

Office of the State Superintendent of Education,
Office of Public Charter School Financing and Support

CHARTER SCHOOLS PROGRAM, TITLE V PART B, START-UP

October 19, 2010

**Pre- Application Conference: CSP Planning and
Implementation Grant**

A G E N D A

- Welcome and Introductions
- Overview of RFA
 - ▣ Section 1- General Info
 - ▣ Section 2- Submission of Applications
 - ▣ Section 3- Application Content
 - ▣ Section 4- Program & Administrative Requirements
 - ▣ Section 5- General Provisions
 - ▣ Section 6- Attachments
- Q & A
- Next Steps

SECTION 1 - General Information

- **Grant Award**
 - The grant award will be for a period not to exceed 36 months from the date of award.
 - Planning- not to exceed \$180,000
 - Implementation Year 1- not to exceed \$260,000
 - Implementation Year 2- not to exceed \$260,000
 - *Cannot receive more than a combined total of \$700,000 during the 36 months.*

- **Eligibility**
 - An eligible applicant is a developer or a not for profit that has applied and received conditional approval by the DC Public Charter School Board.

SECTION 1 - General Information, cont'd

Use of Funds- Examples

ALLOWABLE

- Purchase of curriculum, supplies, and equipment
- Reasonable wages, salaries and consulting fees if in direct support of grant
- Reasonable attorney fees for start-up expenses
- Organizational membership dues
- Reasonable facility identification and evaluation costs

■Monitoring

Several forms of monitoring will occur during the grant period such as performance & fiscal reports, desktop monitoring (reviewing drawdowns) and on-site monitoring. Technical assistance will be provided on a scheduled and as-needed basis throughout the life of the grant award.

DISALLOWABLE

- Costs incurred before a grant agreement is fully executed
- All costs related to direct work with students
- All costs related to the program outside of a school's charter
- Costs related to leveraging other funding sources

SECTION 2- Submission of Applications

- **Schedule**

- Release of RFA- October 8th
- Intent to Apply- October 15th
- Pre-Application Conference- October 19th
- Applications Due- November 8th, no later than 5:00pm
- ***A total of six (6) sets of the application, one (1) original in a binder with tabs and five (5) copies must be submitted***
- Award letter by December 17th, notification within 14 days

SECTION 3: Application Content

- **Format-** 8 1/2 x 11 paper, one-sided, double-spaced (including bullet items, 12 point type. Do not exceed 50 pages.
- **Scoring-** 165 point scale, 115 points required for application to be considered for funding.
 - Six of the sections are marked with an asterisk (*) as a potential disqualifier. If the applicant scores a zero on any of the asterisked sections, the review panel can reject the application.
 1. **Academic Design**
 2. **Student Performance**
 3. **Governance and Management**
 4. **Finance**
 5. **Accountability**
 6. **Grant Budget**

SECTION 3: Application Content, cont'd

Narrative Criteria- Contains 16 required sections:

- **A) Executive Summary and Project Goals**
- **B) Mission and Purposes of the Proposed PCS**
- **C) Academic Design**
- **D) Student Performance**
- **E) Support for Learning**
- **F) Planning and Establishment**
- **G) Governance and Management**
- **H) Finance**
- **I) Facilities**
- **J) Recruiting and Marketing**
- **K) Student Policies and Procedures**
- **L) Human Resource Information**
- **M) Accountability Plan**
- **N) Continued Operation**
- **O) Low Income and At-Risk Students**
- **P) Grant Budget**

SECTION 4: Program and Administrative Requirements

- ✓ Organizational and Governance Documents
- ✓ Compliance with State and Federal Authorities
- ✓ Copy of Charter Application Submitted to Authorizer
- ✓ Copy of Approval Letter from Authorizer
- ✓ Certifications and Assurances
- ✓ Conflicts of Interest

SECTION 5: General Provisions

Insurance

Audits

Nondiscrimination in the Delivery of Services

W-9

SECTION 6: Attachments



- A. Notification of Intent to Apply
- B. Original Receipt
- C. Applicant Profile
- D. Certification by the Public Charter School Governing Board
- E. Board of Trustees Roster
- F. CSP Assurances
- G. Agreement to Comply with the Federal Definition of a Public Charter School
- H. Agreement to Comply with Federal Assurances
- I. Grant Budget
- J. CSP Planning and Implementation Scoring Rubric

Question & Answer



Next Steps

- ❑ Read and complete narrative
- ❑ Ensure all attachments are complete and include appropriate signatures
- ❑ Submit application no later than 5:00pm, November 8th
- ❑ If you have any questions, please contact Renée Evans, Program Manager, reneem.evans@dc.gov, 202.727.8488

Please sign in!

10/19/10

Name	School	Email Address

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