

# Illinois Impact Initiative

Charter Schools Program Subgrant

**Informational Webinar**

January 12, 2022 | 1:30 - 2:30 pm CT

# Agenda

- Introductions
- Overview of Charter Schools Program Federal Grant
- Grant Objectives
- Grant Guidelines
- Timelines
- Use of Funds
- Application Components
- Review Process
- Technical Assistance & Reporting
- Questions

# Introductions

# Overview of Charter Schools Program (CSP) Federal Grant

# Overview of Charter Schools Program Federal Grant



Authorized under the Every Student Succeeds Act (ESSA) (20 U.S.C. 7221-7221j), the FY 2022 Charter Schools Program (CSP) State Entities Program is a competitive grant program that enables state entities, like INCS, to award subgrants to eligible applicants in their state.

- INCS was one of six winners awarded by the U.S. Department of Education.
- CSP grants awarded by INCS through its Illinois CSP Grant program are federally funded under the US Department of Education CSP State Entities Grant (CFDA number 84.282A) and are subject to the availability of funds through the CSP.

INCS will provide subgrants to qualified charter school developers to provide financial support for the initial implementation of **opening**, **expanding**, or **replicating** a charter public school in Illinois.

# CSP Grant Objectives

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INCS will pursue the following objectives in its Illinois Impact Initiative CSP Grant:

- 1. Increase the number** of high-quality charter schools in Illinois educating traditionally underserved students by **opening**, **replicating**, or **expanding** high-quality charter schools.
- 2. Improve the overall quality** of the charter sector as demonstrated by **increased educational outcomes** of students and student subgroups.



# Grant Guidelines

# Grant Guidelines

- Grant awards may last up to **three (3) total years** inclusive of the Planning Period and Implementation Period for charter schools that are either opening, replicating, or expanding a charter school.
- **Expansion** can include schools **opening a new grade level** or **significantly expanding** enrollment.
  - **We are waiting for the Department of Education to approve our definition of “significant expansion,”** which will likely be 10% of a school’s total enrollment and/or increasing enrollment by 20 students.
- The **Planning Period** is the time between the grant award up to the first day of school and can be no longer than 18 months.
- The **Implementation Period** begins no sooner than the first day of school.

# Grant Guidelines: Award Amounts

- Through a competitive process, all subgrantees will be eligible to apply for and be awarded **up to \$1,500,000**.
  - The base award will likely be **\$1,000,000** for subgrantees **opening or replicating a charter school**.
  - The base award will likely be **\$750,000** for subgrantees that are **significantly expanding** their charter school.
- Subgrantees **opening or replicating** a charter school are eligible to be awarded up to **\$500,000 in supplemental funds** based on satisfaction of the criteria set forth in the table on the next slide.
- Subgrantees that are **significantly expanding** their charter school are eligible to be awarded up to **\$450,000 in supplemental funds**.
- The release of supplemental funds will be based on the applicant providing evidence that it is able to fulfill the requirements of supplemental funding.
- There is no guarantee that submitting a proposal will result in funding, or funding at the requested level.

# Grant Guidelines: Award Amounts

Target	Amount*	Timing
Base Award for <b>Opening / Replicating Charter Schools</b>	\$1,000,000	Upon approval of charter application, or upon INCS' approval of Letter of Interest from the public chartering agency
Base Award for <b>Expansion</b>	\$750,000	Upon approval of subgrantee application
<b>Competitive Preference Priority 1:</b> Serving Rural Schools	\$50,000	For new or replicating schools, upon approval of charter application.  For expansion awardees, upon approval of subgrantee application
<b>Competitive Preference Priority 2:</b> Serving High Schools	\$50,000	
<b>Competitive Preference Priority 3:</b> Utilizing Diverse School Models	\$50,000	
<b>Competitive Preference Priority 4:</b> Partnering with Traditional Public Schools	\$50,000	
<b>Competitive Preference Priority 5:</b> Serving At-Risk Populations	\$250,000	
<b>Competitive Preference Priority 6:</b> Opening/Replicating Charter Schools in Designated Priority Areas	\$50,000	

# Timelines

# Timelines

<b>Activity</b>	<b>Date</b>
Introduction Webinar Learn About the CSP Grant	January 12, 2023   1:30 - 2:30 pm CT
Subgrant Application Available	March 15, 2023
Webinar for Applicants	March 22, 2023   1:00 pm CT
Subgrant Application Due	April 28, 2023 at 5:00 pm CT
Interviews	May 2023
Announcement of Subgrantee Winners	May / June 2023

\*Dates are subject to change.

# Use of Funds

# Use of Funds

Subgrants can be for opening and preparing for the operation of:

1. Opening of new charter schools;
2. Replicated high-quality charter schools; or
3. Expanding high-quality charter schools.

**Expansion** can include schools opening a new grade level or significantly expanding enrollment.

**Significant expansion** will likely be defined as adding at least 20 students or 10% of a school's total enrollment. The Department of Education must confirm this.

# Use of Funds - Allowable Costs

Subgrant funds are only for allowable activities as defined in the ESSA Section 4303(h):

- Preparing teachers, school leaders, and specialized instructional support personnel, including through paying the costs associated with—
  - providing **professional development**; and
  - **hiring and compensating, during the planning period** specified in the application for subgrant funds, that is required under this section one or more of the following: Teachers, School leader, and/or Specialized instructional support personnel.
- Acquiring **supplies, training, equipment** (including technology), and educational materials (including developing and acquiring instructional materials).
- 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 & from school.
- Carrying out **community engagement** activities
- Providing for **other appropriate, non-sustained costs** related to the activities described in the RFA when such costs cannot be met from other sources.

*Please see the [Allowable Costs Guide](#) for more details. The Guide will be posted on INCS' website.*

# Use of Funds - Unallowable Costs

The following items **cannot be funded** under this grant. Any proposed expenditures including the following items will not be funded:

- Normal operating costs, unless written approval from INCS staff is given. Expenditures of this nature may be claimed for 1 year only (e.g. unexpected services due to the influx of special education students.)
- Ongoing salaries or benefits, unless they can be classified as other non-sustained costs that cannot be met from other sources and are necessary for the purpose of the subgrant.
- Postage costs
- Utility costs
- Ongoing student transportation costs
- Costs associated with field trips that are part of the regular academic program
- Ongoing facilities costs, such as rent, property or liability insurance, mortgage interest, real estate taxes
- Food and beverages
- Promotional items meant as giveaway gifts, such as t-shirts, keychains, mugs, hats, etc.

*Please see the [Allowable Costs Guide](#) for more details. The Guide will be posted on INCS' website.*

# Application Components

# Application Components - Overview

INCS will provide a **pre-application technical assistance webinar** for prospective applicants, which will be recorded and available for viewing.

- This webinar is tentatively scheduled for **March 22, 2022 at 1:00 pm CT**. This date is subject to change.
- All applicants are encouraged to attend.

# Application Overview - Letter of Intent

All applicants will be required to complete a short **Letter of Intent (LOI)** and **eligibility questionnaire** to apply using the INCS application portal prior to gaining access to the full application. Allow up to 5 business days for INCS review of the LOI and verification of eligibility.

Questions on the **eligibility questionnaire** include whether the applicant:

- meets the federal definition of a charter schools; or the federal definition of a charter developer;
- has applied, or is intending to apply, for authorization from an authorized Illinois public chartering agency to open, replicate, or significantly expand a high-quality charter school or whether the applicants intends to expand within its existing enrollment cap;
- if applying for replication or expansion, meet the federal definition of a “high-quality charter school” as described under ESEA § 4310 (8); and
- whether the applicant has previously received a subgrant under this program

# Application Overview - General Information

In the application platform, applicants must provide:

- General information about the school and authorizer
- A declaration of the type of subgrant for which the applicant is applying:
  - New Charter School,
  - Replication, or
  - Expansion

# Application Overview - Executive Summary

Applicants will provide a brief overview of their application and need. The following documents must be submitted as attachments to the Executive Summary:

- Signed Certification and Assurances Document (form provided by INCS)
- Applicant's Proof of Application to Authorizer, if applicable
- Proof of Notification to Authorizer of Application to CSP Competition
- Evidence of Nonprofit Designation
- Charter contract, if applicable

# Application Overview - Narrative

The application narrative must answer questions that address the following areas:

1. Educational Program
2. Financial Plan
3. Operations Plan
4. Growth Plan
5. A Needs Analysis

## Optional Competitive Preference Sections:

- Serving rural schools
- Serving high schools
- Utilizing diverse school models
- Partnering with traditional public schools
- Serving at-risk populations
- Opening / replicating charter schools in designated priority areas

# Application Overview - Needs Analysis

Applicants must provide an analysis and description of the need for the proposed new schools, replication, or expansion. The analysis must include:

- Descriptions of local community support
- Information on the proposed charter school's projected student enrollment
- An analysis of the proposed charter school's projected student demographics
- A robust family and community engagement plan
- How the plans for the operation of the charter school will support and reflect the needs of students and families in the community

# Application Overview - Budget Components

For the budget component, applicants must:

1. Complete the RFA Budget Summary Template (Template provided by INCS)
2. Complete a Budget Narrative
3. Submit a multi-year operating budget

Subgrant funds are disbursed on a cost reimbursement basis.

Grant awards may last up to three (3) total years inclusive of the Planning Period and Implementation Period for charter schools that are either opening, replicating, or expanding a charter school.

**Planning Period** = the time between the grant award up to the first day of school; can be no longer than 18 months.

**Implementation Period** = begins no sooner than the first day of school.

# Application Overview - Budgeted Costs

- Applicants must ensure that all costs included in the proposed budget are reasonable and necessary in light of the goals and objectives included in the grant proposal.
- Any costs determined to be unallowable, unreasonable or unnecessary will be removed from the final budget.

Consult the **Allowable Costs Guide** for more details on allowable and unallowable costs.

# Application Overview - Required Attachments

- Organizational Chart
- List of Governing Board Members & Affiliations
- Description of key staff responsible for administering and overseeing the subgrant, including their responsibilities and duties
- Resumes of Leadership Team
- Board Approved Financial Policies and Standard Operating Procedures (replication and expansion only)
- RFA Budget Summary Template
- Budget Narrative
- 3-year Budget
- Needs Analysis & any additional supporting documents for the Needs Analysis
- Student Discipline Policy & Plan
- Governing Documents (Bylaws)
- Conflict of Interest Questionnaire
- Transportation plan for all students
- Copy of Lease or Facilities contract, if applicable
- A description of the roles and responsibilities of partner organizations and charter management organizations, including the administrative and contractual roles and responsibilities of such partner

# Review Process

# Review Process

## Peer Review Committee

Subgrant applications are reviewed and scored by six members of a **Peer Review Committee** composed of charter school leaders, a charter school board member, a charter school parent, and an external expert on school development. Those interested in being a peer reviewer must complete a short online application.

If selected to advance after submitting an application, applicants will participate in an interview.

## Points

To receive a subgrant, applicants must:

- Earn **at least 80% of the available points (84 points out of 105 total)** on the scoring rubric; and
- Be among the most highly rated applicants during a subgrant cycle given the finite number of awards INCS expects to make.

Criteria for each question and the scoring rubric is available in the application package. Each section of the application identifies the elements that must be present.

# Technical Assistance & Reporting

# Technical Assistance & Reporting

- Subgrantees are required to attend a variety of **technical assistance sessions**, including quarterly sessions, and participate in designated activities over the grant period that are intentionally designed to improve each school's chance of success.
- All subgrantees will receive an **onsite technical assistance and monitoring visits** within the first 12 months of school operation to ensure activities occur as approved within the grant and for INCS to gather information regarding future technical assistance.
  - Additional monitoring activities are described in the RFA.
- Prior to each subsequent fiscal year, subgrantees will submit an **annual progress report to INCS**.

# Questions

# Illinois Impact Initiative

## Charter Schools Program Subgrant

Please email [cspgrant@incschools.org](mailto:cspgrant@incschools.org) with questions.

Visit [www.incschools.org/cspgrant](http://www.incschools.org/cspgrant) for updates on the grant process and timelines.