

Louisiana McKinney-Vento Homeless Liaison of the Year Award Guidelines

Eligibility Requirements are aligned with NAEHCY Homeless Liaison Award requirements.

- The nominee must be a homeless liaison in a school system.
- The nominee must have a minimum of three years' experience working as a homeless liaison.
- Nominations will be accepted by State Coordinators responsible for administrating the Louisiana Education for Homeless Children and Youth (LEHCY) program.

Nomination Criteria are aligned with NAEHCY Homeless Liaison Award requirements.

- The nominee must clearly understand the challenges faced by children, youth, and families, including unaccompanied youth and preschool-aged children, as it relates to homelessness.
- The nominee must have a thorough awareness and knowledge of State and school district policies and other state and local policies that impact children and youth experiencing homelessness.
- The nominee must be recognized as an expert in the field and can meet the needs of children/youth experiencing homelessness, support and encourage academic success and implement cross-program coordination and community collaboration.
- The nominee must exemplify leadership and innovation regarding implementing and compliance with the McKinney-Vento Homeless Assistance Act.
- The nominee must be well-known within their school system and community. The nominee must have earned the admiration and respect of colleagues and community members.

General Guidelines are aligned with NAEHCY Homeless Liaison Award requirements:

- LEAs (Federal Program Director or Superintendent) may submit one Homeless Liaison of the Year nomination.
- Nominations will be accepted from June 1 to June 23 of a calendar year.
- Nominations should emphasize the educational element of serving homeless children and youth.
- The Louisiana State Coordinator will notify the award winner at the Annual Back to School Workshop at the end of August in a calendar year.
- All award nominations are submitted electronically.
- Each nomination must include the following:
 - A minimum of three and a maximum of five letters of support

- A narrative outlining each of the following:
 - Information regarding the relationship between the nominee and the person nominating them.
 - A detailed description of how the nominee has met or exceeded the criteria indicated for that nomination.
 - An explanation of why the nominee is deserving of or qualified to receive this award.
 - Information related to the outcomes of the nominees' efforts
- A headshot of the nominee, as the award winner, will be presented in our Louisiana Education of Homeless Children and Youths Annual Back to School Workshop August/September.
- Although the following is not required, any other supporting documentation that you feel is important for your nomination – videos, presentations, a biography detailing accomplishment, newspaper articles, documents, etc., is strongly recommended to be submitted.

Selection Guidelines

- The selection committee will consist of Homeless Advisory Council members, two LDOE Federal Programs employees, LA State EHCY Coordinator, and Contract Consultant for LECHY.
- Each set of documentation for the following categories submitted may receive a score of 20 points from each of the committee members for each nominee.
 - 10 points- Support Letters for Nominees narrating the relationship between the nominee and the person nominating them; a detailed description of how the nominee has met or exceeded the criteria indicated for that nomination, and an explanation of why the nominee is deserving of or qualified to receive this award.
 - 5 points- A headshot of the nominee.
 - 5 points- Other Documentation
 - Videos,
 - Presentations,
 - Biography detailing accomplishments,
 - Newspaper articles,
 - Documents, etc.
- The highest-scoring nominee will receive the award for the year.