Office of Public Charter School Financing and Support

Form QSI-50

I. Application Cover Sheet

Quality Schools Incentive Grant

Campus Name

Contact Name & Title

Phone **Fax**

Address

Ward **Zip Code**

Email Address

Certification/Board Signature

I certify to the best of my knowledge, the information contained in this application is correct and that the public charter school and its representatives will carry out all project activities related to the Quality Schools Incentive Grant.

Printed Name and Title of Authorized Person:

Signature: _____ Date: _____

Application Content

Applicants' submissions will be objectively reviewed against the specific criteria listed below. If preferred, responses to criteria may be bulleted to maximize space usage.

3.1 Summary of the Project Description (max. 200 char.)

Briefly state the purpose of the project and the activities proposed to address the identified area of improvement.

3.2 Needs Analysis (max. 2,000 char.)

The applicant should: ***a) identify an area of improvement to be addressed, b) describe how the area of improvement was identified*** and ***c) diagnose the cause of the area of improvement.*** If the applicant is on "***charter warning***" status with the Public Charter School Board, the identified area of improvement should be directly linked to correcting the "***charter warning***" status.

a) Identified Area of Improvement:

b) How Area of Improvement was identified:

c) Diagnosed cause of Area of Improvement

3.3 Proposed Project and Activities (max. 2,900 char.)

The applicant should ***a) describe the project or activities to be implemented to address the area of improvement, b) describe the audience directly and indirectly targeted by the project or activities being offered, c) list any required resources needed to implement the proposed project or activities being offered (e.g. staff, consultants, materials, and equipment), and d) describe the organizational requirements and capacity to successfully implement the project or activities.***

a) Describe project/activities to be implemented:

b) Target Audience:

c) List any required resources needed to implement the project:

d) Describe the organizational capacity to implement the project/activities:

3.4 Performance Measurement (max. 3,100 char.)

The applicant should list **only 1-3 outcomes** ***then: a) describe the significant quantifiable outcomes of the project with regards to the area of improvement, b) clearly outline a timeline for implementation and completion of specific tasks [e.g. project design or evaluation completion] and anticipated quantifiable outcomes [e.g. % of target population attendance or the # of staff participation], c) provide a description for how progress will be monitored and measured***, and ***d) list the staff members accountable for the project outcomes.***

a) Significant outcomes:

b) Timeline for task completion & anticipated outcomes:

c) How progress will be monitored & measured:

d) Responsible Staff:

3.5 Sustainability (max. 900 char.)

The applicant should describe what happens to this project at the end of the grant period. It should describe how the program will be continued or whether it will be discontinued at the end of the period.

3.6 Budget Description

Budget
RFA # GD0-QSI-50
This narrative should explain how the budgetary figures below were calculated.

Budget Narrative:

Budget Category and Description

Briefly describe the expenditures in each line item (e.g. Staff Salary, consultant, software, etc.).

Category	Description and Method of Calculation	Amount Requested
I. Personnel		
II. Contractual Services		
III. Supplies		
IV. Equipment		
V. Travel		
VI. Training		
VII. Operating Expenses		
VI. Other Expenses		
Total:		$