

REQUEST FOR APPLICATIONS

RFA # GDO—SAF—14

District of Columbia

Office of the State Superintendent of Education



FFY2013 SOAR Act Facilities Grants

RFA Release Date

January 3, 2014

Intent to Apply Deadline (Mandatory)

January 14, 2014

Pre-Application Conference (Mandatory)

January 14, 2014

Application Submission Deadline

January 31, 2014

Table of Contents

Checklist for Application	3
1. General Information	4
1.1 Introduction	4
1.2 Purpose of Grant Funds	4
1.3 Source of Funding	4
1.4 Requirement of Funding	4
1.5 Funds Available and Funding Period	5
1.6 Eligibility	5
1.7 Permissible Use of Funds	5
2. Schedule	5
2.1 RFA Release	5
2.2 Pre-Application Conference	6
2.3 Intent to Apply	6
2.4 Contact Person(s)	6
2.5 Applications Due	6
2.6 Updates	6
2.7 Awards Announcement	6
3. Application	7
3.1 Application Content	7
4. Scoring	7
4.1 Review Panel	7

Checklist for Application
FFY2013 SOAR Act Facilities Grants

- The applicant submitted the Intent to Apply form by January 14, 2014.
- The applicant attended the mandatory pre-application conference. Please see Section 2 in the Request for Application (RFA).
- The applicant has responded to all sections of the Request for Application (“RFA”) and the application contains all the information and appendices requested. Please see Section 3 for more detail, as well as Application workbook.
 - Tab 1 – Directions
 - Tab 2 – Contact Info
 - Tab 3 – Comprehensive Data
 - Tab 4 – Needs Assessment & Narrative
 - Tab 5 – Detailed Expenditure Summary
 - Tab 6 – Budget Summary
 - Tab 7 – Sources and Uses
 - Tab 8 – Logic Models
 - Tab 9 – Appendices
 - Tab 10 – Intent to Apply Form
 - Tab 11 – Assurances
- The applicant has made certain the application adheres to the direction and criteria of each section of this RFA.
- The applicant has submitted:
 - One (1) electronic copy in Excel format, and
 - One (1) signed PDF copy of the signature page, both emailed to opcsfs.funding@dc.gov
- Applications received via email at or after 5:01 p.m. EST, on Friday, January 31, 2014, will not be reviewed. Any additions or deletions to an application will not be accepted after the deadline of 5:00 p.m. No hard copies of the application will be accepted at OSSE.**

Request for Applications

RFA # GDO-SAF-14

Section 1: General Information

1.1 Introduction

The Office of Public Charter School Financing and Support, within the Office of the State Superintendent of Education (OSSE), is soliciting applications from District of Columbia public charter schools for investing in public facility projects.

1.2 Purpose of Funds

The purpose of SOAR Act funding is to address the two impact areas within Elementary and Secondary Education:

- Innovative funding to improve school performance and educational outcomes; and
- Effective facility financing and funding to increase the number of high-quality public charter school seats.

Through this RFA, OPCSFS is soliciting proposals for:

- **Investing in Public Facility Projects**
 - Funds will support renovation/reconstruction of former DCPS or other District-owned facilities released by the District for lease by public charter schools.

1.3 Source of Funding

The United States Department of Education, through 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).

1.4 Requirement of Funding

The most important 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). Pursuant to the SOAR Act, 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 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 a year, 2013-2016. Please be advised that noncompliance of the charter school with the terms and conditions stated in the SOAR Act requirements acceptance document may result in the withholding of further federal grant funds administered by OSSE.

1.5 Funds Available and Funding Period

A total of \$5,000,000 is available for awards through this RFA. OSSE will provide up to \$750,000 per award.

The duration of the Public Facility Project grant is for a period of two (2) years from the grant award date.

1.6 Eligibility

An eligible applicant meets all of the following criteria:

- **Investing in Public Facility Projects**
 - Must be a DC Public Charter School
 - Site control evidence prior to any disbursements

1.7 Permissible Use of Funds

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

- **Investing in Public Facility Projects**
 - Costs must meet requirements of permissible use of Federal Funds within EDGAR 34 CFR Part 75, Part 76 and Part 80 and applicable OMB Circulars;
 - Align with and support the principles outlined in the ESEA Flexibility Waiver; and
 - Support renovations and reconstruction, both soft and hard costs, which may include exterior reconstruction, interior reconstruction, upgrades to systems, and the creation of new or improved academic and/or physical fitness space.

All grant project budgets will be reviewed by a peer review panel, as well as OPCSFS staff to ensure expenditures are allowable and meet the intent of the purposes of this RFA.

Additional guidance about standards for determining costs for federal grants is available from Office of Management and Budget (OMB) at:

<http://www.whitehouse.gov/omb/circulars/a087/a087-all.html#attb>.

Section 2: Schedule

2.1 RFA Release

The release date of the RFA is January 3, 2014. The RFA is available online at www.osse.dc.gov.

2.2 Pre-Application Conference

The mandatory pre-application conference will be held at the Office of the State Superintendent of Education, located at 810 First Street, NE as follows:

- Investing in Public Facility Projects – January 14, 2014, 10:00–11:00am, 8th Floor, Room 806A

Each interested local educational agency (LEA) must send at least one LEA-representative in order to meet the attendance requirement. This representative should be someone that works directly within the LEA.

2.3 Intent to Apply

All eligible entities seeking to receive funding under this RFA, must submit their Intent to Apply notification form (please see appendix), signed by an authorized signer, via email to opcsfs.funding@dc.gov by 5:00pm on January 14, 2014. **Failure to submit the Intent to Apply notification will result in disqualification of the Applicant prior to review.**

2.4 Contact Person(s)

Applicants are advised that the following staff are the authorized contact persons for the grant program:

- Alina Tsanova, Financial Program Specialist, alina.tsanova@dc.gov
- Faida Fuller, Acting Director, Office of Public Charter School Financing and Support, faida.fuller@dc.gov.

2.5 Applications Due

Applications are due January 31, 2014 by 5:00pm and must be emailed to opcsfs.funding@dc.gov. Please use the following naming convention in the subject line: Organization Name_Grant Category.

(Example: ABC Public Charter School_Investing in Public Facilities).

2.6 Updates

Information and updates regarding the grant competitions will be emailed to those that submitted an Intent to Apply form(s) and attend the mandatory Pre-Application Conference(s).

2.7 Awards Announcement

Awards will be announced via email and the OSSE website on **February 21, 2014**. OPCSFS will disseminate award letters and grant award notifications within 7-14 days after the awards announcement.

Section 3: Application

3.1 Application Content

The Application includes the following tabs:

- Tab 1 – Directions
- Tab 2 – Contact Info
- Tab 3 – Comprehensive Data
 - Academic Data
 - Project Specific Data
- Tab 4 – Needs Assessment & Narrative
 - Needs Assessment
 - Project Description
 - Theory of Action
 - Alignment to the District’s ESEA Flexibility Waiver
 - Partnership Collaboration
- Tab 5 – Detailed Expenditure Summary
- Tab 6 – Budget Summary
- Tab 7 – Sources and Uses
- Tab 8 – Logic Models
- Tab 9 – Appendices
 - Collaboration Letter
 - Completed Logic Models
 - Signed Assurances
 - Executed Lease/Purchase Agreements
 - W-9 Form for any entity not currently in the DC vendor system
 - Senior Lender and/or Subordinated Lender Commitment Letter or Term Sheet
 - Audited Financial Statements for FY11 and FY12
 - Architectural Plans / Surveys / Appraisals
 - General Contractor’s Detailed Construction Budget
- Tab 10 – Intent to Apply Form
- Tab 11 – Assurances

Section 4: Scoring

4.1 Review Panel

All grants within this RFA are competitive. A review panel for all categories will be convened to review, score, and rank each applicant’s application. The review panel will be composed of

neutral, qualified, professional individuals who have been selected for their unique related experiences. Upon completion of its review, the panel shall make recommendations for awards based on the scoring rubric(s). OPCSFS will make the final decisions.