



**Public Charter Schools Grant Program (PCSGP)
Next Steps Webinar
2013-14**

**California Department of Education
Charter Schools Division
November 12, 2013**

Welcome

- * PCSGP Team:
 - * Pete Callas (Administrator)
 - * James Harris (Consultant)
 - * Thomas Pacheco (Analyst)
 - * Colleen Quinn (Consultant)
 - * Steve Smith (Consultant)
 - * Tamie Thompson (Analyst)
 - * Benjamin Walker (Consultant)
 - * Robert Wilson (Consultant)

Purpose of Today's Webinar

- * Guide developers and administrators through the next steps of the PCSGP application process after receiving a passing score from the PCSGP Peer Review.



What To Have In Front Of You

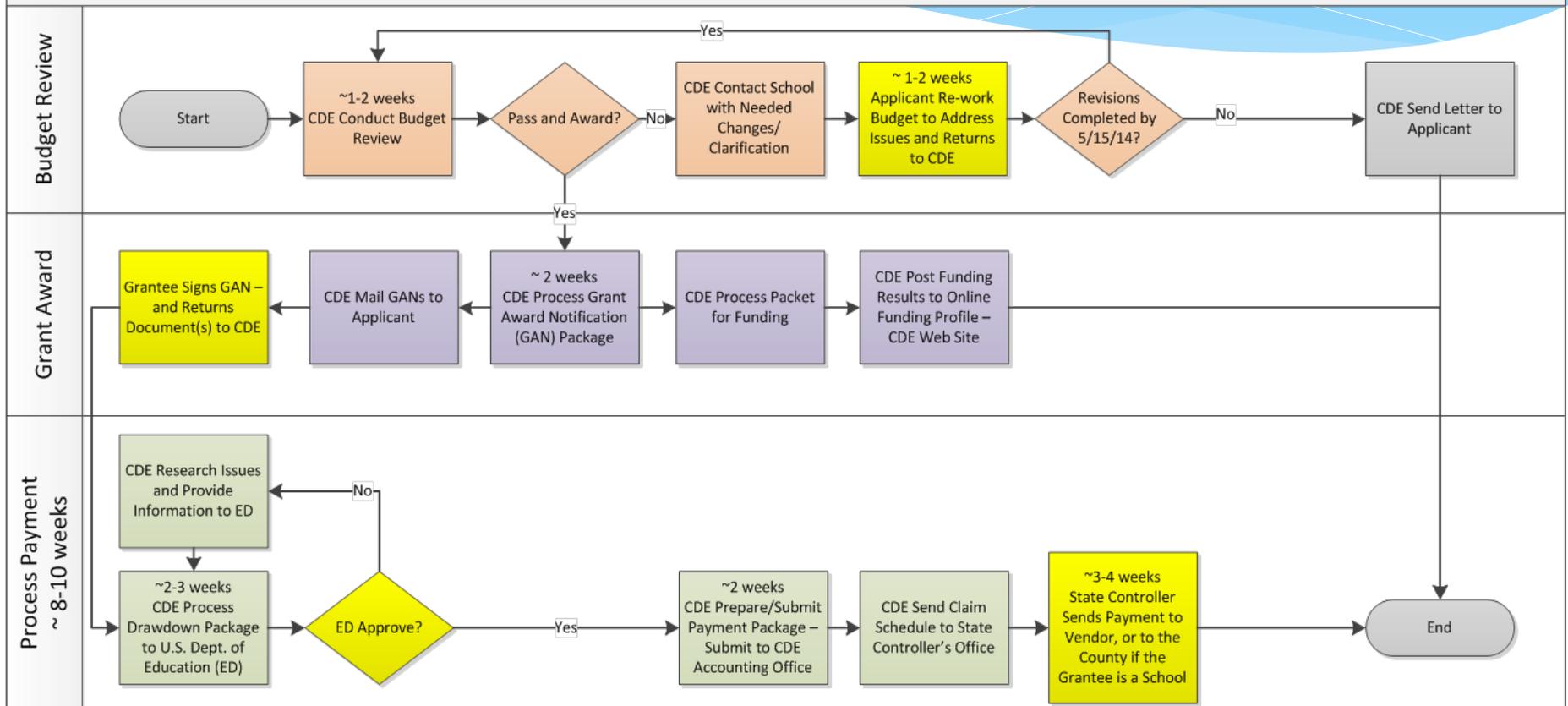
- * 2013 PCSGP Request for Applications (RFA)
- * Your completed PCSGP forms 5 & 6
- * Budget Summary Review Form

The PCSGP

- * The purpose of the PCSGP
- * Funding The PCSGP

PCSGP Funding Process

Public Charter Schools Grant Program (PCSGP) Grant Workflow – After Peer Review



Grant Award Notification

Sample Completed Grant Award Notification (GAN)

California Department of Education
Legislative Affairs Division
AO-400 (REV. 09/2011)

Grant Award Notification

GRANTEE NAME AND ADDRESS Charter School Academy ABC 1234 Main Street American City, CA 90000				CDE GRANT NUMBER		
				FY	PCA	Vendor Number
Attention Bill Smith, Principal				STANDARDIZED ACCOUNT CODE STRUCTURE		COUNTY
Program Office Charter School Academy ABC				Resource Code	Revenue Object Code	36
Telephone 916-322-6029				4610	8290	INDEX
Name of Grant Program Public Charter Schools Grant Program						0120
GRANT DETAILS	Original/Prior Amendments	Amendment Amount	Total	Amend. No.	Award Starting Date	Award Ending Date
	\$575,000.00		\$575,000.00		08/01/2013	7/31/2015
CFDA Number	Federal Grant Number	Federal Grant Name			Federal Agency	
84.282A	U282A100013	Charter Schools Program			U.S. Dept. of Education	
I am pleased to inform you that you have been funded for the Public Charter Schools Grant Program.						
Funds are scheduled to be issued in the following order: FY13--\$225,000.00, FY14--\$200,000.00 and FY15--\$150,000.00. For additional information regarding the grant award ending date, please refer to page 2 of the Grant Award Notification.						
This award is made contingent upon the availability of funds. If the Legislature takes action to reduce or defer the funding upon which this award is based, then this award will be amended accordingly.						
Please return the original, signed Grant Award Notification (AO-400) to: Cindy Chan, Education Fiscal Services Administrator Charter Schools Division California Department of Education 1430 N Street, Suite 5401 Sacramento, CA 95814-5901						
California Department of Education Contact Cindy Chan				Job Title Education Fiscal Services Administrator		
E-mail Address cchan@cde.ca.gov				Telephone 916-327-1824		
Signature of the State Superintendent of Public Instruction or Designee				Date		
CERTIFICATION OF ACCEPTANCE OF GRANT REQUIREMENTS						
<i>On behalf of the grantee named above, I accept this grant award. I have read the applicable certifications, assurances, terms, and conditions identified on the grant application (for grants with an application process) or in this document or both; and I agree to comply with all requirements as a condition of funding.</i>						
Printed Name of Authorized Agent				Title		
E-mail Address				Telephone		
Signature				Date		

Supplement versus Supplant

- * **Supplement:** Resources or activities that will enhance the charter school and its programs when added to the charter school.
- * **Supplant:** To pay for resources or existing levels of service funded from any other source.

GAN Received by CDE



- Program Accountability
- Fiscal Reporting Requirements
- Performance Reporting Requirements
- Annual Budget
- Monitoring

Program Accountability

- * Sub-grantee responsibilities in accordance with ESEA Title V Part B sections 5201–5211
 - * ALLOWABLE ACTIVITIES: An eligible applicant receiving a grant or sub-grant under this subpart may use the grant or sub-grant funds only for
 - * (A) post-award planning and design of the educational program, which may include:
 - * (i) refinement of the desired educational results and of the methods for measuring progress toward achieving those results; and
 - * (ii) professional development of teachers and other staff who will work in the charter school; and

Program Accountability

- * (B) initial implementation of the charter school, which may include:
 - * (i) informing the community about the school;
 - * (ii) acquiring necessary equipment and educational materials and supplies;
 - * (iii) acquiring or developing curriculum materials; and
 - * (iv) other initial operational costs that cannot be met from State or local sources.

Fiscal Reporting Requirements

Quarter	Reporting Period	Report Due Date
1	July 1 – September 30	October 31
2	October 1 – December 31	January 31
3	January 1 – March 31	April 30
4	April 1 – June 30	July 31

Performance Reporting Requirements – Quarterly Annual Fiscal Report

PCSGP Quarterly-Annual Fiscal Report									
School Name		Grant Year	Implementation Year 1	Grant Start Date					
CDS Code		Fiscal Year		Grant End Date					
RFAID		Budget Amt.		Date Report Submitted					
Object Code	Approved Budget Amount	Object Code Description	Quarter 1 Expenditures	Quarter 2 Expenditures	Quarter 3 Expenditures	Quarter 4 Expenditures	Object Code Cumulative Total	Object Code Balance	Grant Year Budget Balance
1000	\$0.00							\$0.00	\$0.00
		Certificated Salaries	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2000	\$0.00							\$0.00	\$0.00
		Classified Salaries	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
3000	\$0.00							\$0.00	\$0.00
		Employee Benefits	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
4000	\$0.00							\$0.00	\$0.00
		Books and Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
5000	\$0.00							\$0.00	\$0.00
		Services and Operations	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
6000	\$0.00							\$0.00	\$0.00
		Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Quarterly Total			\$0.00	\$0.00	\$0.00	\$0.00			

Performance Reporting Requirements

Quarterly Expenditure Report

California Department of Education 2010—15 Public Charter Schools Grant Program Quarterly Expenditure Report			
Fiscal Year	0		
Quarter Reporting	Oct-Nov-Dec: Qtr 2		
School Information			
School Name	0		
Authorizer			
County		Charter Number	
CDS Code	0	RFAID	0
Contact Information			
Name		Phone	
Title		Fax	
E-mail			
Fiscal Information			
School Grant Award Notification (GAN) Information			
Grant Year Amount	Implementation Year 1	\$	-
Indicate the payment amount received to-date			
Remaining Balance		\$	-
Quarterly Expenditure Totals			
Object Codes	Approved Budget	Expenditures	Percent of Approved Budget
1000-1999 - Certificated Salaries	\$ -	\$ -	#DIV/0!
2000-2999 - Classified Salaries	\$ -	\$ -	#DIV/0!
3000-3999 - Employee Benefits	\$ -	\$ -	#DIV/0!
4000-4999 - Books and Supplies	\$ -	\$ -	#DIV/0!
5000-5999 - Services and Operating	\$ -	\$ -	#DIV/0!
6000-6999 - Capital Outlay	\$ -	\$ -	#DIV/0!
7310-7350 - Indirect Objects			Not Allowable
7370-7380 - Direct Costs			Not Allowable
Total Expended		\$	-
<small>Your signature indicates that you read all assurances, certifications, terms and conditions associated with the Federal CSP, and you agree that you continue to be in compliance with all requirements as a condition of funding.</small>			
Signature of Site Administrator		Date	
Step 1		Step 2	
Submit an electronic copy of this quarterly fiscal report to: PCSGPGeneral@cde.ca.gov Your e-mail must contain the following in the subject line: (School Name) PCSGP Quarterly Expenditure Report Keep a copy of this report for your records		Submit this quarterly fiscal report with an original signature in blue ink to: California Department of Education Charter Schools Division/PCSGP QER 1430 N Street, Suite 5401 Sacramento, CA 95814-5801	

Annual Budget

- * Initial budget submitted during the PCSGP application process.
- * Annual budget due July 1, each subsequent year of the grant.
- * Annual Progress Report Questionnaire.
- * Work Plan percent complete annual submission.



Monitoring



- * Annual monitoring reports
- * Annual site visits by CDE staff
- * Provide relevant information to CDE

External Review

* Third Party External Reviewer

- * Required by PCSGP Planning and Implementation grant.
- * External reviewer may be a reviewer not affiliated with the charter school's authorizing entity, or any member of the charter school's governing board, faculty, or staff.
- * External report due to CDE one month prior to the end of the grant period.
- * Failure to conduct review or if review is less than satisfactory, school may be invoiced for a base amount of 10 percent of the total sub-grant award, up to the total amount of the Implementation Year 2 funds.

References

Federal Guidance on allowable costs for PCSGP may be found in the following resources:

- * CDE PCSGP Grant - <http://www.cde.ca.gov/fg/fo/r1/pcsgpdg13rfa.asp>
- * Elementary and Secondary Education Act (ESEA) 5204(f)(3), (Outside Source):
<http://www2.ed.gov/policy/elsec/leg/esea02/pg62.html#sec5204>
- * U.S. Department of Education (ED) Charter Schools Program (CSP) Non-regulatory Guidance (Outside Source – DOC; 184 KB; 22pp.):
<http://www2.ed.gov/programs/charter/nonregulatory-guidance.doc>

References

- * Office of Management and Budget (OMB) Circular A-21, Cost Principles for Educational Institutions (Outside Source):
http://www.whitehouse.gov/omb/circulars_a021_2004/
- * OMB Circular A-87, Cost Principles for State, Local and Indian Tribal Governments (Outside Source):
http://www.whitehouse.gov/omb/circulars_a087_2004/
- * OMB Circular A-122, Cost Principles for Non-Profit Organizations (Outside Source):
http://www.whitehouse.gov/omb/circulars_a122_2004/