

**\*PLEASE NOTE THE CHANGE IN ADDRESS FOR RFP SUBMISSION\***

**Mailing address for the application:**

New York State Education Department  
89 Washington Avenue,

**ESSA Funded Programs, Room 320 EB**

Albany, NY 12234

Attn: McKinney-Vento Education of Homeless Children and Youth Application

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**McKinney-Vento RFP 2019-22 (GC19-006)**

**Questions and Answers**

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**Data/Eligibility:**

- **Q:** I am working with a district that has an average of 118 students in temporary housing over the last three years. However, in one year they had only 80. Do they need at least 100 in each of the last three years even if their three year average is over 100?  
**A: The 3-year average must be at least 100 students identified as temporarily housed. It is fine if one or two of those years is under 100 students identified as long as the 3-year average is 100 or more.**
- **Q:** We are a year two charter school that opened in Aug. 2017. We only have homeless data for 17/18. Are we eligible to apply as part of a consortium?  
**A: Unfortunately, no. An LEA (i.e. a charter school) is not eligible to apply independently or as a part of a consortium until there are 3 years' worth of student identification data available.**
- **Q:** Can you please clarify the instructions for Grants Gateway Prequalification? Do public school districts and BOCES need to be fully prequalified (e.g. submission of vault documents, etc.) or do they continue to only need to be registered in Grants Gateway? Also, does the answer apply only to the lead applicant in a consortium or do all consortium members need to register or register and prequalify?  
**A: Public school districts and BOCES do NOT need to apply for pre-qualification regardless of whether they are a lead LEA or a component LEA of a consortium. Charter schools are required to be fully prequalified in order to apply on their own or as the lead LEA in a consortium.**

**Program Information:**

- **Q:** If you have a current grant and you want to include your successful activities in the new round grant, can you do that?  
**A: Yes, absolutely. An LEA should include all proposed grant program activities whether they are new activities, expanded activities from previous years, or continued activities from previous years. The 2019-2022 grant cycle is a "fresh slate" and will not automatically take into account previous grant cycle activities.**

- Q:** Can you explain in Section A Local Landscape what is meant by "local trend in identification and primary night-time residence," what they looking for us to explain here?

**A: Local landscape refers to local trends in the number of children and youth experiencing homelessness and where they are living (e.g. shelter vs. doubled-up). Additionally, it may include information about resources that are available or lacking in the community.**
- Q:** Do you want all activities listed even if the grant isn't paying for that piece directly (i.e. School supply drive is done through community donations - but it is part of our program.)

**A: Yes, please include all activities that are a part of your McKinney-Vento grant program even if the supplies/resources are donated. This will give NYSED a "whole picture" view of the LEA's program. However, you do not need to include information about identification, enrollment, and school-day transportation as these are federal mandates and should not be considered part of the grant program.**

#### **Consortiums/BOCES:**

- Q:** Can BOCES be lead LEA for more than one consortium?

**A: Yes, a BOCES may act as the lead LEA for multiple consortiums.**
- Q:** I understand from the information provided that BOCES can only apply as part of a consortium and may not apply alone. Can a BOCES be a lead applicant for the consortium, or must a public school district be the lead applicant? Thanks.

**A: Yes, a BOCES may apply as the lead LEA for a consortium.**
- Q:** If a BOCES leads a consortium grant, must the participating districts all be its components? Or, can districts from other BOCES participate?

**A: A BOCES is allowed to lead a consortium grant with component districts from any BOCES region as long as those component districts sign-off on such an arrangement.**

#### **M/WBE:**

- Q:** If our district proposes to use the services of a local organization such as the YMCA, would the entire purchase service be subject to M/WBE requirements?

**A: Yes, the dollar amounts allocated to these services are subject to the M/WBE requirements.**

**Please note, M/WBE participation not only includes services, but can also include materials or supplies purchased from minority and women-owned firms certified with the NYS Division of Minority and Women Business Development.**

**Applicants must make good faith effort to solicit M/WBE firms to meet participation goals. If efforts are unsuccessful, the applicant may apply for a Partial or Full Request for Waiver. This request MUST be accompanied by documentation demonstrating the efforts made and reasons why the applicant was unsuccessful in obtaining MWBE utilization.**

**Should an applicant apply for a Full or Partial Waiver, these requests entail an additional review process and there is no timeline for the completion of this review. Please note funding will not be released until a program's M/WBE plan has been approved.**

- **Q:** Aside from checking with a BOCES Arts in Education Program, are Educational Programs and excursions MWBE exempt?  
**A: No, these services are not allowable exemptions on the M/WBE goal calculation worksheet.**

#### **Budget/Funding:**

- **Q:** In the budget, can we factor in COLAs or other cost adjustments over the three year award period?  
**A: Yes.**
- **Q:** If we use funding to hire a grants manager, is there any guidance about appropriate salary levels?  
**A: Grant funds may be used for salaries of staff members directly supporting grant activities. Grant funds may be used for the salary of an existing staff member and/or to hire an additional staff member(s) to support specific McKinney-Vento grant program activities as described in the application. To satisfy the "supplement, not supplant" rule, the portion of the staff person's salary paid by grant funds should match the portion of the person's time spent on grant-related work. For example:**
  - **If a full-time social worker is hired to work solely on grant-related program activities, then grant funds may cover 100% of his/her salary.**
  - **If an existing liaison is spending 50% of his/her time on grant related activities and 50% of his/her time fulfilling McKinney-Vento statutes (*i.e., enrollment, transportation, basic referrals*), then 50% of his/her salary may be paid with grant funds.**

**Please refer to page 31 of the RFP for more details about salaries.**

- **Q:** If the grant pays for part of my salary then would they want to know all my activities or only the activities they specifically fund?  
**A: While all grant program activities (*i.e. grant funded, donations, pro-bono, etc.*) should be included in the application, you only need to indicate a staff person's salary in places where that staff person is directly involved in the program activity. To satisfy the "supplement, not supplant" rule, the portion of the staff person's salary paid by grant funds should match the portion of the person's time spent on grant-related work. Please refer to page 31 of the RFP for more details about salaries.**
- **Q:** It is allowable to use McKinney-Vento Grant funds to defray some of the cost of transporting students, who are living many miles out-of-district, to & from school each day? If yes, should it be included in the Travel Expenses: Code 46 or Purchased Services: Code 40?

**A: No. Grant funds cannot be used for transportation expenses related to the regular school day. They can, however, be used for transportation to/from extra-curricular activities, weekend activities, and/or summer activities.**

- **Q:** If a school district applies for the grant, is there a cap on how much of the funds can be passed through to community based organizations for purchased services such as mentoring? I don't think in past years we could use the funds as a pass through and the school district had to keep a certain amount/percentage.

**A: The applicant/lead fiscal agent must be an active member of the program. The applicant cannot act solely as a flow-through for grant funds to pass to other recipients. NYSED has established a minimum level of twenty percent (20%) of the total annual budget to be provided by the fiscal agent. For more information, please see page 10 and 11 of the RFP.**

- **Q:** I am working on completing this application, and just noticed that the form for the budget narrative portion does not include Code 45 as part of the template. I reviewed the application to be certain that supplies are allowable, and they appear to be. Should I just add my own column for this code, or will you re-do this form?

**A. The Budget Narrative (pages 54 & 55) of the McKinney-Vento Grant Application has been corrected to now includes Code 45: Supplies and Materials.**

#### **Miscellaneous:**

- **Q:** Will an Application for the Migrant Esperanza Program, serving McKinney-Vento eligible children of agricultural Migrant workers, be considered again in this RFP?

**A: Yes.**

- **Q:** Does NYSED have any preference for districts that have won McKinney-Vento grant funds before? Or for districts that have never won funding?

**A: No. Past grant funding, or lack thereof, does not play into the score for a 2019-2022 applicant.**

- **Q:** Will the webinar on the 15th be recorded and available to listen to, or will a transcript be available to read, later?

**A: Yes. A recording and a copy of the PPT from the informational webinar is posted on the NYS-TEACHS website here: <https://nysteachs.org/grantees/> and at: <http://www.p12.nysed.gov/funding/currentapps.html#mckinney>**

- **Q:** I received an email notifying me that the MVK new RFP is out, but I can't find the actual application on the NYSED website. Is there a link you can share that has the RFP?

**A: The application can be found here (*it's the first link in the list*). <http://www.p12.nysed.gov/funding/currentapps.html#mckinney>**