



**FY 2018 Pre-Application Webinar  
State Entities Competition  
CFDA 84.282A**

*United States Department of Education  
Office of Innovation and Improvement*

**Washington, D.C.**

# WELCOME

## STATE ENTITY TEAM

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# MEETING LOGISTICS

## WEBINAR

1. LISTEN ONLY
2. THE WEBINAR WILL BE RECORDED
3. USE CHAT FUNCTION FOR QUESTIONS OR COMMENTS;  
Q&A TO FOLLOW PRESENTATION
  - a. WHEN SUBMITTING YOUR QUESTIONS, PLEASE REPLY TO ALL PRESENTERS
4. FOLLOW-UP WITH EMAIL – [CHARTERSCHOOLS@ED.GOV](mailto:CHARTERSCHOOLS@ED.GOV)



# IMPORTANT NOTE

The Federal Register notice contains important information. We recommend all applicants read the entire notice in the Federal Register. Applicants must follow the Application Procedures as described in the Federal Register notice announcing the grant competition.



# AGENDA

## 84.282A – CSP GRANTS FOR STATE ENTITIES

- **OVERVIEW**
  - PURPOSE
  - ELIGIBILITY
  - CHANGES FOR FY18
  - COMPETITION BASICS
- **APPLICATION DETAIL**
  - APPLICATION PACKAGE OVERVIEW
  - PRIORITIES
  - SELECTION CRITERIA
  - REQUIREMENTS
  - PERFORMANCE MEASURES
- **GRANTS.GOV (REGISTER AND SUBMIT EARLY!)**



# APPLICATIONS ARE DUE BY:

**April 20, 2018 at 4:30:00 p.m. (EDT)**  
**Washington, DC time**

**Important Note:** The Grants.gov helpdesk is not available on weekends. You are strongly encouraged to submit early! You can always resubmit your application (prior to the closing date at 4:30 p.m. if you need to update your application.



# PURPOSE OF THE CHARTER SCHOOLS PROGRAM (CSP)

The major purposes of the CSP are to:

- Expand opportunities for all students, particularly traditionally underserved students, to attend charter schools and meet challenging State academic standards;
- Provide financial assistance for the planning, program design, and initial implementation of public charter schools;
- Increase the number of high-quality charter schools available to students across the United States;
- Evaluate the impact of charter schools on student achievement, families, and communities, and share best practices between charter schools and other public schools;
- Encourage States to provide facilities support to charter schools; and support efforts to strengthen the charter school authorizing process.



# PURPOSE OF 84.282A – GRANTS TO STATE ENTITIES

- The CSP grants to State Entities is a competitive grant program that enables State entities to award subgrants to eligible applicants in their State to open and prepare for the operation of new charter schools and to replicate and expand high-quality charter schools.
- The CSP State Entities program provides financial assistance to State entities to support charter schools that serve elementary and secondary school students.
- Charter schools receiving funds under the CSP State entities program also may serve students in early childhood education programs or postsecondary students.



# PURPOSE OF 84.282A – GRANTS TO STATE ENTITIES

- Grant funds are also used by the State entity to:
  - provide technical assistance to eligible applicants and authorized public chartering agencies in opening and preparing for the operation of new charter schools, or replicating or expanding high-quality charter schools; and
  - to work with authorized public chartering agencies to improve authorizing quality, including developing capacity for, and conducting, fiscal oversight and auditing of charter schools.
- A State entity receiving a grant under this program shall:
  - use **not less** than 90 percent of the grant funds to award subgrants
  - reserve **not less** than seven (7) percent of funds to provide technical assistance to eligible applicants and authorized public chartering agencies
  - and reserve **not more** than three (3) percent of funds for administrative costs



# ELIGIBILITY

## STATE ENTITIES - ELIGIBLE APPLICANTS

Eligible applicants are State entities in States with a State statute specifically authorizing the establishment of charter schools.

*State Entity* means—

- a) A State educational agency;
- b) A State charter school board;
- c) A governor of a State; or
- d) A charter school support organization



# ELIGIBILITY

- The NIA states that “Under section 4303(e)(1) of the ESEA, no State entity may receive a grant under this program for use in a State in which a State entity is currently using a grant received under this program.”
- The Department interprets the language in section 4303(e)(1) of the ESEA as applying only in cases where the active grant was awarded under the reauthorized program (the ESSA version of the ESEA).
- The Department has made one set of new section 4303 of the ESEA CSP State Entities grants, in FY 2017. Accordingly, no SE may receive a grant under this competition for use in a State in which an SE received a new State Entities grant in FY 2017 and is currently using the grant; these States are Indiana, Maryland, Minnesota, Mississippi, New Mexico, Oklahoma, Rhode Island, Texas, and Wisconsin.
- Therefore, a State entity located in a State in which an SEA has an active grant awarded prior to FY 2017 (including an SEA with an active grant) is eligible to apply for a new award under this competition.

**Please note:** No applicant may receive a new award to conduct the same activities that are approved under the existing active grant; newly proposed activities must be outside the scope of currently funded activities.



# ELIGIBILITY

## SUBGRANTEE - ELIGIBLE APPLICANT

*Eligible applicant* when used with respect to subgrants made by a State entity, 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.

## DEVELOPER

An individual or group of individuals (including a public or private nonprofit organization), which may include teachers, administrators and other school staff, parents, or other members of the local community in which a charter school project will be carried out.



# SIMILARITIES FOR FY 2018

The FY 2018 CSP State Entities competition under section 4303 of the ESEA is the 2<sup>nd</sup> State entities competition run under ESSA. It is relatively similar to the FY2017 competition, some highlights include:

1. Eligibility for this program has been expanded
2. If multiple state entities in a State submit applications only the highest-scoring application amongst such State entities (assuming in funding range) would be funded.
3. Subgrants can be for opening and preparing for the operation of:
  - a. New charter schools;
  - b. Replicated high-quality charter schools; or
  - c. Expanding high-quality charter schools.
4. Grant funds may be used for:
  - a. At least 90 percent subgrants;
  - b. At least 7 percent technical assistance; and
  - c. No more than 3 percent administrative costs
5. A state entity may use grant funds to carry out technical assistance activities directly or through grants, contracts, or cooperative agreements.
6. Charter schools may serve students in early childhood education programs or postsecondary students.
7. Allowable uses of funds have expanded.



# CHANGES FOR FY 2018

The FY2017 and FY2018 notice are relatively similar. Generally some reordering of criteria occurred. In addition, the following changes were made:

- Maximum subgrant is \$1,250,000.
- Removal of all Notice of Final Priorities (80 FR 34201) language:
  - Removed two priorities:
    - Periodic Review and Evaluation; and
    - Charter School Oversight
  - Removed two criteria:
    - Quality of the Project Design
    - Quality of the Management Plan
- Addition of EDGAR Criteria
  - Quality of the Project Design
  - Quality of the Management Plan



# DEFINITION OF A CHARTER SCHOOL

## CHANGES HIGHLIGHTED

*Charter school* means a public school that—

(g) Complies with the Age Discrimination Act of 1975, title VI of the Civil Rights Act of 1964, title IX of the Education Amendments of 1972, section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 *et seq.*), section 444 of GEPA (20 U.S.C. 1232g) (commonly referred to as the “Family Educational Rights and Privacy Act of 1974”) and part B of the IDEA;

(h) Is a school to which parents choose to send their children, and that—

1. Admits students on the basis of a lottery, consistent with section 4303(c)(3)(A) of the ESEA, if more students apply for admission than can be accommodated; or
2. In the case of a school that has an affiliated charter school (such as a school that is part of the same network of schools), automatically enrolls students who are enrolled in the immediate prior grade level of the affiliated charter school and, for any additional student openings or student openings created through regular attrition in student enrollment in the affiliated charter school and the enrolling school, admits students on the basis of a lottery as described in paragraph (1);

(m) May serve students in early childhood educational programs or postsecondary students. (ESEA section 4310(2)).



# EARLY CHILDHOOD

*Early childhood education program means*

- A. a Head Start program or an Early Head Start program carried out under the Head Start Act (42 U.S.C. 9831 *et seq.*), including a migrant or seasonal Head Start program, an Indian Head Start program, or a Head Start program or an Early Head Start program that also receives State funding;
- B. a State licensed or regulated child care program; or
- C. a program that
  - i. serves children from birth through age six that addresses the children's cognitive (including language, early literacy, and early mathematics), social, emotional, and physical development; and
  - ii. is
    - I. a State prekindergarten program;
    - II. a program authorized under section 619 or part C of the Individuals with Disabilities Education Act; or
    - III. (III) a program operated by a local educational agency. (ESEA section 8101(16))



# USE OF LOTTERY

## Section 4303(c)(3)(A) of the ESEA --

Nothing in this Act shall prohibit the Secretary from awarding grants to State entities, or prohibit State entities from awarding subgrants to eligible applicants, that use a weighted lottery to give slightly better chances for admission to all, or a subset of, educationally disadvantaged students if –

1. The use of weighted lotteries in favor of such students is not prohibited by State law, and such State law is consistent with laws described in section 4310(2)(G); and
2. Such weighted lotteries are not used for the purpose of creating schools exclusively to serve a particular subset of students.

*(B) STUDENTS WITH SPECIAL NEEDS - Nothing in this paragraph shall be construed to prohibit schools from specializing in providing specific services for students with a demonstrated need for such services, such as students who need specialized instruction in reading, spelling, or writing.*



# COMPLYING WITH FEDERAL AND STATE LAWS

## SINGLE-SEX SCHOOLS

With respect to a subgrantee proposing to open or operating a single-sex charter school or a coeducational charter school offering single-sex classes or extracurricular activities, the applicant should ensure that the subgrantee complies with the Equal Protection Clause of the U.S. Constitution (as interpreted in *United States v. Virginia*, 518 U.S. 515 (1996) and other cases) and Title IX of the Education Amendments of 1970 (20 U.S.C. 1681 et seq.) and its regulations, including 34 CFR 106.34(c).

With respect to ensuring compliance, an applicant should conduct a separate and detailed review of the subgrantee to determine compliance with applicable nondiscrimination laws as noted above.



# COMPLYING WITH FEDERAL AND STATE LAWS

## SINGLE-SEX SCHOOLS CONT.

This additional review may require the subgrantee to provide additional fact-specific information about the single-sex program, including a detailed description of how it will comply with applicable nondiscrimination laws. Specifically:

1. A subgrantee proposing to open or operate a single-sex charter school should be able to provide a written justification for each new or existing single-sex charter school that explains (1) how the single-sex charter school is based on an important governmental objective(s); and (2) how the single-sex nature of the charter school is substantially related to the stated objective(s).
2. The subgrantee should also be able to provide information about whether there is a substantially equal single-sex school(s) for students of the excluded sex, or a substantially equal coeducational school(s), or both, and, if so, a detailed description of the proposed single-sex charter school and the substantially equal school(s) based on the factors in 34 CFR 106.34(c)(3).



# COMPLYING WITH FEDERAL AND STATE LAWS

## SINGLE-SEX SCHOOLS CONT.

A subgrantee proposing to operate a coeducational charter school that offers single-sex classes or extracurricular activities should be able to provide a detailed description of how it will comply with the Title IX regulations at 34 CFR 106.34(b). See “Questions and Answers on Title IX and Single-Sex Elementary and Secondary Classes and Extracurricular Activities,” available at <http://www2.ed.gov/about/offices/list/ocr/docs/faqs-title-ix-single-sex-201412.pdf>.



# COMPETITION BASICS

## IMPORTANT DATES

Applications Available: **March 9, 2018**

Date of Pre-Application Meeting: **March 14, 2018**  
*2pm – 4pm*

Deadline for Transmittal of Applications: **April 20, 2018**  
(4:30:00 p.m. Washington, D.C. time)

Onsite Review: **June 4-8, 2018**

Grant Performance Period Begins: **October 1, 2018**



# COMPETITION BASICS

## AWARD INFORMATION

Type of Award: Discretionary grants

Estimated Available Funds: \$157,000,000

Estimated Range of Awards: \$2 million to 23 million/year

Estimated Average Size of Awards: \$10 million/year

Estimated Number of Awards: 3 to 8

Project Period: Up to five years



# COMPETITION BASICS

## ELECTRONIC SUBMISSION REQUIREMENT

Applications for grants under this program must be submitted electronically, unless you qualify for an exception to this requirement in accordance with the instructions in the Notice.

Applications are due no later than **April 20, 2018 by 4:30:00 P.M., Washington, DC time.**



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  - APPLICATION PACKAGE OVERVIEW
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# APPLICATION PACKAGE OVERVIEW

The application package can be found on Grants.gov. A word version of the application package instructions can be found on our website <https://www.grants.gov/web/grants/view-opportunity.html?oppld=301479>

**A complete application consists of the following components:**

**1. Required Forms:**

- ED Standard Forms
- Assurances and Certifications

**2. Application Narrative:**

- Abstract Narrative Form
- Budget Narrative Form
- Project Narrative Form

**3. Other Attachments (6 appendices)**



# APPLICATION PACKAGE OVERVIEW

## REQUIRED FORMS

### **ED Standard Forms**

- Application for Federal Assistance (SF 424)
- Department of Education Supplemental Information for SF 424
- Department of Education Budget Summary Form (ED 524)
- Disclosure of Lobbying Activities (SF-LLL)

### **Assurances and Certifications**

- GEPA Section 427
- Assurances – Non-Construction Programs (SF 424B)
- Grants.gov Lobby form (formerly ED 80-0013 form)



# REQUIRED FORMS

## SF 424

Please fill out the following form. You can save data typed into this form. Highlight Fields

[View Burden Statement](#) OMB Number: 4040-0004  
Expiration Date: 03/31/2012

### Application for Federal Assistance SF-424

<b>* 1. Type of Submission:</b> <input type="checkbox"/> Preapplication <input type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	<b>* 2. Type of Application:</b> <input type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	<b>* If Revision, select appropriate letter(s):</b> <input type="text"/> <b>* Other (Specify):</b> <input type="text"/>
<b>* 3. Date Received:</b> <input type="text"/> Completed by Grants.gov upon submission.	<b>4. Applicant Identifier:</b> <input type="text"/>	
<b>5a. Federal Entity Identifier:</b> <input type="text"/>	<b>5b. Federal Award Identifier:</b> <input type="text"/>	
<b>State Use Only:</b>		
<b>6. Date Received by State:</b> <input type="text"/>	<b>7. State Application Identifier:</b> <input type="text"/>	
<b>8. APPLICANT INFORMATION:</b>		
<b>* a. Legal Name:</b> <input type="text"/>		
<b>* b. Employer/Taxpayer Identification Number (EIN/TIN):</b> <input type="text"/>	<b>* c. Organizational DUNS:</b> <input type="text"/>	
<b>d. Address:</b>		
<b>* Street1:</b>	<input type="text"/>	
<b>Street2:</b>	<input type="text"/>	
<b>* City:</b>	<input type="text"/>	



# REQUIRED FORMS

SF 424

8c – Organizational DUNS. This must be the same DUNS number used when you registered with Grants.gov

16a-b – Congressional District. Enter the district the applicant organization is located in, and the district in which activities will occur.

17a-b – Proposed Project Start and End Dates. The start date will be October 1, 2018. This grant can be for up to 5 years, so the end date should reflect how many years are requested.

18 – Estimated Funding. This should only reflect the first year of the project.

19 – EO 12372. This program is subject to the Executive Order.



# ED 524

	<b>U.S. DEPARTMENT OF EDUCATION BUDGET INFORMATION NON-CONSTRUCTION PROGRAMS</b>	OMB Control Number: 1894-0008 Expiration Date: 06/30/2017				
Name of Institution/Organization: <b>NAME OF DOE</b>		Applicants requesting funding for only one year should complete the column under "Project Year 1." Applicants requesting funding for multi-year grants should complete all applicable columns. Please read all instructions before completing form.				
<b>SECTION A - BUDGET SUMMARY U.S. DEPARTMENT OF EDUCATION FUNDS</b>						
Budget Categories	Project Year 1 (a)	Project Year 2 (b)	Project Year 3 (c)	Project Year 4 (d)	Project Year 5 (e)	Total (f)
1. Personnel	145,000	145,000	145,000			435,000
2. Fringe Benefits	36,250	36,250	36,250			108,750
3. Travel	1,000	1,000	1,000			3,000
4. Equipment	0	0	0			0
5. Supplies	7,000	7,000	7,000			21,000
6. Contractual	30,000	30,000	30,000			90,000
<b>7. Construction</b>	<b>0</b>	<b>0</b>	<b>0</b>			<b>0</b>
8. Other	1,200,000	1,200,000	1,200,000			3,600,000
9. Total Direct Costs (lines 1-8)	1,419,250	1,419,250	1,419,250			4,257,750
10. Indirect Costs*	141,925	141,925	141,925			425,775
11. Training Stipends	0	0	0			0
12. Total Costs (lines 9-11)	1,561,175	1,561,175	1,561,175			4,683,525
<p><b>*Indirect Cost Information (To Be Completed by Your Business Office):</b></p> <p>If you are requesting reimbursement for indirect costs on line 10, please answer the following questions:</p> <p>(1) Do you have an Indirect Cost Rate Agreement approved by the Federal government? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>(2) If yes, please provide the following information:                  Period Covered by the Indirect Cost Rate Agreement: From: <u>03</u> / <u>01</u> / <u>2015</u> To: <u>02</u> / <u>28</u> / <u>2016</u> (mm/dd/yyyy)                  Approving Federal agency: <input checked="" type="checkbox"/> ED <input type="checkbox"/> Other (please specify): _____ The Indirect Cost Rate is <u>10</u> %</p> <p>(3) For Restricted Rate Programs (check one) -- Are you using a restricted indirect cost rate that:  <input type="checkbox"/> Is included in your approved Indirect Cost Rate Agreement? or <input type="checkbox"/> Complies with 34 CFR 76.564(c)(2)? The Restricted Indirect Cost Rate is _____ %</p>						



# REQUIRED FORMS

## ED 524

- Section A of the 524 is required; complete all years for which funds are requested.
- Funds requested should match the detailed budget narrative required in another segment of the application.

A couple things to note:

- If you have an approved indirect cost rate, provide the details in the budget narrative as well as in the bottom of this form. Make sure to include your agreement.
- Construction is not an allowable cost.
- Subgrants should be put in the “other” cost category.
- All costs that are not subgrants will either be part of the 7% technical assistance or 3% administrative costs.
- Section B of the ED524 should only be completed if you are making a matching commitment. **Not required!**



# ASSURANCES AND CERTIFICATIONS

## GEPA STATEMENT

- Section 427 of GEPA requires an applicant for federal funds to include a description of the steps they will take to ensure equitable access to and participation in the grant project.
- To meet this requirement, applicants must include a statement that does two things:
  1. Identifies at least one barrier that would prevent someone from participating in grant activities.
  2. Explains what will be done to overcome the barrier.

TIP: It must be a barrier that you would encounter related to the State Entities grant proposal.



# APPLICATION PACKAGE OVERVIEW

## OTHER ATTACHMENTS

### **Other Attachments**

This is where you will attach the application appendices. Applicants should not include substantive, project-related information that they wish peer reviewers to consider anywhere in the application other than in the Project Narrative Form and Budget Narrative Form sections.

There are five (6) “Other Attachments” that should be included:

- Appendix A Charter School Program Assurances
- Appendix B Resumes or Curriculum Vitae
- Appendix C Letters of Support
- Appendix D Proof of Nonprofit Status
- Appendix E Proprietary Information
- Appendix F Additional Information



# APPLICATION PACKAGE OVERVIEW

## APPLICATION NARRATIVE

**The Application Narrative consists of the following components:**

- Abstract Narrative
- Budget Narrative
- Project Narrative
  - Competitive Preference Priorities (optional)
  - Selection Criteria
  - Requirements



# APPLICATION PACKAGE OVERVIEW

## ABSTRACT NARRATIVE

### **ED Abstract**

The abstract narrative must include the name and address of the organization and the name, phone number, and e-mail address of the contact person for this project.

The abstract narrative should not exceed one page and should use language that will be understood by a range of audiences. For all projects, include the project title (if applicable), goals, expected outcomes and contributions for research, policy, practice, etc.



# APPLICATION PACKAGE OVERVIEW

## BUDGET NARRATIVE

### **Budget Narrative**

Provide an itemized budget breakdown narrative, by project year, for each budget category listed in Section A of the ED 524 form.

### **Budget Resources:**

- 2 CFR Part 200 (previously OMB Circular A-87 (State) and A-122 (non-profit)) \*Additional information on uniform guidance can be found at: <http://www2.ed.gov/policy/fund/guid/uniform-guidance/index.html>
- Funding Restrictions outlined in the NIA
- Uses of Subgrant Funds – outlined in the NIA
- This is a non-construction grant.



# APPLICATION PACKAGE OVERVIEW

## BUDGET NARRATIVE - FUNDING RESTRICTIONS AND BUDGETS

Grantees under this program:

1. Must award subgrants to eligible applicants to enable eligible applicants to—
  - a. Open and prepare for the operation of new charter schools;
  - b. Open and prepare for the operation of replicated high-quality charter schools; or
  - c. Expand high-quality charter schools; and
2. Provide technical assistance to eligible applicants and authorized public chartering agencies in carrying out the activities described in paragraph (1), and work with authorized public chartering agencies in the State to improve authorizing quality, including developing capacity for, and conducting, fiscal oversight and auditing of charter schools.



# APPLICATION PACKAGE OVERVIEW

## BUDGET NARRATIVE - FUNDING RESTRICTIONS AND BUDGETS

### **A State entity receiving a grant under this program shall use:**

- **not less** than 90 percent of the grant funds to award subgrants to eligible applicants for activities related to opening and preparing for the operation of new charter school or to replicate or expand high-quality charter schools;
- reserve **not less than seven percent** of funds to provide technical assistance to eligible applicants and authorized public chartering agencies in:
  - opening and preparing for the operation of new charter schools or to replicate or expand high-quality charter schools and
  - in improving authorizing quality, including developing capacity for, and conducting, fiscal oversight and auditing of charter schools; and
- reserve **not more than three percent** of funds for administrative costs, which may include technical assistance.

*A State entity may use a grant received under this program to carry out technical assistance activities authorized under this program directly or through grants, contracts, or cooperative agreements*



# APPLICATION PACKAGE OVERVIEW

## BUDGET NARRATIVE - FUNDING RESTRICTIONS AND BUDGETS

**Subgrants should support activities related to opening and preparing for the operation of new charter schools or replicating or expanding high-quality charter schools, this can include:**

- a) Costs associated with preparing teachers, school leaders, and specialized instructional support personnel
  - i. professional development,
  - ii. Hiring and compensating during planning period – teachers, school leaders, and/or specialized instructional support personnel.
- b) Acquiring supplies, training, equipment (including technology), and educational materials (including developing and acquiring instructional materials).
- c) Carrying out necessary renovations to ensure that a new school building complies with applicable statutes and regulations, and minor facilities repairs (excluding construction).
- d) Providing one-time, startup costs associated with providing transportation to students to and from the charter school.
- e) Carrying out community engagement activities, which may include paying the cost of student and staff recruitment.
- f) Providing for other appropriate, non-sustained costs related to the activities in opening and preparing for the operation of charter schools.



# APPLICATION PACKAGE OVERVIEW

## BUDGET NARRATIVE - FUNDING RESTRICTIONS AND BUDGETS

A few more things to note:

- 1) The subgrantee maximum is \$1,250,000.
- 2) A subgrant can be for no more than five years, of which an eligible applicant may use not more than 18 months for planning and program design.
- 3) In your narrative you should clearly delineate not only the costs under each cost category but whether they are related to administrative costs, technical assistance, or if they are subgrants.
  - Double check your numbers and percentage maximums – you don't want to be reduced because of a calculation error.
  - The number of subgrants you are budgeting for should be clearly delineated. We recommend budgeting upfront and earmarking the full amount of support for each subgrant at the estimated time of subgrant award to ensure you can fully support all charter schools you award subgrant funding.



# APPLICATION PACKAGE OVERVIEW

## BUDGET NARRATIVE - FUNDING RESTRICTIONS AND BUDGETS

An eligible applicant may not receive more than one subgrant under this program for each individual charter school for a five-year period, unless the eligible applicant demonstrates to the State entity that such individual charter school has at least three years of improved educational results for students enrolled in such charter school, with respect to the elements described in the definition of a High-Quality charter school.

A charter school that previously received CSP funds for planning or initial implementation under section 5202(c)(2) of the ESEA, as amended by the NCLB (CFDA number 84.282B) , or for the replication or expansion of a high-quality charter school under one of the Department's Appropriations Acts (CFDA number 84.282M), is not eligible to receive funds from a state entity under this program for the same or a substantially similar purpose. However, a charter school may be eligible to receive funds to expand if the school is a high-quality charter school.

Likewise, a charter school that receives funds from a State entity is ineligible to receive funds for the same or a substantially similar purpose under the Developer or CMO grant programs.



# BUDGET EXAMPLE

End goal: For my state, I would like to start 25 charter schools by the end of the 5 year project period. This would average to 5 school per year.

5 schools per year x \$1,250,000 max amount = \$6,250,000

\$6,250,000 per year x 5 years = \$31,250,000

\$31,250,000 subgrant must be **not less** than 90% of grant

$\$31,250,000 / .9 = \$34,722,222$  total grant amount

Example		
Subgrant $\geq$	\$31,250,000	Not less than 90%
Admin/TA	\$3,472,222	10%
Admin $\leq$	\$1,041,666	Not MORE than 3%
TA $\geq$	\$2,430,556	Not less than 7%
<b>Grant Total</b>	<b>\$34,722,222</b>	



# APPLICATION PACKAGE OVERVIEW

## BUDGET NARRATIVE - FUNDING RESTRICTIONS AND BUDGETS

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

The budget should include only costs that are allowable, reasonable, and necessary. In the Budget Narrative Attachment, provide an itemized budget narrative, by project year, for each budget category, in addition to a justification for costs included.



# APPLICATION PACKAGE OVERVIEW

## BUDGET NARRATIVE - FUNDING RESTRICTIONS AND BUDGETS

**Project Directors Meeting:** Applicants approved for funding under this competition must attend a two-day meeting for project directors during each year of the project. Applicants are encouraged to include the cost of attending this meeting in their proposed budgets.



# APPLICATION PACKAGE OVERVIEW

## PROJECT NARRATIVE

**Project Narrative:** To facilitate the review of the application, please organize your Project Narrative in the following order and include a Table of Contents.

- 1. Competitive Priorities (optional)**
- 2. Selection Criteria**
- 3. Application Requirements**

**Applicants should limit the project narrative to 60 pages.** The Table of Contents and any attachments (supporting documentation) do not count against the page limit.



# PRIORITIES

- **Competitive Priorities:** We will award additional points to an application, depending on how well the application meets one or more of these priorities. There are 6 competitive priorities.
  - One Authorized Public Chartering Agency Other than an LEA, or an Appeals Process (0 or 2 points)
  - Equitable Financing (up to 6 points)
  - Charter School Facilities (up to 6 points)
  - Best Practices to Improve Struggling Schools and LEAs (up to 3 points)
  - Serving At-Risk Students (up to 3 points)
  - Best Practices for Charter School Authorizing (up to 5 points)



# COMPETITIVE PREFERENCE PRIORITY

## Competitive Preference Priority 1 --

*One Authorized Public Chartering Agency Other than a Local Educational Agency (LEA), or an Appeals Process (0 or 2 points).* To meet this priority, an applicant must demonstrate that it is located in a State that—

- a) Allows at least one entity that is not a local educational agency to be an authorized public chartering agency for "developers" seeking to open a charter school in the State; or
- b) In the case of a State in which local educational agencies are the only authorized public chartering agencies, the State has an appeals process for the denial of an application for a charter school.

**Note: In order to meet this priority under paragraph (b) above, the entity hearing the appeal must have the authority to approve the charter application over the objections of the LEA.**



# COMPETITIVE PREFERENCE PRIORITY

## Competitive Preference Priority 2 --

***Equitable Financing (up to 6 points):*** To receive points under this priority, an applicant must demonstrate the extent to which the State in which it is located ensures equitable financing, as compared to traditional public schools, for charter schools and students in a prompt manner.



# COMPETITIVE PREFERENCE PRIORITY

## Competitive Preference Priority 3 --

***Charter School Facilities (up to 6 points):*** To receive points under this priority, an applicant must demonstrate the extent to which the State in which it is located provides charter schools one or more of the following:

- a) Funding for facilities;
- b) Assistance with facilities acquisition;
- c) Access to public facilities;
- d) The ability to share in bonds or mill levies;
- e) The right of first refusal to purchase public school buildings; or
- f) Low- or no-cost leasing privileges.



# COMPETITIVE PREFERENCE PRIORITY

## Competitive Preference Priority 4 --

***Best Practices to Improve Struggling Schools and Local Educational Agencies (up to 3 points):*** To receive points under this priority, an applicant must demonstrate the extent to which the State in which it is located uses best practices from charter schools to help improve struggling schools and local educational agencies.



# COMPETITIVE PREFERENCE PRIORITY

## Competitive Preference Priority 5 --

***Serving At-Risk Students (up to 3 points):*** To receive points under this priority, an applicant must demonstrate the extent to which it supports charter schools that serve at-risk students through activities such as dropout prevention, dropout recovery, or comprehensive career counseling services.



# COMPETITIVE PREFERENCE PRIORITY

## Competitive Preference Priority 6 --

***Best Practices for Charter School Authorizing (up to 5 points):*** To receive points under this priority, an applicant must demonstrate the extent to which it has taken steps to ensure that all authorized public chartering agencies implement best practices for charter school authorizing.



# SELECTION CRITERIA

## OVERVIEW

- a) Quality of the Project Design ( up to 15 points)
- b) Objectives (up to 20 points)
- c) Quality of Eligible Subgrant Applicants (up to 15 points)
- d) State Plan (up to 20 points)
- e) Quality of Management Plan ( up to 15 points)
- f) Parent and Community Involvement (up to 10 points)
- g) Flexibility (up to 5 points)



# SELECTION CRITERIA

## (A) QUALITY OF THE PROJECT DESIGN (UP TO 15 POINTS)

The Secretary considers the quality of the design of the proposed project. In determining the quality of the design of the proposed project, the Secretary considers:

- (1) The extent to which the proposed project demonstrates a rationale (up to 10 points); and
- (2) The extent to which the goals, objectives, and outcomes to be achieved by the proposed project are clearly specified and measurable (up to 5 points).



# DEFINITIONS

1. Demonstrates a rationale means a key project component included in the project's logic model is informed by research or evaluation findings that suggest the project component is likely to improve relevant outcomes. (34 CFR 77.1)
2. Logic model (also referred to as theory of action) means a framework that identifies key project components of the proposed project (i.e., the active “ingredients” that are hypothesized to be critical to achieving the relevant outcomes) and describes the theoretical and operational relationships among the key project components and relevant outcomes. (34 CFR 77.1)
3. Project component means an activity, strategy, intervention, process, product, practice, or policy included in a project. Evidence may pertain to an individual project component or to a combination of project components (e.g., training teachers on instructional practices for English learners and follow-on coaching for these teachers). (34 CFR 77.1)



# RELS

For technical assistance in developing effective performance measures, applicants are encouraged to review information provided by the Department's Regional Educational Laboratories (RELS). The RELs seek to build the capacity of States and school districts to incorporate data and research into education decision-making. Each REL provides research support and technical assistance to its region but makes learning opportunities available to educators everywhere. For example, the REL Northeast and Islands has created the following resource on logic models: [//relpacific.mcrel.org/resources/elm-app](http://relpacific.mcrel.org/resources/elm-app).



# SELECTION CRITERIA

## (B) OBJECTIVES (UP TO 20 POINTS)

The ambitiousness of the State entity's objectives for the quality charter school program carried out under the CSP State Entities program.

*Note: In response to this criterion, an applicant may address (or cross reference) some or all of the components of application requirements (I)(A)-(G) in this notice, which require the applicant to provide a description of the State entity's objectives in running a quality charter school program and how the objectives of the program will be carried out.*



# SELECTION CRITERIA

## (C) QUALITY OF ELIGIBLE SUBGRANT APPLICANTS. (UP TO 15 POINTS)

The likelihood that the eligible applicants receiving subgrants under the program will meet those objectives and improve educational results for students .



# SELECTION CRITERIA

## (D) STATE PLAN. (UP TO 20 POINTS)

The State entity's plan to--

1. Adequately monitor the eligible applicants receiving subgrants under the State entity's program;
2. Work with the authorized public chartering agencies involved to avoid duplication of work for the charter schools and authorized public chartering agencies; and
3. Provide technical assistance and support for--
  - i. The eligible applicants receiving subgrants under the State entity's program; and
  - ii. Quality authorizing efforts in the State.



# SELECTION CRITERIA

## (E) QUALITY OF THE MANAGEMENT PLAN. (UP TO 15 POINTS)

The Secretary considers the quality of the management plan for the proposed project. In determining the quality of the management plan for the proposed project, the Secretary considers:

- (1) The adequacy of the management plan to achieve the objectives of the proposed project on time and within budget, including clearly defined responsibilities, timelines, and milestones for accomplishing project tasks (up to 10 points); and
- (2) The extent to which the time commitments of the project director and principal investigator and other key project personnel are appropriate and adequate to meet the objectives of the proposed project (up to 5 points).



# SELECTION CRITERIA

## (F) PARENT AND COMMUNITY INVOLVEMENT. (UP TO 10 POINTS)

The State entity's plan to solicit and consider input from parents and other members of the community on the implementation and operation of charter schools in the State.



# SELECTION CRITERIA

## (G) FLEXIBILITY. (UP TO 5 POINTS)

The degree of flexibility afforded by the State's charter school law and how the State entity will work to maximize the flexibility provided to charter schools under such law.



# EXAMPLE POINT RANGE CHART

Shown below are *suggested* point ranges for an evaluation of fully developed, well developed, adequately developed, poorly developed, or not addressed, for each of the Selection Criteria.

Maximum Point Value	Quality of Applicant's Response				
	Not Addressed	Poorly Developed	Adequately Developed	Well- Developed	Fully Developed
3	0	1	2	N/A	3
5	0	1-2	3	4	5
6	0	1-2	3-4	5	6
10	0	1-4	5-7	8-9	10
15	0	1-5	6-10	11-14	15
20	0	1-6	7-13	14-19	20



# APPLICATION REQUIREMENTS

Application Requirements are from section 4303(f) of the ESEA.

- 1) **Description of the Program**
- 2) **Assurances** - <https://innovation.ed.gov/what-we-do/charter-schools/state-entities/funding-and-legislation/>
- 3) **Request for information about waivers**

**The Department will reject an application that does not meet the application requirements.**

- ✓ An applicant may choose to respond the application requirements in the context of its responses to the priorities or selection criteria, when applicable.
- ✓ If an applicant addresses these in other sections of the application they should note where their response can be found in response to each application requirement.



# APPLICATION REQUIREMENTS

## DESCRIPTION OF THE PROGRAM

A description of the State entity's objectives in running a quality charter school program and how the objectives of the program will be carried out.

- This application requirement contains:
  - 7 elements (A-G) with supporting factors under each.
  - The first element has 13 factors.
- The application requirements outline everything that should be in your narrative.
- The checklist (found in the application package instructions) will be used by program staff to determine if all elements and factors are addressed.
- If an application requirement is addressed in response to a priority or criterion please make sure to note that explicitly and cite a page number.



# DEFINITIONS

## OVERVIEW

1. Ambitious
2. Authorized Public Chartering Agency
3. Baseline
4. Charter School
5. Charter Management Organization
6. Charter School Support Organization
7. Child with a disability
8. Demonstrates a rationale
9. Developer
10. Early childhood education program
11. Eligible applicant (subgrants)
12. English learner
13. Expand
14. High-quality charter school
15. Logic model
16. Parent
17. Performance measure
18. Performance target
19. Project Component
20. Replicate
21. Relevant Outcome
22. State
23. State educational agency
24. State entity



# CSP PERFORMANCE MEASURES

## PROGRAM PERFORMANCE MEASURES (GPRA)

The primary goal of the CSP is to support the creation and development of a large number of high-quality charter schools that are free from State or local rules that inhibit flexible operation, are held accountable for enabling students to reach challenging State performance standards, and are open to all students. The Secretary has established two performance indicators to measure progress towards this goal:

- 1) The number of charter schools in operation around the Nation;
- 2) The percentage of fourth-and-eighth grade charter school students who are achieving at or above the proficient level on State assessments in mathematics and reading/language arts.

Additionally, the Secretary has established the following measure to examine the efficiency of the CSP:

- 3) Federal cost per student in implementing a successful school (defined as a school in operation for three or more consecutive years).

All grantees will be expected to submit an annual performance report documenting their contribution in assisting the Department in meeting these performance measures.



# CSP PERFORMANCE MEASURES

## PROJECT-SPECIFIC PERFORMANCE MEASURES

Applicants must propose project-specific performance measures and performance targets consistent with the objectives of the proposed project. Applications must provide the following information as directed under 34 CFR 75.110(b) and (c):

1. Performance measures.
2. Baseline data.
3. Performance targets.
4. Data Collection.

Note: All grantees must submit an annual performance report with information that is responsive to these performance measures. ***If you will be unable to report on a measure annually it should not be identified as a project-specific performance measure.***

Note: For technical assistance in developing effective performance measures, applicants are encouraged to review information provided by the Department's Regional Educational Laboratories (RELs).



# CSP PMS EXAMPLE

*Example:* I would like to create new charter schools

*Revised:* By the end of the project period, I will have created 25 new charter schools.

SMART - specific, measurable, achievable, relevant, and time bound.



# OPEN LICENSING

## NEW DEPARTMENT OF EDUCATION REGULATION COVERING EIR GRANTEES

All Department of Education grantees awarded competitive grant funds, unless an exception applies, must openly license to the public all copyrightable grant deliverables that are created with Department grant funds, including such deliverable as educational software, curriculum materials, professional development training materials, assessment systems, etc. This requirement applies to EIR grants.

### Purposes:

- Promotes efficient dissemination of grant-funded works.
- Promotes innovation through creative re-use of grant funded works.

### The Rule:

<https://www.federalregister.gov/documents/2017/01/19/2017-00910/open-licensing-requirement-for-competitive-grant-programs>



# WHAT DOES OPEN LICENSING MEAN?

Under an open license, the public is given permission...

- to access, reproduce, publicly perform, publicly display, and distribute the copyrightable work;
- to prepare derivative works, as defined in the Copyright Act, 17 U.S.C. 101, and to reproduce, publicly perform, publicly display and distribute those derivative works; and
- to otherwise use the copyrightable work, created in whole or in part with competitive grant funds provided by the Department, provided that in all such instances attribution is given to the copyright holder.

Note: Grantees may use any open licenses that comply with the rule (see additional conditions in the actual rule), including a license that limits use to noncommercial purposes.



# WHAT IS A “DELIVERABLE” COVERED BY THE OPEN LICENSING RULE?

- Copyrightable grant deliverables, or deliverables, are final versions of a work developed to carry out the purpose of the grant, as specified in the grant announcement (i.e., notice inviting applications or application package).
- The [open licensing] requirement will apply both to the deliverables themselves and to any final version of program support materials necessary to the use of the deliverables.



# MORE ABOUT THE OPEN LICENSING RULE

- The rule does not apply to pre-existing works,
- When pre-existing works are modified under grant funding, the rule only applies to the modifications
- A grantee or subgrantee that is awarded competitive grant funds must have a plan to disseminate the openly licensed copyrightable works.
- In some limited cases, exceptions to the rule may be granted by the Department. However, such exceptions will not be considered until after grant awards are made, and applicants must not assume that an exception would be granted.



# APPLICABLE REGULATIONS AND STATUTE

- i. The Education Department General Administrative Regulations (EDGAR) in 34 CFR parts 75, 76, 77, 79, 81, 82, 84, 86, 97, 98, and 99.
- ii. The OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement) in 2 CFR part 180, as adopted and amended as regulations of the Department in 2 CFR part 3485; and
- iii. The Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards in 2 CFR part 200, as adopted and amended in 2 CFR part 3474.
- iv. Title IV, Part C of the ESEA (20 U.S.C. 7221-7221j)



# AWARD NOTICES

If your application is successful, we will notify your U.S. Representative and U.S. Senators and send you a Grant Award Notification (GAN). We may also notify you informally, as well.

If your application is not evaluated or not selected for funding, we will notify you.



# AGENDA

## 84.282A – CSP GRANTS FOR STATE ENTITIES

- OVERVIEW
  - PURPOSE
  - ELIGIBILITY
  - CHANGES FOR FY18
  - COMPETITION BASICS
- APPLICATION DETAIL
  - APPLICATION PACKAGE OVERVIEW
  - PRIORITIES
  - SELECTION CRITERIA
  - REQUIREMENTS
  - PERFORMANCE MEASURES
- **GRANTS.GOV (REGISTER AND SUBMIT EARLY!)**



# APPLICATIONS ARE DUE BY:

**April 20, 2018, 4:30:00 P.M. (EST)**

**Washington, DC time**

**Important Note:** The Grants.gov helpdesk is not available on weekends. You are strongly encouraged to submit early! You can always resubmit your application (before the closing date and time) if you need to update your application.



# FEDERAL REGISTER NOTICE – APPLICATION INFORMATION

- Due Date and Time
- Program Contact Information
- Page Limits and Formatting
- Allowable File Types
- Mandatory or Optional Electronic Submission
- Exemptions to mandatory electronic submission
- System for Submitting



# WHAT IS GRANTS.GOV?

- An external application system used throughout the Federal government
- Available at [www.grants.gov](http://www.grants.gov)



# IMPORTANT REMINDER

Please be sure to check the CFDA# (84.282A), Competition ID and title before you download the application package.

**SORT BY:** Posted Date (Descending)       **DATE RANGE:** All Available

**1 - 3 OF 3 MATCHING RESULTS:**

Opportunity Number	Opportunity Title	Agency	Opportunity Status	Posted Date ↓	Close Date
<a href="#">ED-GRANTS-030918-001</a>	Office of Innovation and Improvement (OII): Charter Schools Program (CSP): Grants to State Entities CFDA Number 84.282A	ED	Posted	03/09/2018	04/20/2018
<a href="#">ED-GRANTS-030218-001</a>	Office of Innovation and Improvement (OII): Charter Schools Program (CSP) Grants to Developers for the Opening of New Charter Schools CFDA Number 84.282B	ED	Posted	03/02/2018	04/16/2018
<a href="#">ED-GRANTS-030218-002</a>	Office of Innovation and Improvement (OII): Charter Schools Program (CSP) Grants to Developers for the Replication and Expansion of High-Quality Charter Schools CFDA Number 84.282E	ED	Posted	03/02/2018	04/16/2018



# GRANTS.GOV REGISTRATION PROCESS

The Grants.gov registration process involves five (5) basic steps:

1. Obtain a DUNS number
2. Register with SAM
3. Set up your Authorized Organization Representative (AOR) profile
4. Get authorized as an AOR by your organization's e-Biz POC
5. Track your AOR status



# GRANTS.GOV REGISTRATION PROCESS

1. The complete Grants.gov registration process takes **up to 4 weeks** to complete.
2. You do not have to register with Grants.gov if you only want to find grant opportunities or to download application packages – **but you MUST register to SUBMIT!**



# GRANTS.GOV REGISTRATION PROCESS

## Step 1: Register Your Organization

- To register, your organization will need to obtain a DUNS number. If your organization does not have a DUNS number, you can call **1-866-705-5711**. Check with your organization's grants office before obtaining a DUNS number. **Use the same DUNS number used on the SF 424 form.**

## Step 2: SAM Registration

- Register both your DUNS number and TIN with the System for Award Management (SAM) (formerly the Central Contractor Registry (CCR)). Your organization must have a DUNS number to register with SAM. SAM registration takes approximately 7 business days, but may take up to several weeks, to complete. **Once your SAM registration is active, you will need to allow 24 to 48 hours for the information to be available in Grants.gov and before you can submit an application through Grants.gov. SAM requires an annual registration – you will be unable to submit if this has not been updated. This may take three or more business days.**



# GRANTS.GOV REGISTRATION PROCESS

## Step 3: AOR Registration

- Create your Authorized Organization Representative (AOR) registration to obtain your username and password. You will need your organization DUNS number to complete the profile.

## Step 4: Confirm AOR Registration

- The E-Business Point of Contact at your organization will receive your registration from Grants.gov. The E-Biz POC will then authorize you as an AOR. The E-Biz POC is usually someone in your grants office. Only an AOR may submit an application.



# GRANTS.GOV REGISTRATION PROCESS

## Step 5: Track your AOR status

- The length of time is contingent upon how long it takes your E-Biz POC to authorize you as an AOR. There may be more than one AOR at the organization.
- All 5 registration steps can be found on the Grants.gov website.

<http://www.grants.gov/web/grants/applicants/organization-registration.html>



# GRANTS.GOV APPLICATION PACKAGE

- Review “Grants.gov Submission Procedures and Tips for Applicants” in application package.
- Applicant must download the correct version of Adobe in order to read any Grants.gov application packages.
- In Adobe, applicants must move all mandatory forms from left to right, in order to open each form.
- Once the form is on the right side, applicant can complete and **SAVE** each form; while in process, the application package is saved offline.
- Press the final **SAVE & SUBMIT** button before the final submission of the application.



# GRANTS.GOV APPLICATION PACKAGE

- Once you download the application, multiple people can work on it, and you work offline.
- Save often.
- Includes both forms and attachments.
- Submit all documents as **PDF files**.
- Once the application is complete, the “save and submit” button becomes active.



# GRANTS.GOV APPLICATION SUBMISSION

## SUCCESSFUL SUBMISSION

1. Applicants should receive a confirmation email with a time and date stamp and an assigned tracking number from Grants.gov
2. Applicants should receive a validation email from Grants.gov. This means the application is ready for Department pickup
3. Applicant should receive an email with their assigned PR Award # (U282A17XXXX)

## UNSUCCESSFUL SUBMISSION

1. Applicants should receive a confirmation email with a time and date stamp and an assigned tracking number from Grants.gov
2. If the application is received after 4:30:00 p.m. on April 20, 2018 or validation is not successful, applicant should receive an error email
3. Email may list the error, or applicant can use their tracking number to find the submission error



# GRANTS.GOV

## APPLICATION PACKAGE – UNSUCCESSFUL SUBMISSION

- Verify Submission is on time and validated successfully
- To check, login to Grants.gov and click on the Track My Application link
- Date/time received should be earlier than 4:30:00 p.m. on April 20, 2018.
- Application status should be “Validated”.
- Do not rely solely on email to confirm whether your application has been received on time and validated successfully.



The screenshot shows the Grants.gov homepage. The navigation bar includes links for HOME, ABOUT, SEARCH GRANTS, APPLICANTS, GRANTORS, SYSTEM-TO-SYSTEM, FORMS, and OUTREACH. The 'APPLICANTS' dropdown menu is open, showing 'APPLICANT ACTIONS' with 'Track My Application' highlighted by a green arrow. Other options in the dropdown include 'Apply for Grants' and 'APPLICANT RESOURCES' such as 'Grant Eligibility', 'Individual Registration', 'Organization Registration', 'Grant Application Process', 'Applicant FAQs', 'Applicant Resources', and 'Applicant Tips'.

Below the navigation bar, there is a section titled 'Find Open Grant Opportunities' with tabs for 'NEWEST OPPORTUNITIES', 'BROWSE CATEGORIES', 'BROWSE AGENCIES', and 'BROWSE ELIGIBILITIES'. A table of opportunities is displayed below the tabs.

Funding Opportunity Number	Opportunity Title	Agency
SCAKAB-14-AW-001-SCA-05202014	Access to Justice Small Grants Program	U.S. Mission to Afghanistan
EPA-R4-WPD-2014-SFL	Special Studies- South Florida Geographic Initiative, Water Quality Protection Program for the Florida Keys National Marine Sanctuary, and the Southeast Florida Coral Reef Initiative/Land-Based Sources of Pollution	Environmental Protection Agency
R14SS00006	Grand Canyon Adaptive Management Program Tribal Participation	Bureau of Reclamation
F14AS00193	DOI Project #SA067; Hurricane Sandy; Beach Resiliency Studies; Fire Island;	Fish and Wildlife Service

# GRANTS.GOV APPLICATION SUBMISSION

**Do not rely solely on email to confirm whether your application has been received on time and validated successfully!**



# GRANTS.GOV SUBMISSION

- Save a copy of your application.
- We may request original signatures on forms at a later date.
- Applications cannot be “unsubmitted”.
- Users may resubmit their application at any point up until the closing date and time; we review the most recent submission before the due date and time.
- **Closing Date: April 20, 2018, 4:30:00 P.M. Washington, DC time**



# GRANTS.GOV AVAILABILITY

- If you are experiencing problems submitting your application through Grants.gov, please contact the Grants.gov Support Desk at 800-518-4726. You must obtain a Grants.gov Support Desk Case Number and must keep a record of it.
- If you are prevented from electronically submitting your application on the application deadline date **because of technical problems with the Grants.gov system**, we will grant you an extension until 4:30:00 p.m. (Washington, DC time), the following day to enable you to transmit your application electronically, by hand delivery, or through the mail **following the instructions in the Notice**.



# GRANTS.GOV AVAILABILITY

- If you submit an application after 4:30:00 p.m. (Washington, DC time) on April 20, 2018, contact the person listed in the Notice and provide an explanation of the technical problem you experienced with Grants.gov, along with the Grants.gov Support Desk Case Number. We will accept your explanation if we can confirm that a technical problem occurred with the Grants.gov system and that a problem affected your ability to submit your application by the deadline.
- The Department will contact you after a determination is made on whether your application will be accepted.



# GRANTS.GOV AVAILABILITY

These extensions apply only to **the unavailability of, or technical problems with,** the Grants.gov system. We will not grant you an extension if you failed to fully register to submit your application on Grants.gov before the application deadline date and time or if the technical problem you experienced is unrelated to the Grants.gov system.



# FOR INFORMATION AND ASSISTANCE

## CSP SEA STAFF

Ashley Gardner, [Ashley.Gardner@ed.gov](mailto:Ashley.Gardner@ed.gov)

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## GRANTS.GOV

[support@grants.gov](mailto:support@grants.gov), (800) 518-4726



# QUESTIONS?

## **Closing Date:**

**April 20, 2018, at 4:30:00 p.m. (EST)**

**Washington, DC time**

**Important Note:** The competition closes on a Friday and the Grants.gov helpdesk is not available the weekend prior to the closing date. You are strongly encouraged to submit early! You can always resubmit your application on the closing date by 4:30 p.m. if you need to update your application.



