

LD WEST SAA MEETING 11-30-20 MTAM 2020-2021 – CEP Schools



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HIFs = District/School TSP Funds



- ▶ Students eligible for Free, Reduced, Eligible by Program, and Direct Certified bring desperately needed additional Targeted Student Population (TSP) monies from the CA Department of Education.
- ▶ HIFs of eligible students submitted by the 10/29/20 deadline will bring in \$3,043 per year in District/School TSP funds for THREE school years, totaling \$9,129 for School Years 2021 - 2024.
- ▶ HIFs of eligible students submitted from 10/30/20 until 6/25/21 will bring in \$3,043 per year in District/School TSP funds for TWO school years, totaling \$6,086 for School Years 2022 - 2024.
- ▶ HIFs missing and incomplete mean lost TSP funding for the District & Schools for 2 years.

Thank You to LD West SAAs 2020-2021 HIFs Submitted



- LD West CEP Schools have been terrific in submitting completed HIF forms thus far. Kudos and thanks to MTAM School Teams!!
- To date, LD West schools have submitted 3,215 completed HIF forms that will generate almost \$29,349,735 in District/School TSP funds for 3 years. This is a 99% submission rate and the best LD West HIF submission rate ever. Bravo!
- **Keep up the great work!**

Continue to Collect HIFs

- Schools must continue to collect and submit completed Household Income Forms (HIFs) for students new to LAUSD throughout the entire 2020-2021 school year.
- **NOTE - HIFs may be still be required for students enrolling from other LAUSD schools for students new to the District this school year and the previous LAUSD school did not have the parent complete a HIF.**
- Have parents complete the HIF when at school to turn in enrollment documents or to check-out students' Chromebook/instructional materials.
- Prior to mailing completed HIFs, make sure that the HIF is signed by the parent and that all required information is filled in by the parent and school staff, including that the income listed is the Household MONTHLY INCOME.
- **Be sure to keep a copy of all HIFs mailed to the Student Record Center.**

Submit Completed HIFs Promptly

- Mail all completed Household Income Forms (HIFs) promptly to:
Student Record Center
Attn. Mark Dominguez
Local District East
- Continue to monitor the MTAM Dashboard weekly for lists of Household Income Forms (HIFs) missing and incomplete @ <https://mtam.lausd.net>.
- If you mail in a completed HIF to the Student Record Center and the student does not clear from the MTAM Dashboard within two weeks, please send an Email to Sue Spears or Manuel Diaz that includes a copy of the completed HIF mailed to the Student Record Center.
- Completed HIFs submitted from October 30, 2020 through June 25, 2021 qualify for two years of funding, School Years 2022-2023 and 2023-2024 = \$6,086. This is to ensure that completed HIFs are scanned prior to the actual 6-30-2021 deadline to qualify for the TSP funding.

Online HIFs – Fast & Easy

- Household Income Forms (HIFs) can be completed online @ <https://hif.lausd.net> using a computer or cell phone with internet access.
- Online HIFs are a fast and easy way to have parents submit HIFs for one or multiple children in the family.
- School staff can call parents listed as HIF missing or incomplete and assist the parent to complete the Online HIF while on the telephone with the parent.
- Online HIFs can be submitted anytime from now until 11:59 p.m. on Friday, June 25, 2021.

You Can Now Complete Your Student's Household Income Form

Online!

La forma está disponible en español por el web.

It's fast
It's easy
It's good
for your school

More than
a Meal



Go to

<https://hif.lausd.net>

4 EASY STEPS | 4 PASOS FACILES

Household Income Form Process

- Please note that this form applies to only certain types of schools.
- On the next screen, you will be able to determine whether you need to complete this form by selecting the name of your child's school.

Start

- Este formulario es solo para estudiantes nuevos en LAUSD. Si su hijo fue inscrito en el LAUSD en 2019-20, por favor no complete este formulario.
- Tenga en cuenta que este formulario se aplica sólo a ciertos tipos de escuelas.
- En la siguiente pantalla, se podrá determinar si necesita completar el formulario seleccionando el nombre de la escuela de su hijo.

Empezar

SECTION A STUDENT INFORMATION

Select the name of the school your child attends.

If your child's school is not listed, you are not required to complete a Household Income Form but should complete a Meal Application. Click here:

School * Grade Student last name * Student first name *

Click here to add additional students in your household

Next

SECTION B HOUSEHOLD SIZE AND INCOME INFORMATION

Total number of adults in your household *
Total number of children in your household

- No income
- List monthly income below
Please put "0" if the field below does not apply.
Earnings from all jobs before deductions
- Welfare payments, child support, alimony
- Pay from pensions, retirement, social security
- Decline to complete

Include yourself plus all people living in your household, related or not (for example, children, grandparents, other relatives, or friends) who share income and expenses. Do not include people who are economically independent (for example, who do not share income with your children, and who pay a pro-rated share of expenses).

Gross household income includes:

- Earnings from work: This is the amount earned before taxes and other deductions. Net income should only be reported for self-owned business, farm or rental income
- Welfare, Child Support, Alimony
- Pensions, Retirement, Social Security, Supplemental Security Income (SSI), Veteran's benefits (VA benefits), and disability benefits
- Worker's compensation, unemployment or strike benefits, regular contributions from people who do not live in your household, and any other income received.
- Off-base housing allowances for military members

Gross household income does not include:

- Income from CalFresh, CalWORKS, and WIC
- Federal education benefits
- Foster payments received by your household

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SECTION C SIGNATURE

The information submitted on this form is a confidential educational record and is therefore protected by all relevant federal and state privacy laws that pertain to educational records including, without limitation, the Family Educational Rights and Privacy Act of 1974 (FERPA), as amended (20 U.S.C. § 1232g; CFR Part 99); Title 2, Division 4, Part 27, Chapter 6.5 of the California Education Code, beginning at Section 49060 et seq.; the California Information Practices Act (California Civil Code Section 1798 et seq.) and Article 1, Section 1 of the California Constitution.

Recording my name below indicates that the information provided on this form is true and accurate to the best of my knowledge. I understand that my school may receive state funds based on the information provided above.

Parent or guardian last name * Telephone

Parent or guardian first name * Email (optional for confirmation receipt)

Please enter the numbers below for security purposes *

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Our Goal is to Help You!

- ▶ Please do not hesitate to contact us if you have any questions, need assistance, need additional original **ORANGE** HIFs, or to check on students who do not clear the MTAM Dashboard. We are here to help CEP schools to be successful in submitting completed HIFs.
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YOUR HARD WORK IS APPRECIATED - BRAVO!!!

