



**TONY THURMOND**  
State Superintendent  
of Public Instruction

# Spending, Reporting, and Implementing American Rescue Plan – Homeless Children and Youth Funds

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March 23, 2022

Integrated Student Support and Programs Office  
California Department of Education



# Please Welcome

- Leanne Wheeler, Education Programs Consultant, Student Achievement and Support Division, California Department of Education (CDE)
- Leslie Sharp, Education Programs Consultant, School Fiscal Services Division, CDE
- Shannon Houston Scott, Director of Student Support Services, Oxnard Union High School District (OUHSD)
- Alejandra Chamberlain, Youth Services Manager and Homeless Education Technical Assistance Center (HE TAC) Lead, Contra Costa County Office of Education (CCCOE)
- Jennifer Kottke, Homeless Coordinator and HE TAC Lead, Los Angeles County Office of Education (LACOE)

# Acronyms

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- American Rescue Plan – Homeless Children and Youth (ARP-HCY)
- CDE
- County Office of Education (COE)
- Education for Homeless Children and Youth (EHCY)
- Elementary and Secondary School Emergency Relief Fund (ESSER)
- HE TACs
- Local Educational Agency (LEA)
- U.S. Department of Education (ED)

# Presentation Outline

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- ARP-HCY Overview
- Consortiums
- Uses of Funds
- Distribution of Funds
- Reporting Requirements
- Implementation Strategies

# ARP-HCY Funds Overview (1)

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- Identify homeless children and youth
- Provide comprehensive wraparound services in light of the impact of the Coronavirus (COVID-19) pandemic
- Provide needed assistance to enable homeless children and youth to attend and participate fully in school activities, such as in-person instruction, spring and summer learning, and enrichment programs

# ARP-HCY Funds Overview (2)

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- As one of the purposes of the ARP-HCY program is to provide wrap-around services in light of the challenges of COVID-19, ARP-HCY funds may be used for pre-award costs dating back to March 13, 2020, when the national emergency was declared
- All ARP-HCY funds are to be expended and/or obligated by September 30, 2024

# ARP-HCY I Funds

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- 120 LEAs that received an EHCY grant received ARP-HCY I funds
  - Funding results of ARP-HCY I funds are available on the Funding Results for ARP-HCY I web page at <https://www.cde.ca.gov/fg/fo/r8/aprhcy21results.asp>
  - LEAs that receive ARP HCY I funds have separate reporting and expenditure timelines. Please refer to the grant award notification for specific information

# ARP-HCY II Funds

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- LEAs were eligible to receive ARP-HCY II funds based on the formula outlined in statute
- ARP-HCY II Funding Profile can be accessed on the ARP-HCY II Funding Profile web page at <https://www.cde.ca.gov/fg/fo/profile.asp?id=5745&recID=5745>
- The final funding results for ARP-HCY II are available on the Funding Results for ARP-HCY II web page at <https://www.cde.ca.gov/fg/fo/r14/arphcyii21result.asp>



# ARP-HCY II Consortia

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- If an LEA did not meet ED's \$5,000 threshold and submitted their Assurances, then that LEA would be required to join a consortium
- Most LEAs will have their COE as the Consortium Lead; however, some COEs and LEAs needed to join another consortium. Consortium Leads are also posted on the Funding Results for ARP-HCY II web page at <https://www.cde.ca.gov/fg/fo/r14/arphcyii21result.asp>

# Consortium Lead's Responsibilities

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- The COE Consortium Lead will be responsible for:
  - Administering the subgrant and/or services on behalf of all consortium members
  - Acting as the fiscal lead for the consortium and completing the reporting requirements
  - Acting as the program lead for the consortium to provide technical assistance and support to homeless liaisons and their homeless population

# ARP-HCY Funds are Supplemental

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- All ARP-HCY funds should be supplemental to all other funds, including:
  - Local Control Funding Formula
  - Title I, Part A
  - ESSER
  - EHCY
- Homeless students have the right to all services and support that other non-homeless students receive

# Uses of ARP-HCY Funds (1)

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- LEAs may use ARP-HCY funds to supplement existing programs and funding streams, including:
  - Academic, social, emotional, and mental health needs
  - Hiring staff to increase capacity
  - Dedicating resources
  - Planning partnerships with community-based organizations (CBOs), among other strategies
  - Identification, enrollment, retention, and educational success of children and youth experiencing homelessness

# Uses of ARP-HCY Funds (2)

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- Purchase needed supplies (e.g., personal protective equipment, eyeglasses, school supplies, personal care items)
- Purchase cell phones or other technological devices for unaccompanied youth to enable the youth to attend and fully participate in school activities

# Uses of ARP-HCY Funds (3)

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- Provide wraparound services (which could be provided in collaboration with and/or through contracts with CBOs, and could include academic supports, trauma-informed care, social-emotional support, and mental health services)
- Provide transportation to enable children and youth to attend classes and participate fully in school activities
- Services to attract, engage, and retain students in programs

# Uses of ARP-HCY Funds (4)

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- Tutoring, supplemental services, and enriched educational services, including before school, after school, and summer programs
- Expedited evaluations
- Professional development
- Student referral and services
- Assistance to defray the cost of transportation
- Early childhood education programs

# Uses of ARP-HCY Funds (5)

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- Fees for tracking, obtaining, and transferring records
- Parent education and training
- Coordination between school and outside agencies
- Activities to address issues related to domestic violence
- Adaptation of space and purchase of supplies for any non-school facility
- Other extraordinary or emergency assistance to attend school



# Uses of ARP-HCY Funds (6)

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- Provide access to reliable, high-speed internet for students through the purchase of internet-connected devices/equipment, mobile hotspots, wireless service plans, or installation of community Wi-Fi hotspots (e.g., at homeless shelters), especially in underserved communities

# Uses of ARP-HCY Funds (7)

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- Provide store cards/prepaid debit cards to purchase materials necessary for students to participate in school activities
- Pay 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)

# Uses of Various Cards (1)

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- The use of gift, store, or prepaid debit cards for a parent/guardian or youth experiencing homelessness to purchase school, clothing, or hygiene supplies is allowable
  - These are not considered to be gifts, which are not allowed to be purchased through Federal grants
- LEAs and Title I, Part A programs can opt not to allow these methods due to elevated concerns about fraud, waste, or abuse

# Uses of Various Cards (2)

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- LEAs that allow the use of prepaid debit cards should have procedures to reduce the likelihood of fraud, waste, or abuse (for example, by asking for receipts of items purchased with the gift card)
- ED does not recommend that prepaid debit cards be the primary method for LEAs to distribute needed supplies to all of its students experiencing homelessness

# Uses of Various Cards (3)

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- The excess cost of school of origin transportation may be defrayed by providing gas cards or mileage reimbursement to a parent/guardian or youth experiencing homelessness
- Gas cards are allowable with the same caveats for gift cards, store cards, or prepaid debit cards mentioned in the previous slide
- Leslie Sharp, Education Programs Consultant, will be presenting the next few slides. Leslie is from CDE's School Fiscal Services Division

# Distribution of ARP-HCY II Funds (1)

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- Funds are awarded to LEAs with submitted Legal Assurances as of December 31, 2021
- Funding is based on the proportional share of 2020–21 Title I, and the higher of California Longitudinal Pupil Achievement Data System homeless counts between the 2018–19 or 2019–20 fiscal years
- The first apportionment equals 25 percent of the ARP-HCY II allocation. Subsequent apportionments will be based on quarterly expenditure reporting
- LEAs eligible to receive a formula subgrant of less than \$5,000 must join a consortium

# Distribution of ARP-HCY II Funds (2)

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- The first apportionment of funds is in process and will reach LEAs later this spring
- The first data collection that includes expenditures will be open beginning Tuesday, March 22, 2022 and will close April 15, 2022, at 11:59 p.m. The Reporting Portal is available at <https://www.cde.ca.gov/fg/cr/#reporting>. Please use the same password as previous reporting and assurances for stimulus funding
- If you spent money that will be charged to ARP-HCY II, please report the expenditure amount, even if you haven't yet received payment

Here are examples of how the expenditure report will be used to generate the 2<sup>nd</sup> Apportionment. If the expenditure report isn't submitted, the LEA will not receive a second apportionment. (1)

| LEA | Allocation | Payment 1 | Balance | Reported Expenditures | Payment 2 | Notes  |
|-----|------------|-----------|---------|-----------------------|-----------|--|
| 1   | \$5,000    | \$1,250   | \$3,750 | \$0                   | \$0       | LEA with an allocation of \$5000 that reports \$0 expenditures:<br>$\$1250 - (\$1250 - 0) = \$0$<br>2 <sup>nd</sup> apportionment is \$0         |
| 2   | \$5,000    | \$1,250   | \$3,750 | \$100                 | \$100     | LEA with an allocation of \$5000 that reports \$100 expenditures:<br>$\$1250 - (\$1250 - 100) = \$100$<br>2 <sup>nd</sup> apportionment is \$100 |





Here are examples of how the expenditure report will be used to generate the 2<sup>nd</sup> Apportionment. If the expenditure report isn't submitted, the LEA will not receive a second apportionment. (2)

| LEA | Allocation | Payment 1 | Balance | Reported Expenditures | Payment 2 | Notes   |
|-----|------------|-----------|---------|-----------------------|-----------|---|
| 3   | \$5,000    | \$1,250   | \$3,750 | \$3,000               | \$3,000   | LEA with an allocation of \$5000 that reports \$3000 expenditures:<br>$\$1,250 - (\$1,250 - 3000) = \$3000$<br>2 <sup>nd</sup> apportionment is \$3000                    |
| 4   | \$5,000    | \$1,250   | \$3,750 | \$5,100               | \$3,750   | $\$1,250 - (\$1,250 - 5100) = \$3850$<br>which exceeds the unpaid allocation balance, so the amount would be limited to \$3750<br>2 <sup>nd</sup> apportionment is \$3750 |



# Quarterly Report Requirements (1)

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- ARP-HCY II Quarterly Reports can be found on the CDE's Stimulus Funding Reporting web page at <https://www3.cde.ca.gov/caresactreporting/>
- All LEAs that receive ARP-HCY II funds must submit quarterly reports which require both fiscal and program information
- Please note that the fiscal agent is responsible for completing and submitting all quarterly reports on behalf of the consortium

# Quarterly Report Requirements (2)

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- Total Allocated Amount: \$ – Prepopulated by the CDE
- Total Received Amount: \$ – Prepopulated by the CDE
- Previous Expended Amount: \$ – Prepopulated by the CDE and after the first expenditure reported
- Current Expended Amount: \$
- Please report totals in whole numbers without decimals, commas, or other punctuation

## Object Codes Needed

| Object Code                 | Object Code Description               |
|-----------------------------|---------------------------------------|
| 1000-1999                   | Certificated Personnel Salaries       |
| 2000-2999                   | Classified Personnel Salaries         |
| 3000-3999                   | Employee Benefits                     |
| 4000-4999                   | Books and Supplies                    |
| 5000-5999 excluding<br>5100 | Services and Other Operating Expenses |
| 7300-7399                   | Direct Support/Indirect Costs         |
| 5100                        | Sub-agreements for Services           |
| 6000-6999                   | Capital Outlay                        |
| 7000-7299                   | Tuition and Other Transfers Out       |
| Total Expenses              | Automatically Calculated              |

# Quarterly Report Requirements (3)

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- Report your expenditures based on the total expended by the end of the reporting period, including any amount expended during previous reporting periods
- Do not factor in any amount that is obligated, but not expended
- Report “0” for any category where funds have not been expended
- The *Total Expenses* at the bottom should automatically calculate based on your entries

# Quarterly Report Requirements (4)

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- This section requires the LEA and/or consortium to provide the number of homeless children and youth served using ARP-HCY II funds during this quarter in the following age ranges:
  - Age birth through two
  - Age three through five (not enrolled in kindergarten)
  - Kindergarten through grade 12
- Served includes both direct and indirect services provided by ARP-HCY II funds

# Quarterly Report Requirements (5)

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- Include homeless children ages birth through five regardless of enrollment. This age-range can include children not enrolled, enrolled in an LEA administered preschool program, or enrolled in a non-LEA administered preschool program
- LEAs and/or consortiums that have indicated an amount in *Funds Expended* cannot have “0” homeless children and youth served

# Quarterly Report Requirements (6)

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- In this section, the LEA and/or consortium will select all support services that were provided by the LEA and/or consortium using ARP-HCY II funds during this quarter
- LEAs and/or consortiums that have indicated an amount in *Funds Expended* has to indicate at least one educational support services provided
- The support services are the uses of ARP-HCY funds that have been previously discussed



# Guidance and Resources (1)

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- To assist with completing the ARP-HCY II Quarterly Reports, visit the Federal Stimulus Quarter Reporting Help Page at <https://www.cde.ca.gov/fg/cr/reportinghelp.asp#HCYII>
- ARP ESSER HCY Fund website at <https://www.cde.ca.gov/sp/hs/arphcyassurances.asp>
- ARP-HCY Resource Guide web page at <https://www.cde.ca.gov/sp/hs/arphcyresourceguide.asp>

# Guidance and Resources (2)

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- National Center for Homeless Education's (NCHE) ARP-HCY web page is at <https://nche.ed.gov/legislation/arp/>
  - NCHE is the technical assistance center for ED
- SchoolHouse Connection's *How to Use ARP Funds* web page is at <https://schoolhouseconnection.org/how-to-use-arp-funds/>
- CDE Homeless Education Program general email is at [HomelessED@cde.ca.gov](mailto:HomelessED@cde.ca.gov)

# Implementation Strategies – Oxnard

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- Introducing Shannon Houston Scott, Director of Student Support Services, for the OUHSD
- Email at [shannon.houston-scott@oxnardunion.org](mailto:shannon.houston-scott@oxnardunion.org)
- OUHSD Vision – Building Powerful Futures for *EVERY* Student
- Student Services – Every Student Deserves Success



# How Do We Get There?

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- Identify
- Enroll
- Services and Support

# Supporting Student Success

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## Access

- Supplies
- Activities
- Athletics
- Resources

## Academics

- Counselor
- Career Tech
- College
- FAFSA

## Academics (cont.)

- Tutoring
- Summer School
- Credit Recovery

## Social Emotional

- Wellness Centers
- Student Wellness Specialists
- Care Solace
- Site Services
- Peer Mentors

# What Are We Doing?

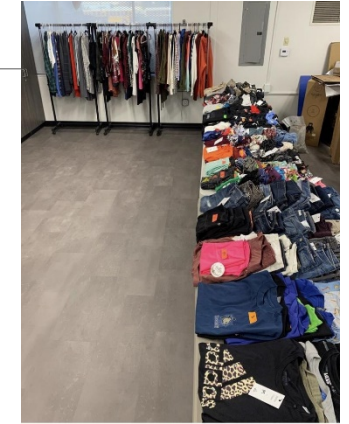
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- Site Liaisons
- Professional Development/Awareness Efforts
- Parent and Family Workshops
- Athletic Directors
- ASB Directors
- Intervention and Support Meetings
- Emergency Services
- Transportation – using HopSkipDrive at <https://www.hopskipdrive.com>
- Resource Support/Community Partnerships in Ventura at <https://sheltercareresources.com>
- Mental Health Resources with Care Solace in Ventura at <https://www.caresolace.org>

# And more...

## Wellness Specialists and Wellness Centers

### Welcome Centers at the Oxnard High



### Family Cooking Night – Farm to School



# Implementation Strategies – Contra Costa County Office of Education

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- Introducing Alejandra Chamberlain, Youth Services Manager and HE TAC Lead, for the CCCOE
- Email at [AChamberlain@cccocoe.k12.ca.us](mailto:AChamberlain@cccocoe.k12.ca.us)





# School Site Liaisons

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- Collaborate with LEAs to pilot or expand school site liaison program
- School site liaisons will focus on identification, enrollment, and referrals to outside services
- COE EHCY Education Liaison staff will provide technical assistance and professional development to LEA liaison
  - Including co-facilitate monthly meetings for the school site liaisons

# Transportation

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- Collaborate with LEAs to pilot or expand transportation coordination
  - Intent is to implement a countywide transportation coordination service to LEAs
- COE EHCY Education Liaison staff will provide coordination of services such as process referral, schedule rides, and communicate with LEA liaison and others
- COE holds the contract with the transportation company (i.e. HopSkipDrive) and invoices LEAs accordingly

# Implementation Strategies – Los Angeles County Office of Education

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- Introducing Jennifer Kottke, Homeless Coordinator and HE TAC Lead, for the LACOE
- Email at [Kottke\\_Jennifer@lacoed.edu](mailto:Kottke_Jennifer@lacoed.edu)
- Two Different Perspectives:
  - County offices of education
  - Local educational agencies



# For County Offices of Education

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- Limited Term Employees – setting up sustainable data systems, hiring staff to assist with a County-Wide Tutoring program
- Mini-grants – provide money back to LEAs – specifically focused on LEAs that did not get or take money (charters or smaller districts)
- Youth Voice
- External evaluation – continue to build a better program/services

# For Local Educational Agencies

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- Translation services
- Washers and Dryers
- Contracting with others around limited use vouchers for hotels/motels
- Hire additional staff
- Purchasing gift cards
- Provide additional transportation resources
- Purchase supplies

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# Questions?