

REQUEST FOR APPLICATIONS RFA #GD0-COLO-07

Office of the State Superintendent of Education

FY 2007 Co-Location Assistance Grants



RFA Release Date: July 13, 2007

Application Submission Deadline (for first round of reviews): July 20, 2007

Checklist for Applications FY 2007 Co-Location Assistance Grants

- The application format conforms to the “Application Format” listed in Section VII, beginning on page 7 of the RFA.

- The applicant organization/entity has responded to all sections of the Request for Application and contains all the information and Attachments requested.
 - The Application Summary section is complete.
 - The Project Description section is complete.
 - The Budget Narrative section is complete.
 - Attachment A** Applicant Profile is attached and complete.
 - Attachment B** Certifications are attached and complete.
 - Attachment C** Assurances are attached and complete.
 - Attachment D** Original Receipt is attached and complete.
 - Attachment E** Budget is attached and complete.
 - Attachment F** Intent to Apply is attached and complete.

The appropriate appendices, including evidence to show that the nonprofit organization has the expertise, experience, resources, and management procedures sufficient to implement the proposed project, can provide project accountability, and other supporting documentation are enclosed.

- The applicant is submitting the required three (3) sets of the application, one (1) original and two (2) copies. Applicants are encouraged to provide electronic copies of applications.

- The applicant is submitting a completed W-9.

- The application is submitted to the OSSE no later than 5:00 p.m. on the deadline date of July 20, 2007.

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Office of the State Superintendent of Education

Request for Applications RFA #GD0-COLO-07

FY 2007 Co-Location Grants

SECTION I GENERAL INFORMATION

Introduction

The Office of the State Superintendent of Education (the “OSSE”), on behalf of the Executive Office of the Mayor, is soliciting applications from qualified District of Columbia public charter schools and/or non-profits for the following: 1) to improve District of Columbia Public School (“DCPS”) facilities which provide space to District of Columbia Public Charter Schools (“PCSs”); and/or 2) to develop innovative programs for DCPS and PCS programs which share, or will share a DCPS facility.

The Office of Public Charter School Financing and Support (the “OPCSFS”) in the Office of the State Superintendent of Education is responsible for an annual appropriation of \$13 million in Federal funds for the benefit of public charter schools. Of the FY 2006 appropriated funds, \$2 million was earmarked for Co-Location grants to public charter schools, for the improvement of DCPS facilities.

Under this Request for Applications (“RFA”), the OSSE is inviting qualified applicants to apply for funding that will improve the quality of DCPS educational facilities occupied by PCSs and/or establish partnerships between DCPS and PCSs programs which are sharing facilities.

This RFA outlines the requirements for eligible applicants to receive these grants.

Program Impact

District of Columbia Public Charter Schools are responsible for securing their own facilities. The high cost of renting appropriate space is a significant obstacle to the provision of quality public education. The location, design, and amenities of DCPS properties offer some of the best options for PCSs.

Eligibility

An organization/entity meeting at least one of the following criteria is eligible to apply for the Co-Location Grants under this Request for Applications:

- A District of Columbia Public Charter School that will occupy a DCPS facility¹ in the 2007/2008 School Year;
- A District of Columbia based 501(c)(3) non-profit organization that will use the grant funds to improve a DCPS facility occupied by PCSs in the 2007/2008 School Year; or

- A District of Columbia based 501(c)(3) non-profit organization that will hold these funds in escrow for improvement to DCPS facilities within the grant term, or for further distribution to PCSs occupying DCPS space during the grant term.

¹ “DCPS” Facility – Any school building in the DCPS inventory.

Preference will be given to DC public charter school applicants who propose projects to improve DCPS facilities occupied by those PCSs in the 2007/2008 school year.

Individuals are not eligible to apply. Each applicant should provide evidence to demonstrate that all requirements of eligibility are appropriately satisfied (for non-profit applicants applying on behalf of PCSs and/or for the benefit of PCSs, this includes experience and expertise regarding public school facilities and evidence that the non-profit is working on behalf of PCSs to secure facilities). Such evidentiary materials may be submitted as addendum.

Source of Grant Funding

The United States Congress, through the Fiscal Year (FY) 2006 Appropriations Act, awarded the funds to the Office of the State Superintendent of Education.

Award Period

The grant awards will be for a period of two (2) years from date of award. Provided the applicant successfully meets the performance objectives, the Office of the State Superintendent of Education may extend the terms of this grant. The total duration of this grant, including any continuations under this provision, shall not exceed three (3) years.

Grant Award

Grant award payments will be made in accordance with the approved grant application, performance objectives, and accompanying bona fide estimate for the program or service. A final accounting for the entire project shall be submitted to the Office of the State Superintendent of Education no later than 45 days after the expenditure of grant funds or by the end of the grant period, whichever comes first.

Contact Person

For further information, please contact:

Stefan Huh
Office of the State Superintendent of Education
441 4th Street, NW Suite 350 North
Washington, D.C. 20001
202.724.7803
Stefan.Huh@dc.gov

Hours of RFA Pick-up and Delivery

Applicants can pick up the RFA from the OSSE on available dates and times, as well as from www.OSSE.dc.gov.

To be considered in the first round of grant awards, applications must be received by July 20, 2007. All applications received thereafter will be reviewed on a first-come, first-serve, rolling basis.

Internet

Applicants who obtained this RFA through the Internet shall provide the OSSE

- Name of organization;
- Key contact;
- Mailing address;
- Telephone number;
- Fax number; and
- Email address.

This information shall be provided so that the applicant will receive updates and/or addenda to the FY 2007 Co-Location Grant RFA.

Pre-Application Conference

A Pre-Application Conference will be held on Tuesday July 17, 2007, from 1 pm to 3 pm at 441 4th Street, NW, Washington, DC 20001.

Explanations to Prospective Applicants

Applicants are encouraged to e-mail or fax questions to the contact person listed above.

SECTION II SUBMISSION OF APPLICATIONS

Application Identification

A total of three (3) sets of the application, one (1) original and two (2) copies, must be submitted in an envelope or package. **Two Attachment D's** should be affixed to the outside of one envelope or package.

Application Submission Date and Time

The first round of applications are due no later than 5:00 p.m., on July 20, 2007. All applications will be recorded upon receipt.

An original and two copies of the application **must be** hand delivered to the following location:

Office of the State Superintendent of Education
441 4th Street, NW, Suite 350 North
Washington, D.C. 20001

Mail/Courier/Messenger Delivery

Applications that are mailed or delivered by Messenger/Courier services **must be** sent in sufficient time to be received by the 5:00 p.m., deadline, July 20, 2007, at the above location.

SECTION III PROGRAM AND ADMINISTRATIVE REQUIREMENTS

Use of Funds

The funds made available under the Co-Location Grants shall be used to improve DCPS school facilities occupied by PCSs, and/or to fund programs benefiting both the guest and host schools.

Certifications and Assurances

Applicants shall complete and return the Certifications and Assurances listed in Attachments B and C with the application submissions.

Monitoring and Reporting

The OSSE will monitor grant recipients through site visits and review of project reports. The specific schedule for site visits and submission of reports will be included in the Grant Agreements. The Grant Agreement will also provide descriptions of the required program and financial reports.

SECTION IV GENERAL PROVISIONS

Insurance

The applicant, when requested, must be able to show proof of all insurance coverage required by law. All applicants that receive awards under this RFA must show proof of insurance prior to receiving funds.

Audits

At any time or times before final payment and three (3) years thereafter, the District and respective jurisdictional administrative agencies may have the applicant's expenditure statements and source documentation audited.

Nondiscrimination in the Delivery of Services

In accordance with Title VI of the Civil Rights Act of 1964 (Public Law 88-352), as amended, no person shall, on the grounds of race, color, religion, nationality, sex, or political opinion, be denied the benefits of, or be subjected to discrimination under, any program activity receiving FY 2007 Co-Location Grant Funds.

W-9

The applicant shall submit a completed W-9.

SECTION V PROGRAM SCOPE

Intent of Program

The Office of the State Superintendent of Education announces that up to \$1,780,000 in funds is available for grants to public charter schools, and other non-profits within the District of Columbia (for the benefit of public charter schools).

Grant funds must be spent to improve DCPS school facilities occupied by public charter schools. In the ordinary course of business, DCPS as landlord is responsible for providing facilities in a reasonable condition for educational purposes. The use of these grant funds should depend on the duration of PCS agreements with DCPS: for shorter-term agreements (one to 5 years), grant funds will be used for light rehabilitation work, such as painting, fixing plaster on walls, minor repairs to flooring, etc.; for longer term agreements, the grant funds may be expended for more extensive rehabilitation and renovations.

The OSSE intends applicants to work with host schools so that facility improvements benefit all students in the facility. Secondary consideration will be given to proposals for programs partnering PCSs and DCPS host schools.

Task Statement

The purpose of the Co-Location Grants is to provide public charter schools occupying DCPS space with funds to improve the shared facilities and/or to develop collaborative programs between DCPS and PCSs.

In order to do so, the awarded applicant is responsible for demonstrating/establishing, evidence of indicators as articulated below:

- A) **Organizational Capacity** -- The ability to manage facility improvement projects.

- B) **Qualifications of Key Personnel** -- Knowledge of DCPS facilities, facilities plans, and best practices for designing educational facilities.

- C) **Project Description** --
 - Copies of Leases, Right of Entry Agreements, Use Agreements, and/or other correspondence with DCPS documenting the co-location;
 - A description of the types of improvements and projects funded by this grant;
 - Understanding of the condition of DCPS facilities.
 - For non-profits holding funds in escrow for further sub-grants to charters, a plan for:
 1. managing and investing grant funds to preserve the principal and interest for the purposes of this grant award;
 2. distributing grant funds;
 3. monitoring the use of grant funds;
 4. retaining funds as management fees (may not exceed 1% of total award)
 5. one of the following:
 - a. The extent to which the project adds to current policy information regarding facility sharing in the District;
 - b. The extent to which the project will provide a model or other information that could be used by others to negotiate leases with DCPS for surplus space;
 - c. The extent to which the project involves techniques that are innovative and reflective of best practices as identified across the country.
 - The public charter schools to be/being served by the applicant.

Post Award

- Post-award, the applicant is responsible for the following:
 - a. Submission of a quarterly report and budget detailing the completion status of the above requirements; and
 - b. Submission of a culminating report detailing the completion of the above elements within 45 days of the termination of the grant.
- Applicants may be responsible for securing background checks for individuals working directly with students.

SECTION VI EVALUATION OF APPLICATIONS

Evaluation Criteria

- *Justification of need (including condition of facilities).*
- *Qualification and experience of the leaders and proposed support staff.*
- *Innovative plan for sharing and improving DCPS space.*
- *Soundness of the plan for organizing and carrying out the proposed project(s).*
- *Reasonableness of the proposed budget .*
- *Number of children served by the award.*

Decision on Awards

The final decision on awards rests solely with the OSSE. After reviewing the applications, the OSSE shall decide which applicants will be awarded the Co-Location grants, and the amount of those grant awards.

SECTION VII APPLICATION FORMAT

Application Format

Applicants are required to follow the format below and each application must contain the following information:

- Applicant Profile (**See Attachment A**)
- Application Summary
- Project Description
- Budget Narrative
- Certifications and Assurances (**See Attachments B and C**)
- Original Receipt (**See Attachment D**)
- Budget Form (**See Attachment E**)
- Intent to Apply (**See Attachment F**)
- Appendices (e.g., evidence to show the school is in good standing with its charter school Authorizer, has a student body, resumes, organization chart, position descriptions)

There are no limitations on the number of pages; however, we recommend that applicants submit no more than 20 pages, excluding appendices.

Description of Application Sections

The purpose and content of each section is described below. Applicants should include all information needed to adequately describe their objectives and plans for services. It is important that applications reflect continuity among the goals and objectives, program design, work plan of activities, and that the budget demonstrates the level of effort required for the proposed services.

Applicant Profile

Each application must include an Applicant Profile, which identifies the applicant, type of organization, mission and the amount of grant funds requested. See Attachment A.

Application Summary

This section of the application should be brief and serve as the cornerstone of the application. The application summary should highlight the major aspects of the objectives that are discussed in depth in other sections of the application.

Project Description

This section of the application should contain the project description that justifies and describes the project to be implemented. The project description should include the following:

1. Identification of the DCPS site to be improved;
2. Condition of the building and justification of need for the improvements;
3. Specific improvements to be made;
4. Work plan for activities;
5. Estimated project cost; and,
6. For non-profit applicants applying to distribute funds to PCSs, quality assurance and sub-monitoring mechanisms.

Program Budget and Budget Narrative

Standard budget forms are provided in Attachment E. The budget for this application shall contain detailed, itemized cost information that shows project costs and/or other direct costs of joint programs. The detailed budget narrative shall contain a justification for each category listed in the budget. The narrative should clearly state how the applicant arrived at the budget figures.

Required Attachments, Certifications, and Assurances

Applicants shall provide the requested Attachments listed below and return them with the application.

Attachment A	Applicant Profile
Attachment B	Certifications
Attachment C	Assurances
Attachment D	Original Receipt
Attachment E	Budget
Attachment F	Intent to Apply

Appendices

This section shall be used to provide technical material, supporting documentation and endorsements. Such items include:

- Evidence to show that the nonprofit organization is in good standing with and able to do business in the District of Columbia;
- W-9;
- Indication of nonprofit corporation status;
- Roster of the Board of Directors;
- Proposed organizational chart for the project;
- Organizational budget (as opposed to project budget);
- Staff resumes; and
- Planned job descriptions.

SECTION VIII LIST OF ATTACHMENTS

Attachment A	Applicant Profile
Attachment B	Certifications
Attachment C	Assurances
Attachment D	Work Plan
Attachment E	Budget
Attachment F	Intent to Apply

Attachment A

**Applicant Profile/Cover Page
Office of the State Superintendent of Education
FY 2007 Co-Location Grants
RFA #GD0-COLO-07**

PUBLIC CHARTER SCHOOL/ORGANIZATION NAME: _____

NAME of PROJECT: _____

CONTACT PERSON: _____

Name/Title: _____

Office Address: _____

Phone: _____

Fax: _____

Email Address: _____

BUDGET

Amount Requested: _____

Total Project Budget: _____

Briefly describe the work for which you are requesting funding:

Attachment B

**GOVERNMENT OF THE DISTRICT OF COLUMBIA
Office of the Chief Financial Officer**



**Certifications Regarding
Lobbying; Debarment, Suspension and Other Responsibility
Matters; and Drug-Free Workplace Requirements**

Applicants should refer to the regulations cited below to determine the certification to which they are required to attest. Applicants should also review the instructions for certification included in the regulations before completing this form. Signature of this form provides for compliance with certification requirements under 28 CFR Part 69, "New Restrictions on Lobbying" and 28 CFR Part 67, "Government-wide Debarment and Suspension (Non-procurement) and Government-wide Requirements for Drug-Free Workplace (Grants)." The certifications shall be treated as a material representation of fact.

1. LOBBYING

As required by Section 1352, Title 31 of the U.S. Code and implemented at 28 CFR Part 69, for persons entering into a grant or cooperative agreement over \$100,000, as defined at 28 CFR Part 69, the applicant certifies that:

- (a) No Federally appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any Federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement;
- (b) If any funds other than Federally appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form - III, "Disclosure of Lobbying Activities," in accordance with its instructions;
- (c) The undersigned shall require that the language of this certification be included in the award documents for all sub awards at all tiers including subgrants, contracts under grants and cooperative agreements, and subcontracts) and that all sub-recipients shall certify and disclose accordingly.

2. Debarment, Suspension, and Other Responsibility Matters (Direct Recipient)

As required by Executive Order 12549, Debarment and Suspension, and implemented at 28 CFR Part 67, for prospective participants in primary covered transactions, as defined at 28 CFR Part 67, Section 67.510—

A. The applicant certifies that it and its principals:

- (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal court, or voluntarily excluded from covered transactions by any Federal department or agency;**
- (b) Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;**
- (c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and**
- (d) Have not within a three-year period preceding this application had one or more public transactions (Federal, State, or local) terminated for cause or default; and**

B. Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

1. Drug-Free Workplace (Grantees Other Than Individuals)

As required by the Drug Free Workplace Act of 1988, and implemented at 28 CFR Part 67, Subpart F. for grantees, as defined at 28 CFR Part 67 Sections 67.615 and 67.620—

A. The applicant certifies that it will or will continue to provide a drug-free workplace by:

- (a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the applicant's workplace and specifying the actions that will be taken against employees for violation of such prohibition;**
- (b) Establishing an on-going drug-free awareness program to inform employees about—**
 - (1) The dangers of drug abuse in the workplace;**
 - (2) The applicant's policy of maintaining a drug-free workplace;**
 - (3) Any available drug counseling, rehabilitation, and employee assistance programs; and**
 - (4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;**
- (c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);**

- (d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will—
- (1) Abide by the terms of the statement; and
 - (2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
- (e) Notifying the agency, in writing, within 10 calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title to: Office of the State Superintendent of Education 441 4th St., NW, Room 350 North, Washington, DC 20001. Notice shall include the identification number(s) of each effected grant;
- (f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted—
- (1) Taking appropriate personnel action against such an employee, up to and incising termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 - (2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
 - (3) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (1), (c), (d), (e), and (f).

B. The applicant may insert in the space provided below the sites) for the performance of work done in connection with the specific grant:

Place of Performance (Street address, city, county, state, zip code)

Drug-Free Workplace (Grantees who are Individuals)

As required by the Drug-Free Workplace Act of 1988, and implemented at 28 CFR Part 67, subpart F, for grantees as defined at 28 CFR Part 67; Sections 67 615 and 67.620—

- A. As a condition of the grant, I certify that I will not engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in conducting any activity with the grant; and
- B. If convicted of a criminal drug offense resulting from a violation occurring during the conduct of any grant activity, I will report the conviction, in writing, within 10 calendar days of the conviction, to: Office of the State Superintendent of Education, 441 4th St., NW, Room 350 North, Washington, DC 20001.

As the duly authorized representative of the applications,

I hereby certify that the applicant will comply with the above certifications.

1. Grantee Name and Address

_____ **2. Application Number and/or Project Name**

_____ **3. Grantee IRS/Vendor Number**

_____ **4. Typed Name and Title of Authorized Representative**

_____ **5. Signature**

_____ **6. Date**

Attachment C

ASSURANCES

The applicant hereby assures and certifies compliance with all Federal statutes, regulations, policies, guidelines and requirements, including OMB Circulars No. A-21, A-110, A-122, A-128, A-87; E.O. 12372 and Uniform Administrative Requirements for Grants and Cooperative Agreements - 28 CFR, Part 66, Common Rule, that govern the application, acceptance and use of Federal funds for this federally-assisted project.

Also, the Application assures and certifies that:

1. It 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 the 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.
2. It will comply with requirements of the provisions of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 PL 91-646 which provides for fair and equitable treatment of persons displaced as a result of Federal and federally-assisted programs.
3. It 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 USC 1501, et. seq.).
4. It will comply with the minimum wage and maximum hours provisions of the Federal Fair Labor Standards Act if applicable.
5. It 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.
6. It will give the sponsoring agency of the Comptroller General, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the grant.
7. It will comply with all requirements imposed by the Federal-sponsoring agency concerning special requirements of Law, program requirements, and other administrative requirements.
8. It will insure that the facilities under its ownership, lease or supervision which shall be utilized in the accomplishment of the project are not listed on the Environmental Protection Agency's (EPA), list of Violating Facilities and that it will notify the Federal grantor agency of the receipt of any communication from the Director of the EPA Office of Federal Activities indicating that a facility to be used in the project is under consideration for listing by the EPA

- 9. It will comply with the flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973, Public Law 93-234-, 87 Stat. 975, approved December 31, 1976. Section 102(a) requires, on and after March 2, 1975, the purchase of flood insurance in communities where such insurance is available as a condition for the receipt of any Federal financial assistance for construction or acquisition purposes for use in any area that has been identified by the Secretary of the Department of Housing and Urban Development as an area having special flood hazards. The phrase “Federal Financial Assistance” includes any form of loan, grant, guaranty, insurance payment, rebate, subsidy, disaster assistance loan or grant, or any other form of direct or indirect Federal assistance.**
- 10. It will assist the Federal grantor agency in its compliance with Section 106 of the National Historic Preservation Act of 1966 as amended (16 USC 470), Executive Order 11593, and the Archeological and Historical Preservation Act of 1966 (16 USC 569a-1 et. seq.) By (a) consulting with the State Historic Preservation Officer on the conduct of investigations, as necessary, to identify properties listed in or eligible for inclusion in the National Register of Historic Places that are subject to adverse effects (see 36 CFR Part 800.8) by the activity, and notifying the Federal grantor agency of the existence of any such properties, and by (b) complying with all requirements established by the Federal grantor agency to avoid or mitigate adverse effects upon such properties.**
- 11. It will comply with the provisions of 28 CFR applicable to grants and cooperative agreements including Part 18. Administrative Review Procedure; Part 22, Confidentiality of Identifiable Research and Statistical Information; Part 42, Nondiscrimination/Equal Employment Opportunity Policies and Procedures; Part 61, Procedures for Implementing the National Environmental Policy Act; Part 63, Floodplain Management and Wetland Protection Procedures; and Federal laws or regulations applicable to Federal Assistance Programs.**
- 12. It will comply, and all its contractors will comply with; Title VI of the Civil Rights Act of 1964, as amended; Section 504 of the Rehabilitation Act of 1973, as amended; Subtitle A, Title III of the Americans with Disabilities Act (ADA) (1990); Title IIX of the Education Amendments of 1972 and the Age Discrimination Act of 1975.**
- 13. In the event a Federal or State court or Federal or State administrative agency makes a finding of discrimination after a due process hearing on the grounds of race, color, religion, national origin, sex, or disability against a recipient of funds, the recipient will forward a copy of the finding to the Office for Civil Rights, U.S. Department of Justice.**
- 14. It will provide an Equal Employment Opportunity Program if required to maintain one, where the application is for \$500,000 or more.**

15. It will comply with the provisions of the Coastal Barrier Resources Act (P.L 97-348), dated October 19, 1982, (16 USC 3501 et. seq.) which prohibits the expenditure of most new Federal funds within the units of the Coastal Barrier Resources System.

Signature

Date

Attachment D

**Original Receipt
FY 2007 Co-Location Grants
RFA #GD0-COLO-07**

The Office of the State Superintendent of Education is in receipt of

(Contact Name/Please Print Clearly)

(Organization Name)

(Address, City, State, Zip Code)

(Phone)

(Fax)

(Project Title)

(Amount Requested)

OSSE USE ONLY:

Please Indicate Time:

_____ Applications with Original

RECEIVED ON THIS DATE

_____/_____/_____

Received by: _____

LATE APPLICATIONS WILL NOT BE CONSIDERED FOR AN AWARD

ATTACHMENT E

**BUDGET
RFA # GD0-COLO-07**

A. Personnel	\$ _____
B. Fringe Benefits	\$ _____
C. Travel	\$ _____
D. Consultants/Contracts	\$ _____
E. Supplies	\$ _____
F. Equipment	\$ _____
G. Training	\$ _____
H. Operating Expenses	\$ _____
I. Other Expenses	\$ _____
PROJECT TOTAL	\$ _____

Attachment F

Official Intent to Apply Notification

TO: Mr. Stefan Huh
Office of Public Charter School Financing and Support
Office of the State Superintendent of Education
441 4th Street NW
Suite 350 North
Washington, DC 20001
Stefan.Huh@dc.gov
Telephone: (202) 724-7803
FAX: (202) 727-2019

RE: Please accept this notification that the following *eligible* organization intends to apply for consideration of funding under the Co-Location Grants RFA.

Organization Name: _____

Organization Address: _____

Collaborators (if any): _____

Contact Person: _____

Telephone: _____

Fax: _____

Email: _____

Signature: _____ Date: _____