

REQUEST FOR APPLICATIONS

RFA # GD0—SACSO—16

District of Columbia

Office of the State Superintendent of Education (OSSE)



FFY 2016 Scholarships for Opportunity and Results (SOAR) Act Non-Profit Third-Party/Charter Support Organization Grants

Request for Application (RFA) Release Date

Aug. 11, 2017

Pre-Application Conferences (Mandatory)

Aug. 23 and Aug. 24, 2017

Notice of Intent to Apply Deadline (Mandatory)

Aug. 25, 2017

Application Submission Deadline

Sept. 18, 2017

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Checklist for Application

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- The applicant submitted a Notice of Intent to Apply on or before **Friday, Aug. 25, 2017**. The Notice of Intent to Apply form can be found in Appendix A and on the OSSE website.
- The applicant attended one of the two **mandatory** pre-application webinars. Please see Request for Application (RFA) Section 2 for webinar dates, times, and registration.
- The applicant completed all steps required by the RFA and submitted a complete application, through OSSE's Enterprise Grants Management System (EGMS) that contains all the required information and attachments. Please see RFA Section 3 for an overview of the application components.

Please note: All required application elements must be submitted by entering information directly into the required sections in EGMS. Unless otherwise stated in the application, information submitted via attachment will be considered as supplemental materials only.

- The application adheres to the directions and criteria of each section of this RFA.
- The application was submitted **by 3 p.m. on Monday, Sept. 18, 2017**, through EGMS.

PLEASE NOTE

Applications are due by 3 p.m. on Monday, Sept. 18, 2017.

The application deadline will be strictly enforced. Applications submitted after 3 p.m. EST on Monday, Sept. 18, 2017, will not be reviewed.

All applications must be submitted through the Enterprise Grants Management System (EGMS). For more information about EGMS, please visit <http://osse.dc.gov/service/enterprise-grants-management-system-egms>

This application will be open for 30 business days. Please avoid last minute technical submission issues by submitting early. OSSE strongly recommends submitting your application at least one day early to ensure that avoidable technical issues do not cause you to miss the submission deadline.

Request for Applications

RFA # GDO-SACSO-16

Section 1: General Information

1.1 Introduction

Overview of the SOAR Act

As a part of a three-sector federal funding approach, the Scholarships for Opportunity and Results (SOAR) Act, Pub. L. 112-10, 125 Stat. 199, is a federal law that authorizes funding for District of Columbia (DC) public charter schools “to improve and expand quality public charter schools in the District of Columbia.” §3004(b)(2). SOAR Act funds for District of Columbia (DC) charter schools are provided to the Office of the State Superintendent of Education (OSSE) through the US Department of Education (USED) as a grant. The SOAR Act also provides funding for District of Columbia Public Schools (DCPS) and the Opportunity Scholarship Program (OSP) for DC students to attend private schools.

In April 2012, DC and USED signed a memorandum of understanding (MOU) regarding the administration of the SOAR Act funds. The MOU requires OSSE to submit to USED an annual proposal for the use of funds, including funding priorities. Each year, OSSE’s Office of Public Charter School Financing and Support (OPCSFS) conducts stakeholder engagement prior to submitting the application. OPCFS sought stakeholder feedback during the fall of 2016 prior to submitting the FFY 2016 application. USED approved the application and issued a Grant Award Notice (GAN) to OSSE on May 25, 2016.

Charter Sector SOAR Funding

Through the approved application and grant award, OSSE provides SOAR funding to charter schools through five grant programs and support of the My School DC common online lottery:

Project Name	Applicant Type	Budget	Grant Type
1. Academic Quality Grants	Charter LEAs	\$5,799,575.17	Formula
2. Grants to Support Early Childhood Education	Charter LEAs	\$740,424.83	Formula
3. Facilities Grants	Charter LEAs	\$4,000,000.00	Competitive
4. Grants to Non-Profit Third-Party Charter Support Organizations	Non-Profit Organizations	\$2,000,000.00	Competitive
5. Grants to Non-Profit Third-Party Teacher Pipeline Organizations	Non-Profit Organizations	\$1,500,000.00	Competitive
6. My School DC Common Lottery	n/a	\$250,000.00	n/a

1.2 Purpose of Funds

Through this RFA, OPCSFS is soliciting proposals from eligible applicants for the following grant program:

- **Grants to Non-Profit Third-Party Charter Support Organizations**
 - The purpose of this funding program is to provide support to non-profit organizations with a demonstrated history of success working with DC charter schools on projects that are designed to: 1) have a direct and rapid (within two years) impact on the academic achievement and outcomes for public charter school students across multiple school LEAs; or 2) designed to impact student outcomes at multiple charter LEAs indirectly by enhancing the organizational capacity of charter LEAs to operate as fiscally and operationally sound nonprofit organizations and schools.
 - The theory of action for each project must be supported by data and research.
 - Funding is available for two types of assistance to charter schools, **direct assistance** projects and **indirect assistance** projects. Applicants will be asked to identify which category of funding they seek but the final determination of the category under which an application will be considered will be made by the grant review panel.
 - **Direct Assistance Projects**
 - Successful “direct assistance” projects must be research-based and designed to have a direct and rapid (within two years) impact on the academic achievement and outcomes for public charter school students.
 - Projects must be designed to improve student outcomes across multiple charter LEAs through **direct service to students** or **direct professional development** and support for teachers and instructional leaders.
 - Projects must be tailored to meet the specific needs of each partner charter LEA and the proposed theory of action must be supported by LEA-specific data.
 - Priority points may be awarded to project proposals that focus on improving achievement and graduation rates for English language learners, economically-disadvantaged students, and/or students with disabilities; and proposals seeking to reduce achievement and equity gaps between subgroups of students.
 - **Indirect Assistance Projects**
 - “Indirect assistance” projects include projects that are designed to impact student outcomes at multiple charter LEAs indirectly by enhancing the

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organizational capacity of charter LEAs to operate as fiscally and operationally sound nonprofit organizations and schools.

- “Indirect assistance” projects may include projects that provide professional development for charter LEA leaders or board members in order to improve the charter school’s infrastructure or capacity related to the administration and use of student data, fiscal management, board governance, and overall school administration.

1.3 Source of Funding

The U.S. Department of Education, through the DC School Choice Incentive Program, 84.370C, Public Law 108-199, III, DC School Incentive Act of 2003; Scholarships for Opportunity and Results Act, effective April 15, 2011 (Pub. L. 112-10; 125 Stat. 201). Federal Award Identification Number (FAIN) U370C150002.

1.4 Requirements of Funding

In addition to the requirements of this RFA, the assurances made in the submitted application, and the terms of the Grant Award Notice (GAN) issued by OSSE to the subgrantee, a key condition for receiving these funds is compliance with activities necessary to carry out a mandated evaluation of the Opportunity Scholarship Program (OSP), as specified in Section 3011(a)(1) of the SOAR Act. Pursuant to this section, the U.S. Department of Education’s Institute of Education Sciences (IES) is required to evaluate annually the performance of students who applied to the OSP (Sec. 3009). Because some OSP applicants will be enrolled in public charter schools, it will be necessary for IES and its evaluation contractor to collect data on and from public charter school campuses once each year during the applicable grant period. Please be advised that noncompliance of the organization with the terms and conditions stated in the SOAR Act GAN may result in the withholding of SOAR Act funds administered by OSSE.

1.5 Funds Available and Funding Period

At least \$2,000,000.00 is available for awards through this RFA. OSSE will provide up to \$400,000.00 per “direct assistance” award and up to \$300,000.00 per “indirect assistance” award. Awards are limited to one per organization. The duration of the Non-Profit Third-Party/Charter Support Organization grant is for a period of two years from the grant award date.

1.6 Eligibility

Eligible Non-Profit Third-Party Charter Support Organizations:

- Must be a non-profit organization with a demonstrated history of success working with DC charter schools on similar projects; and

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- Must serve under this grant program two or more charter LEAs within DC and their underserved special populations.
- Must submit a letter of recommendation from a DC charter school with direct experience working with the organization as well as a complete list of all schools and districts to which the organization has provided similar services.

1.7 Permissible Use of Funds

The funds associated with this RFA are available strictly on a reimbursement basis and may only be used for allowable grant project expenditures during the grant period as follows:

- All costs must:
 - Meet requirements of permissible use of federal funds within EDGAR 34 CFR Part 76, 2 CFR Part 200 as adopted in 2 CFR Part 3474, 2 CFR Part 180 as adopted in 2 CFR 3485;
 - Align with and support the project(s) described in the organization's application; and
 - Meet the specific needs of each partner charter LEA as identified within the need(s) identified within the needs assessment(s) conducted;

All grant project budgets will be reviewed by a review panel, as well as OPCSFS staff, to ensure that planned expenditures are allowable and are appropriate, reasonable, and necessary to support the grant objectives. Additional guidance about standards for determining costs for federal grants is available from The Federal Register at:

<https://www.federalregister.gov/articles/2013/12/26/2013-30465/uniform-administrative-requirements-cost-principles-and-audit-requirements-for-federal-awards>.

Section 2: Schedule

2.1 RFA Release

The release date of the RFA is Aug. 11, 2017. The RFA is available online at www.osse.dc.gov.

2.2 Pre-Application Conference

The mandatory pre-application webinar will be held on the following dates:

- Non-Profit Third-Party Charter Support Organization Grants – Wednesday, Aug. 23, 2017, from 2 p.m. to 3 p.m.
 - To register for this webinar, visit:
<https://attendee.gotowebinar.com/register/3625934645834940929>
- Non-Profit Third-Party Charter Support Organization Grants – Thursday, Aug. 24, 2017, from 10 a.m. to 11 a.m.

- To register for this webinar, visit:
<https://attendee.gotowebinar.com/register/8422057142751998977>

Each interested non-profit organization must have at least one representative attend one of the above webinars in order to meet the attendance requirement for this grant. Webinar attendance is tracked electronically through registration and online attendance. The organization representative should be someone that has collaborated directly with charter school representatives.

2.3 Intent to Apply

All eligible entities seeking to receive funding under this RFA must submit a Notice of Intent to Apply (Appendix A), signed by an authorized official of the organization, via email to opcsfs.funding@dc.gov on or before **Aug. 25, 2017**. **Failure to submit a Notice of Intent to Apply will result in disqualification and the organization's application will not be reviewed.**

2.4 Contact Person(s)

Applicants are advised that the following OSSE staff members are the authorized contact persons for this grant competition:

- Ronda Kardash, Director, Office of Public Charter School Financing and Support, Ronda.Kardash@dc.gov.

2.5 Applications Due

Applications are due Sept. 18, 2017, by 3 p.m. and must be submitted through EGMS. **Applicants are encouraged to submit applications early to avoid any technical difficulties. OPCSFS strongly encourages submitting applications at least one day early to ensure that avoidable technical issues do not cause you to miss the submission deadline.**

2.6 Updates

Information and updates regarding the grant competitions will be emailed to all potential applicants that submit a Notice of Intent to Apply and attend the mandatory pre-application conference webinar specific to this grant.

2.7 Awards Announcement

Awards will be announced via EGMS, email, and the OSSE website. OSSE will disseminate grant award notifications following the awards announcement.

Section 3: Application

3.1 Application Content

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The application in EGMS contains all of the following sections or "tabs." Unless noted, each section must be completed as instructed in the system:

- Section 1 – Overview Pages (*informational; nothing to complete*)
 - General Information (*informational; nothing to complete*)
 - Review Panel (*informational; nothing to complete*)
 - Rubric (*informational; nothing to complete*)
- Section 2 – Contact Information
- Section 3 – Information
 - Brief Project Description
- Section 4 – Project Data
 - Partner Data
 - Dissemination Plan for Best Practices
 - Awards or Recognition
 - List of Schools/Districts
 - Demonstration of Success in the District of Columbia
 - Letter of Recommendation
- Section 5 – Needs Assessment and Narrative
 - Data Sources
 - Project Need
 - Project Description
 - Theory of Action
 - Logic Model
- Section 7 – Detailed Planning Expenditures
 - Budget Overview
 - Summary of Planned Expenditures
 - Salaries and Benefits
 - Professional Services
 - Equipment
 - Supplies and Materials
 - Other Objects
 - Budget Summary
- Section 8 – Supporting Documentation
- Section 9 – Assurances
- Section 10 – Submit (*application is not complete until it is submitted through this tab*)
- Section 10 – Application Print (*hard copies of applications may be printed through this tab*)

- Section 11 – Application History (*the history of who has accessed and modified the application may be viewed through this tab*)

Section 4: Scoring

4.1 Review Panel

The grants described in this RFA will be awarded competitively. A panel of external reviewers will be convened to review, score, and rank each application. The review panel will be composed of neutral, qualified, professional individuals selected for their expertise, knowledge, or related experiences. Representatives from the charter school community will be invited to participate in the review of applications. The application will be scored against a rubric and each application will have multiple reviewers to ensure accurate scoring. The complete rubric can be found in EGMS for review and as Appendix C of this RFA. Upon completion of the panel's review, the panel(s) shall make recommendations for awards based on the scoring rubric(s). OSSE will make all final award decisions.

Section 5: Award Administration

5.1 Decision and Notifications of Awards

Each awarded applicant will receive a Grant Award Notice (GAN) generated through EGMS that will include the award amount, award agreement, terms and conditions of the award, and any supplemental information required.

5.2 Monitoring

All awards will be reviewed during the grant period for compliance with programmatic and fiscal requirements. OSSE's Division of Elementary, Secondary, and Specialized Education uses a coordinated, risk-based monitoring approach. The type of monitoring that the subgrantee will receive (desktop or on-site) will vary depending on its designation as a high, medium, or low risk subgrantee. Please review the risk-based monitoring guidance for more information: <http://osse.dc.gov/sites/default/files/dc/sites/osse/publication/attachments/Risk-Based%20Monitoring%20Guidance.pdf>

5.3 Corrective Action and Termination of Funding

In the event that programmatic, financial, or documentation conditions of the grant are not being met in an appropriate and timely fashion, progressive actions will be taken, at the discretion of OSSE, up to and including the termination of funding and requiring the return of funds. A project which is terminated will be subject to the same requirements regarding audit, recordkeeping, and submission of reports as a project which runs for the duration of the project period.

5.4 Confidentiality

Except as otherwise provided by local or federal law, no recipient of the grant shall use or reveal any research, statistical information, or personally identifiable information furnished by OSSE for any person or for any purpose other than that for which such information was obtained in accordance with the OSSE program funded. Any identifiable personal information, and any copy of such information, shall be immune from legal process and shall not, without the written consent of the person identified in the information, be admitted as evidence or used for any purpose in any action, suit, or judicial, legislative, or administrative proceeding. Any grantee agrees to comply with all requirements of the Family Educational Rights and Privacy Act and implementing regulations (20 U.S.C. § 1232(g); 34 CFR Part 99), including the protection of personally identifying information in education records.

5.5 Terms and Conditions

- Funding for this award is contingent on available funds. The RFA does not commit OSSE to make an award.
- OSSE reserves the right to accept or deny any or all applications if OSSE determines it is in the best interest of OSSE to do so. OSSE shall notify the applicant if it rejects that applicant's proposal. OSSE may suspend or terminate an outstanding RFA pursuant to its own grant making rule(s) or any applicable federal or local regulation or requirement.
- OSSE reserves the right to issue addenda and/or amendments subsequent to the issuance of the RFA, or to rescind the RFA.
- OSSE shall not be liable for any costs incurred in the preparation of applications in response to the RFA. Applicant agrees that all costs incurred in developing the application are the applicant's sole responsibility.
- OSSE may conduct pre-award on-site visits to verify information submitted in the application and to determine if the applicant's facilities are appropriate for the services intended.
- OSSE may enter into negotiations with an applicant and adopt a firm funding amount or other revision of the applicant's proposal that may result from negotiations.
- OSSE shall provide the citations to the statute and implementing regulations that authorize the grant or sub grant; all applicable federal and District regulations; payment provisions identifying how the grantee will be paid for performing under the award; reporting requirements, including programmatic, financial and any special reports required by OSSE; and compliance conditions that must be met by the grantee.
- If there are any conflicts between the terms and conditions of the RFA and any applicable federal or local law or regulation, or any ambiguity related thereto, then the provisions of the applicable law or regulation shall control and it shall be the

responsibility of the applicant to ensure compliance.

5.6 Appearance of a Conflict of Interest

All grant recipients shall ensure that no individual in a decision-making capacity will engage in any activity, including participation in the selection of a vendor, the administration of an award, or an activity supported by award funds, if the appearance of a conflict of interest would be involved. An appearance of a conflict of interest would arise when the individual, any member of the individual's immediate family, the individual's partner; or an organization that employs, or is about to employ, any of the aforementioned, has a financial or personal interest in the firm or organization selected for a contract.

5.7 Assurances

Program Specific Assurances

Applicants will be required to attest to the following program specific assurances:

As the duly authorized representative of the applicant I certify that the applicant:

1. Will comply with activities necessary to carry out a mandated evaluation of the Opportunity Scholarship Program (OSP), as specified in Section 3011(a)(1) of the SOAR Act.
2. Will seek and receive from OSSE before implementing any project changes with respect to the purposes for which the proposed funds are awarded.
3. Will submit reports describing the implementation of the proposal as well as its impact on improving school performance and educational outcomes and/or increasing the number of high quality public charter school seats as outlined in the performance agreement.
4. Possesses legal authority to apply for the grant; that a resolution, motion, or similar action has been duly adopted or passed as an official act of the applicant's governing body, authorizing the filing of the application, including all understandings and assurances contained therein, and directing and authorizing that person identified as the official representative of the applicant to act in connection with the application and to provide such additional information as may be required.
5. Will administer the funds covered by this application in accordance with all applicable statutes, regulations, program plans, and applications.
6. Will comply with provisions of Federal law which limit certain political activities of employees of a State or local unit of government whose principal employment is in connection with an activity financed in whole or in part by Federal grants (5 U.S.C. 1501, et seq.).

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7. Will use such fiscal control and fund accounting procedures as will ensure proper disbursement of, and accounting for, federal funds allocated to the applicant, as set forth in all applicable federal and state laws and regulations.
8. Will expend all funds by the end of the grant period. The LEA assures at least quarterly submissions of reimbursement workbooks.
9. Will comply with the minimum wage and maximum hours provisions of the Federal Fair Labor Standards Act, if applicable.
10. Will retain all records of the financial transactions and accounts relating to the proposed project for a period of five years after the termination of the grant agreement and shall make such records available for inspection and audit as necessary.
11. Will establish safeguards to prohibit employees from using their positions for a purpose that is or gives the appearance of being motivated by a desire for private gain for themselves or others, particularly those with whom they have family, business, or other ties.
12. Will submit to OSSE any LEA and campus information that OSSE or the U.S. Department of Education may request for reporting and evaluation purposes in a timely and accurate manner.
13. Will comply with Federal requirements regarding charges for personnel services (payroll), requirements for proper documentation of payroll records and appropriate time and effort reporting. Salaries and wages of employees chargeable to more than one grant program or cost objective, if applicable, will be supported by appropriate time distribution records.
14. Acknowledges and agrees that the completion of this application, or the approval to fund an application, will not be deemed to be a binding obligation of OSSE until such time as the Grant Award Notification (GAN) is delivered to the recipient.
15. Will comply with all applicable federal grants management requirements, including but not limited to the Uniform Guidance: Administration Requirements, Cost Principles, and Audit Requirements for Federal Awards at 2 CFR Parts 200 and 3474.
16. Recognizes that OSSE approval of an application does not relieve the LEA of its responsibility to comply with all applicable requirements.
17. Will have financial management systems, procurement systems, and equipment and inventory management systems that enable the LEA to demonstrate compliance with federal grants management requirements, including the requirement that all expenditures made with federal funds are necessary, reasonable, allocable, and legal.
18. Is able to maintain adequate files and records and can and will meet all reporting requirements;
19. All fiscal records are kept in accordance with Generally Accepted Accounting Principles (GAAP) and account for all funds, tangible assets, revenue, and expenditures

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- whatsoever; that all fiscal records are accurate, complete and current at all times; and that these records will be made available for audit and inspection as required;
20. The applicant is current on payment of all federal and District taxes, including Unemployment Insurance taxes and Workers' Compensation premiums. This statement of certification shall be accompanied by a certificate from the District of Columbia OTR stating that the entity has complied with the filing requirements of District of Columbia tax laws and has paid taxes due to the District of Columbia, or is in compliance with any payment agreement with OTR;
 21. The applicant has the demonstrated administrative and financial capability to provide and manage the proposed services and ensure an adequate administrative, performance and audit trail;
 22. If required by OSSE, the applicant is able to secure a bond, in an amount not less than the total amount of the funds awarded, against losses of money and other property caused by fraudulent or dishonest act committed by any employee, board member, officer, partner, shareholder, or trainee;
 23. The applicant is not proposed for debarment or presently debarred, suspended, or declared ineligible, as required by Executive Order 12549, "Debarment and Suspension," and implemented by 2 CFR 180, for prospective participants in primary covered transactions and is not proposed for debarment or presently debarred as a result of any actions by the District of Columbia Contract Appeals Board, the Office of Contracting and Procurement, or any other District contract regulating Agency;
 24. The applicant has the financial resources and technical expertise necessary for the production, construction, equipment and facilities adequate to perform the grant or subgrant, or the ability to obtain them;
 25. The applicant has the ability to comply with the required or proposed delivery or performance schedule, taking into consideration all existing and reasonably expected commercial and governmental business commitments;
 26. The applicant has a satisfactory record of performing similar activities as detailed in the award or, if the grant award is intended to encourage the development and support of organizations without significant previous experience, that the applicant has otherwise established that it has the skills and resources necessary to perform the grant. In this connection, agencies may report their experience with an applicant's performance to the DC Office of Partnerships and Grant Services (OPGS) which shall collect such reports and make the same available on its intranet website.
 27. The applicant has a satisfactory record of integrity and business ethics;
 28. The applicant has the necessary organization, experience, accounting and operational controls, and technical skills to implement the grant, or the ability to obtain them;

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29. The applicant is in compliance with the applicable District licensing and tax laws and regulations;
30. The applicant meets all other qualifications and eligibility criteria necessary to receive an award under applicable laws and regulations.
31. The grantee agrees to indemnify, defend and hold harmless the Government of the District of Columbia and its authorized officers, employees, agents and volunteers from any and all claims, actions, losses, damages, and/or liability arising out of this grant or subgrant from any cause whatsoever, including the acts, errors or omissions of any person and for any costs or expenses incurred by the District on account of any claim therefore, except where such indemnification is prohibited by law.

Acknowledgement Assurances

Applicants will be required to acknowledge compliance with the following District and Federal statutes and regulations, as applicable:

1. The Americans with Disabilities Act of 1990, Pub. L. 101-336, July 26, 1990, 104 Stat. 327 (42 U.S.C. § 12101 et seq.)
2. Rehabilitation Act of 1973, Pub. L. 93-112, Sept. 26, 1973, 87 Stat. 355 (29 U.S.C. § 701 et seq.)
3. The Hatch Act, Chap. 314, 24 Stat. 440 (7 U.S.C. § 361a et seq.)
4. The Fair Labor Standards Act, Chap 676, 52 Stat, 1060 (29 U.S.C. § 201 et seq.)
5. The Clean Air Act pub. L. 108-201, February 24, 2004, (42 U.S.C. Chap 85 et seq.)
6. The Occupational Safety and Health Act of 1970, Pub. L. 91-596, Dec. 29, 1970, 84 Stat. 1590 (26 U.S.C. 651 et seq.)
7. The Hobbs Act (Anti-Corruption), Chap 537, 60 St. 420 (18 U.S.C. § 1951)
8. Equal Pay Act of 1963, Pub. L. 88-38, June 10, 1963, 77 Stat. 56 (29 U.S.C. § 201)
9. Age Discrimination Act of 1975, Pub. L. 94-135, Nov. 28, 1975, 89 Stat. 728 (42 U.S.C. § 6101 et seq.)
10. Age Discrimination in Employment Act, Pub. L. 90-202, Dec. 15, 1967, 81 Stat. 602 (29 U.S.C. § 621 et seq.)
11. Military Selective Service Act of 1973
12. Title IX of the Education Amendments of 1972, Pub. L. 92-318, June 23, 1972, 86 Stat. 235, (20 U.S.C. § 1001)
13. Immigration Reform and Control Act of 1986, Pub. L. 99-603, Nov 6, 1986, 100 Stat. 3359, (8 U.S.C. § 1101)
14. Executive Order 12459 (Debarment, Suspension and Exclusion)
15. Medical Leave Act of 1993, Pub. L. 103-3, Feb. 5, 1993, 107 Stat. 6 (5 U.S.C. § 6381 et seq.)

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16. Drug Free Workplace Act of 1988, Pub. L. 100-690, 102 Stat. 4304 (41 U.S.C. § 701 et seq.)
17. Assurance of Nondiscrimination and Equal Opportunity (29 CFR § 34.20)
18. District of Columbia Human Rights Act of 1977 (D.C. Official Code § 2-1401.01)
19. Title VI of the Civil Rights Act of 1964
20. District of Columbia Language Access Act of 2004, DC Law 15 -414, (D.C. Official Code § 2-1931 et seq.)
21. Lobbying Disclosure Act of 1995, Pub. L. 104-65, Dec 19, 1995, 109 Stat. 693, (31 U.S.C. § 1352)
22. Individuals with Disabilities Education Act of 2004 (IDEA), 20 U.S.C. § 1400 et seq.

Appendix A

Official Intent to Apply Notification
(Must be received by OSSE no later than Aug. 25, 2017)
(PDF Submission Preferred)

TO: OSSE Office of Public Charter School Financing and Support
opcsfs.funding@dc.gov

FROM: _____
(LEA or Organization Name)

RE: Intent to Apply for FFY2016 Scholarships for Opportunities and Results (SOAR)
Act Grant(s)

LEA or Organization Name: _____

LEA or Organization Address: _____

Contact Person: _____

Contact Person Telephone: _____

Contact Person Email: _____

This Intent to Apply is for the following SOAR Act Grants:

Please place an "x" next to all of the grants for which the LEA or organization intends to apply:

- _____ Facilities Grant
- _____ Third Party/Charter Support Organization Grant
 - * Partner charter LEA (if identified): _____
 - * Partner charter LEA (if identified): _____

I understand that the deadline for these grant applications is 3 p.m. on Monday, Sept. 18, 2017, and that late applications will not be reviewed.

Signature: _____ Date: _____
(LEA or Organization Official)

Appendix B

Scoring Rubric

Instructions:

Choose the radio button that corresponds with your answer to the rubric question. Justify your answer in the comments section.

Score Not Assignable	Limited/ Weak	Fair	Good	Strong/ Exceptional
No response or information/ information doesn't answer prompt question	Attempts to answer prompt	Mostly answers prompt	Fully answers prompt	Answers prompt in depth; reviewer has no questions
Information, if provided, is unclear or hard to understand	Missing a lot of requested information/ unclear	Missing some of requested information/ mostly clear	All requested information provided/ clear	All requested information provided/ clear, highly focused, coherently integrated answers
Inappropriate answer	Appropriate answer with limited details	Appropriate answer with details; answer is not well expressed	Appropriate answer with details; answer is well expressed	Appropriate, well- articulated answer that is extremely detailed and shows a clear and relevant path to success
Strongly disagree	Disagree	Slightly agree	Agree	Strongly agree

Project Data (16):	Score Not Assignable	Limited/ Weak	Fair	Good	Strong/ Exceptional
The applicant listed two or more distinct LEAs with which they will be partnering. (Yes/No) (max 1)	0	1			
The applicant has realistic plan to disseminate best practices to the overall charter community. (max 6)	0	1.5	3	4.5	6
The applicant has received awards/recognition for the	0	1			

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success shown. (Yes/No) (max 1)					
The applicant can demonstrate that their organization has a clear history of success working with DC charter schools on similar projects. (max 6)	0	1.5	3	4.5	6
The letter of recommendation is specific to the successful work that the applicant accomplished. (Yes/No) (max 2)	0	2			
Needs Assessment (12):	Score Not Assignable	Limited/Weak	Fair	Good	Strong/Exceptional
The applicant gave a clear description of the data used to assess the needs of at least two partners. (max 6)	0	1.5	3	4.5	6
There is a clear link between the data used and the need described. (max 6)	0	1.5	3	4.5	6
Project Description (16):	Score Not Assignable	Limited/Weak	Fair	Good	Strong/Exceptional
There is a clear link between need(s) and the project. (max 4)	0	1	2	3	4
The project is clearly described. (max 12)	0	3	6	9	12
Theory of Action (8):	Score Not Assignable	Limited/Weak	Fair	Good	Strong/Exceptional
The if-then-because statement clearly shows how and why the project will be successful. (max 4)	0	1	2	3	4
The success of the project is based on credible and recent (within the last five years) research and/or demonstrated success. (max 4)	0	1	2	3	4
Logic Model (12):	Score Not Assignable	Limited/Weak	Fair	Good	Strong/Exceptional
At least two logic models are provided (Yes/No). (max 2)	0	2			

SOAR Non-Profit Third-Party/Charter Support Organization Grants

All elements of the logic models (Inputs, Activities, Outcomes, Outputs, and Measurements/ Tools) are well-defined. (max 4)	0	1	2	3	4
The outcomes and outputs are feasible within a two year timeline. (max 2)	0	0.5	1	1.5	2
The logic models demonstrate a clear overview of the described project. (max 4)	0	1	2	3	4
Overall (16):	Score Not Assignable	Limited/Weak	Fair	Good	Strong/Exceptional
1. The overall project is well thought out. (max 4)	0	1	2	3	4
2. The project is likely to be successful in rapidly raising student achievement. (max 8)	0	2	4	6	8
3. The project is designed to ensure that gains are sustainable after the grant ends. (max 4)	0	1	2	3	4
Based on your review and assessment of the description, does this project provide direct assistance or indirect assistance? (radio button/not scored)					
Budget (20):	Score Not Assignable	Limited/Weak	Fair	Good	Strong/Exceptional
1. Costs seem allowable (necessary to the project, allocable, and reasonable). (max 8)	0	2	4	6	8
2. Budget line items and summary of costs align with the described project. (max 8)	0	2	4	6	8
3. Proposed budget can reasonably be expended within two years. (max 4)	0	1	2	3	4