



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

**California Department of Education
Charter Schools Division
March 18, 2014**

Welcome

PCSGP Team:

- * Steve Smith (Dissemination Lead)
- * Pete Callas
- * Colleen Quinn (Dissemination Lead)
- * Tamie Thompson

Purpose of Today's Webinar

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



What To Have In Front Of You

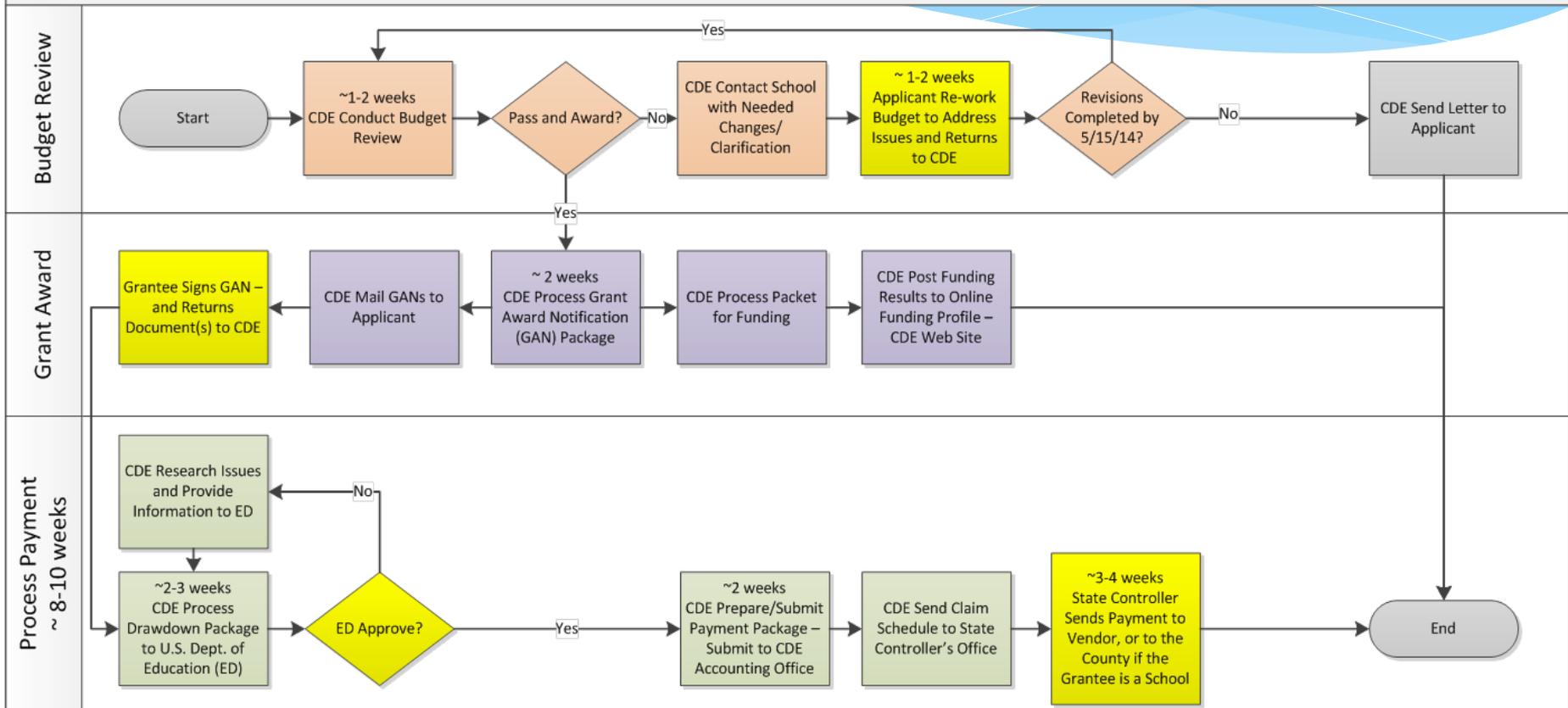
- * 2013 PCSGP Dissemination Sub-grant Request for Applications (RFA)
- * Your completed PCSGP Budget Forms 5 & 6
- * Budget Summary Review Form

The Dissemination Sub-grant

- * The purpose of the PCSGP Dissemination Sub-grant
- * Funding the PCSGP Dissemination Sub-grant

PCSGP Funding Process

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



Payments

- * Annual funding amounts available are listed on the GAN
- * Quarterly payments are 22.5% of annual allocations
- * Reimbursement payments follow quarterly reporting
- * Reimbursable expenses must be incurred after the grant start date, and before the grant end date
- * Grant extensions beyond the 24 month award are not allowed

Grant Award Notification

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	

Sample Completed Grant Award Notification (GAN)

Supplement versus Supplant

- * **Supplement:** Resources or activities that will enhance the Disseminating charter school program and the beneficiary school(s) program(s).
- * **Supplant:** To pay for resources or existing levels of service funded from any other source at the Disseminating charter school or beneficiary school(s).

Program Accountability Summary



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

Program Activities

- * Elementary and Secondary Education Act (ESEA) 5204(f)(6)(b) defines allowable Dissemination Sub-grant activities.
- * Dissemination Sub-grant activities fall into one of four allowable activity projects

Program Activities

- * Assisting individuals with the planning and start-up of one or more new public schools, including charter schools, that are independent of the assisting charter school and the assisting charter school's developers, and that agree to be held to at least as high a level of accountability as the assisting charter school;
- * Developing partnerships with other public schools, including charter schools, designed to improve student academic achievement in each of the schools participating in the partnership;

Program Activities

- * Developing curriculum materials, assessments, and other materials that promote increased student achievement and are based on successful practices within the assisting charter school; or
- * Conducting evaluations and developing materials that document the successful practices of the assisting charter school and that are designed to improve student performance in other schools.

Program Accountability and Monitoring

- * The CDE is responsible for monitoring PCSGP implementation in accordance with the following program accountability requirements:
- * Each applicant receiving funding has provided all required assurances that it will comply with all program implementation and reporting requirements established through the RFA.
- * Each applicant receiving funding through the RFA appropriately uses funds described in the application.
- * Each applicant implements activities funded through this application within the timeline in which the funds provided are to be used.

Program Accountability and Monitoring

- * The CDE requires funded applicants to submit appropriate fiscal and program documentation.
 - * Representatives of the state may conduct site visits to a selected representative sample of funded applicants.
 - * The purpose of visits is to validate information submitted by applicants, and gather additional information from interviews and observations for monitoring and evaluation purposes.

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			

Quarterly Expenditure Report

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			
CDS Code	0	Charter Number	
		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@code.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	

QER Report Due Dates

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

Annual Budget



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

Performance Reporting

The following additional requirements are required of all sub-grant recipients, and are to be reported in the APR in the period the activity occurred:

- * Make at least one public presentation about the dissemination project at a meeting, conference, or other education related training during the **first year** of the grant;
- * Make at least one public presentation about the dissemination project at a meeting, conference, or other education related training during the **second year** of the grant;

Performance Reporting

- * For schools partnering with other recipient schools—partner schools that do not meet the eligibility criteria will demonstrate strong and compelling evidence of school success in serving their student populations. Non-school partners (e.g., associations, CMOs, etc...) will demonstrate success in serving student populations;

Performance Reporting

- * Make available through the Internet any dissemination project deliverables/materials through the Brokers of Expertise Web site (e.g., templates, forms, Web cast presentations, training sessions, PowerPoint presentations, etc...) for wide dissemination throughout the state;
- * Program evaluation reports, including a final evaluation report describing success in meeting performance measures and goals.

Project Evaluations

A final project evaluation report is to be completed before the end of the sub-grant period. The final evaluation report must address project success toward each goal stated in the application.

If a sub-grantee fails to conduct the final project evaluation report before the end of the sub-grant period, or if any of the performance requirements in Section C are not completed, the CDE may invoice the sub-grantee for a base amount of 10 percent of the total sub-grant award, up to the total amount of the year 2 funds.

References

Federal Guidance on allowable costs for PCSGP Dissemination 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/

Questions

