PRE-APPLICATION WEBINAR
U.S. DEPARTMENT OF EDUCATION
OFFICE OF INNOVATION AND IMPROVEMENT
CHARTER SCHOOLS PROGRAM

WE WILL BEGIN SHORTLY; THANKS FOR YOUR PATIENCE…

FY 2018 Pre-Application Webinar: Expanding Opportunity Through Quality Charter Schools Program (CSP)--National Dissemination Grants (84.282T)

June 7, 2018
Washington, D.C.

FOR INFORMATION AND ASSISTANCE

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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

IMPORTANT NOTE

FEDERAL REGISTER NOTICE AND THE APPLICATION PACKAGE

- The Federal Register notice contains important information. Applicants should 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.

- The Notice Inviting Applications (NIA) is available here: https://www.federalregister.gov/documents/2018/06/05/2018-12068/applications-for-new-awards-expanding-opportunity-through-quality-charter-schools-program

- **The application package (on grants.gov) is provided for convenience, but you should not use that as your only source. It does NOT contain all the information you need to submit a complete application.**

- The information provided in this webinar should also not be your only source. It does NOT contain all the information you need to submit a complete application. Please read the NIA.

IMPORTANT NOTE

APPLICATION SUBMISSION INSTRUCTIONS:

For information on how to submit an application, please refer to our Common Instructions for Applicants to Department of Education Discretionary Grant Programs, published in the *Federal Register* on February 12, 2018 (83 FR 6003).

APPLICATIONS ARE DUE BY:

Monday, July 9, 2018, at 4:30:00 p.m. 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.

If you miss the deadline, your application will not be reviewed.

AGENDA

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

PURPOSE OF THE CHARTER SCHOOLS PROGRAM (CSP)

The major purposes of the CSP are to:

1. expand opportunities for all students, particularly traditionally underserved students, to attend charter schools and meet challenging State academic standards;

2. provide financial assistance for the planning, program design, and initial implementation of public charter schools;

3. increase the number of high-quality charter schools available to students across the United States;

4. evaluate the impact of charter schools on student achievement, families, and communities;

5. share best practices between charter schools and other public schools;

6. encourage States to provide facilities support to charter schools;

7. and support efforts to strengthen the charter school authorizing process.

PURPOSE OF THIS COMPETITION

Through CSP National Dissemination Grants (CFDA number 84.282T), the Department provides funds on a competitive basis to support efforts by eligible entities to support the charter school sector and increase the number of high-quality charter schools available to our Nation's students by disseminating best practices regarding charter schools.

ELIGIBILITY

We are establishing the eligible entities for this competition in accordance with section 437(d)(1) of GEPA, [20 U.S.C. 1232](d)(1).

Eligible applicants include: SEAs; State charter school boards; State Governors; charter school support organizations (as defined in this notice); authorized public chartering agencies; and public and private nonprofit organizations that operate, manage, or support charter schools.

ELIGIBILITY

CONT.

1. Eligible applicants may apply as a partnership or consortium and, if so applying, must comply with the requirements for group applications set forth in 34 CFR 75.127-129.

2. Public and private nonprofit organizations that operate, manage, or support charter schools must apply in partnership with one or more SEAs, State charter school boards, State Governors, charter school support organizations, or authorized public chartering agencies.

COMPETITION BASICS

Applications Available: **June 5, 2018**

Date of Pre-Application Meeting: **June 7, 2018**

1pm – 2:00pm

Deadline for Transmittal of Applications: **July 9, 2018**

(4:30:00 p.m. Washington, D.C. time)

Application Review: **Summer 2018**

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

COMPETITION BASICS

AWARD INFORMATION

Type of Award: Discretionary grants

Estimated Available Funds: $4,500,000

Estimated Range of Awards: $500,000–800,000 /year

Estimated Average Size of Awards: $650,000 /year

Estimated Number of Awards: 5–9

Project Period: Up to 36 months

The Department is not bound by any estimates in the NIA. The estimated range and average size of awards are based on a single 12-month budget period. We may use FY 2018 funds to support multiple 12-month budget periods for one or more grantees.

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 **July 9, 2018 by 4:30:00 PM, Washington, DC time.**

AGENDA

84.282T– NATIONAL DISSEMINATION GRANTS

- OVERVIEW
  - PURPOSE
  - ELIGIBILITY
  - COMPETITION BASICS

- **APPLICATION DETAIL**
  - APPLICATION PACKAGE OVERVIEW
  - PRIORITIES
  - SELECTION CRITERIA
  - REQUIREMENTS
  - PERFORMANCE MEASURES
- OPEN LICENSING
- GRANTS.GOV (REGISTER AND SUBMIT EARLY!)

APPLICATION PACKAGE OVERVIEW

The application package can be found on Grants.gov. Instructions can be found on grants.gov website at: https://www.grants.gov/web/grants/applicants/apply-for-grants.html

A complete application consists of the following components:

1. **Required Forms:**
   - ED Standard Forms
   - Assurances and Certifications
2. **Other Attachments (see application package)**

3. **Application Narrative:**
   - Abstract Narrative Form
   - Budget Narrative Form
   - Project Narrative Form

APPLICATION PACKAGE OVERVIEW

REQUIRED FORMS

ED Standard Forms

- Application for Federal Assistance (SF 424)
- Department of Education Supplement 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)

APPLICATION PACKAGE OVERVIEW

APPLICATION NARRATIVE AND OTHER ATTACHMENTS

1. Application Narrative
   a. Abstract Narrative Form
   b. Project Narrative Form
   c. Budget Narrative Form

2. Other Attachments
   a. Appendix A   Resumes or Curriculum Vitae
   b. Appendix B   Letters of Support (if applicable)
   c. Appendix C   Proof of Nonprofit Status (if applicable)
   d. Appendix D   Proprietary Information (if applicable)
   e. Appendix E   Additional Information (if applicable)

APPLICATION PACKAGE OVERVIEW
SF 424

APPLICATION PACKAGE OVERVIEW

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 3 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

	U.S. DEPARTMENT OF EDUCATION BUDGET INFORMATION NON-CONSTRUCTION PROGRAMS	OMB Control Number: 1894-0008 Expiration Date: 06/30/2017
Name of Institution/Organization: *NAME OF DOE*	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.	

SECTION A - BUDGET SUMMARY
U.S. DEPARTMENT OF EDUCATION FUNDS

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
7. Construction	0	0	0			0
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

*Indirect Cost Information *(To Be Completed by Your Business Office)*:

If you are requesting reimbursement for indirect costs on line 10, please answer the following questions:

(1) Do you have an Indirect Cost Rate Agreement approved by the Federal government? _X_ Yes ____ No

(2) If yes, please provide the following information:

Period Covered by the Indirect Cost Rate Agreement: From: _03_/_01_/_2015____ To: 02___/_28_/_2016____ (mm/dd/yyyy)

Approving Federal agency: _X_ ED ____ Other (please specify): _____ The Indirect Cost Rate is __10_____%

(3) For Restricted Rate Programs (check one) -- Are you using a restricted indirect cost rate that:

___ Is included in your approved Indirect Cost Rate Agreement? or ___ Complies with 34 CFR 76.564(c)(2)? The Restricted Indirect Cost Rate is _____%

APPLICATION PACKAGE OVERVIEW

ED 524

- Section A 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.

- Construction is not an allowable cost.

- Section B should only be completed if you are making a matching commitment. This program does not require a match.

APPLICATION PACKAGE OVERVIEW

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. Identify at least one barrier that would prevent someone from participating in grant activities.

  2. Explain what will be done to overcome the barrier.

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

APPLICATION PACKAGE OVERVIEW

OTHER ATTACHMENTS/APPENDIX.:

Applicants should attach all appendices to the Other Attachments Form. For each appendix, applicants are **asked to save files as a .PDF, label each file with the Appendix name (e.g., Appendix A Resumes/Curriculum Vitae)** and upload the file to the Other Attachments Form.

The Other Attachments Form can support up to ten attachments; therefore, please merge appendices into one document as necessary. Please review the application package for details on each of these.

**Please note – special characters could impact your ability to submit because grants.gov does not properly process special characters. Therefore please use the names on this slide – you'll note we removed colons and backslashes.

APPLICATION PACKAGE OVERVIEW

84.282T - OTHER ATTACHMENTS/APPENDIX. :

Appendix A   Resumes or Curriculum Vitae

Appendix B   Letters of Support (if applicable)

Appendix C   Proof of Nonprofit Status (if applicable)

Appendix D   Proprietary Information (if applicable)

Appendix E   Additional Information (if applicable)

APPLICATION PACKAGE OVERVIEW

APPLICATION NARRATIVE

The Application Narrative consists of the following components:

- Abstract

- Budget Narrative

- Project Narrative

    - Absolute Priority

    - Competitive Preference Priorities (optional)

    - Selection Criteria

    - Application 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

1. 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.

2. 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 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: www.ecfr.gov/cgi-bin/text-idx?tpl=/ecfrbrowse/Title02/2cfr200_main_02.tpl

- CSP website: https://innovation.ed.gov/what-we-do/charter-schools/

APPLICATION PACKAGE OVERVIEW

BUDGET NARRATIVE - FUNDING RESTRICTIONS AND BUDGETS

- This is a non-construction grant.

  - CSP funds may not be used for construction, or to add to the permanent value of a property or appreciably prolong its life.

- **Please note, applicants should use the budget period of the grant, NOT your organization's fiscal year budget period.** That's October 1, 2018 – September 30, 2018 as year 1 and so on.

APPLICATION PACKAGE OVERVIEW

BUDGET NARRATIVE - FUNDING RESTRICTIONS AND BUDGETS

- Grant funds may be used only for activities that are related to the development, identification, expansion, and dissemination of information on best practices regarding the absolute priority to which the applicant is responding and that are included in the grantee's approved application. Grantees are expected to identify the specific costs associated with each included activity.

- Grantees may not use grant funds to conduct charter school authorizing activities, or to open new charter schools.

- Grantees may not use grant funds to acquire or finance the acquisition of a charter school facility, including through credit enhancement, direct lending, or subgrants.

- Grantees may not use grant funds for general organizational operating support beyond the costs associated with this grant project.

- In accordance with section 437(d)(1) of GEPA, 20 U.S.C. 1232(d)(1), we establish that no more than 5 percent of grant funds may be used for direct administration of the grant project.

APPLICATION PACKAGE OVERVIEW

BUDGET NARRATIVE - FUNDING RESTRICTIONS AND BUDGETS

In accordance with 2 CFR 200.404, 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.

Project Directors Meeting: Applicants approved for funding under this competition must attend a two-day meeting for project directors at a location to be determined in the continental United States during each year of the project. Applicants may 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. **Absolute Priority**
2. **Competitive Priorities (optional)**
3. **Selection Criteria**
4. **Application Requirements**

Applicants should limit the project narrative to 60 pages. The Table of Contents does not count towards this limit.

PRIORITIES

The FY 2018 CSP National Dissemination Grants NIA includes two absolute priorities and two competitive preference priorities--one that is within Absolute Priority 1 and one that applies to both Absolute Priority 1 and Absolute Priority 2. All Priorities are explained in detail in the NIA.

Applicants MUST choose one absolute priority:

<u>Absolute Priority 1:</u> **Strengthening Charter School Authorizing and Oversight**

<u>Absolute Priority 2:</u> **Improving Charter School Access to Facilities and Facility Financing**

<u>Competitive Preference Priorities (optional):</u>

- *Building Capacity in the Authorizing Process for Educational Agencies with the Most Need (Up to 5 points; ONLY open to eligible applicants under Absolute Priority 1).*
- *Empowering Families and Individuals To Choose a High-Quality Education That Meets Their Unique Needs (Up to 5 points; open to all eligible applicants).*

ABSOLUTE PRIORITY 1

Strengthening Charter School Authorizing and Oversight:

Projects that are designed to develop, identify, or expand, and disseminate information on, best practices in authorizing and the oversight of charter schools by public chartering agencies, including in one or more of the following areas:

(i) Conducting charter school application reviews;

(ii) Establishing governance standards and practices for charter schools;

(iii) Promoting and monitoring the compliance of charter schools and authorized public chartering agencies (as defined in this notice) with Federal, State, or local, academic, financial, operational (including school safety), or other applicable requirements;

(iv) Evaluating the performance of charter schools or authorized public chartering agencies;

(v) Facilitating the replication and expansion of high-quality charter schools;

(vi) Improving the academic, financial, or operational performance of charter schools; or

vii) Closing persistently underperforming charter schools.

To meet this priority, an applicant must propose to disseminate best-practices information widely in more than one State with a charter school law.

Please review the NIA for the full text of these priorities.

ABSOLUTE PRIORITY 2

Improving Charter School Access to Facilities and Facility Financing:

Projects that are designed to develop, identify, or expand, and disseminate information on, best practices in supporting charter schools in accessing and financing facilities, including in one or more of the following areas:

(i) Access to public and private (including philanthropic) funding for facilities;

(ii) Access to public facilities, including the right of first refusal;

(iii) Access to per-pupil facilities aid to charter schools to provide the schools with funding that is dedicated solely to charter school facilities;

(iv) Access to credit enhancements and other subsidies;

(v) Access to bonds or mill levies by charter schools, or by other public entities for the benefit of charter schools;

(vi) Access to interest in a facility by purchase, lease, donation, or otherwise, including an interest held by a third party, for the benefit of a charter school; or

(vii) Planning for facility acquisition by charter schools, including comprehensive analysis of facility needs.

To meet this priority, an applicant must propose to disseminate best-practices information widely in more than one State with a charter school law.

Please review the NIA for the full text of these priorities.

COMPETITIVE PREFERENCE PRIORITIES

For FY 2018 and any subsequent year in which we make awards from the list of unfunded applications from this competition, these priorities are competitive preference priorities.

In order to receive points under these priorities, an applicant must identify its response to the priority or priorities in the project narrative section of its application and provide documentation supporting its responses. If the applicant fails to clearly identify its response to the priority or priorities, the Department will not award points under the competitive preference priority.

Please review the NIA for the full text of these priorities.

COMPETITIVE PREFERENCE PRIORITY 1

Competitive Preference Priority 1: Building Capacity in the Authorizing Process for Educational Agencies with the Most Need (Up to 5 points; only open to applicants that respond to Absolute Priority 1).

Projects that propose to target one or more of the following: States that have enacted laws in the last five years allowing charter schools to open; authorized public chartering agencies (as defined in this notice) with fewer than ten charter schools; and authorized public chartering agencies that authorize a significant number of charter schools experiencing significant low performance or non-compliance with academic, financial, governance, or operational (including school safety) requirements.

COMPETITIVE PREFERENCE PRIORITY 2

Competitive Preference Priority 2--Empowering Families and Individuals To Choose a High-Quality Education That Meets Their Unique Needs (Up to 5 points; open to all eligible applicants under this competition).

Projects that are designed to address increasing access to educational choice for one or more of the following groups of children or students:

(i) Children or students with disabilities.

(ii) English learners.

(iii) Students who are Indians, as defined in section 6151 of the ESEA.

(iv) Children or students in communities served by rural local educational agencies.

84.282T SELECTION CRITERIA

SCORING ALLOCATION CHART

Selection Criteria	Point Allocation (100 Total)
a) *Significance of the proposed project*	**35 points**
(1) The potential for generalizing from the findings or results of the proposed project;	
(2) The extent to which the results of the proposed project are to be disseminated in ways that will enable others to use the information or strategies;	
(3) The likelihood that the proposed project will result in system change or improvement; and	
(4) The extent to which the proposed project is likely to build local capacity to provide, improve, or expand services that address the needs of the target population.	
b) *Quality of the project design*	**30 points**
(1) The extent to which the proposed project demonstrates a rationale (as defined in 34 CFR 77.1(c));	
(2) The extent to which the goals, objectives, and outcomes to be achieved by the proposed project are clearly specified and measurable;	
(3) The extent to which the proposed project represents an exceptional approach to the priority or priorities established for the competition; and	
(4) The mechanisms the applicant will use to broadly disseminate information on its project so as to support further development or replication.	

Selection Criteria	Point Allocation
c) Quality of the management plan and adequacy of resources	**15 points**
(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;	
(2) The extent to which the costs are reasonable in relation to the objectives, design, and potential significance of the proposed project; and	
(3) The relevance and demonstrated commitment of each partner in the proposed project to the implementation and success of the project.	
d) Quality of the project personnel	**10 points**
(1) The extent to which the applicant encourages applications for employment from persons who are members of groups that have traditionally been underrepresented based on race, color, national origin, gender, age, or disability;	
(2) The qualifications, including relevant training and experience, of the project director or principal investigator; and	
(3) The qualifications, including relevant training and experience, of key project personnel.	
e) Quality of the project evaluation	**10 points**

84.282T SELECTION CRITERIA
(I) *SIGNIFICANCE OF THE PROPOSED PROJECT (UP TO 35 POINTS)*

The Secretary considers the significance of the proposed project. In determining the significance of the proposed project, the Secretary considers the following factors:

(1) The potential for generalizing from the findings or results of the proposed project;

(2) The extent to which the results of the proposed project are to be disseminated in ways that will enable others to use the information or strategies;

(3) The likelihood that the proposed project will result in system change or improvement; and

(4) The extent to which the proposed project is likely to build local capacity to provide, improve, or expand services that address the needs of the target population.

84.282T SELECTION CRITERIA

(II) *QUALITY OF THE PROJECT DESIGN (UP TO 30 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 the following factors:

(1) The extent to which the proposed project demonstrates a rationale (as defined in 34 CFR 77.1(c));

(2) The extent to which the goals, objectives, and outcomes to be achieved by the proposed project are clearly specified and measurable;

(3) The extent to which the proposed project represents an exceptional approach to the priority or priorities established for the competition; and

(4) The mechanisms the applicant will use to broadly disseminate information on its project so as to support further development or replication.

84.282T SELECTION CRITERIA

(III) QUALITY OF MANAGEMENT PLAN AND ADEQUACY OF RESOURCES (UP TO 15 POINTS).

The Secretary considers the quality of the management plan and adequacy of resources for the proposed project. In determining the quality of the management plan and adequacy of resources for the proposed project, the Secretary considers the following factors:

(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;

(2) The extent to which the costs are reasonable in relation to the objectives, design, and potential significance of the proposed project; and

(3) The relevance and demonstrated commitment of each partner in the proposed project to the implementation and success of the project.

84.282T SELECTION CRITERIA

(IV) QUALITY OF THE PROJECT PERSONNEL (UP TO 10 POINTS).

The Secretary considers the quality of the personnel who will carry out the proposed project. In determining the quality of project personnel, the Secretary considers the following factors:

(1) The extent to which the applicant encourages applications for employment from persons who are members of groups that have traditionally been underrepresented based on race, color, national origin, gender, age, or disability;

(2) The qualifications, including relevant training and experience, of the project director or principal investigator; and

(3) The qualifications, including relevant training and experience, of key project personnel.

84.282T SELECTION CRITERIA
(V) QUALITY OF THE PROJECT EVALUATION *(UP TO 10 POINTS).*

The Secretary considers the quality of the evaluation to be conducted of the proposed project. In determining the quality of the evaluation, the Secretary considers the extent to which the methods of evaluation include the use of objective performance measures that are clearly related to the intended outcomes of the project and will produce quantitative and qualitative data to the extent possible.

Suggested Point Ranges for Rating Applicant Responses to the Selection Criteria

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
10	0	1-5	6-7	8-9	10
15	0	1-8	9-11	12-14	15
20	0	1-10	11-15	16-19	20
30	0	1-15	16-23	24-29	30

APPLICATION REQUIREMENTS

84.282T

Applications for grants under CFDA number 84.282T <u>must respond to the following application requirements (A-D) in the NIA</u>. An applicant may choose to respond to these requirements in the context of its responses to the selection criteria. Please make sure to highlight and reference these responses in your application.

<u>Please see NIA for complete application requirements.</u>

APPLICATION REQUIREMENTS

84.282T PROJECT PLAN

(a) Provide a project plan, which includes a logic model, that describes the purpose of the project based on the absolute priority (e.g., "to strengthen charter school authorizing"); includes clearly specified, measurable project objectives that are aligned with the project purpose; and includes the specific strategies and initiatives that will be implemented to accomplish project objectives.

APPLICATION REQUIREMENTS

84.282T PROJECT PLAN (CONT'D)

For each project objective, the project plan must include—

(i) Inputs and Resources: Identification of the specific costs that will be allocated to the proposed project. These costs must represent the inputs and resources (e.g., personnel, contracted services, supplies, and equipment) that are necessary to generate and support grant project activities, and are necessary to produce project outputs. Applicants must ensure that the total project costs, as identified in this section, are consistent with the budget form 524 B and response to selection criterion (c);

(ii) Project Activities: Identification of the specific activities proposed to be funded under the grant; the estimated cost of those activities under the grant project; and how these activities are linked to the target grant project outputs and outcomes;

APPLICATION REQUIREMENTS

84.282T PROJECT PLAN (CONT'D)

(iii) Project Outputs: Identification of the specific project deliverables, work products, and other outputs of the proposed project, including the cost of those outputs. Examples of outputs include--

(1) Best practice publications and products;

(2) Evaluation reports; and

(3) Presentation of a session at a conference delivering best practices for stakeholders.

(iv) Project Outcomes: Identification of the anticipated project outcomes or effects as a result of the proposed project.

APPLICATION REQUIREMENTS

84.282T OTHER REQUIREMENTS

(b) Provide a management plan that describes clearly defined responsibilities, timelines, and milestones for executing the project and achieving project outcomes.

(c) Provide a dissemination plan that includes the number and description of States, charter schools, or authorized public chartering agencies to which best-practices information will be disseminated, as well as a description of the mechanisms the applicant will use to disseminate information on its proposed projects.

(d) Provide an evaluation plan that includes performance measures that are aligned to the project purpose, project objectives, and project outcomes as well as to the intended outcomes of the proposed project.

PROJECT-SPECIFIC PERFORMANCE MEASURES

Applicants must propose project-specific performance measures and performance targets consistent with the objectives of the proposed project and the project outcomes identified in the logic model. The project-specific performance measures should be sufficient to gauge progress throughout the grant period, at least on an annual basis, and to show results by the end of the grant period. Applicants must provide the following information as directed under 34 CFR 75.110(b) and (c):

(1) Performance measures. How each proposed performance measure would accurately measure the performance of the project and how the proposed performance measure would be consistent with the performance measures e stablished for the program funding the competition.

(2) Baseline data. (i) Why each proposed baseline is valid; or (ii) If the applicant has determined that there are no established baseline data for a particular performance measure, an explanation of why there is no established baseline and   of how and when, during the project period, the applicant would establish a valid baseline for the performance measure.

APPLICABLE REGULATIONS AND STATUTE

- Title IV, Part C of the Elementary and Secondary Education Act of 1965, as amended by the Every Student Succeeds Act (ESSA), Section 4301 – 4311 (20 U.S.C. 7221-7221j). PDF (485 KB)

- CSP Nonregulatory guidance

- Education Department General Administrative Regulations (EDGAR)

- Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (2 CFR 200)

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.

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

AGENDA

84.282T

- OVERVIEW
  - PURPOSE
  - ELIGIBILITY
  - COMPETITION BASICS
- APPLICATION DETAIL
  - APPLICATION PACKAGE OVERVIEW
  - PRIORITIES
  - SELECTION CRITERIA
  - REQUIREMENTS
  - PERFORMANCE MEASURES

OPEN LICENSING

- GRANTS.GOV

OPEN LICENSING

NEW DEPARTMENT OF EDUCATION REGULATION COVERING CSP 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 CSP 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 <u>attribution</u> is given to the copyright holder.

Note: Grantees may use any open licenses that comply with the rule (see additional conditions n 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 <u>final</u> versions of a work developed to <u>carry out the purpose of the grant</u>, as specified in the grant announcement (i.e., notice inviting applications or application package).

- The [open licensing] <u>requirement will apply both to the deliverables themselves and to any final version of program support materials</u> 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 <u>grantee</u> or subgrantee that is awarded competitive grant funds <u>must have a plan to disseminate</u> 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.

AGENDA

84.282T NATIONAL DISSEMINATION GRANTS

- OVERVIEW
  - PURPOSE
  - ELIGIBILITY
  - COMPETITION BASICS

- APPLICATION DETAIL
  - APPLICATION PACKAGE OVERVIEW
  - PRIORITIES
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  - PERFORMANCE MEASURES

- OPEN LICENSING

GRANTS.GOV (REGISTER AND SUBMIT EARLY!)

WHAT IS GRANTS.GOV?

- An external application system used throughout the Federal government
- Available at **www.grants.gov**

IMPORTANT REMINDER

Please be sure to check the CFDA Number (84.282T), Opportunity Number, and title before you download the application package. While you can view the application on the CSP webpage or grants.gov, you MUST register in grants.gov to submit your application.

Opportunity Number	Opportunity Title	Agency	Opportunity Status	Posted Date	Close Date
ED-GRANTS-060518-001	Office of Innovation and Improvement (OII): Expanding Opportunity Through Quality Charter Schools Program (CSP): National Dissemination Grants CFDA Number 84.282T	ED	Posted	06/05/2018	07/09/2018

GRANTS.GOV REGISTRATION PROCESS

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

1. Obtain a DUNS number
2. Register with SAM. You must register with SAM annually!
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

SAM.GOV ALERT

1. If you are registering a new entity in SAM.gov, you must provide an original, signed notarized letter stating that you are the authorized Entity Administrator before your registration will be activated. Read the FAQs to learn more about this process change.

2. Additionally, beginning on April 27, 2018, entities **renewing or updating** their registration will be required to submit an original, signed notarized letter confirming the authorized Entity Administrator associated with the DUNS number before the registration is activated.

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 # (U282_18XXXX).

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 pm on July 9, 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 July 9, 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.

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: July 9, 2018, 4:30:00 PM 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 July 9, 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 STAFF

Hans Neseth

Hans.Neseth@ed.gov

charterschools@ed.gov

GRANTS.GOV

support@grants.gov, (800) 518-4726

QUESTIONS?

Closing Date:

Monday, July 9, 2018, at 4:30:00 p.m. (EST)

Washington, DC time

Important Note: The competition closes on a Wednesday 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.

THANK YOU

U.S. DEPARTMENT OF EDUCATION