


Welcome: The webinar will begin shortly

- *TO USE PHONE FOR AUDIO:*
- **1-855-797-9480 / ACCESS CODE: 640 508 591**
- ***Then MUTE YOUR LINE***
- *Use the Chat option to send questions, on the right hand side of the screen, or click the chat icon.* 
- Questions can be sent to carol.beck@maryland.gov
- Slides and Questions and Answers will be posted to:
<http://marylandpublicschools.org/programs/Pages/Charter-Schools/CSPGrant.aspx>; or enter **CSP grant** in search box on the home page for MSDE, <http://www.marylandpublicschools.org>



March 28, 2019

Maryland Charter Schools Program Preview: Request for Grant Applications



March 28, 2019



Agenda

Welcome

Maryland Charter Schools Overview

Charter Schools Grants

Maryland Charter Schools

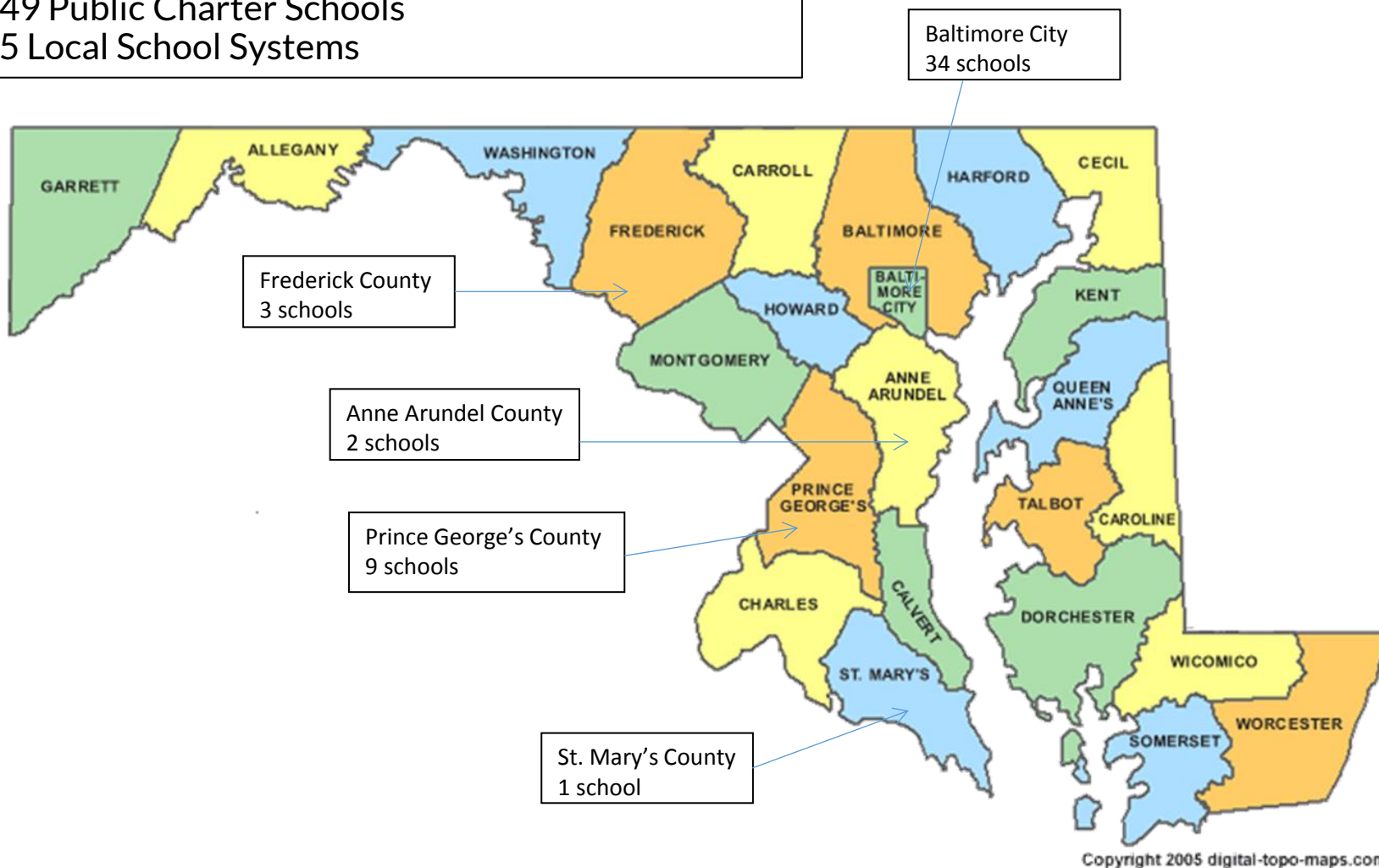
- ✓ Number of schools and enrollment
- ✓ Location
- ✓ Provisions of the Law

Public Charter Schools in Maryland 2018-2019



- ◆ 49 Public Charter Schools
- ◆ 5 Local School Systems
- ◆ 24,000 K-12 Students
- ◆ 32 Nonprofit Operators

Maryland Public Charter Schools: 2018-2019
49 Public Charter Schools
5 Local School Systems



Provisions of MD Public Charter School Law (Education Article § 9-101 *et seq*)

Authorizing:

Local School Boards are the authorizers of public charter schools. The State Board hears appeals.

Accountability:

Public Charter Schools participate in the State accountability system

Employees:

Public Charter School staff are employees of the Local School System and are represented by the local bargaining units.

Funding:

Per pupil funding must be commensurate with the amount of funding expended on behalf of all public school students.

Autonomy:

Key areas of increased autonomy are curriculum, governance, financial management, and selection of staff. Waivers are required from state and local regulations.

Enrollment:

Open Enrollment and admission by lottery. Weighted lotteries are allowed in some circumstances.

Maryland Charter Schools Grant Program

- ✓ Overview
- ✓ Eligibility
- ✓ Timelines
- ✓ Allowable Expenses

Maryland Charter Schools Program Grant

Total Award	\$17,222,222	This Round
Rounds of grant competition	3	2
Total amount available for grants	\$15,513,000	\$6,000,000
Estimated number of awards	18-22	5-8

Maximum Amount for Each Subgrant	\$900,000
Grant Period	3 years

Public Charter Schools in Maryland Growth supported with the CSP grant

- ◆ Watershed Public Charter School opens in Baltimore County in Fall 2019



- ◆ Chesapeake Math and IT South Elementary opened in Fall 2018



- ◆ Baltimore International Academy West opens in Baltimore City in Fall 2019



Charter Schools Program: U.S. Department of Education

Purpose

- Support the startup of new charter schools, the replication of high quality charter schools, and the expansion of high quality charter schools.
- Award grants to eligible applicants to open and prepare for the operation of new charter schools.
- Strengthen Authorizing.

Grant Activities

- **Subgrants:**
Grants for the startup, replication, and expansion of public charter schools
- Technical Assistance-Charter Schools:
Support for charter school developers and charter schools
- Technical Assistance – Local School Systems:
Support for local school system staff
- Dissemination:
Reports, Conference

Maryland Charter Schools Program Grant

Technical Assistance for Charter School Developers and Charter Schools

Maryland Alliance of Public Charter Schools
<http://www.marylandcharterschools.org/>

Resources

Updates and grant application documents will be posted online

<http://www.marylandpublicschools.org/programs/Pages/Charter-Schools/CSPGrant.aspx>

Uniform Guidance – 2 CFR 200

<https://www.grants.gov/web/grants/learn-grants/grant-policies/omb-uniform-guidance-2014.html>

Every Student Succeeds Act, Title IV, Part C

<https://innovation.ed.gov/files/2017/03/Statute-for-website.pdf>

Dun & Bradstreet Unique Identifier for Businesses

Each applicant must have a DUNS number which is active in SAM.gov is required for submission. If the applicant does not have an active DUNS number, apply for one here:

<https://iupdate.dnb.com/iUpdate/viewiUpdateHome.htm>

Dun & Bradstreet unique identifier for businesses.

Timeline

➤ March 28, 2019 – Pre Application Technical Assistance

March 28 - April 5, 2019 – Request for Applications released and Q&A posted

May 17, 2019 – Applications due

May 20 – June 14, 2019 – Peer Review Period

June 24 – June 28, 2019 – Interviews

July 2019– Final decisions and Notice of Grant Award (NOGA)

Eligible Applicants

Under ESSA, Sec. 4310 (6), the term “eligible applicant” means a developer that has—

- (A) applied to an authorized public chartering authority to operate a charter school; and
- (B) provided adequate and timely notice to that authority.

Eligible Applicants

One of the following conditions must be met:

- The applicant has submitted an application to operate or expand a charter school to a local board of education and the charter application has been approved by the local board; or
- The applicant has submitted an application to operate or expand a charter school to a local board of education and the charter application is pending; or
- The charter application has been denied and an appeal to the Maryland State Board of Education is pending; or
- The applicant is in year one or two of operating a new charter school or a conversion charter school.

Expansion and Replication

Expand means to significantly increase enrollment or add one or more grades to the high quality charter school.

- $\geq 30\%$

Replicate means to open a new charter school, or a new campus of a charter school, based on the educational model of an existing charter school, under an existing charter or an additional charter under state law.

Competitive Priorities

- 1) A charter school program that will be located in a high needs area.
- 2) A program focus on educationally disadvantaged students, through recruitment and programming.
- 3) Replication or expansion of a high quality charter school: An existing charter school that meets the criteria for a Maryland Quality Charter Schools that seeks grant support for expansion or replication.
- 4) A charter school program will be located in a county that does not currently have charter schools.

Required Timelines for the Subgrant

Schools with opening date of September 2020

Total subgrant period: Maximum of 36 months

- Planning and Program Design Period: Up to 18 months before school opening
- Implementation: Up to 36 months less the Planning and Program Design Period

Examples:

PLANNING: 18 MONTHS	IMPLEMENTATION I: 12 MONTHS	IMPLEMENTATION II: 6 M
PLANNING: 12 MONTHS	IMPLEMENTATION I: 12 MONTHS	IMPLEMENTATION II : 12 MONTHS
PLANNING: 6 MONTHS	IMPLEMENTATION I: 12 MONTHS	IMPLEMENTATION II : 18 MONTHS

Allowable Activities

All expenditures must be allowable, necessary, reasonable and allocable. An eligible applicant receiving a subgrant shall use the funds for one or more of the following:

Allowable activities and costs

Acquiring supplies, training, equipment (including technology), and educational materials	Preparing teachers, school leaders, and specialized instructional support personnel, including through paying the costs associated with providing professional development, and hiring and compensating teachers, school leaders and specialized instructional support personnel during the planning period.	Carrying out necessary renovations to ensure that a new school building complies with applicable statutes and regulations, and minor facilities repairs (excluding construction).
Providing one-time, startup costs associated with providing transportation to students to and from the charter school.	Carrying out community engagement activities which may include paying the cost of student and staff recruitment.	Providing for other appropriate, non-sustained costs related to the opening and preparation to open, replicate or expansion of a charter school.

ESSA, Sec 4303 (h)

Use of Funds – Necessary Renovations



“Carrying out necessary renovations to ensure that a *new school building* complies with *applicable statutes and regulations...*”

- The Department is interpreting “new school building” to include an existing building that is a new (or first-time) site for a charter school that is opening or expanding.
- As a general matter, an expenditure that is not specifically authorized by statute must be necessary, reasonable, and allocable to the grant in order to be allowable under the CSP (2 CFR 200.403(a)).
- CSP funds generally may not be used to purchase real property or for construction, unless specifically authorized by statute or the implementing regulations of the program (34 CFR 75.533). However, under Section 4303(h)(3) of the ESEA, grantees may use CSP funds to carry out “necessary renovations to ensure that a new school building complies with applicable statutes and regulations, and minor facilities repairs (excluding construction).”

Use of Funds – Necessary Renovations



- Under section 200.13 of the Uniform Guidance, renovations or improvements that materially increase the value or useful life of a “capital asset” (*e.g.*, land, building or facility, equipment, and intellectual property (including software)) are “capital expenditures.” In order to charge a capital expenditure to the CSP grant or subgrant, the grantee or subgrantee must obtain the prior written approval of the Department or State entity (*i.e.*, “pass-through entity”) (2 CFR 200.439(b)(3)).
- For information regarding title, use, and disposition of real property improved with Federal grant funds and reporting requirements for such property, grantees should refer to 2 CFR 200.311 and 200.329, respectively.

Procurement Policy

As a “non federal” entity uses its own procurement policy that meets certain standards. 2 CFR § 200.318

These include but are not limited to:

- Written conflict of interest policy
- Records maintained including rationale for method of procurement
- Competition provided to the extent possible
- Methods:
 - Micro purchase – bidding not required (< \$3,000)
 - Sealed bids (typical for construction) – lowest price
 - Competitive proposals – most advantageous proposal
 - Non competitive – service or item only available from one source or pass-through entity (MSDE) authorizes non competitive bids

Budget Format

Use this format to present the project budget. Note that the Budget Narrative (C.2.) *must* include an explanation for each line, such as the source or basis for the cost, any calculation (e.g. unit cost times number of units, hourly rate times number of hours). The narrative must show that costs are allowable, necessary, reasonable, and allocable. Consult the Budget Guide.

				Planning period	Implementation I	Implementation II
1	Salaries and Wages					
	Administrative / Business Operations					
		Staff pre-opening				
	Classroom/Instructional					
		Staff pre-opening				
		TOTAL SALARIES AND WAGES				
2	Contracted Services					
	Administrative / Business Operations					
		Technology Installation				
		Legal and financial				
		Audit (Year one of operations)				
		Organizational Development				
		Recruitment and Outreach				

Guide to Allowable Costs for Each Budget Category. This is not an all-inclusive list. Grantees should consult ESSA Section 4303, the Uniform Guidance, and USED Non Regulatory Guidance for the Charter Schools Program. Questions should be directed to carol.beck@maryland.gov.

		Example of Allowable Costs	Not Allowed and Notes on Limits
Salaries and Wages			
Administrative / Business Operations			
	Staff pre-opening	Administrative staff pre opening of school	No Salary costs after school opening, covered by PPA
Classroom/Instructional			
	Staff pre-opening		No Salary costs after school opening, covered by PPA
Contracted Services			
Administrative / Business Operations			
	Technology Installation		
	Legal and financial	lease, charter contract, bylaws, internal controls, finance processes	
	Audit (Year one of operations)	One time only	
	Organizational Development	Board development, strategic planning	
	Recruitment and Outreach	brochures, advertising, signage, website	
Classroom/Instructional			
	Professional development	Professional development, local workshops, conferences.	
	Curriculum	Consulting for curriculum development, program goals,	

Guide to Allowable Costs for Each Budget Category. This is not an all-inclusive list. Grantees should consult ESSA Section 4303, the Uniform Guidance, and USED Non Regulatory Guidance for the Charter Schools Program. Questions should be directed to carol.beck@maryland.gov.

		Example of Allowable Costs	Not Allowed and Notes on Limits
Supplies and Materials			
Administrative / Business Operations			
	Admin Software	Inventory, visitor registration, office suite licenses for front desk and administrative staff.	Renewals of initial subscriptions not allowable
	Outreach and Recruitment	Marketing materials, ads,	
Classroom/Instructional			
	Consumables	calculators	
	Classroom Software	Supplemental literacy programs, virtual instruction systems, tutoring programs. Electronic textbooks	Renewals of initial subscriptions not allowable
	Classroom library	Encyclopedias and reference works, fiction and non fiction books, novels, series.	
Computer Lab/ Library / Media Center			
	Software	Computer science progress, office software suite, graphics software, publishing software, internet tools, circulation, digital collections management	Renewals of initial subscriptions not allowable
	Library/center books	Encyclopedias and reference works, fiction and non fiction books, novels, series.	
Other Charges			
Administrative / Business Operations			
	Dues and fees	Association fees or membership	Renewals not allowable
	Travel	Training and Professional Development, site visits	
	Postage, mailing		
	Insurance	D&O, liability, property	Renewals not allowable
	Mortgage, lease or rent	Mortgage, lease or rent - 3 months pre opening	Not allowable after school opening

Maryland Charter Schools Program Grants

Guide to Allowable Costs for Each Budget Category. This is not an all-inclusive list. Grantees should consult ESSA Section 4303, the Uniform Guidance, and USED Non Regulatory Guidance for the Charter Schools Program. Questions should be directed to carol.beck@maryland.gov.

		Example of Allowable Costs	Not Allowed and Notes on Limits
Equipment (and Furniture)			
Administrative / Business Operations			
	Furniture - Administration	Desks, chairs, tables, filing (fireproof) cabinets	
	Technology	Desktops for office, central printers and copiers, visitor registration hardware, inventory hardware, principal/admin computer and printer	Cost of monthly service fees not allowable
	Transportation	Bus, van	
Classroom/Instructional			
	Classroom Equipment	Projectors, screens, document cameras, audio amplification, DVD players, teaching clocks, microscopes musical instruments, physical education equipment	Cost of monthly service fees not allowable
	Classroom Furniture	Desks, chairs, tables, bookshelves	
	Classroom Technology	Laptops, desktops, tablets, servers, wireless access points, charging carts, classroom printers.	
Computer Lab/ Library / Media Center			
	Furniture	Desks, chairs, tables, bookshelves, book return, circulation desk, dictionary stands, displays, podiums	
	Technology	Desktops, docking stations, laptops, monitors, printers, desktops, circulation/checkout hardware	
	Equipment	David players, listening stations, paper cutters, label makers, binding equipment, book carts	
Grounds			
	Outdoor Equipment	playscapes, swing sets, portable basketball hoops	Fencing and other capital improvements, or costs associated with construction, such as architect or engineer not allowable

Pre-Award Expenses

In limited circumstances some pre-award expenses may be included in the grant.

- The planned costs must be allowable, necessary, reasonable and allocable. The final determination of whether a cost is allowable, necessary, reasonable and allocable is made by the MSDE.
 - The planned costs must budgeted for within the subgrantee's application.
 - The costs cannot be for more than 90 days and cannot precede the date the subgrant application is submitted by an eligible applicant to the MSDE.
 - There is no reimbursement to the grant application is denied.
-

Spending Funds Before the Charter is Awarded

Applicant submits a full application which includes Planning and Implementation.

Amount of Funding for Planning pre-charter approval is capped.

- Determination by the MSDE, capped at 25% of total award
- Divide planning period activities and expenses
 - Pre-charter approval phase and post-charter approval phase

Timeline is limited.

- Charter approval must be secured within 9 months of notice of grant approval.

Note:

- The grant timeline does not change.
-

Questions about Expenses and Budgets

Timeline

➤ March 28, 2019 – Pre Application Technical Assistance

March 28 - April 5, 2019 – Request for Applications released and Q&A posted

May 17, 2019 – Applications due

May 20 – June 14, 2019 – Peer Review Period

June 24 – June 28, 2019 – Interviews

July 2019– Final decisions and Notice of Grant Award (NOGA)

Subgrant Application

Executive Summary	Needs of the community Mission and vision	5
Objectives	Three to five goals Progress measures	15
Project Design	Educational Program and methods, alignment with MSCCR Outreach and Lottery	30
Educationally Disadvantaged Students	Engagement Inclusion of Students with Disabilities, English Learners, and others	15
Professional Development	Plans Connects to Budget	10
Governance	Board roles, terms Accountability	15
Parent and Community	Activities for community outreach External partners	10
Management and Leadership	Management of program and finances Roles and external partners	10

Subgrant Application - continued

Facility	Status Site or selection process	5
Sustainability	Sustainability post grant period Budget pro-forma	5
Budget	In the format provided	10
Budget Narrative	Explains all costs Aligns with plan and goals	10
Total	Up to	140
Competitive Priorities	e.g. located in a county that does not currently have charter schools	15

Attachments

Part of RFA package:

- ✓ Cover Page
- ✓ Application checklist
- ✓ Signed Assurances

Gather:

- ✓ Charter School Application
- ✓ Charter Budget (pro-forma at capacity)
- ✓ Charter/Contract
- ✓ Conflict of Interest
- ✓ Procurement
- ✓ Resumes
- ✓ Board List
- ✓ Letters of Support
- ✓ GEPA

General Education Provisions Act (GEPA)

Each application must develop and describe the steps the applicant proposes to take to ensure equitable access to, and equitable participation in, the project or activity to be conducted with such assistance, by addressing the special needs of students, teachers, and other program beneficiaries in order to overcome barriers to equitable participation.

Hire, recruit, and involve individuals from traditionally underserved ethnic minority groups, bilingual individuals, and individuals with disabilities to manage, plan, implement, receive, and evaluate program services.

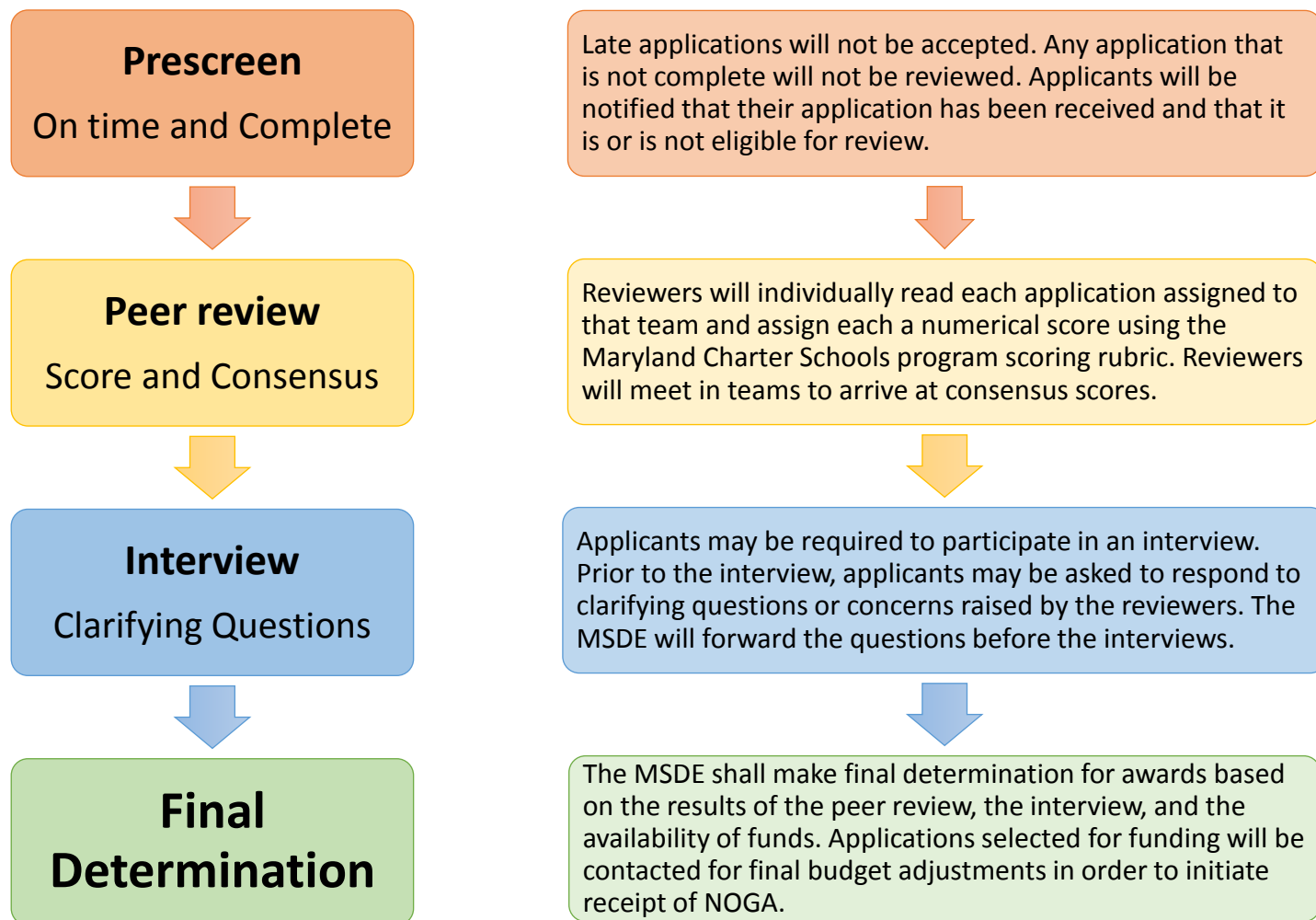
Administer a pre-participation survey to all potential training participants, as needed, to identify special accommodation needs – such as wheel chair access, assistive technology, transportation assistance, etc.

Offer free onsite childcare for individuals who must bring their children to program activities as appropriate.

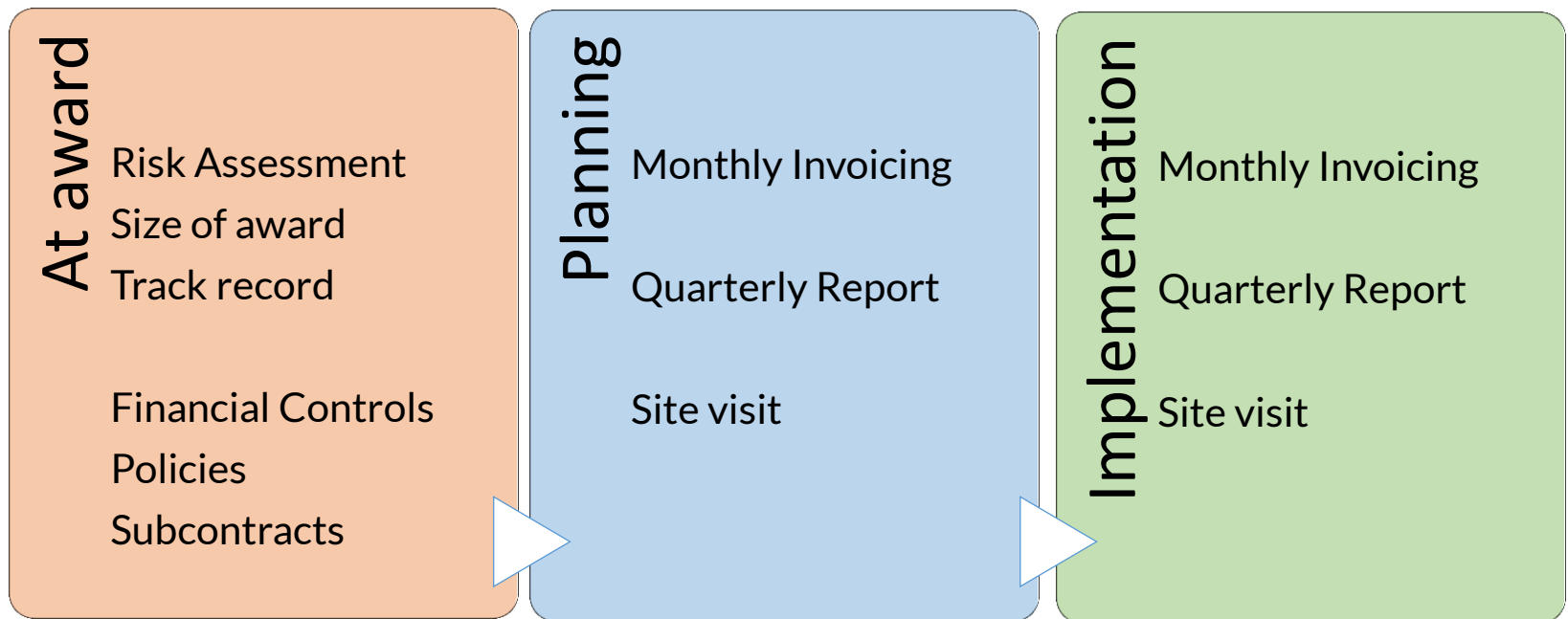
Post information materials, schedules of events, and program assessments on the internet – which will enable assistive computer devices to interpret the materials for users.

Offer transportation vouchers for consortium members and families who must use personal or public transportation to attend meetings, activities, and workshops, as needed.

Develop or acquire and disseminate culturally relevant and sensitive curriculum and information materials that can be understood and accessible to all potential participants, regardless of their unique challenges.



Monitoring



SUBMISSION

Applications are due:

Friday, May 17, 2019

5:00 P.M.

Submit PDF files electronically

Up to 3:

1. Narrative, Budget, and Budget Narrative
2. Required Attachments
3. Submitted Charter Application

Questions



Extra slides

High Quality Public Charter School

- In year 5 or more of operation.
- Audits submitted.
- Proficiency, as defined by the Maryland State Board of Education, and/or the charter school's overall student growth percentile exceeds that of the local school system for the All Students group in the most recent year for which data is available.
- Cohort graduation rate exceeds that of the local school system for the All Students group, in the most recent year for which data is available.
- Not identified for comprehensive support and improvement, or targeted support and improvement, under the State's accountability system.
- No significant compliance issues in serving students with disabilities as reported by the local board.

Allowable Grant Activities

Allowable uses of funding include:

- Preparing teachers, leaders through professional development;
- Acquiring supplies and equipment;
- Minor renovations (NOT construction);
- One time startup costs related to transportation;
- Community engagement;
- Other appropriate non sustained costs related to opening.

(ESSA, Section 4303(h))

Roles & Responsibilities: Procurement Standards

- Maximize competition (allowable alternatives to full competition)
- Avoid conflicts of interest (and appearance of it)
- Monitor contractor performance
- Document procurement decisions
- States follow State procedures (2 CFR 200.317)
- All others follow their own documented procedures (which meet State & local law, and standards) 2 CFR 200.318 – 200.326

Review Process

Prescreen:

- Late applications will not be accepted.
- Any application that is not complete will not be reviewed.
- Applicants will be notified that their application has been received and that it is or is not eligible for review.

Peer review:

- Reviewers will individually read each application assigned to that team and assign each a numerical score using the Maryland Charter Schools program scoring rubric . Reviewers will meet in teams to arrive at consensus scores.

Interview:

- Applicants may be required to participate in an interview. Prior to the interview, applicants may be asked to respond to clarifying questions or concerns raised by the reviewers. The MSDE will forward the questions before the interviews.

Final Determination:

- The MSDE shall make final determination for awards based on the results of the peer review, the interview, and the availability of funds. Applications will be funded as the total federal allocation to the State allows. Applications selected for funding will be contacted for final budget adjustments in order to initiate receipt of NOGA.