



NATIONAL
CHARTER SCHOOL
RESOURCE CENTER
AT SAFAL PARTNERS

SEA Webinar Series: Use of Funds



December 2015

Agenda

- **Welcome and Introductions**
- Charter Schools Program: Erin Pfeltz
- DC Office of the State Superintendent of Education: Ronda Kardash
- Q&A

Introducing our Presenters

Erin Pfeltz

Charter School Program,
U.S. Department of Education

Ronda Kardash

Program Analyst

DC Office of the State
Superintendent of
Education



About the National Charter School Resource Center

<http://www.charterschoolcenter.ed.gov/>

The screenshot shows the homepage of the National Charter School Resource Center. At the top left is the logo with the text "NATIONAL CHARTER SCHOOL RESOURCE CENTER AT SAFAL PARTNERS". To the right is a search bar and social media icons for Facebook, Twitter, and LinkedIn. Below the header is a teal navigation bar with links for FOCUS AREAS, AUDIENCE, PUBLICATIONS, VIDEOS, FUNDING, EVENTS, and FAQs. On the right of this bar are links for LOGIN, CMO, SEA, and CSO. Below the navigation bar is a search prompt: "What would you like to know about Charter Schools?" with a dropdown menu labeled "Select Your Topic" and a yellow "BEGIN YOUR SEARCH" button. The main content area features a large image of diverse students in a library setting. Overlaid on this image is a "Toolkit: District-Charter Collaboration" section, which includes a sub-header and a brief description: "A user's guide on what makes a collaboration successful. Both parties have a lot to gain by partnering up to meet common goals." Below the image are three circular icons representing different sections: a house icon for "What Are Charter Schools?", a folder icon for "State Resources for Charters", and a briefcase icon for "Most Popular Charter Resources". Each icon is accompanied by a title and a short paragraph of text.

What Are Charter Schools?
Charter schools are in 42 states, nearly 25 years old, and over 7% of k-12 students in the US are enrolled in one. Here is an explanation of this important trend

State Resources for Charters
Need help finding information about charter schools in your state? Click above for a map that will guide you to resources and contact information for each state

Most Popular Charter Resources
Click above for a list of our top resources. These resources include everything from reports on special education to documentaries on successful charters

- Funded through the **U.S. Department of Education**
- Makes accessible **high-quality resources to support the charter school sector**

Webinar Logistics

- Please use the chat feature to post questions
- Questions will be answered during Q&A
- Use the chat feature for help with technical issues
- The webinar recording will be available on the NCSRC website by Friday, December 18th at 5pm ET (link will be added before the webinar)
- We will ask you to fill out a survey on the webinar during Q&A

Discussion

If there were more technical assistance available to SEA charter school offices regarding charter school funding, it would help me the most if....

Please respond in the chat box.

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Cost Principles

- A-87 and A-122 consolidated into the Uniform Guidance (200.400)
- Generally applicable to all Federal funds
- Costs must be allowable, reasonable, allocable
 - A cost is reasonable if, in its nature and amount, it does not exceed that which would be incurred by a prudent person under the circumstances prevailing at the time the decision was made to incur the cost
- Training and Resources:
 - <http://www2.ed.gov/policy/fund/guid/uniform-guidance/cost-principles.html>



Charter Schools Program Statute (Section 5204(f)(3))

- A. Post award planning and design of the educational program, which may include –
 - i. Refinement of the desired educational results and of the methods for measuring progress toward achieving those results; and
 - ii. Professional development of teachers and other staff who will work in the charter school; and
- B. Initial implementation of the charter school, which may include –
 - i. Informing the community about the school;
 - ii. Acquiring necessary equipment and educational materials and supplies;
 - iii. Acquiring or developing curriculum materials; and
 - iv. Other initial operational costs that cannot be met from State or local sources.



Charter Schools Program Nonregulatory Guidance

Section D-3: What types of costs qualify as “other initial operational costs that cannot be met from State or local sources”?

- Costs are allowable only to the extent that they are related to the initial implementation of the charter school and cannot be met from State or local sources.

Section D-4: May CSP funds be expended on construction?

- No, CSP funds may not be used for construction. This includes the construction of ramps or other items needed for ADA compliance.
- CSP funds may be used for necessary maintenance, repair, or upkeep of buildings and equipment that neither add to the permanent value of the property nor appreciably prolong its life.
 - Acquiring necessary equipment and educational materials and supplies;
 - Acquiring or developing curriculum materials; and
 - Other initial operational costs that cannot be met from State or local sources.

Section B-12: Is a for-profit entity eligible to apply for a CSP grant or subgrant:

- No, a for-profit entity does not qualify as an eligible applicant for the purposes of the CSP. Only non-profit entities may qualify as eligible applicants under the CSP.
- A non-profit charter school receiving CSP funds may enter into a contract with a for-profit entity to have the for-profit entity manage the charter school on a day-to-day basis, but must directly administer or supervise the administration of the project. The grant recipient is directly responsible for ensuring that CSP grant funds are used in accordance with statutory and regulatory requirements.



Discussion

“What are some of the cost categories or items, that fall into the “other initial implementation costs”, that you have seen subgrantees request?”

Please use your chat box to answer.

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Application Process

- District of Columbia Office of the State Superintendent of Education (OSSE)
 - DC's State Education Agency (SEA)
 - Sets statewide policies
 - Provides resources and support
 - Exercises accountability for all public education in DC
 - Does not authorize charter schools
- Public Charter School Board (PCSB)
 - Sole charter school authorizer in DC
 - Approves charter applications
 - Provides technical assistance
 - Oversees aspects of accountability for charters as a component of DC's ESEA waiver
- OSSE's Office of Public Charter School Financing and Support (OPCSFS)
 - Provides PCSB-approved charters with three year Planning and Implementation grants
 - One year for planning and two years for Implementation (first two years of operation)
 - Assists in formulation and completion of budget
 - Provides technical assistance and monitoring
 - Reviews reimbursement requests and processes payments



Orientation & Technical Assistance

- Orientation Session
 - Introduction to other new charter leaders
 - Introduction to OSSE key personnel
 - Overview of allowability/permissible use of funds
 - Information on other Federal grants that may be of interest
 - Tips from prior awardees
 - Introduction to the OSSE Enterprise Grants Management System (EGMS)
- Technical Assistance
 - LEA institutes
 - Webinar series
 - One-on-one training



Overall Expected Distribution of 2015-2016 CSP Funding

Type of Funding	Amount
Grants to New Charters	\$15,510,000.00
Direct Loan Fund	\$1,824,705.88
Dissemination Grants	\$1,824,705.88
Administration	\$1,010,425.00



Expected Distribution of CSP Funding for New Charters

Cohort Year	Amount for Planning	Amount for Implementation	Total funding
2015	\$225,000	\$530,000	\$755,000
2016	\$230,000	\$540,000	\$770,000
2017	\$235,000	\$550,000	\$785,000
2018	\$240,000	\$280,000**	\$520,000
2019	\$245,000	\$0**	\$245,000

- Each newly-approved charter school receives the same amount of base CSP funding.
- The amount received is increased annually to account for inflation.
- There is funding set aside within these grants each year to increase the amount for any approved charter that demonstrates that they are prioritizing attracting, recruiting, admitting, enrolling, serving, and retaining educationally disadvantaged students.

** OSSE received a 5 year grant. Funding for Cohort Years 2018 and 2019 for a full three years is thus dependent on the District continuing to receive CSP funds through subsequent competitions.



Charter School Budgets

- Entered into Enterprise Grants Management System (EGMS)

Budget Overview	Salaries and Benefits	Professional Services	Equipment	Supplies and Materials	Fixed Property Costs	Other Objects	Budget Summary	
Budget Detail By Site								
This application has been approved. No more updates will be saved.								
Itemize and explain each expenditure amount that appears on the Budget Summary.								
Click here for Description of Program Category Values								
Note: This Budget Summary displays to aid in creating and editing the Request and will not display once the Request is submitted to the SEA.								
Paid to Date Amounts	100	300	400	500	600	700	800	Indirect Cost
	\$0.00	\$11,589.00	\$0.00	\$0.00	\$0.00	\$0.00	\$896.61	\$0.00
Current Budgeted Amounts by Budget Category	\$22,875.00	\$99,708.33	\$0.00	\$0.00	\$30,365.67	\$0.00	\$67,050.00	\$0.00
Notes: The District Level Budget page is identified by "000"								
Site: <input type="text" value="000 - Breakthrough Montessori Public Charter School"/> <input type="button" value="Go"/>								
Total Allocation Available for Budgeting <input type="text" value="\$220,000.00"/>								
To obtain additional detail lines, fill in all blank lines, and click Save Page. 10 more blank lines will then be added at the bottom.								
Item(s) to be Purchased	Program Category	Brief Description of Purpose of Purchase	CIS Planning Funds	Delete Row				
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text" value="0.00"/>	<input type="checkbox"/>				
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text" value="0.00"/>	<input type="checkbox"/>				

- Planning Budget/Implementation Budget
- Reviewed by OSSE staff for allowability
- Technical assistance provided where needed
- Charters can revise until the budgets are 100% approvable



Budget & Program Categories

- Budget Categories
 - Salaries and Benefits
 - Professional Services
 - Equipment
 - Supplies and Materials
 - Fixed Property Costs
 - Other Objects
- Program Categories
 - Instruction
 - Support Services
 - Travel
 - Administration
 - Operations and Maintenance
 - Student Transportation
 - Training
 - Other



Tracking Grant Funds

- OSSE tracks each charter's budget by categories in a Microsoft Excel "budget tracker."
 - Total budget
 - Year to date expenditures
 - Remaining balance
 - Percentage of funds drawn down

Implementation Program Balances		Budget Categories						Total of All Budget Categories
		Salaries and Benefits	Supplies and Materials	Fixed Property Costs	Professional Services	Equipment	Other	
	Instruction							
	Support Services							
	Administration							
	Operations and Maintenance							
	Student Transportation							
	Other							
	Training							
	Travel							
	TOTAL OF ALL PROGRAM CATEGORIES							



Trends in Costs

- Planning Phase (Year 1)
 - Addressing all PCSB-identified concerns in conditional charter approval
 - Professional development for teachers and key leaders
 - Curriculum design and purchase
 - Teacher recruitment
 - Fixed Property Costs
 - Other Objects
- Implementation Phase (Years 2 and 3)
 - Professional development for teachers and key leaders
 - Textbooks for students
 - Initial furniture for classrooms (desks, chairs)
 - Student recruitment costs
 - Technology



School Closure

- PCSB makes all closure decisions
 - OSSE and PCSB work collaboratively to identify schools at risk of closing (both voluntary and involuntary closures)
- OSSE coordinates with PCSB throughout any closure
- Review equipment log of closing school (if the school was a CSP subgrantee)
- Other CSP subgrantees are offered equipment first

***No current CSP subgrantees have closed*



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What is expected of CSP grant funds when a school is closed:

- If it closes in its in its first few years?
- What happens to materials purchased with CSP funds if the school closes at a later time?
- Are there other issues your state has run into closing a school which received CSP funds? Please share.

Questions and Answers

Please submit any questions in the chat box

Current Resources (1 of 2)

White Papers and Reports

- [District-Charter Collaboration: A User's Guide](#)
- [Student Achievement in Charter School: What the Research Shows](#)
- [An Analysis of the Charter School Facility Landscape](#)
- [Finding Space: Charters in District Facilities](#)
- [Charter School and Military Communities: A Toolkit](#)
- [Legal Guidelines for Educating English Learners in Charter School](#)
- [Engaging English Learner Families in Charter School](#)

Newsletters

- [Aldine ISD and YES Prep District-Charter Collaboration Case Study](#)
- [District-Charter Collaboration: A User's Guide](#)
- [Student Achievement in Charter School: What the Research Shows](#)
- [Serving English Language Learners and Families](#)
- [Charter School Serving Military Families](#)
- [English Learners in Charter School: Key Opportunities for Engagement and Integration](#)
- [Finding Space: Analyzing Charter School Facilities](#)

Case Studies

- [Yes Prep/Houston -District-Charter Collaboration](#)
- [Two Rivers Public Charter School \(SWD Case Study\)](#)
- [Folk Arts Cultural Treasures Charter School \(EL Case Study\)](#)
- [Alma del Mar \(EL Case Study\)](#)
- [El Sol \(EL Case Study\)](#)
- [Brooke Roslindale Charter \(SWD Case Study\)](#)

Current Resources (2 of 2)

Webinars

- General Webinar: Supporting Students with Disabilities
- General Webinar: Serving English Language Learners and Families
- Credit Enhancement Webinar: Evaluating Charter School Performance
- Credit Enhancement Webinar: Evaluating Charter School Performance During the Transition to Common Core
- Credit Enhancement Webinar: Recent Developments in CSP Guidance
- Credit Enhancement Webinar: Authorizer Collaboration
- Credit Enhancement Webinar: Collaboration to Enhance Facility Financing
- SEA Webinar: Early Childhood Learning in Charter School
- SEA Webinar: Data Management Tools for Risk Based Monitoring
- SEA Webinar: Weighted Lotteries
- SEA Webinar: Charter School Closure
- SEA Webinar: Measuring Authorizer Quality
- SEA Webinar: Financial Management and Fiscal Controls

CSO Master Classes

- Emerging Legal Issues
- Federal Funding Opportunities
- Legal Issues Impacting the Public Charter Sector Webinar: Student Discipline –Policy & Practices in Public Charter School
- Closing Low-Performing Public Charter School -State Level Strategies
- Parent & School Engagement for CSOs
- Board Development and Governance

Links to Additional Resources

The U.S. Department of Education (Charter School Program)

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

The National Charter School Research Center

<http://www.charterschoolcenter.ed.gov>

Office of the State Superintendent of Education

<http://osse.dc.gov/service/public-charter-school-financing-and-support>

<http://osse.dc.gov/>

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