Funding Applications > Funding Application Sections > Homeless - Budget. Below the breadcrumb trail is the page title 'Homeless - Budget'. A green button labeled 'Save And Go To' is visible, along with a link to 'Show Messages'.

**e-GAP**  
GRANT APPLICATION PROCESS

[Home](#) > [Funding Applications](#) > [Funding Application Sections](#) > Homeless - Budget

**Homeless - Budget**

[Save And Go To](#)

[Show Messages](#)



# Application Details Page

Home > Funding Applications > Funding Application Sections > Homeless - Application Details

## Homeless - Application Details

Montgomery County, Homeless (New) - Fiscal Year 2020 (Rev 0)

Go To ▶

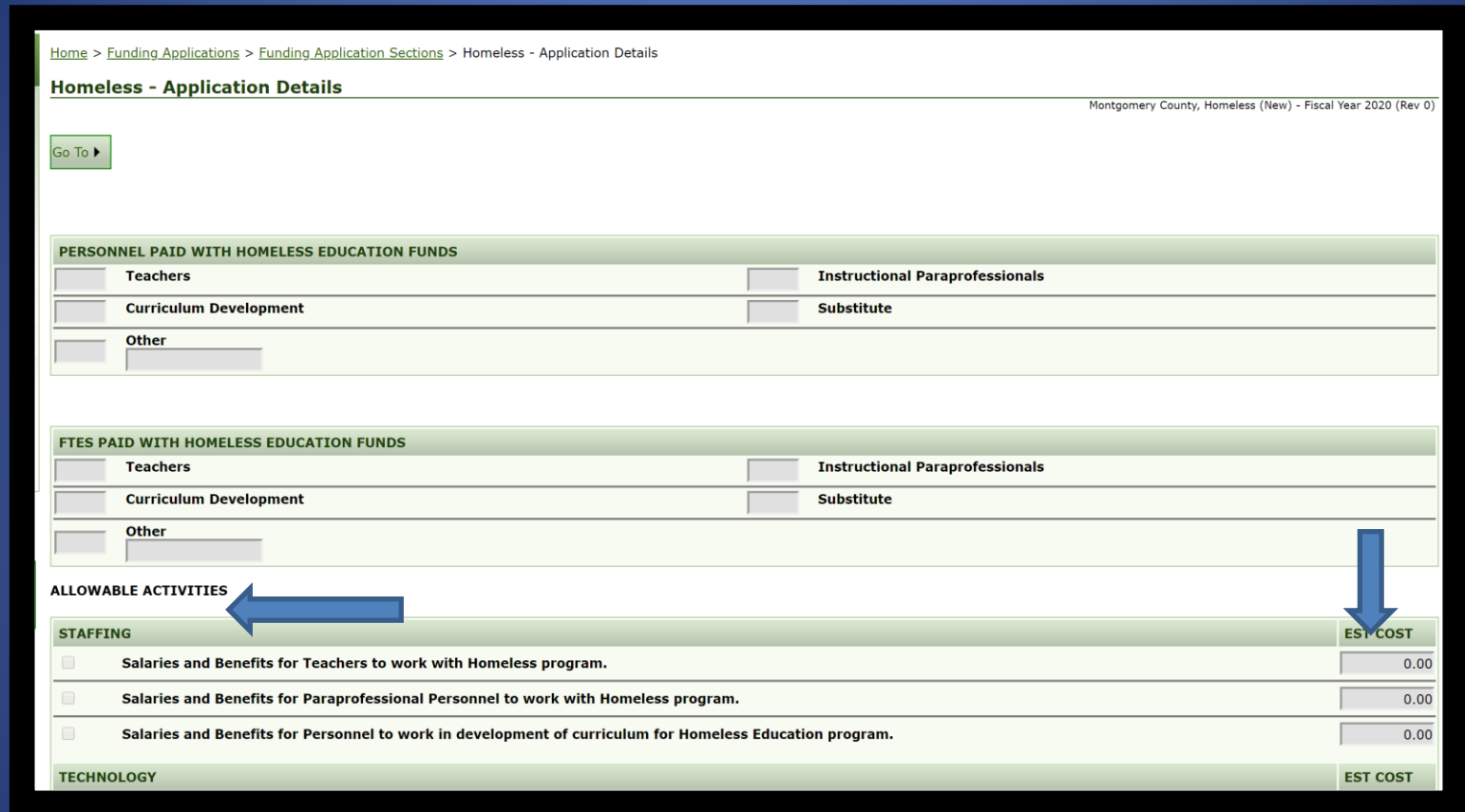
PERSONNEL PAID WITH HOMELESS EDUCATION FUNDS	
<input type="text"/> Teachers	<input type="text"/> Instructional Paraprofessionals
<input type="text"/> Curriculum Development	<input type="text"/> Substitute
<input type="text"/> Other	

FTES PAID WITH HOMELESS EDUCATION FUNDS	
<input type="text"/> Teachers	<input type="text"/> Instructional Paraprofessionals
<input type="text"/> Curriculum Development	<input type="text"/> Substitute
<input type="text"/> Other	

ALLOWABLE ACTIVITIES

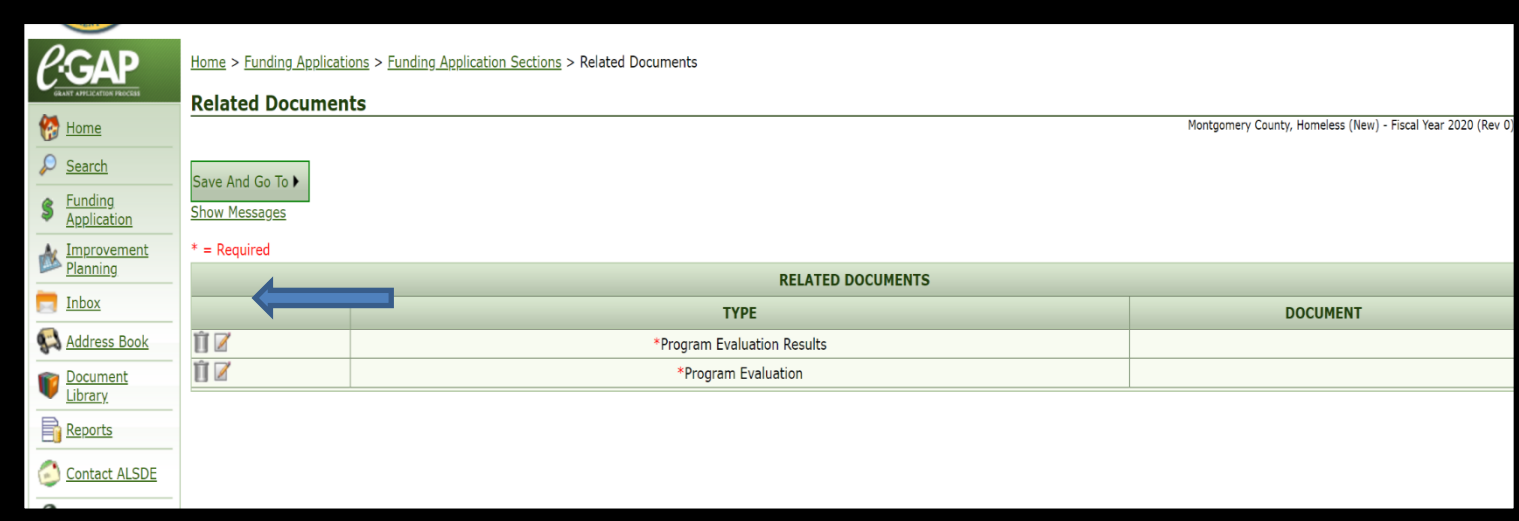
STAFFING	EST COST
<input type="checkbox"/> Salaries and Benefits for Teachers to work with Homeless program.	0.00
<input type="checkbox"/> Salaries and Benefits for Paraprofessional Personnel to work with Homeless program.	0.00
<input type="checkbox"/> Salaries and Benefits for Personnel to work in development of curriculum for Homeless Education program.	0.00

TECHNOLOGY	EST COST
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- Complete **all** components of the Application Details page.
- The funding amounts on the Budget Page and the allowable activities on the Application Details page should correspond.

# Related Documents



Home > Funding Applications > Funding Application Sections > Related Documents

Montgomery County, Homeless (New) - Fiscal Year 2020 (Rev 0)

**Related Documents**

Save And Go To ▸  
Show Messages

\* = Required

RELATED DOCUMENTS	
TYPE	DOCUMENT
*Program Evaluation Results	
*Program Evaluation	

- Upload a completed evaluation form for 2020-2021. The end of year results column should be left blank.
- If the LEA had a McKinney-Vento grant during the 2019-2020 school year, upload the Program Evaluation Results for that year. All columns in the evaluation template should be complete.
- If the LEA did not have a McKinney- Vento grant during the 2019-2020 school year, upload a blank evaluation template under the Program Evaluation Results link.

# Evaluation Template

LEA: \_\_\_\_\_

PROGRAM: \_\_\_\_\_

FY: \_\_\_\_\_

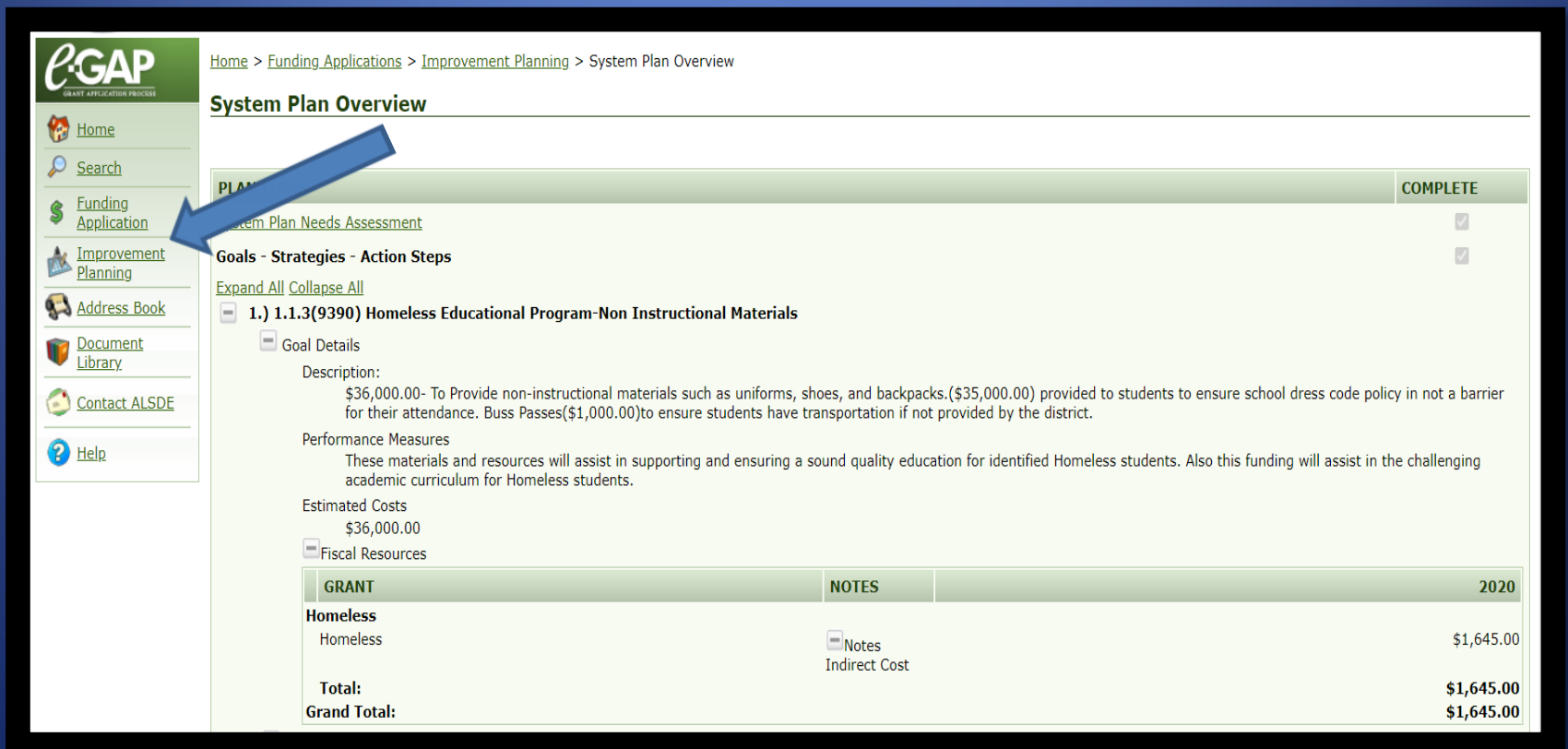
## Program Evaluation Planning and Reporting Template

Planning			End-of-the-Year Results
Fund Source(s)	Key Strategies/ Actions (from eGAP)	Performance Measurements (from eGAP) (Short-term, intermediate, long-term impacts – as appropriate)	Impacts; Data Supporting Impacts

The evaluation template can be found in the  
eGAP Document Library.

# Improvement Planning

Complete the action steps on the Improvement Planning side of the eGAP application. The actions steps in the plan should coincide with the budget.



The screenshot shows the eGAP application interface. The left sidebar contains links: Home, Search, Funding Application, Improvement Planning (highlighted with a blue arrow), Address Book, Document Library, Contact ALSDE, and Help. The main content area is titled 'System Plan Overview' and shows a progress bar for 'PLAN' and 'COMPLETE'. Below this, there are sections for 'Goals - Strategies - Action Steps', 'Expand All Collapse All', and a list of goals. The first goal is '1.) 1.1.3(9390) Homeless Educational Program-Non Instructional Materials'. It includes a description, performance measures, estimated costs, and fiscal resources. A table at the bottom shows the budget breakdown for the grant.

Home > Funding Applications > Improvement Planning > System Plan Overview

### System Plan Overview

PLAN COMPLETE

System Plan Needs Assessment

Goals - Strategies - Action Steps

Expand All Collapse All

1.) 1.1.3(9390) Homeless Educational Program-Non Instructional Materials

Goal Details

Description:

\$36,000.00- To Provide non-instructional materials such as uniforms, shoes, and backpacks.(\$35,000.00) provided to students to ensure school dress code policy in not a barrier for their attendance. Buss Passes(\$1,000.00)to ensure students have transportation if not provided by the district.

Performance Measures

These materials and resources will assist in supporting and ensuring a sound quality education for identified Homeless students. Also this funding will assist in the challenging academic curriculum for Homeless students.

Estimated Costs

\$36,000.00

Fiscal Resources

GRANT	NOTES	2020
Homeless		
Homeless	Notes	\$1,645.00
Total:	Indirect Cost	\$1,645.00
Grand Total:		\$1,645.00

# Draft Status Completed

[Home](#) > [Funding Applications](#) > Funding Application Sections

## Funding Application Sections

**Application Status:** Draft Started

**Change Status To:** [Draft Status Completed](#)



[View Status/Comments History Log](#)

[View Agency Comments Log](#)

[View Change Log](#)

### ALLOCATIONS

[Allocations](#)

### SUPPLEMENTAL INFORMATION

Select *Draft Status Completed* once the Budget, Budget Details, Related Documents, and Improvement Planning sections of the application are complete.

# Approval Chain



# CSFO/Accountant/Authorized Rep Approval

[Home](#) > [Funding Applications](#) > Funding Application Sections

## **Funding Application Sections**

**Application Status:** Draft Status Completed

**Change Status To:** School System Chief Financial Officer Approved  
Or  
School System Chief Financial Officer Returned Not Approved

[View Status/Comments History Log](#)

[View Agency Comments Log](#)

[View Change Log](#)

### **ALLOCATIONS**

[Allocations](#)

### **SUPPLEMENTAL INFORMATION**

[Assurances](#)

[LEA Superintendent Assurances Confirmation](#)

[New Applicant Tentative Approval](#)

[Substantially Approved Dates](#)

# CSFO/Accountant/Authorized Rep Confirmation

[Home](#) > [Funding Applications](#) > [Funding Application Sections](#) > Status Change

## Status Change

---

### VERIFICATION

You are about to change the status of this application to **School System Chief Financial Officer Approved**.

Confirm

Cancel



# Superintendent/Executive Director/Authorized Representative Assurances

[Home](#) > [Funding Applications](#) > Funding Application Sections

## Funding Application Sections

**Application Status:** School System Chief Financial Officer Approved

**Change Status To:** School System Superintendent/Authorized Rep Approved  
Or  
[School System Superintendent/Authorized Rep Returned Not Approved](#)

[View Status/Comments History Log](#)

[View Agency Comments Log](#)

[View Change Log](#)

### ALLOCATIONS

MESSAGES

PRINT

[Allocations](#)



### SUPPLEMENTAL INFORMATION

MESSAGES

PRINT

[Assurances](#) ←

[LEA Superintendent Assurances Confirmation](#)

[New Applicant Tentative Approval](#)

[Substantially Approved Dates](#)



DESCRIPTION (CLICK HERE TO SHOW SECTIONS ONLY)

MESSAGES

PRINT

The Superintendent should read the assurances.

# Superintendent/Executive Director/Authorized Representative Assurances

[Home](#) > [Funding Applications](#) > Funding Application Sections

## Funding Application Sections

**Application Status:** School System Chief Financial Officer Approved

**Change Status To:** School System Superintendent/Authorized Rep Approved  
Or  
[School System Superintendent/Authorized Rep Returned Not Approved](#)

[View Status/Comments History Log](#)

[View Agency Comments Log](#)

[View Change Log](#)

### ALLOCATIONS

MESSAGES

PRINT

[Allocations](#)



### SUPPLEMENTAL INFORMATION

MESSAGES

PRINT

[Assurances](#)

[LEA Superintendent Assurances Confirmation](#)



[New Applicant Tentative Approval](#)



[Substantially Approved Dates](#)



**DESCRIPTION (CLICK HERE TO SHOW SECTIONS ONLY)**

MESSAGES

PRINT

# Assurances Confirmation

[Home](#) > [Funding Applications](#) > [Funding Application Sections](#) > LEA Superintendent Assurances Confirmation

## LEA Superintendent Assurances Confirmation

---

Go To ▶

### LEA SUPERINTENDENT ASSURANCES CONFIRMATION

☐ Indicates LEA Superintendent Approval based on Assurances.

# Save and Go

## LEA Superintendent Assurances Confirmation

Go To ►

Current Page

Next Page

Previous Page

Sections

☐ Indio

Planning Tool

Allocation

Assurances

LEA Superintendent Assurances Confirmation

New Applicant Tentative Approval

Substantially Approved Dates

21st Century ►

LEA SUPERINTENDENT ASSURANCES

Assurances.



# Superintendent/Executive Director Approval

[Home](#) > [Funding Applications](#) > Funding Application Sections







## Funding Application Sections

**Application Status:** School System Chief Financial Officer Approved

**Change Status To:** School System Superintendent/Authorized Rep Approved  
Or  
[School System Superintendent/Authorized Rep Returned Not Approved](#)

[View Status/Comments History Log](#)  
[View Agency Comments Log](#)  
[View Change Log](#)

**The grant must be Superintendent Approved by 11:59 p.m., Monday, August 3, 2020.**

ALLOCATIONS	MESSAGES	PRINT
<a href="#">Allocations</a>		
SUPPLEMENTAL INFORMATION	MESSAGES	PRINT
<a href="#">Assurances</a>		
<a href="#">LEA Superintendent Assurances Confirmation</a>		
<a href="#">New Applicant Tentative Approval</a>		
<a href="#">Substantially Approved Dates</a>		
DESCRIPTION (CLICK HERE TO SHOW SECTIONS ONLY)	MESSAGES	PRINT

## Application Deadline

*Applications must be electronically submitted through the ALSDE eGAP System, no later than Monday, August 3, 2020.*

*Remember! The local LEA chain of command must be fully considered prior to submission.*

### Please Note:

No hard copies, faxes or emails will be accepted....nor any proposal submitted beyond the time stamp due date.

**Additional questions and assistance may be  
obtained by contacting**

**Dr. Milanda Dean**  
[mdean@alsde.edu](mailto:mdean@alsde.edu)  
334-694-4524

or

**Kristen Dial**  
[kristen.dial@alsde.edu](mailto:kristen.dial@alsde.edu)  
334-694-4529