

McKinney-Vento Homeless Assistance Act Site Counselor Checklist

Student: _____ DOB: _____ Grade: _____

School Site: _____

Parent/Legal Guardian Name: _____

Street Address _____ City _____ State _____ Zip _____

Phone _____ Email _____

Please mark the student(s) current living situation that could qualify them for McKinney-Vento:

- In an emergency or transitional shelter
- In a vehicle, park, campground, or on the streets
- In a house, building, or trailer WITHOUT running water and/or electricity
- Temporarily with another family/friend due to natural disaster, loss of housing, economic hardship, etc.
- In a hotel or motel
- With an adult (18+ years old) that is not a parent or legal guardian
- Alone or in different locations, without an adult (18+ years old) serving as a caregiver
- Wherever they can find a place to stay at night
- Other (Please explain) _____

- Forms completed by parent/legal guardian/student (if 18 years or older)
 - ✓ Free Breakfast/Lunch Application- Paper/Online Yes/No
 - ✓ Student Questionnaire Yes/No/NA
- Information Provided to Child Nutrition
 - ✓ Photocopy of Paper Application or Email Notification Sent to Linda Henderson Yes/No/NA
- Student(s) Already on Free Breakfast Lunch
 - ✓ Student Questionnaire Yes/No/NA
- The Following Forms Scanned & Emailed to Stacey Cazares, ESC, Federal Programs
 - ✓ Site Counselor Checklist Yes/No
 - ✓ Student Questionnaire Yes/No/NA
- Form(s) Scanned & Emailed to Counselor(s) if student (above) has siblings @ different school site(s)
 - ✓ Counselor Name _____ School Site _____
 - ✓ Counselor Name _____ School Site _____
 - ✓ Site Counselor Checklist Yes/No/NA
 - ✓ Student Questionnaire Yes/No/NA
- Information/Resources
 - Paper Application for Free Breakfast/Lunch Delivered to Site Cafeteria or Notification to Site Cafeteria if Online Application Completed Yes/No
 - Transportation Required? - *Contact Valeri Radford* Yes/No
 - School Supplies Needed? – *Contact Valeri Radford* Yes/No
 - Resource Flyers Offered to Parent/Legal Guardian/Student (if 18+ years old) Yes/No