



# **CHARTER SCHOOLS PROGRAM PRE- APPLICATION WEBINAR**

***GRANTS FOR NON-STATE EDUCATIONAL  
AGENCIES – 84.282B/C***



**FY 2016 Pre-Application Webinar  
Non-SEA Competition**

**CFDA 84.282B and 84.282C**

*United States Department of Education  
Office of Innovation and Improvement*

**August 26, 2015  
Washington, D.C.**

# MEETING LOGISTICS

## WEBINAR

1. YOU ARE IN LISTEN ONLY MODE
2. THE WEBINAR WILL BE RECORDED
3. USE CHAT FUNCTION FOR QUESTIONS OR COMMENTS;  
Q&A DURING PRESENTATION
  - a. WHEN SUBMITTING YOUR QUESTIONS, PLEASE REPLY TO ALL PRESENTERS
4. FOLLOW-UP WITH EMAIL



# WELCOME

## ERIN PFELTZ

- MANAGER, CHARTER SCHOOLS PROGRAM, OII

## LOURDES RIVERY

- COMPETITION MANAGER, NON-SEA PROGRAM  
PROGRAM OFFICER, CHARTER SCHOOLS PROGRAM, OII



# IMPORTANT NOTE

The Federal Register notice contains important information. We recommend all applicants read the entire notice in the Federal Register. Applicants must follow the Application Procedures as described in the Federal Register notice announcing the grant competition.



# AGENDA

## 84.282B & C – CSP GRANTS FOR NON-STATE EDUCATIONAL AGENCIES

- **OVERVIEW**
  - APPLICATION DUE DATE/TIME
  - PURPOSE
  - ELIGIBILITY
  - COMPETITION BASICS
- **APPLICATION DETAIL**
  - APPLICATION PACKAGE OVERVIEW
  - PRIORITIES
  - SELECTION CRITERIA
  - REQUIREMENTS
  - PERFORMANCE MEASURES
- **GRANTS.GOV (REGISTER AND SUBMIT EARLY!)**



# APPLICATIONS ARE DUE BY:

**October 6, 2015, at 4:30:00 p.m.  
(EST)**

**Washington, D.C. time**

**Important Note:** The Grants.gov helpdesk is not available on weekends. You are strongly encouraged to submit early! You can always resubmit your application (prior to the closing date at 4:30 p.m. if you need to update your application.



# PURPOSE OF THE CHARTER SCHOOLS PROGRAM (CSP)

To increase the national understanding of the charter school model by:

1. expanding the number of high-quality charter schools available to students across the Nation by providing financial assistance for the planning, program design, and initial implementation of charter schools, and
2. evaluating the effects of charter schools, including their effects on students, student academic achievement, staff and parents.

# PURPOSE OF 84.282B & C COMPETITION

## 84.282B

The Secretary awards grants to individual charter schools to apply for start-up funds related to the planning, program design, and initial implementation of a charter school.

## 84. 282C

The Secretary awards grants to individual charter schools that have been in operation for at least 3 consecutive years and have demonstrated overall success, including—

- (i) substantial progress in improving student academic achievement;
- (ii) high levels of parent satisfaction; and
- (iii) the management and leadership necessary to overcome initial start-up problems and establish a thriving, financially viable charter school.

# ELIGIBILITY

## NON-SEA ELIGIBLE APPLICANTS

- Eligible applicants are Non-SEAs in states with a State statute specifically authorizing the establishment of charter schools and a state in which the SEA does not have an approved application from CSP under 84.282A (or will not have an application under 84.282A) as of the start date for the grant.
- States whose SEAs currently have approved CSP applications are CA, CO, DC, FL, IN, MN, MO, NJ, NY, RI, SC. We will not consider applications of Non-SEA applicants from these States.
- In addition, the Department will approve CSP applications of additional SEAs in FY 2015. Applications of Non-SEA eligible applicants from States whose SEA applications are approved in FY 2015 will not be considered.

When available, FY 2015 SEA awards will be posted at [www2.ed.gov/programs/charter/awards.html](http://www2.ed.gov/programs/charter/awards.html).



# ELIGIBILITY

## NON-SEA ELIGIBLE APPLICANTS

- A developer that has applied to an authorized public chartering authority to operate a charter school;
- Has provided to that authority adequate and timely notice, and a copy of its CSP grant application (may be waived in the case of a pre-charter planning grant if the authorized public chartering authority to which a charter school proposal will be submitted has not been determined at the time the grant is submitted (Sec. 5203(d)(3))

# COMPETITION BASICS

## IMPORTANT DATES

Applications Available: **Friday, August 21, 2015**

Dates of Pre-Application Webinar: **August 26, 2015**  
**September 9, 2015**  
*3:30pm – 5:00pm EST*

Deadline for Transmittal of Applications: **October 6, 2015**  
(4:30:00 p.m. Washington, D.C. time)

Grant Performance Period Begins: **December 30, 2015**



# COMPETITION BASICS

## WHAT IS IN THE NIA

1. One Absolute Priorities, three additional Competitive Preference Priorities, one Invitational Priority
2. Selection Criteria, each specific to 84.282B and C
3. Application Requirements
4. Relevant Definitions



# COMPETITION BASICS

## AWARD INFORMATION

Type of Award: Discretionary grants.

Estimated Available Funds: \$4,000,000. Contingent upon the availability of funds and the quality of the applications, we may make additional awards in FY 16 from the list of unfunded applications from this competition.

Estimated Range of Awards (84.282B): \$150,000 - \$250,000 per year up to three years.

Estimated Range of Awards (84.282C): \$100,000 - \$300,000 per year up to two years.

Estimated Average Size of Awards: \$200,000 per year.

Estimated Number of Awards: 18-22.

Project Period: Up to 36 months for 84.282B and up to 24 months for 84.282C.

**Note: The Department is not bound by any estimates in the Federal Register Notice.**



# COMPETITION BASICS

## AWARD NOTICES

If your application is successful, we will notify your U.S. Representative and U.S. Senators and send you a Grant Award Notification (GAN). We may also notify you informally.

If your application is not evaluated or not selected for funding, we will also notify you.

# COMPETITION BASICS

## CONFLICT OF INTEREST

- CSP grantees must avoid apparent and actual conflicts of interest when administering grants and entering into contracts for equipment or services.
- Among other things, Federal grant recipients must develop written procurement procedures and conduct all procurement transactions in a manner to provide open and free competition (see 34 CFR 74.42-74.44)
- Department regulations also prohibit a person from participating in an administrative decision regarding a project if (a) the decision is likely to benefit that person or his or her immediate family member; and (b) the person has a family or business relationship with the grantee (34 CFR 75.525)



# COMPETITION BASICS

## ELECTRONIC SUBMISSION REQUIREMENT

Applications for grants under this program must be submitted electronically, unless you qualify for an exception to this requirement in accordance with the instructions in the Notice.

Applications are due no later than **October 6, 2015 by 4:30:00 PM, Washington, D.C. time.**



# AGENDA

## 84.282B & C – CSP GRANTS FOR NON-STATE EDUCATIONAL AGENCIES

- OVERVIEW
  - PURPOSE
  - ELIGIBILITY
  - NEW ADDITIONS FOR FY15
  - COMPETITION BASICS
- **APPLICATION DETAIL**
  - APPLICATION PACKAGE OVERVIEW
  - PRIORITIES
  - SELECTION CRITERIA
  - REQUIREMENTS
  - PERFORMANCE MEASURES
- GRANTS.GOV (REGISTER AND SUBMIT EARLY!)



# APPLICATION PACKAGE OVERVIEW

The application package can be found on <http://grants.gov>.

## A complete application consists of the following components:

- Required Forms:
  - ED Standard Forms
  - Assurances and Certifications
- Application Narrative:
  - Abstract Narrative Form
  - Budget Narrative Form
  - Project Narrative Form
- Other Attachments
  - Charter School Program Assurances
  - Resumes/Curriculum Vitae
  - Letters of Support
  - Proprietary Information
  - Additional Information
    - Proof of Non-Profit Status
    - Other



# APPLICATION PACKAGE OVERVIEW

## REQUIRED FORMS

### **ED Standard Forms**

- Application for Federal Assistance (SF 424)
- Department of Education Supplemental Information for SF 424
- Department of Education Budget Summary Form (ED 524)
- Disclosure of Lobbying Activities (SF-LLL)

### **Assurances and Certifications**

- GEPA Section 427
- Assurances – Non-Construction Programs (SF 424B)
- Grants.gov Lobby form (formerly ED 80-0013 form)



# APPLICATION PACKAGE OVERVIEW

## ED STANDARD FORM – SF 424

Please fill out the following form. You can save data typed into this form. Highlight Fields

[View Burden Statement](#) OMB Number: 4040-0004  
Expiration Date: 03/31/2012

### Application for Federal Assistance SF-424

<b>* 1. Type of Submission:</b> <input type="checkbox"/> Preapplication <input type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	<b>* 2. Type of Application:</b> <input type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	<b>* If Revision, select appropriate letter(s):</b> <input type="text"/> <b>* Other (Specify):</b> <input type="text"/>
<b>* 3. Date Received:</b> <input type="text"/> Completed by Grants.gov upon submission.	<b>4. Applicant Identifier:</b> <input type="text"/>	
<b>5a. Federal Entity Identifier:</b> <input type="text"/>	<b>5b. Federal Award Identifier:</b> <input type="text"/>	
<b>State Use Only:</b>		
<b>6. Date Received by State:</b> <input type="text"/>	<b>7. State Application Identifier:</b> <input type="text"/>	
<b>8. APPLICANT INFORMATION:</b>		
<b>* a. Legal Name:</b> <input type="text"/>		
<b>* b. Employer/Taxpayer Identification Number (EIN/TIN):</b> <input type="text"/>	<b>* c. Organizational DUNS:</b> <input type="text"/>	
<b>d. Address:</b>		
<b>* Street 1:</b>	<input type="text"/>	
<b>Street 2:</b>	<input type="text"/>	
<b>* City:</b>	<input type="text"/>	



# APPLICATION PACKAGE OVERVIEW

## ED STANDARD FORM – SF 424

8c – Organizational DUNS. This must be the same DUNS number used when you registered with Grants.gov

16a-b – Congressional District. Enter the district the applicant organization is located in, and the district in which activities will occur.

17a-b – Proposed Project Start and End Dates. The start date will be **January 1, 2016**. The 84.282B grants can be for up to 3 years, and the 84.282C grants can be up to 2 years. The end date should reflect how many years are requested.

18 – Estimated Funding. This should show only the first year of the project.

19 – EO 12372. This program is subject to the Executive Order.



# ED STANDARD FORM 524



**U.S. DEPARTMENT OF EDUCATION  
BUDGET INFORMATION  
NON-CONSTRUCTION PROGRAMS**

OMB Control Number: 1894-0008  
Expiration Date: 06/30/2017

Name of Institution/Organization: **NAME OF DOE**

Applicants requesting funding for only one year should complete the column under "Project Year 1." Applicants requesting funding for multi-year grants should complete all applicable columns. Please read all instructions before completing form.

**SECTION A - BUDGET SUMMARY  
U.S. DEPARTMENT OF EDUCATION FUNDS**

Budget Categories	Project Year 1 (a)	Project Year 2 (b)	Project Year 3 (c)	Project Year 4 (d)	Project Year 5 (e)	Total (f)
1. Personnel	145,000	145,000	145,000			435,000
2. Fringe Benefits	36,250	36,250	36,250			108,750
3. Travel	1,000	1,000	1,000			3,000
4. Equipment	0	0	0			0
5. Supplies	7,000	7,000	7,000			21,000
6. Contractual	30,000	30,000	30,000			90,000
<b>7. Construction</b>	<b>0</b>	<b>0</b>	<b>0</b>			<b>0</b>
8. Other	1,200,000	1,200,000	1,200,000			3,600,000
9. Total Direct Costs (lines 1-8)	1,419,250	1,419,250	1,419,250			4,257,750
10. Indirect Costs*	141,925	141,925	141,925			425,775
11. Training Stipends	0	0	0			0
12. Total Costs (lines 9-11)	1,561,175	1,561,175	1,561,175			4,683,525

**\*Indirect Cost Information (To Be Completed by Your Business Office):**

If you are requesting reimbursement for indirect costs on line 10, please answer the following questions:

(1) Do you have an Indirect Cost Rate Agreement approved by the Federal government? X Yes \_\_\_ No

(2) If yes, please provide the following information:

Period Covered by the Indirect Cost Rate Agreement: From: 03 / 01 / 2015 To: 02 / 28 / 2016 (mm/dd/yyyy)

Approving Federal agency: X ED \_\_\_ Other (please specify): \_\_\_\_\_ The Indirect Cost Rate is 10 %

(3) For Restricted Rate Programs (check one) -- Are you using a restricted indirect cost rate that:

\_\_\_ Is included in your approved Indirect Cost Rate Agreement? or \_\_\_ Complies with 34 CFR 76.564(c)(2)? The Restricted Indirect Cost Rate is \_\_\_\_\_ %



# APPLICATION PACKAGE OVERVIEW

## ED STANDARD FORM 524

- Section A is required; complete all years for which funds are requested.
- Funds requested should match the detailed budget narrative required in another segment of application.
  - If you have an approved indirect cost rate, provide the details in the budget narrative as well.
  - Construction is not an allowable cost.
- Section B should only be completed if you are making a matching commitment. This program does not require a match.



# APPLICATION PACKAGE OVERVIEW

## GEPA STATEMENT

- Section 427 of GEPA requires an applicant for federal funds to include a description of the steps they will take to ensure equitable access to and participation in the grant project.
- To meet this requirement, applicants must include a statement that does two things:
  1. Identify at least one barrier that would prevent someone from participating in grant activities.
  2. Explain what will be done to overcome the barrier.



# APPLICATION PACKAGE OVERVIEW

## OTHER ATTACHMENTS

There are five (5) “Other Attachments” that should be included:

- Appendix A Charter School Program Assurances;
- Appendix B Resumes Curriculum Vitae;
- Appendix C Letters of Support;
- Appendix D Proprietary Information;
- Appendix E Additional Information
  - Proof of Non-profit status
  - Other information as necessary



# APPLICATION PACKAGE OVERVIEW

## APPLICATION NARRATIVE

**The Application Narrative consists of the following components:**

- Abstract Narrative
- Budget Narrative
- Project Narrative
  - Absolute Priority
  - Competitive Preference Priorities (optional)
  - Invitational Priority (optional)
  - Selection Criteria
  - Application Requirements



# APPLICATION PACKAGE OVERVIEW

## ABSTRACT NARRATIVE

### **ED Abstract**

The abstract narrative must include the name and address of the organization and the name, phone number, and e-mail address of the contact person for this project.

The abstract narrative should not exceed one page and should use language that will be understood by a range of audiences.

For all projects, include the project title (if applicable), goals, expected outcomes and contributions for research, policy, practice, etc.



# APPLICATION PACKAGE OVERVIEW

## BUDGET NARRATIVE

### Budget Narrative

Provide an itemized budget breakdown narrative, by project year, for each budget category listed in Section A of the ED 524 form.

### Budget Resources:

- 2 CFR Part 200 (previously OMB Circular A-87 (State) and A-122 (non-profit)) \*Additional information can be found at: <http://www2.ed.gov/policy/fund/guid/uniform-guidance/index.html>
- CSP Nonregulatory Guidance, Sections D2-D5
- This is a non-construction grant. CSP funds may not be used for construction, or to add to the permanent value of a property or appreciably prolong its life.



# APPLICATION PACKAGE OVERVIEW

## BUDGET NARRATIVE - 84.282B FUNDING RESTRICTIONS AND BUDGETS

- Awards up to 36 months.
- Eligible start-up charter schools under this program must use the grant funds for the planning, program design, and initial implementation.
- No more than 18 months may be used for planning and program design and more than 24 months may be used for the initial implementation of a charter school.



# APPLICATION PACKAGE OVERVIEW

## BUDGET NARRATIVE - 84.282B FUNDING RESTRICTIONS AND BUDGETS

- CSP funds awarded under CFDA number 84.282B may be used only for the planning and initial implementation of a charter school.
- As a general matter, the Secretary considers charter schools that have been in operation for more than three years to be past the initial implementation phase and, therefore, ineligible to receive CSP funds to support the initial implementation of a charter school.



# APPLICATION PACKAGE OVERVIEW

## BUDGET NARRATIVE - 84.282B FUNDING RESTRICTIONS AND BUDGETS

A Non-SEA receiving a grant under this program may use the grant funds for —

**Post-award planning and design of the educational program, which may include:**

1. Refinement of the desired educational results and of the methods for measuring progress toward achieving those results; and
2. Professional development of teachers and other staff who will work in the charter school.



# APPLICATION PACKAGE OVERVIEW

## BUDGET NARRATIVE - 84.282B FUNDING RESTRICTIONS AND BUDGETS

### Initial implementation of the charter school, which may include:

1. Informing the community about the school;
2. Acquiring necessary equipment and educational material and supplies;
3. Acquiring or developing curriculum materials; and
4. Other initial operational costs that cannot be met from State or local sources.



# APPLICATION PACKAGE OVERVIEW

## BUDGET NARRATIVE - 84.282C FUNDING RESTRICTIONS AND BUDGETS

- Awards up to 24 months.
- If the charter school has been in operation for at least 3 consecutive years and has demonstrated overall success, including—
  1. substantial progress in improving student academic achievement;
  2. high levels of parent satisfaction; and
  3. the management and leadership necessary to overcome initial start-up problems and establish a thriving, financially viable charter school.



# APPLICATION PACKAGE OVERVIEW

## BUDGET NARRATIVE - 84.282C FUNDING RESTRICTIONS AND BUDGETS

### Dissemination activities may include:

1. assisting other individuals with the planning and start-up of one or more new public schools, including charter schools, that are independent of the assisting charter school and the assisting charter school's developers
2. developing partnerships with other public schools, including charter schools, designed to improve student academic achievement in each of the schools participating in the partnership;



# APPLICATION PACKAGE OVERVIEW

## BUDGET NARRATIVE - 84.282C FUNDING RESTRICTIONS AND BUDGETS

### Dissemination activities may include (continued):

3. developing curriculum materials, assessments, and other materials that promote increased student achievement and are based on successful practices within the assisting charter school; and
4. conducting evaluations and developing materials that document the successful practices of the assisting charter school and that are designed to improve student performance in other schools.



# APPLICATION PACKAGE OVERVIEW

## BUDGET NARRATIVE - FUNDING RESTRICTIONS AND BUDGETS

- Applicants must ensure that all costs included in the proposed budget are allowable, reasonable, and necessary in light of the goals and objectives of the proposed project.
- Any costs determined to be unreasonable or unnecessary will be removed from the final budget.
- In the Budget Narrative Attachment, provide an itemized budget narrative, by project year, for each budget category, in addition to a justification for costs included.



# APPLICATION PACKAGE OVERVIEW

## BUDGET NARRATIVE - FUNDING RESTRICTIONS AND BUDGETS

### **Project Directors Meeting (March 2016):**

Applicants approved for funding under this competition must attend a two-day meeting for project directors during each year of the project.

Applicants are encouraged to include the cost of attending this meeting in their proposed budgets.



# APPLICATION PACKAGE OVERVIEW

## PROJECT NARRATIVE

**Project Narrative:** To facilitate the review of the application, please organize your Project Narrative in the following order and include a Table of Contents.

- 1. Absolute Priority**
- 2. Competitive Priorities (optional)**
- 3. Invitational Priority (optional)**
- 4. Selection Criteria**
- 5. Application Requirements**

**Applicants should limit the project narrative to 50 pages.** The Table of Contents does not count towards this limit.



# ABSOLUTE PRIORITY

- **Absolute Priority**: We consider only applications that meet this priority.
  - a. Supporting high-need students [students living in poverty]: projects that are designed to improve academic outcomes and learning environments for students who are living in poverty and are served by schools with high concentrations of students living in poverty.

# COMPETITIVE PREFERENCE PRIORITIES

- **Competitive Preference Priorities**: These are optional and could provide up to an additional 8 points.
  - a. Supporting high-need students [rural, students with disabilities, English learners]: projects that are designed to improve academic outcomes and learning environments for one or more of the following groups of students, (a) students served by Rural Local Educational Agencies, (b) students with disabilities, (c) English learners. (up to 3 points)
  - a. Supporting high-need students [federally recognized Indian Tribes]: projects that are designed to improve academic outcomes and learning environments for students who are federally recognized Indian Tribes. (up to 3 points)



# COMPETITIVE PREFERENCE PRIORITIES

- c. Improving Early Learning and Development Outcomes: Projects that are designed to improve early learning and development outcomes across one or more of the essential domains of school readiness for children from birth through third grade (or for any age group within this range) through a focus on including preschool, whether offered in school or community-based settings, as part of elementary education programs and systems in order to expand opportunities for preschool students and teachers. (up to 2 points)

# INVITATIONAL PRIORITY

- **Invitational Priority:**

The Secretary is particularly interested in applications from charter school developers planning schools, or from charter schools, that are designed to attract and serve students from diverse backgrounds, including students from different racial and ethnic groups and educationally disadvantaged students as reflected in the (a) charter school's mission statement, (b) vision of the charter school, or (c) charter or performance agreement between the charter school and its authorizer.

# SELECTION CRITERIA FOR 84.282B

## OVERVIEW

- 1) Quality of the proposed curriculum and instructional practices (up to 15 points)
- 2) The extent to which the proposed project will assist educationally disadvantaged students and other students in meeting State academic content standards and State student academic achievement standards (up to 5 points)
- 3) The quality of the strategy for assessing achievement of the charter school's objectives (up to 15 points)
- 4) The extent of community support and parental and community involvement (up to 10 points)
- 5) Quality of project (up to 22 points)
- 6) Quality of the management plan (up to 15 points)
- 7) Existence and quality of a charter or performance contract between the charter school and its authorized public chartering agency (up to 15 points)
- 8) The degree of flexibility afforded by the SEA and, if applicable, the LEA to the charter school (up to 3 points)



# SELECTION CRITERIA

## 84.282B: PLANNING, PROGRAM DESIGN, AND IMPLEMENTATION

84.282B Planning, Program Design, and Initial Implementation grant applicants and 84.282C Dissemination grant applicants must address each selection criterion individually and title each accordingly.

The maximum possible score for all of the criteria in this section is 100 points.

The maximum possible score for each criterion is indicated in parenthesis following the criterion.



# SELECTION CRITERIA

## 84.282B: PLANNING, PROGRAM DESIGN, AND IMPLEMENTATION

### **1. Quality of the proposed curriculum and instructional practices (up to 15 points).**

Note: The Secretary encourages the applicant to describe the quality of the educational program to be implemented by the proposed charter school, including: how the program will enable all students to meet challenging State student academic achievement and content standards; the grade levels or ages of students to be served; and the curriculum and instructional practices to be used.



# SELECTION CRITERIA

## 84.282B: PLANNING, PROGRAM DESIGN, AND IMPLEMENTATION

- 2. The extent to which the proposed project will assist educationally disadvantaged students in meeting State academic content standards and State student academic and achievement standards. (up to 5 points).**
- 3. The quality of the strategy for assessing achievement of the charter school's objectives (up to 15 points).**

Note: The Secretary encourages the applicant to propose a comprehensive plan for assessing the achievement of the charter school's objectives, inclusive of developing performance measures and performance targets for its proposed grant project that are consistent with those objectives. The applicant should clearly identify the project-specific performance measures and performance targets in its plan and should review Section VI.4. Performance Measures of this notice for information on the requirements for developing those performance measures and performance targets consistent with the objectives of the proposed project. The applicant may choose to include a discussion of the project-specific performance measures and targets it develops in response to the Performance Measures requirements when addressing this criterion.



# SELECTION CRITERIA

## 84.282B: PLANNING, PROGRAM DESIGN, AND IMPLEMENTATION

### 4. **The extent of community support for the application (up to 10 points).**

The Secretary considers the extent of community support for, and parental and community involvement in, the charter school. In determining the extent of community support for, and parental and community involvement in, the charter school, the Secretary considers--

- (i) The extent of community support for the application (up to 5 points); and
- (ii) How parents and other members of the community will be involved in the planning, program design, and implementation of the charter school (up to 5 points).

Note: In describing the extent to which the proposed project encourages parental and community involvement in the planning, program design, and implementation of the charter school, the Secretary encourages the applicant to describe how parents and other members of the community will be informed about the charter school and how students will be given an equal opportunity to attend the charter school.



# SELECTION CRITERIA

## 84.282B: PLANNING, PROGRAM DESIGN, AND IMPLEMENTATION

### 5. **Quality of the personnel (up to 22 points).**

The Secretary considers the quality of the personnel who will carry out the proposed project. In determining the quality of project personnel, the Secretary considers the extent to which the applicant encourages applications for employment from persons who are members of groups that have traditionally been underrepresented based on race, color, national origin, gender, age, or disability (up to 2 points).

In addition, the Secretary considers the qualifications, including relevant training and experience, of key project personnel (up to 20 points).

Note: The Secretary encourages the applicant to provide evidence of the key project personnel's training and experience in activities related to the planning, program design, and initial implementation of a charter school.



# SELECTION CRITERIA

## 84.282B: PLANNING, PROGRAM DESIGN, AND IMPLEMENTATION

### **6. Quality of the management plan (up to 15 points).**

The Secretary considers the quality of the management plan for the proposed project. In determining the quality of the management plan for the proposed project, the Secretary considers the adequacy of the management plan to achieve the objectives of the proposed project on time and within budget, including clearly defined responsibilities, timelines, and milestones for accomplishing project tasks.



# SELECTION CRITERIA

## 84.282B: PLANNING, PROGRAM DESIGN, AND IMPLEMENTATION

### 7. **The existence of a charter or performance contract between the charter school and its authorized public chartering agency (up to 15 points).**

The Secretary considers--

- (i) Whether a written charter or performance contract between the charter school and its authorized public chartering agency exists; and
  
- (ii) The extent to which the charter or performance contract describes how student performance will be measured in the charter school pursuant to State assessments that are required of other schools and pursuant to any other assessments mutually agreeable to the authorized public chartering agency and the charter school (up to 5 points).

Note: In considering whether there is a written charter or performance contract between the charter school and its authorized public chartering agency, the Secretary will consider, on a case-by-case basis, whether the school has received preliminary, conditional, or other intermediate approval to operate from the authorized public chartering authority, if applicable. An applicant should submit documentation regarding the status of any such approval and clearly describe the authorizer's approval process under applicable State law.



# SELECTION CRITERIA

## 84.282B: PLANNING, PROGRAM DESIGN, AND IMPLEMENTATION

- 8. The degree of flexibility afforded by the SEA and, if applicable, the LEA to the charter school (up to 3 points).**

Note: The Secretary encourages the applicant to describe the flexibility afforded under its State's charter school law in terms of establishing an administrative relationship between the charter school and the authorized public chartering agency, and whether charter schools are exempt from significant State or local rules that inhibit the flexible operation and management of public schools.



# SELECTION CRITERIA FOR 84.282C

## OVERVIEW

- 1) Quality of the project design (up to 10 points)
- 2) Quality of the proposed dissemination activities and the likelihood that those activities will improve student achievement (up to 10 points)
- 3) Existence and quality of a charter or performance contract between the charter school and its authorized public chartering agency (up to 5 points)
- 4) Demonstration of success (up to 30 points)
- 5) Significance of the proposed project (up to 15 points)
- 6) Quality of project personnel (up to 15 points)
- 7) Quality of the management plan (up to 15 points)



# SELECTION CRITERIA

## 84.282C: DISSEMINATION

84.282B Planning, Program Design, and Initial Implementation grant applicants and 84.282C Dissemination grant applicants must address each selection criterion individually and title each accordingly.

The maximum possible score for all of the criteria in this section is 100 points.

The maximum possible score for each criterion is indicated in parenthesis following the criterion.



# SELECTION CRITERIA

## 84.282C: DISSEMINATION

### **1. Quality of project design (up to 10 points).**

The Secretary considers the quality of the design of the proposed project. In determining the quality of the design of the proposed project, the Secretary considers the extent to which the proposed project is supported by strong theory (as defined in 34 CFR 77.1(c)).



# SELECTION CRITERIA

## 84.282C: DISSEMINATION

### **2. Quality of the Proposed Dissemination Activities (up to 10 points)**

Note: The applicant should review the Performance Measures section of this notice for information on the requirements for developing project-specific performance measures and targets consistent with those objectives. The applicant may choose to include a discussion of the project-specific performance measures and targets it develops in response to the Performance Measures requirements when addressing this criterion.



# SELECTION CRITERIA

## 84.282C: DISSEMINATION

### **3. Existence and quality of a charter or performance contract between the charter school and its authorized public chartering agency (20 U.S.C. 7221i(1)(L)) (up to 5 points).**

The Secretary considers-

- (i) Whether a written charter or performance contract between the charter school and its authorized public chartering agency exists (up to 1 point); and
- (ii) The extent to which the charter or performance contract describes how student performance will be measured in the charter school pursuant to State assessments that are required of other schools and pursuant to any other assessments mutually agreeable to the authorized public chartering agency and the charter school (up to 4 points).



# SELECTION CRITERIA

## 84.282C: DISSEMINATION

### **4. Demonstration of success (20 U.S.C. 7221c(f)(6)(A)) (up to 30 points).**

The extent to which the school has demonstrated overall success, including—

- (i) Substantial progress in improving student academic achievement (up to 20 points);
- (ii) High levels of parent satisfaction (up to 5 points); and
- (iii) The management and leadership necessary to overcome initial start-up problems and establish a thriving, financially viable charter school (up to 5 points).

Note: The Secretary encourages the applicant to provide performance data for the past three years to demonstrate student academic achievement (while maintaining the appropriate standards that protect personally identifiable information).



# SELECTION CRITERIA

## 84.282C: DISSEMINATION

### **5. Significance of the proposed project (34 CFR 75.210(b)(2)(xii)) (up to 15 points).**

The Secretary considers the significance of the proposed project. In determining the significance of the proposed project, the Secretary considers the extent to which the results of the proposed project are to be disseminated in ways that will enable others to use the information or strategies.



# SELECTION CRITERIA

## 84.282C: DISSEMINATION

### **6. Quality of project personnel (34 CFR 75.210(e)(1), (e)(2), and (e)(3)(i)) (up to 15 points). Quality of the management plan (up to 15 points).**

The Secretary considers the quality of the personnel who will carry out the proposed project. In determining the quality of project personnel, the Secretary considers the extent to which the applicant encourages applications for employment from persons who are members of groups that have traditionally been underrepresented based on race, color, national origin, gender, age, or disability (up to 3 points).

In addition, the Secretary considers the qualifications, including relevant training and experience, of the project director or principal investigator (up to 12 points).



# SELECTION CRITERIA

## 84.282C: DISSEMINATION

### **7. Quality of the management plan (34 CFR 75.210(g)(1) and (g)(2)(i)) (up to 15 points).**

The Secretary considers the quality of the management plan for the proposed project. In determining the quality of the management plan for the proposed project, the Secretary considers the adequacy of the management plan to achieve the objectives of the proposed project on time and within budget, including clearly defined responsibilities, timelines and milestones for accomplishing project tasks.



# APPLICATION REQUIREMENTS

An applicant applying for Non-SEA CSP grant funds, under CFDA numbers 84.282B and 84.282C, must address the following application requirements, which are based on section 5203(b) of the ESEA (20 U.S.C. 7221 b(b)).



# APPLICATION REQUIREMENTS

## OVERVIEW FOR BOTH 84.282B AND 84.282C

- A. Describe the educational program to be implemented
- B. Describe how the charter school will be managed
- C. Describe objectives of, and methods with which, the charter school will determine progress toward achieving those objectives
- D. Describe administrative relationship between the charter school and the authorized public chartering agency
- E. Describe how parents, and the community, will be involved in the planning, program design, and implementation
- F. Describe how the authorized public chartering agency will provide for continued operation of the charter school once the Federal grant has expired
- G. Waivers of any Federal Statutory or regulatory provisions



# APPLICATION REQUIREMENTS

## OVERVIEW FOR BOTH 84.282B AND 84.282C

- H. Describe how the grant funds will be used, including how they will be used in conjunction with other Federal programs administered by the Secretary
- I. Describe how students in the community will be informed about the charter school and be given an equal opportunity to attend the charter school
- J. Describe how a charter school that is considered an LEA under State law, or an LEA in which a charter school is located, will comply with IDEA
- K. If the applicant plans to use funds for dissemination activities, describe those activities and how they will involve charter schools and other public schools, LEAs, charter school developers, and potential charter school developers



# APPLICATION REQUIREMENTS

## FEDERAL DEFINITION OF A CHARTER SCHOOL – ESEA SECTION 5210(1)

The term “charter school” means a public school that:

- In accordance with a specific State statute authorizing the granting of charters to schools, is exempt from significant State or local rules that inhibit the flexible operation and management of public schools, but not from any rules relating to the requirements in paragraphs 1 through 12 of this definition;
- Is created by a developer as a public school, or is adapted by a developer from an existing public school, and is operated under public supervision and direction;
- Operates in pursuit of a specific set of educational objectives determined by the school’s developer and agreed to by the authorized public chartering agency;
- Provides a program of elementary or secondary education, or both;



# APPLICATION REQUIREMENTS

## FEDERAL DEFINITION OF A CHARTER SCHOOL – ESEA SECTION 5210(1)

- Is nonsectarian in its programs, admissions policies, employment practices, and all other operations, and is not affiliated with a sectarian school or religious institution;
- Does not charge tuition;
- Complies with the Age Discrimination Act of 1975, title VI of the Civil Rights Act of 1964, title IX of the Education Amendments of 1972, section 504 of the Rehabilitation Act of 1973, title II of the Americans with Disabilities Act of 1990, as amended, and part B of the Individuals with Disabilities Education Act;
- Is a school to which parents choose to send their children, and that admits students on the basis of a lottery, if more students apply for admission than can be accommodated;



# APPLICATION REQUIREMENTS

## FEDERAL DEFINITION OF A CHARTER SCHOOL – ESEA SECTION 5210(1)

- Agrees to comply with the same Federal and State audit requirements as do other elementary schools and secondary schools in the State, unless such requirements are specifically waived for the purpose of this program;
- Meets all applicable Federal, State, and local health and safety requirements;
- Operates in accordance with State law; and
- Has a written performance contract with the authorized public chartering agency in the State that includes a description of how student performance will be measured in charter schools pursuant to State assessments that are required of other schools and pursuant to any other assessments mutually agreeable to the authorized public chartering agency and the charter school. 20 U.S.C. 7221i(1)



# LOTTERY POLICIES

## LOTTERY AND ENROLLMENT

Under the Federal guidance, the only allowable exemptions to a lottery are:

- Students who are enrolled in a public school at the time it is converted into a public charter school;
- Students who are eligible to attend, and are living in the attendance area of, a public school at the time it is converted into a public charter school;
- Siblings of students already admitted to or attending the same charter school;
- Children of a charter school's founders, teachers, and staff (so long as the total number of students allowed under this exemption constitutes only a small percentage of the school's total enrollment); and
- Children of employees in a work-site charter school, (so long as the total number of students allowed under this exemption constitutes only a small percentage of the school's total enrollment).



# LOTTERY POLICIES

## LOTTERY AND ENROLLMENT

The applicant should provide a detailed description of its—

- recruitment and admissions policies and practices, including a description of the lottery it plans to employ if more students apply for admission than can be accommodated.
- describe any current or planned use of a weighted lottery or exemptions of certain categories of students from the lottery and how the use of such weights or exemptions is consistent with State law and the CSP authorizing statute.
  - For information on the CSP lottery requirement, including permissible exemptions from the lottery and the circumstances under which charter schools receiving CSP funds may use weighted lotteries, see Section E of the CSP Nonregulatory Guidance at <http://www2.ed.gov/programs/charter/nonregulatory-guidance.html>.



# LOTTERY POLICIES

## LOTTERY AND ENROLLMENT

An applicant that proposes to use a weighted lottery should provide—

1. Information concerning the circumstances in which a weighted lottery would be used, including the specific categories of students the weighted lottery would favor.
2. Evidence that (a) the use of a weighted lottery is necessary to comply with Federal or State law; or (b) the State permits the use of a weighted lottery under the circumstances in which a weighted lottery is proposed to be used (e.g., in favor of educationally disadvantaged students).
  - State permission to use a weighted lottery can be evidenced by the fact that weighted lotteries for such students are expressly permitted under the State charter school law, a State regulation, or a written State policy consistent with the State charter school law or regulation, or in the absence of express authorization, confirmation from the State's Attorney General, in writing, that State law permits the use of weighted lotteries in favor of such students.



# LOTTERY POLICIES

## LOTTERY AND ENROLLMENT

3. Information concerning the mechanisms that exist (if any) for an oversight entity (e.g., the SEA or an authorized public chartering agency) to review, approve, or monitor specific lottery practices, including the establishment of weight amounts if applicable.
4. Information concerning how the use of a weighted lottery for a permitted purpose is within the scope and objectives of the proposed project.
5. Information concerning the amount or range of lottery weights that will be employed or permitted and the rationale for these weights.



# DEFINITIONS

## OVERVIEW

- 1) Ambitious
- 2) Baseline
- 3) Essential domains of school readiness
- 4) Logic model
- 5) Performance measure
- 6) Performance target
- 7) Relevant outcome
- 8) Rural local educational agency
- 9) Strong theory

# CSP PERFORMANCE MEASURES

Program Performance Measures (GPRM). The goal of the CSP is to support the creation and development of a large number of high-quality charter schools that are free from State or local rules that inhibit flexible operation, are held accountable for enabling students to reach challenging State performance standards, and are open to all students. The Secretary has set two performance indicators to measure this goal:

- i. The number of charter schools in operation around the Nation;
- ii. The percentage of fourth-and-eighth grade charter school students who are achieving at or above the proficient level on State examinations in mathematics and reading/language arts.

Additionally, the Secretary has established the following measure to examine the efficiency of the CSP:

- iii. Federal cost per student in implementing a successful school (defined as a school in operation for three or more years).

# CSP PERFORMANCE MEASURES

- Applicants are encouraged to propose a thorough and comprehensive plan for assessing the achievement of the charter school objectives including the development of project-specific performance measures and performance targets
- All grantees will be expected to submit an Annual Performance Report (APR) documenting their contribution in assisting the Department in meeting these performance measures.
- For more guidance on creating strong application objectives and performance measures, please review the information in the Notice Inviting Applications on performance measures.



# APPLICABLE REGULATIONS AND STATUTE

- i. The Education Department General Administrative Regulations (EDGAR) in 34 CFR parts 75, 76, 77, 79, 81, 82, 84, 86, 97, 98, and 99.
- ii. The OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement) in 2 CFR part 180, as adopted and amended as regulations of the Department in 2 CFR part 3485; and
- iii. The Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards in 2 CFR part 200, as adopted and amended in 2 CFR part 3474.



# APPLICABLE REGULATIONS AND STATUTE

Additional information about the Charter Schools Program including laws, regulations, guidance and resources can be reviewed at:

<http://www2.ed.gov/programs/charternonsea/index.html>



# AGENDA

## 84.282A – CSP GRANTS FOR STATE EDUCATIONAL AGENCIES

- OVERVIEW
  - PURPOSE
  - ELIGIBILITY
  - NEW ADDITIONS FOR FY15
  - COMPETITION BASICS
- APPLICATION DETAIL
  - APPLICATION PACKAGE OVERVIEW
  - PRIORITIES
  - SELECTION CRITERIA
  - REQUIREMENTS
  - PERFORMANCE MEASURES
- **GRANTS.GOV (REGISTER AND SUBMIT EARLY!)**



# APPLICATIONS ARE DUE BY:

**October 6, 2015, 4:30:00 PM (EST)**

**Washington, D.C. time**

**Important Note:** The Grants.gov helpdesk is not available on weekends. You are strongly encouraged to submit early! You can always resubmit your application (before the closing date and time) if you need to update your application.



# FEDERAL REGISTER NOTICE – APPLICATION INFORMATION

- Due Date and Time
- Program Contact Information
- Page Limits and Formatting
- Allowable File Types
- Mandatory or Optional Electronic Submission
- Exemptions to mandatory electronic submission
- System for Submitting



# WHAT IS GRANTS.GOV?

- An external application system used throughout the Federal government
- Available at [www.grants.gov](http://www.grants.gov)



# IMPORTANT REMINDER

Please be sure to check the CFDA# (84.282B or 84.282C), Competition ID and title before you download the application package. Please see below for the information you will see displayed.

ED-GRANTS-082115-001	CSP Grants to Non-SEA Eligible Applicants for Planning, Program Design, and Initial Implementation CFDA Number 84.282B	84.282	1 Synopsis	1 Package(s)
ED-GRANTS-082115-002	CSP Grants to Non-SEA for Dissemination CFDA Number 84.282C	84.282	1 Synopsis	1 Package(s)



# GRANTS.GOV REGISTRATION PROCESS

The Grants.gov registration process involves five (5) basic steps:

1. Obtain a DUNS number
2. Register with SAM
3. Set up your Authorized Organization Representative (AOR) profile
4. Get authorized as an AOR by your organization's e-Biz POC
5. Track your AOR status



# GRANTS.GOV REGISTRATION PROCESS

1. The complete Grants.gov registration process takes **up to 4 weeks** to complete.
2. You do not have to register with Grants.gov if you only want to find grant opportunities or to download application packages – **but you MUST register to SUBMIT!**



# GRANTS.GOV REGISTRATION PROCESS

## Step 1: Register Your Organization

- To register, your organization will need to obtain a DUNS number. If your organization does not have a DUNS number, you can call **1-866-705-5711**. Check with your organization's grants office before obtaining a DUNS number. **Use the same DUNS number used on the SF 424 form.**

## Step 2: SAM Registration

- Register both your DUNS number and TIN with the System for Award Management (SAM) (formerly the Central Contractor Registry (CCR)). Your organization must have a DUNS number to register with SAM. SAM registration takes approximately 7 business days, but may take up to several weeks, to complete. **Once your SAM registration is active, you will need to allow 24 to 48 hours for the information to be available in Grants.gov and before you can submit an application through Grants.gov. SAM requires an annual registration – you will be unable to submit if this has not been updated. This may take three or more business days.**



# GRANTS.GOV REGISTRATION PROCESS

## Step 3: AOR Registration

- Create your Authorized Organization Representative (AOR) registration to obtain your username and password. You will need your organization DUNS number to complete the profile.

## Step 4: Confirm AOR Registration

- The E-Business Point of Contact at your organization will receive your registration from Grants.gov. The E-Biz POC will then authorize you as an AOR. The E-Biz POC is usually someone in your grants office. Only an AOR may submit an application.



# GRANTS.GOV REGISTRATION PROCESS

## Step 5: Track your AOR status

- The length of time is contingent upon how long it takes your E-Biz POC to authorize you as an AOR. There may be more than one AOR at the organization.
- All 5 registration steps can be found on the Grants.gov website.

<http://www.grants.gov/web/grants/applicants/organization-registration.html>



# GRANTS.GOV APPLICATION PACKAGE

- Review “Grants.gov Submission Procedures and Tips for Applicants” in application package.
- Applicant must download the correct version of Adobe in order to read any Grants.gov application packages.
- In Adobe, applicants must move all mandatory forms from left to right, in order to open each form.
- Once the form is on the right side, applicant can complete and **SAVE** each form; while in process, the application package is saved offline.
- Press the final **SAVE & SUBMIT** button before the final submission of the application.



# GRANTS.GOV APPLICATION PACKAGE

- Once you download the application, multiple people can work on it, and you work offline.
- Save often.
- Includes both forms and attachments.
- Submit all documents as **PDF files**.
- Once the application is complete, the “save and submit” button becomes active.



# GRANTS.GOV APPLICATION SUBMISSION

## SUCCESSFUL SUBMISSION

1. Applicants should receive a confirmation email with a time and date stamp and an assigned tracking number from Grants.gov
2. Applicants should receive a validation email from Grants.gov. This means the application is ready for Department pickup
3. Applicant should receive an email with their assigned PR Award # (U282B16XXXX)

## UNSUCCESSFUL SUBMISSION

1. Applicants should receive a confirmation email with a time and date stamp and an assigned tracking number from Grants.gov
2. If the application is received after 4:30:00 pm on October 6, 2015 or validation is not successful, applicant should receive an error email
3. Email may list the error, or applicant can use their tracking number to find the submission error



# GRANTS.GOV

## APPLICATION PACKAGE – UNSUCCESSFUL SUBMISSION

- Verify Submission is on time and validated successfully
- To check, login to Grants.gov and click on the Track My Application link
- Date/time received should be earlier than 4:30:00 p.m. on October 6, 2015.
- Application status should be “Validated”.
- Do not rely solely on email to confirm whether your application has been received on time and validated successfully.



The screenshot shows the Grants.gov homepage. The navigation bar includes links for HOME, ABOUT, SEARCH GRANTS, APPLICANTS, GRANTORS, SYSTEM-TO-SYSTEM, FORMS, and OUTREACH. The APPLICANTS dropdown menu is open, showing options for APPLICANT ACTIONS (Apply for Grants, Track My Application) and APPLICANT RESOURCES (Grant Eligibility, Individual Registration, Organization Registration, Grant Application Process, Applicant FAQs, Applicant Resources, Applicant Tips). A green arrow points to the 'Track My Application' link. Below the navigation is a section titled 'Find Open Grant Opportunities' with tabs for NEWEST OPPORTUNITIES, BROWSE CATEGORIES, BROWSE AGENCIES, and BROWSE ELIGIBILITIES. A table of opportunities is displayed below.

Funding Opportunity Number	Opportunity Title	Agency
SCAKAB-14-AW-001-SCA-05202014	Access to Justice Small Grants Program	U.S. Mission to Afghanistan
EPA-R4-WPD-2014-SFL	Special Studies- South Florida Geographic Initiative, Water Quality Protection Program for the Florida Keys National Marine Sanctuary, and the Southeast Florida Coral Reef Initiative/Land-Based Sources of Pollution	Environmental Protection Agency
R14SS00006	Grand Canyon Adaptive Management Program Tribal Participation	Bureau of Reclamation
F14AS00193	DOI Project #SA067; Hurricane Sandy; Beach Resiliency Studies; Fire Island;	Fish and Wildlife Service

# GRANTS.GOV APPLICATION SUBMISSION

**Do not rely solely on email to confirm whether your application has been received on time and validated successfully!**



# GRANTS.GOV SUBMISSION

- Save a copy of your application.
- We may request original signatures on forms at a later date.
- Applications cannot be “unsubmitted”.
- Users may resubmit their application at any point up until the closing date and time; we review the most recent submission before the due date and time.

**Closing Date: October 6, 2015,**

**4:30:00 PM**

**Washington, D.C. time**



# GRANTS.GOV AVAILABILITY

- If you are experiencing problems submitting your application through Grants.gov, please contact the Grants.gov Support Desk at 800-518-4726. You must obtain a Grants.gov Support Desk Case Number and must keep a record of it.
- If you are prevented from electronically submitting your application on the application deadline date **because of technical problems with the Grants.gov system**, we will grant you an extension until 4:30:00 p.m. (Washington, DC time), the following day to enable you to transmit your application electronically, by hand delivery, or through the mail **following the instructions in the Notice**.



# GRANTS.GOV AVAILABILITY

- If you submit an application after 4:30:00 p.m. (Washington, DC time) on October 6, 2015, contact the person listed in the Notice and provide an explanation of the technical problem you experienced with Grants.gov, along with the Grants.gov Support Desk Case Number. We will accept your explanation if we can confirm that a technical problem occurred with the Grants.gov system and that a problem affected your ability to submit your application by the deadline.
- The Department will contact you after a determination is made on whether your application will be accepted.



# GRANTS.GOV AVAILABILITY

These extensions apply only to **the unavailability of, or technical problems with,** the Grants.gov system. We will not grant you an extension if you failed to fully register to submit your application on Grants.gov before the application deadline date and time or if the technical problem you experienced is unrelated to the Grants.gov system.



# FOR INFORMATION AND ASSISTANCE

## CSP NON-SEA STAFF

Erin Pfeltz

[Erin.Pfeltz@ed.gov](mailto:Erin.Pfeltz@ed.gov), (202) 205-3525

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[Lourdes.Rivery@ed.gov](mailto:Lourdes.Rivery@ed.gov), (202) 453-7060

## GRANTS.GOV

[support@grants.gov](mailto:support@grants.gov), (800) 518-4726



# QUESTIONS?

**Closing Date:**

**October 6, 2015, at 4:30 p.m. (EST)**

**Washington, D.C. time**



THANK YOU



U.S. DEPARTMENT  
OF EDUCATION

