



CSP Start-Up Grant Overview



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CSP Start-Up Grant Session Goals

- Purpose
- Eligible Applicants
- Grant Processes
- Grant Timelines
- Budget and Use of Funds
- Application Highlights

Purpose of the Charter Schools Program (CSP)

- A \$100 million grant was awarded to TEA by the USDE in the fall of 2020.
- The grant period runs from October 1, 2020, through September 30, 2025.
- TEA awards funds to LEAs as subgrantees to open and prepare new charter schools and replicate/expand high quality charter schools.



Purpose of the Texas Charter Schools Program



The **purpose** of the Texas Charter Schools Program is to support the **growth of high-quality charter schools** in Texas, especially those focused on **improving academic outcomes for educationally disadvantaged students.**



CSP Start-Up Grant Session

Eligible Applicants

Eligible Applicants Must...

1

Be recommended by the commissioner and not vetoed by SBOE;

2

meet the federal definition of a charter school (ESSA);

3

never have received CSP funds under ESSA.

Eligible Applicants

If the applicant is affiliated with or proposing to contract with a CMO, the applicant will have to disclose if:

- The CMO currently receives CSP funds directly from the USDE or not
- The CMO will or will not receive CSP funds directly from the USDE

Note: If an authorized charter campus receives USDE CSP grant funds from their CMO, they may not also receive CSP grant funds from TEA.

Grant Processes

- Grantees will complete the CSP Grant application as part of the Generation 30 application. This application will be reviewed and there may be contingencies related to the grant application.
- If a charter is awarded, the applicant will submit two supplemental documents to the Grants Administration Division. These will be reviewed, and negotiations will take place.
- Once negotiations are complete, the grantee will receive their Notice of Grant Award (NOGA) and can begin submitting requests for reimbursement.

The CSP Grant is a reimbursement grant.

Grantees will incur expenses as outlined in their approved grant application and submit payment requests through the Expenditure Reporting system for reimbursement.

Funds are not front-loaded to the grantee.

Grant Timelines

Grant Start Date – The date that an LEA can start incurring costs related to the grant.

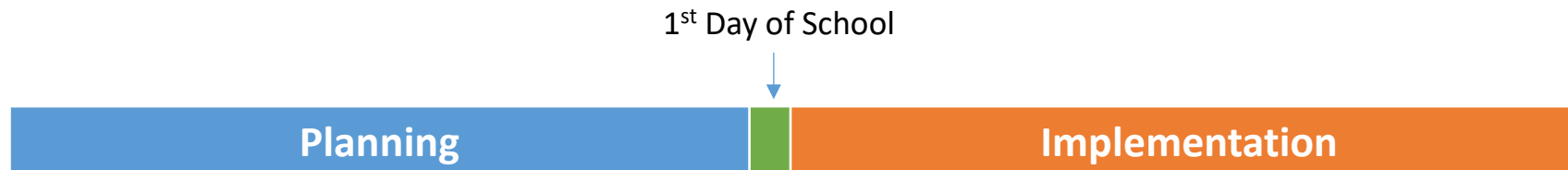
NOGA Date – The date that the NOGA is approved, and the LEA can start entering expenditures for reimbursement.

Grant End Date – The date by which the LEA must expend funds and utilize items/services purchased with grant funds.

Planning vs. Implementation

Planning – Activities related to the planning and program design of the charter’s educational program. These activities usually take place during the period from the grant start date to the first day the campus starts serving students. Planning activities cannot occur for more than 18 months.

Implementation – Activities related to the implementation of the charter’s educational program. These activities usually occur between the first day the campus begins serving students and the grant end date.



Planning vs. Implementation

Budgeted expenditures are tied to the TYPE of ACTIVITY not when the expenditure occurs.

Planning Activity

Implementation Activity

Some purchases that are allowable during the implementation phase may be purchased before the first day of school. These will still be budgeted as part of implementation. The phase in which a purchase is allowable is determined by the type of activity and not necessarily when the purchase is made.

Planning vs. Implementation

Planning Activities are tied to the planning and design of the educational program, which may include:

Refinement of the desired educational results and of methods for measuring progress towards achieving the results; and

Professional development of teachers and other staff who will work in the charter school.

Planning vs. Implementation

Implementation Activities are tied to the implementation of the charter school and its educational program, which may include:

Informing the community about the school;

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.

Budget and Use of Funds

Grant Management Basics

- The grant start date will depend on when the funding memo is released to the public.
- All expenditures and services must take place within the grant period.
- Subgrantees will have access to their NOGA and be able to submit requests for reimbursement after negotiations are complete.
- Requests for reimbursement are entered through the Expenditure Reporting system and require proper source documentation for approval.
- Amendment requests must be submitted and approved before the proposed activity or budget change takes place.

Allowable Uses of Funds

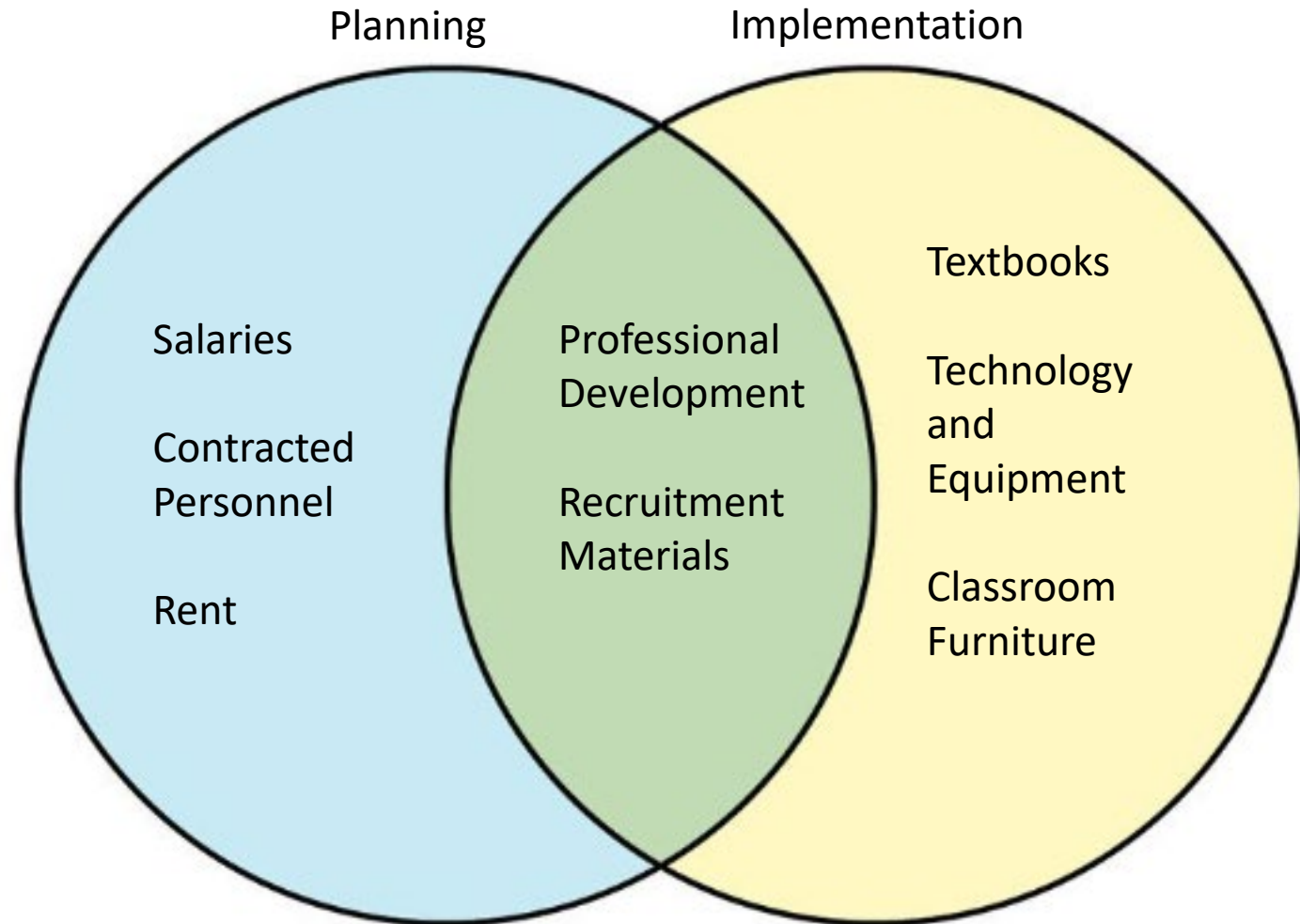
Minimum threshold

All costs associated with the CSP grant must meet the minimum threshold of being:

- **Necessary** – is the item needed for the start-up of the charter school?
- **Reasonable** – would a reasonable person spend that amount on that item? Would it withstand public scrutiny?
- **Allocable** – is the cost being incurred specifically for start-up and is the cost proportional to the benefit provided?
- **Allowable** – is the item allowed under this grant program?

Planning vs. Implementation

Some activities are only allowed as planning activities, some are only allowed as implementation activities, and some are allowed as both.



Allowable Costs – Planning Activities

Planning and design of the charter school's educational program

Professional development/training for teachers and staff

Special Education support



Allowable Costs for Implementation Activities



Salaries are allowed for the following positions only: Teachers, school leaders, and specialized instructional support personnel.

However, they are only allowed during the planning phase and up to 30 calendar days after the campus begins serving students.

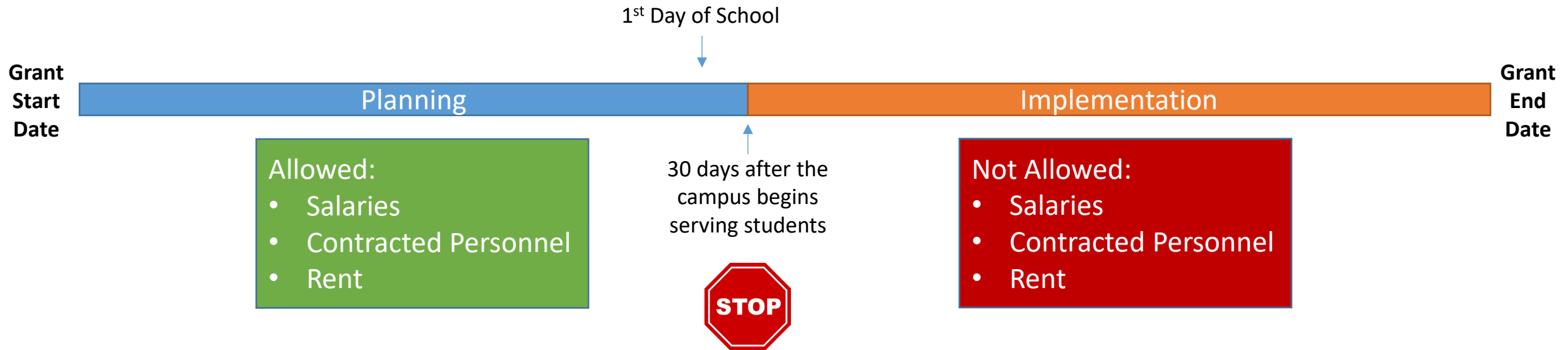
The expenses must be associated with planning activities and not ongoing operations.



Allowable Costs for Planning Activities

-  • Contracted personnel may be paid from the grant start date up to 30 days after the campus begins serving students
-  • Rental or occupancy costs for the school facility, up to 30 days after the campus begins serving students

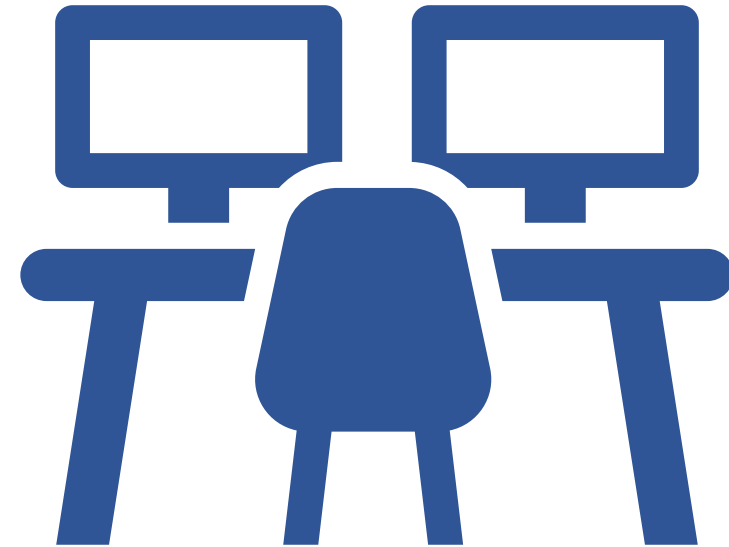
Planning vs. Implementation



Allowable Costs – Implementation Activities

One time start-up equipment purchases necessary to implement a charter school, which may include:

- Desks, chairs, computers;
- Equipment related to technology, physical education and art; and
- Playground equipment.





Non-consumable

supplies and materials for start-up activities, including the following:

- Textbooks;
- Library books;
- Reading materials; and
- Teaching materials.

Installation costs associated with the following:

- Computers;
- Data systems;
- Networks; and
- Telephone systems.



Allowable Costs for Implementation Activities



- One-time, startup costs associated with providing transportation to students



- Costs associated with carrying out necessary renovations and minor facilities repairs (*Minor repairs neither add permanent value to the property nor appreciably prolong its intended life.)

Allowable Costs for Implementation Activities



- Financial management software and training



- Property insurance to cover equipment purchased with grant funds
- Other appropriate, non-sustained costs that cannot be supported from other sources

Budgeting Allowable Costs

The CSP Grant funds will be divided into Planning Cost and Implementation Cost. Keep in mind the phase in which the expenditure or activity is allowed when creating the budget.

Program Budget Summary					
Description and Purpose		Source of Funds			
		Class/ Object Code	Planning Cost	Implementation Cost	Total Budgeted Cost
1	Payroll Costs	6100	\$ 114,910	\$ -	\$ 114,910
2	Professional and Contracted Services	6200	\$ 125,000	\$ 41,340	\$ 166,340
3	Supplies and Materials	6300	\$ 5,000	\$ 18,750	\$ 23,750
4	Other Operating Costs	6400	\$ 10,000	\$ 5,000	\$ 15,000
5	Capital Outlay	6600	\$ -	\$ 580,000	\$ 580,000
6	Grand Total of Budgeted Costs :		\$ 254,910	\$ 645,090	\$ 900,000

CSP grants support the planning, program design, and initial implementation of public charter schools.

One-time costs!

Unallowable Uses of Funds

Unallowable Costs

- Field trips
- Hosting or sponsoring of conferences or advisory councils
- Costs of membership in any civic or community organization
- Salaries or contracted personnel beyond the first 30 days of the initial implementation phase of the charter school, which starts the day the school begins to serve students
- Debt service (lease-purchase)



Unallowable Costs

- Rental or occupancy costs for the school facility beyond the first 30 days of the initial implementation phase
- Purchase or lease of land or real estate
- Construction or cosmetic renovations
- Consumable instructional or other supplies and materials
- Accounting/bookkeeping services except for the purchase of accounting software to comply with FAR
- Apparel or promotional materials











Unallowable Costs

- Annual audit services
- Ongoing food service
- Other property and liability insurance
- Interest on loans
- Deposits of any kind, such as security deposits or service deposits
- Religious instruction, materials, or insignia
- Extra-curricular activities such as UIL, competitions, athletic programs that are not part of the state-required P.E. program



Is it Allowable?

Budgeted Expense	Allowable or Unallowable?
Painting a large mural in the cafeteria with the school's name and mascot	
Staff development focused on instructional strategies as part of teacher induction	
Technology and technology installation for every classroom	
The salaries of clerical and custodial staff members during the planning phase	
Instructional supplies that are reusable (i.e. textbooks, library books)	
Shirts, pens, pencils, and notepads with the school's logo and name printed on them	
The price of repairing the faulty HVAC system in the school building	
An electronic sign that will be installed to display events and updates by the campus's driveway	

CSP Start-Up Grant Application Highlights

Narrative Responses – Statutory Requirements

Proposed Use of CSP Funds and Disaggregated Costs	Describe the eligible applicant's planned activities and expenditures of grant funds to open and prepare for the operation of the proposed charter school.
Financial Sustainability	Describe how the eligible applicant will maintain financial sustainability after the end of the grant period.
Board Oversight	Describe how the board will monitor the implementation of the start-up plan, start-up grant, and associated budget.
CSP SMART Goals	Identify three to five programmatic SMART Goals that will be achieved using CSP start-up grant funds. All programmatic goals should be achieved by the beginning of year 3 and clearly support the board's student outcome goals. Include all progress measures that will be used to track each start-up goal.

Narrative Responses – Statutory Requirements

Roles and Responsibilities	Describe the roles and responsibilities of the sponsoring entity, any partner organizations, and charter management organizations, as applicable, including the administrative and contractual roles and responsibilities of such partners.
Community Engagement	Describe how the board and applicant team have assessed and built parent and community demand for the proposed school. Discuss specific outreach strategies that were used.
Community Engagement	Describe plans and strategies that will effectively support the ongoing solicitation and use of effective parent, family, and community engagement input for the implementation and operation of the proposed charter school.

CSP Start-Up Grant – Statutory Requirements

Narrative Responses – Statutory Requirements

Student Transportation	<p>Describe the plan for meeting the general transportation needs of all the students at the proposed charter school. Also, identify projected budget costs and financing arrangements. If transportation will not be provided, explain how the school will ensure the school is accessible to all interested families.</p>
Student Transportation	<p>Describe the plan for meeting the required transportation needs of: (1) students receiving special education who would be unable to attend classes without transportation services outlined in their IEP and (2) students eligible under Section 504 of the Federal Rehabilitation Act who would be unable to attend classes without special transportation services. Also, identify projected budget costs and financing arrangements.</p>
Federal CSP Grant Assurances	<p>Read and initial all CSP Assurances, including the Federal definition of a charter school. These assurances must be met throughout the life of the grant to be eligible to continue to receive funding.</p>

Questions?