

AZCSP 2022-26 Grant Application

Budget Training

August 18, 2020

Definitions

- ▶ Arizona Department of Education Grants Management Unit:
 - ADE Grants Management manages federal, state, and private foundation awards.
 - Grants Management supervises and monitors Funding Applications, Reimbursement Requests, Completion Reports, monitoring and auditing of all grants including AZCSP grants.
 - Grants Management is a totally sperate unit from the Arizona Charter Schools Program (AZCSP).

Definitions (continued)

- ▶ Grants Management Enterprise (GME) is the digital software program through which subrecipients interface with Grants Management.
- ▶ Funding Applications, Reimbursement Requests, and Completion Reports are submitted through GME.

Definitions (continued)

- Funding Application is the Grants Management term for the budget.
- Application Revision is the Grants management term for an amendment to the application.
- Funding applications may be revised multiple times during a project year

Important note

If your application is approved, the Budget you submitted on October 13, 2020 may be revised before you submit your February 1, 2021 Funding Application in GME.

AZCSP 2022-26 Application

Section G: Budget

- ▶ Review your entity profile.
 - The Authorized Representative is the primary contact person with authority to submit and revise Funding applications.
 - The LEA Business Representative prepares and submits the Funding application to the Authorized Representative who then submits it through Grants Management Enterprise.
 - The charter entity may contract with an independent financial contractor. It is imperative that contractors understand and follow federal and state charter school law and regulation. Final responsibility and accountability resides with the charter entity.

Definitions (continued)

- **Supplant:** US Department of Education funds cannot be used to support daily school operations. This restriction was placed in the original 1965 ESEA law to prevent school districts from cutting funds to instructional program and replacing them with federal funds. This regulation will play out in AZCSP Planning and Implementation.
- **Support:** The purpose of US Department of Education ESEA funds is to provide additional support for instruction for underserved students over and above what the school district provides. Supports takes place in many forms identified in ESEA's Title programs. This regulation will play out in AZCSP Planning and Implementation.

Planning and Implementation

► Planning

Planning Duration:

- [6 months \(February 1, 2021 – July 31, 2021\)](#)
- [18 months \(February 1, 2021 – July 31, 2022\)](#)

► Because the education of students has not started during the Planning period, all AZCSP funds are considered support and not supplant.

► Implementation:

- Starts when school opens and receives funding from the state.
- Supplant regulations start

Section G

► **Budget Form and Narrative – Total points possible: 5 points**

A description of the eligible applicant's planned activities and expenditures of subgrant funds to support the activities of opening and preparing for the operation of new charter schools, or replicated high-quality charter schools, or expanding high-quality charter schools. If the applicant plans to open its school on August 1, 2020, Planning and Implementation expenditures must be identified as such in the Budget Narrative. If the applicant plans to open its school on August 1, 2021, all expenditures are Planning and need not be identified as such. *ESEA Title IV, Part C, Sec. 4303(f)(1)(C)(i)(V)*

Budget

► **Activities:**

Preparing teachers, school leaders, and specialized instructional support personnel, including through paying the costs associated with—

- providing professional development; and
- hiring and compensating, during the eligible applicant's Planning period specified in the application for subgrant funds that is required under this section, one or more of the following:
 - Teachers.
 - School leaders.
 - Specialized instructional support personnel.

Budget (continued)

► **Activities: (continued)**

- Acquiring supplies, training, equipment (including technology), and educational materials (including developing and acquiring instructional materials).
- Carrying out necessary renovations to ensure that a new school building complies with applicable statutes and regulations, and minor facilities repairs (excluding construction).
- Providing one-time, startup costs associated with providing transportation to students to and from the charter school.
- Carrying out community engagement activities, which may include paying the cost of student and staff recruitment.
- Providing for other appropriate, non-sustained costs related to the activities described in subsection (b)(1) when such costs cannot be met from other sources.

Allowable Costs

- ▶ Annual Funding Application Instructions and Allowable Costs

Budget Template

Budget Template
(Section G)

Uniform System of Financial Records Charter
Schools

Contact Information

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Contact Information

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<http://www.azed.gov/charter-school-program/>

602.542.7459

Contact Information

<https://helpdesk.azed.gov/app/itdesk/HomePage.do>

Grants Hotline (Technology Support & Fiscal & Processing Support)

602.542.3019