




THE STATE EDUCATION DEPARTMENT / THE UNIVERSITY OF THE STATE OF NEW YORK / ALBANY, NY 12234
P-12 Education – Office of Accountability

Office of ESSA-Funded Programs
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TO: Title I Coordinators
McKinney-Vento Liaisons

FROM: Jason Harmon, Director 
Office of ESSA-Funded Programs

SUBJECT: Title I, Part A Set-Aside for Homeless Students: New Data Collection Procedures
Program Service Code 0892

DATE: May 6, 2019

This memo is to remind program staff about the mandated Title I, Part A set-aside for students who are homeless and to ensure that data about which homeless students benefit from the set-aside is entered into the student management system.

Background:

All students identified as homeless under the McKinney-Vento Act are eligible for services under Title I, Part A, even if they do not live in a Title I school attendance area or match the academic standards required of other children with Title I eligibility. Furthermore, all Local Educational Agencies (LEAs, including school districts, charter schools, and Special Act Districts) receiving Title I, Part A funds must reserve a portion of their Title I, Part A funds to provide services to students experiencing homelessness. Title I, Part A funds may be used to provide a wide variety of service to homeless students, including services that may not ordinarily be provided to other Title I students. For more information about using such funds, please see:

- New York State Education Department (NYSED or “the Department) guidance titled [Title I, Part A: Homeless Set-Aside Guidance on Allowable and Unallowable Expenditures](#)
- New York State TEACHS’ [Frequently Asked Questions](#) (use *Jump To* on right-hand side to navigate to Title I questions)
- The National Center for Homeless Education (NCHE)’s [Title I Issue Brief](#)

Program Service Code 0892, Title I – Part A: Homeless Students Served with Set-Aside Funds:

Starting with the 2018-19 school year, all LEAs must report on whether individual students experiencing homelessness have received services using Title I, Part A set-aside funds. This information is reported through the Student Information Repository System (SIRS) using Program Service Code 0892.

Please note that all students identified as homeless should be identified using Program Service Code 8262 to indicate their housing status. Program Service Code 0892 should additionally be used only for students who are homeless and received services using the Title I, Part A set-aside.

How to use Program Service Code 0892:

LEAs should use Program Service Code 0892 for any student experiencing homelessness who has received services fully or partially funded through the LEA's Title I homeless set-aside. Examples include school supplies, clothing, per session tutoring, per session counseling, etc. If the McKinney-Vento Liaison's salary is funded using Title I set-aside funding, LEAs may apply this program service code if the student (or their family) has had at least one conversation with the liaison and the liaison facilitated receipt of services or resources.

Please note that there are additional reporting requirements for students experiencing homelessness not described here. *For detailed information about data collection and reporting requirements for students experiencing homelessness*, please refer to the [NYSED SIRS Manual](#) and the [NYS-TEACHS Data Entry Guide for Students Experiencing Homelessness](#).

Any questions about the Title I, Part A set-aside or the new data collection procedures for Program Service Code 0892 may be directed to: Melanie Faby, Office of ESSA-Funded programs at 518-473-0295 or via email at conappta@nysed.org or NYS-TEACHS at 1-800-388-2014.