Texas Education Agency

CSP Grant Support Session

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CSP Support Session Goals

- Purpose
- Grant Timelines
- Allowable Use of Funds
- Common Budget Mistakes
- Unallowable Uses of Funds
- CSP Start-Up Grant Goal Setting
- Questions

Purpose of the Charter Schools Program (CSP)

Texas Charter Schools Program Grant

The **purpose** of the Texas Charter Schools Program Grant is to support the **growth of high-quality charter schools** in Texas, through the opening of new charter schools and the expansion of high-quality charter schools.

Future Charter School Program Grant Funding

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The U.S. Department of Education awarded Texas a Charter Schools Program (CSP) grant in 2020. This grant concludes September 30, 2026.

TEA applied to the U.S. Department of Education for the 2026 Expanding Opportunities Through Quality Charter Schools Program (CSP) Grants to State Entities competition.

Program requirements, funding allocations, and implementation details for future CSP grant opportunities are subject to federal award and approval.

Grant Timelines

Grant Timelines

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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.

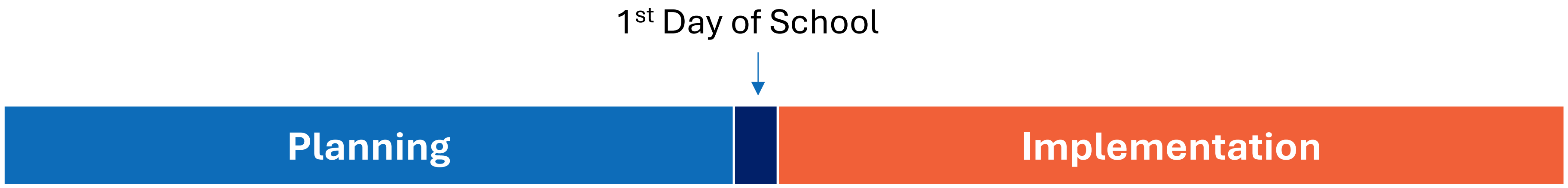
*All CSP grant awards are subject to availability and eligibility. The completion, submission, and/ or ultimate award of an Open-Enrollment charter school does not entitle an applicant to CSP funds from the state of Texas.

Grant Timelines

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

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Budgeted expenditures are tied to the TYPE of ACTIVITY not when the expenditure occurs.	
Planning Activity Activities or expenditures that are tied to the planning and design of the educational program.	**Implementation Activity** Activities or expenditures that are tied to the implementation of the charter school and the educational program.

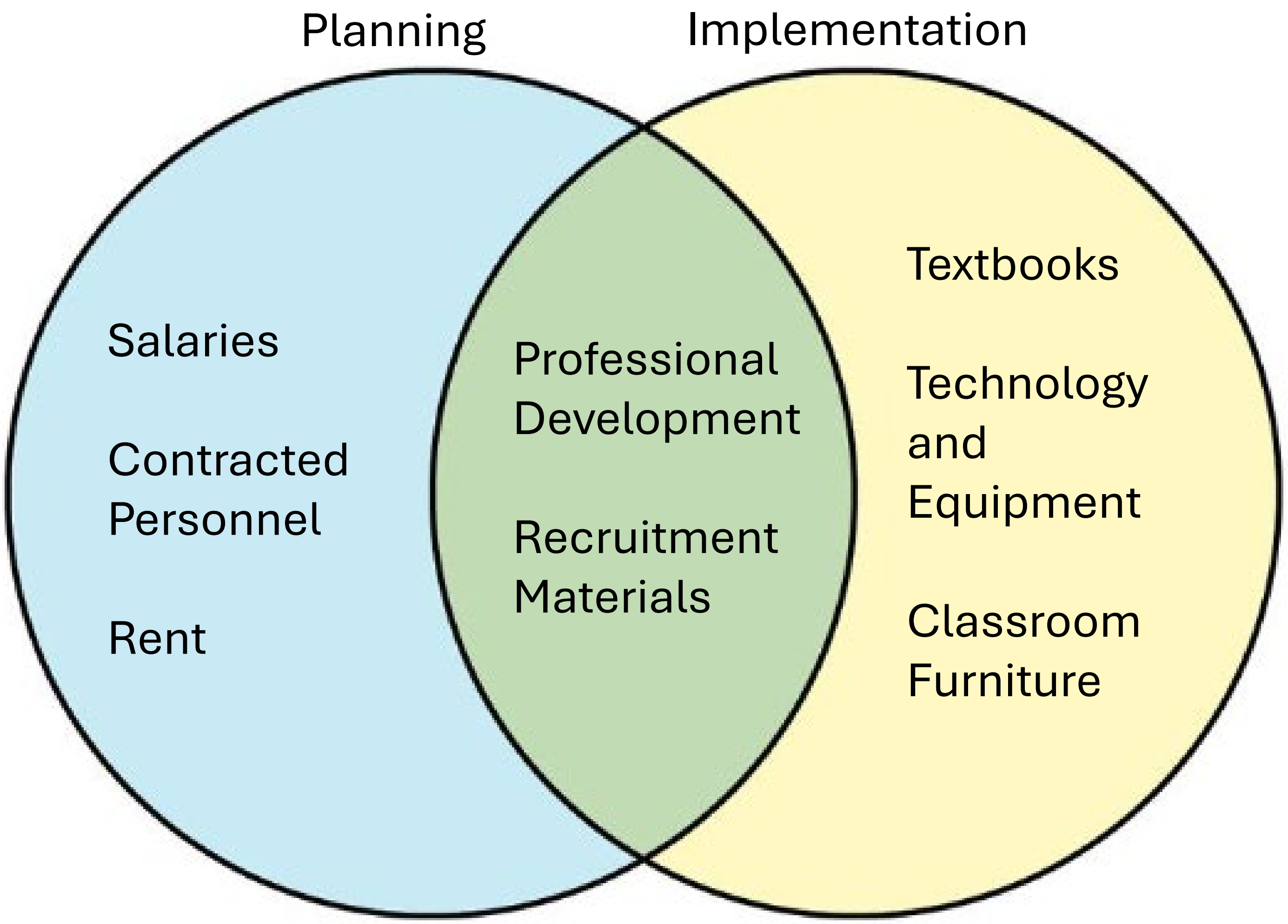
Planning vs. Implementation

Some activities are only allowable in the planning phase, some are only allowable in the implementation phase, and some are allowable in both.

Certain purchases that are allowable during the implementation phase may be purchased during the planning period. 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

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



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?

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 Planning Activities

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

But certain conditions apply!

Conditions for Allowable Payroll Costs

Salaries cannot be paid for activities related to ongoing operations.

Payroll expenditures paid with CSP funds are only allowable for activities that support the planning or program design of the charter campus.

No payroll expenditures are allowed beyond the 30th calendar day after the campus begins serving students.

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

1st Day of School

Grant Start Date

Planning | Implementation

Grant End Date

Allowed:
- Salaries
- Contracted Personnel
- Rent

30 days after the campus begins serving students

Not Allowed:
- Salaries
- Contracted Personnel
- Rent

Allowable Costs – Implementation Activities

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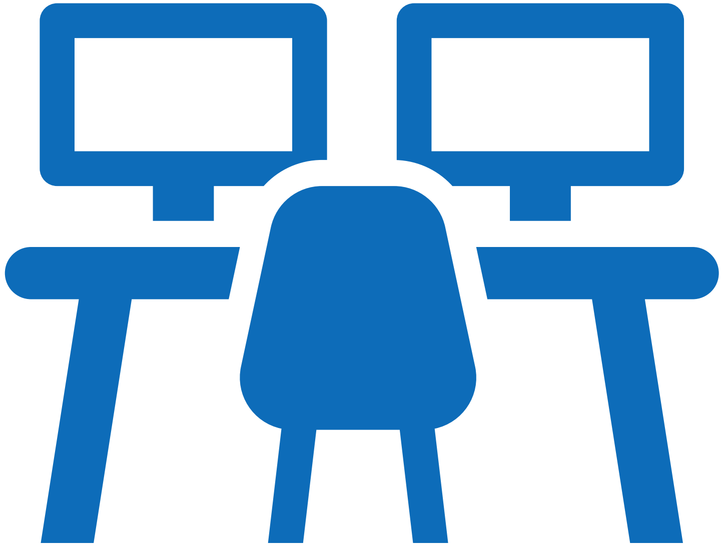
One time start-up equipment purchases necessary to implement a charter school, which may include:

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



Allowable Costs for Implementation Activities

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

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

Allowable Costs for Implementation Activities

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

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

Program Budget Summary					
		Source of Funds			
	Description and Purpose	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**

***Example Program Budget Summary for illustrative purposes only.**

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

One-time costs!

Common Budget Mistakes

Budget Pitfalls

- Budgeting salaries for personnel other than teachers, school leaders, or specialized instructional support staff.
- Including costs for construction or cosmetic renovation
- Including expenditures related to Charter Management Organization fees
- Budgeting for expenditures related to ongoing accounting/bookkeeping services
- Budgeting for ongoing transportation expenditures
- Budgeting for food or consumable supplies

Unallowable Uses of Funds

Example Unallowable Costs

- Field Trips
- Advisory Councils
- Memberships in civic or community organizations
- Hosting or sponsoring conferences
- Debt service (lease-purchase)
- Food
- Salaries or contracted personnel beyond the first 30 days after the campus begins to serve students
- Salaries for any positions other than teacher, school leader, or specialized instructional support personnel
- Rental or occupancy costs for the school facility beyond the first 30 days after the campus begins to serve students

Example Unallowable Costs Continued

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- Lease/rental of equipment
- Purchase or lease of land or real estate
- Construction or capital improvements
- Consumable instructional or other supplies and materials
- Accounting/bookkeeping services except for the purchase of accounting software to comply with Federal Acquisition Regulation (FAR)
- Ongoing costs associated with transportation for students to and from the charter school campus during the regular school day
- Annual audit services
- Ongoing food service

Example Unallowable Costs Continued

- Other property and liability insurance
- Interest on loans
- Promotional materials
- Deposits of any kind, such as security deposits or service deposits
- Religious instruction, materials, or insignia
- Any costs associated with extra-curricular activities such as University Interscholastic League (UIL), competitions, athletic programs that are not part of the state-required physical education program, and clubs (e.g., chess club)
- Apparel including, but not limited to, staff and student uniforms

Program Guidelines

Grant ID	Grant Description	Grant Start Date	Grant End Date	Fund Type
23590111	Charter School Program(Gen 30)	11/18/2025	09/30/2026	Federal
	Total Funding Available			

Application and Support Information

Please note - This is ONLY a viewing copy of the application. If instruction above indicate that the application must be submitted electronically, the application will not be

General and Fiscal Guidelines, Provisions, Lobbying and Debarment
Program Guidelines
Application Part 1 (PDF)
Application Part 2 (Excel)

CSP Start-Up Grant Goal Setting

CSP Start-Up Grant Goal Setting

Narrative Response – SMART Goals

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.

SMART Goals are **Specific**, **Measurable**, **Achievable**, **Relevant**, and **Timely**.

Progress Measures

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- Progress measures are used to measure progress toward the SMART goals
- Include a tool or data tracking mechanism for measuring progress that is aligned to the SMART goal
- Include when the progress measure will occur

Progress measures should tell how and when the progress measure will occur to determine if the charter school is on track to meet the SMART goal.

CSP SMART Goal Example

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Example:

By July 1, 2027, all SMART boards will be purchased, received and installed in 100% of classrooms.

Non-Example:

Classroom technology will be purchased in 2027.

- Not **specific, measurable** or **timely**

Questions?