

# Arizona Charter Schools Program Grant

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**2023-27 AZCSP Application Training**  
**August 11, 2021**



# AZCSP Website

A walk through the  
[Charter Schools Program](#)  
website.



# First Step



- To receive the official application, you must complete the Registration Form and Eligibility Application
- Registration and Eligibility forms: AZCSP needs to have a clear idea what the corporate structure of the applicant is for ADE School Finance and Grants Management to register you into their respective systems.
- Registration & Eligibility Forms are posted on the AZCSP website.



# AZCSP Website

The US Department of Education Charter Schools Program is created by law. It is held accountable to taxpayers through the various laws, regulations, and guidance I will share with you today and next week.

Look at the grayscale column on the right-hand side.

- Statue and Regulations
- Helpful Links
- How-to Links
- Terms to Know and Logic Model



# Grant Application Timeline



2023-2027

- Application Budget Training: *1-3 PM, August 18, 2021*
- ACSA Logic Model Training, check their website for more information.  
[www.azcharters.org](http://www.azcharters.org)
- Application Deadline: *11:59 PM, October 11, 2021*
- Capacity Interview: *November 15-19, 2021*
- Arizona State Board of Education Award: *January 24, 2022*
- Awardees GME Funding Application Training: *TBA*



# Conflict of Interest & Inter-Related Party Dealings



## Eligibility Form Attestation

- The charter holder must write Conflict of Interest policies published in either its Articles of Incorporation, its By-Laws, and its internal operational policies of the school.
- The charter holder, if part of a network of schools, will abide by the following:
  - The charter holder contract with its charter management organization does not cede charter school control of funds and operations to the management organization.
  - The charter holder has appropriate internal controls between the two entities to prevent waste, fraud, and abuse of CSP dollars (for example, preventing related-party transactions, preventing conflict of interest, ensuring appropriate segregation of duties between schools and management organizations).



# A Note About the Award



If the evaluation committee recommends your application for approval, you will receive notice following the December 16 & 17, 2021 ASBCS meeting.

If your corporate structure is not clearly defined at that point and entered into your Registration Form, your application will be rejected and AZCSP will recommend the next candidate on the list – assuming the evaluators deem the next school is sufficiently qualified.



# “Clearly Defined means...”

You are registered with the following entities:

- The Arizona Corporation Commission as an AZ Not for Profit Corporation,
- System for Award Management (SAM.gov, US contractor registration)
- Have a DUNS number.





# Technical Assistance

- The 2015 version of the Elementary and Secondary Education Act (ESEA), known as Every Student Succeeds Act (ESSA), requires the Arizona Department of Education to set aside 7% of its aggregate award to provide “Technical Assistance” to each school for the life of the grant (up to five years).
- ESEA Part C 4303 (c) (B)



# Technical Assistance



## Instructional Rounds

- Starting September in the first year of the grant award, AZCSP staff will conduct the first of seven (7) trainings in the Harvard Instructional Rounds process.
- These trainings are mandatory for the school leader(s).
- By June 1 of the first award year, AZCSP staff will announce the training dates so the school can clear the leader's calendar for full-day participation



# Technical Assistance



## Formative Assessment

- Teachers from the awarded schools will participate in eight trainings in Formative Assessment and will use the Learning Science Formative Assessment Tracker.
- By the end of June of the first award year, AZCSP staff will meet with school leaders to develop a training calendar.



# Technical Assistance

For the five years of your award, which commence February 1, 2022, you will be working very closely with AZCSP technical assistance staff and its approved contractors in the areas of operation and academic achievement.



# If Awarded

Once you have been notified of the award approval, there are still many steps to the process.

- The AZCSP Funding Application will be available in Grants Management December 20, 2021, but you will not be able to access it.
- ADE School Finance and Grants Management will provide training on how to register in both platforms, Date and time TBA.
- Once all registration has been completed in School Finance and Grants management, you will be able to access the Funding Application.



## If Awarded (continued)

- You will not be able to submit your Funding Application until after the State Board of Education(SBE) gives final approval on Monday, January 24, 2022.
- Following SBE approval, you can submit your Funding Application to GME.
- You should submit immediately after your SBE approval for review and Substantial Approval.



# Award Maximum

The maximum amount for funding in one Project Year shall not exceed \$250,000.

Requests for awards in excess of \$250,000 will not be considered.

# Grant Terms and Conditions



- Terms and conditions of the award will be described in the Grant Award Notification.
- Awarded schools will participate in AZCSP led Arizona Instructional Rounds (AIR) and Formative Assessment trainings throughout the life of the grant, and leadership training.
- Awarded schools shall meet and confer with AZCSP Director and Business and Grants Management Specialist throughout the life of the grant.





# Grant Monitoring

The operations/financial component will be monitored by federal grant auditors from the ADE Grants Management unit to ensure that you have sufficient Internal Controls to mitigate risk to the grant operation.

*2 CFR §200.303*



# Program Periods



- Planning and Program Design (6 or max 18 months) occurs prior to opening of the charter school.
- Implementation (max 54 months) occurs after the school opens for students.

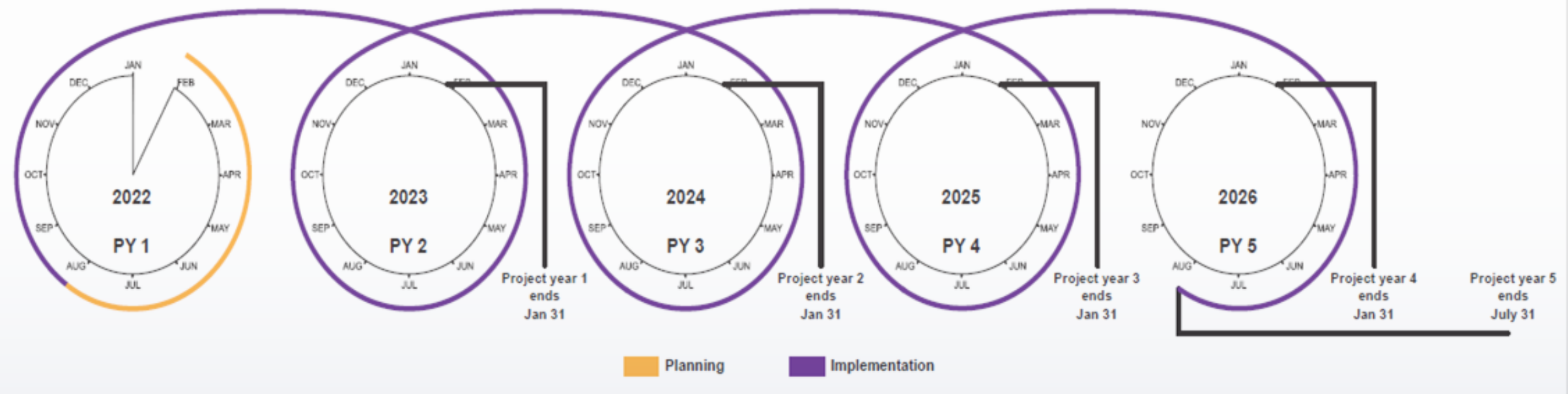
*ESEA Part C 4303 (d) (1) (B)*



# 6 Months Planning



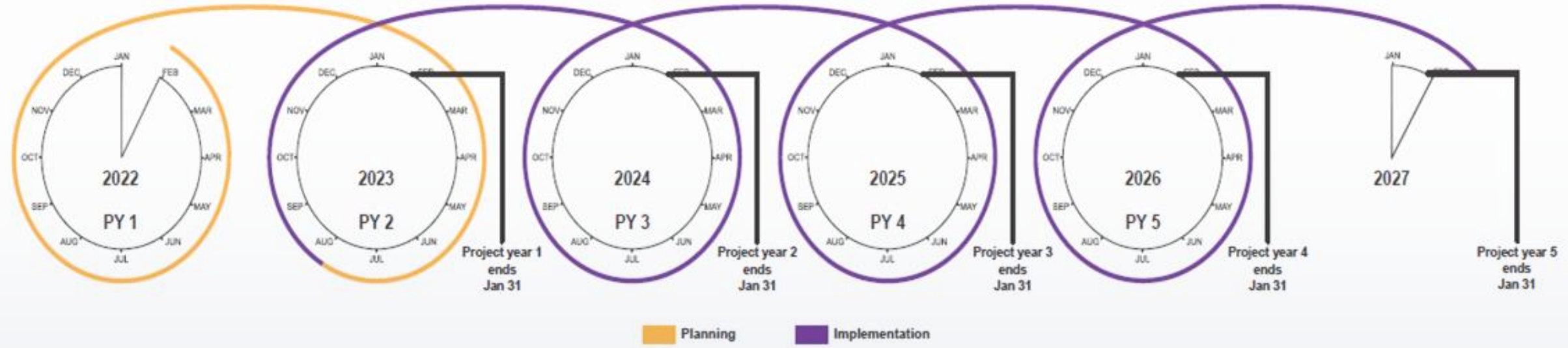
### AZ CSP Funding Cycle for 6 Month Planning



# 18 Months Planning



### AZ CSP Funding Cycle for 18 Month Planning



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# End of Part One

Ten Minute Break



# Application Components



- Narrative Component Section
  - Section A - ESEA 4303 Compliance
  - Section B – Abstract
  - Section C - Charter Entity Founders
  - Section D – Governance
  - Section E – Preference Points
  - Section F - Leadership



# Evaluation Criteria



- The bolded words highlight the criteria used by application reviewers to assess and score each Narrative Component.
- Note: AZCSP monitoring is directly aligned with application components.



# AZCSP Contacts



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