



OFFICE OF THE STATE  
SUPERINTENDENT OF EDUCATION

**Fiscal Year 2024  
Community Schools Incentive Initiative  
Grant Competition Pre-Application Webinar Questions and Answers  
October 2023**

## Grant Competition Pre-Application Webinar Questions and Answers

This document contains answers to questions received by the Office of the State Superintendent of Education (OSSE) after the CSII pre-application webinars hosted in October 2023. Answers pertain to the FY24 Community Schools Incentive Initiative grant competition. Information about the grant competition, including the request for applications and all supplemental application materials are available on the OSSE website ([click here](#)).

### Table of Common Acronyms

Acronym	Meaning
CSII	Community Schools Incentive Initiative
CBO	Community-Based Organization
EGMS	Enterprise Grants Management System
LEA	Local Education Agency
MOA/MOU	Memorandum of Agreement/Memorandum of Understanding
OSSE	Office of the State Superintendent of Education
RFA	Request for Applications

### Enterprise Grants Management System (EGMS)

#### **EGMS-1. How many authorized users can each CBO have in EGMS?**

You may have as many as you need in EGMS. However, each user must have their own unique login credentials for accountability.

#### **EGMS-2. Can all users have the authority to submit the application and future amendments?**

Yes, all users have the authority to submit the applications and future amendments with a unique login.

### Application

#### **A-1. Can a non-profit apply for two grants if working with two separate LEAs?**

Yes. An application must be submitted for each school site your non-profit or CBO partners with to create an eligible consortium.

#### **A-2. For budgeting purposes, what would the award date be? Meaning, are we building a budget for 10 months?**

The budget would be built based upon the fiscal year – Oct. 1, 2023 – Sept. 30, 2024.

#### **A-3. Can fixed property expenses be budgeted?**

Yes, they may. This is a correction of what was previously stated in the presentation that they were not allowed.

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**A-4. How may I acquire the LEA Leader’s signature on the Administrative Approval Form Attachment A in the RFA?**

LEA structures vary. Community based organizations are encouraged to coordinate with their consortium partners to determine who is the appropriate LEA leadership representative to sign the form. Once determined, the LEA can coordinate a signature.

**A-5. Are indirect costs allowed?**

Yes, they are allowed. Per the RFA, “Funding for this grant may be used for indirect cost. Indirect cost is defined as organizational-wide costs and administrative service costs, such as accounting, human resources, and purchasing. These costs are incurred for a common or joint purpose and not readily assignable to benefitting costs objectives. Examples include: salary and related costs of administration; travel, occupancy, communications, supplies and materials for the office, not directly for the purpose for the award, and professional Services.”

[Technical Assistance and Q&A Opportunities](#)

**TA/QA-1. Are the grant awards retroactive to Oct. 1, 2023.**

No. The date of the award on the Grant Award Notification (GAN) is the date the funding begins.

**TA/QA-2. Can a partner’s MOU/MOA be in process at the time of the application submission?**

If your consortium partnership currently holds an MOU, please upload the MOU with your application. If your consortium partnership does not include an MOU, applicants should upload a letter indicating that an MOU is not part of their consortium partnership. If your consortium partnership requires an MOU and the MOU is in process at the time of grant application, please upload a letter indicating the MOU is forthcoming.

**TA/QA-3. Was attending the pre-application webinar required in order to submit the grant application?**

While it was recommended that you attend that webinar, attendance was not required.