

**New Hampshire Charter Schools Program (CSP)**

**Application for Start-up Grants for 2020 through 2025**

*The New Hampshire CSP grant provides funds to eligible sub-recipients for the purpose of starting a new charter school, expanding a high-quality charter school, or replicating a high-quality charter school.*

**Eligibility**

**Applicants must meet specific eligibility criteria in order to apply for a grant under the CSP program.**

1. Applicants must be organized as a nonprofit corporation in accordance with the provisions of RSA 292. Such corporation shall first establish a prospective board of trustees and prescribe the board’s duties in a set of proposed bylaws which shall be consistent with the prospective board duties under RSA 194-B: 5.
2. Applicants must meet the federal definition of a charter school as defined by ESEA §4310(2).
3. Applicants that apply for an expansion or replication grant must meet the federal definition of a high-quality charter school, as defined by ESEA §4310(8).
4. Applicants must meet the definition of “developer” as defined by ESEA §4310(5).

**Additionally, applicants must meet one of the following eligibility criteria to submit a CSP grant application:**

1. Have submitted a new charter school application to the local school board after July 1, 2019 and as required under RSA 194-B:3; or
2. Have submitted a new charter school application to the state board of education for approval at the after July 1, 2019 and as required under Ed 318.10; or
3. Have submitted an amendment to an existing charter under RSA 194-B:3, XI with the local school board (in the case of an expansion) after January 1, 2020; or
4. Have submitted an amendment to an existing charter under Ed 318.11 with the state board of education (in the case of an expansion) after January 1, 2020.

**Applicants for an expansion sub-grant that have previously received a sub-grant under the CSP must demonstrate:**

* Three years of improved educational results
* High-quality definition components under ESEA §4303 (8) A and D
* Activities are not duplicated from the previous awarded sub-grant.

**Allowability**

A sub-grant awarded under the CSP program may be no more than 3 years, of which no more than 18 months may be used for planning and program design. See ESEA §4303(d)(1)(B) and §4303(h)(1)(B) for reference.

Allowable activities under the CSP program include:

* Preparing teachers, school leaders, and specialized instructional support personnel, including through paying the costs associated with –
  + providing professional development;
  + hiring and compensating, during the eligible applicant’s planning period, teachers, school leaders, specialized instructional support personnel.
* 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 the cost of student and staff recruitment.
* Providing for other appropriate, non-sustained costs related to the opening, expansion, or replication of a charter school that cannot be met from other sources.

Salaries are only an allowable expense during the planning period of an awarded CSP grant.

Costs must be reasonable, necessary, and allocable to meet the objectives of the grant. The Office of Charter Schools within the Bureau of Educational Opportunities can provide additional guidance on allowable expenditures under the grant.

**Application Evaluation**

The New Hampshire CSP grant is aligned with the US Department of Education Charter Schools Program Priorities and the submitted application will be scored in light of these priorities. All applicants will be subject to a review of previous state and federal education performance and a review of risk as outlined in 2 CFR §200.205.

**Application Submission**

Applications must be submitted in pdf format using 12-point Times New Roman font, double-line spacing, and 1-inch margins.

Submit applications to [NHCSP@doe.nh.gov](mailto:NHCSP@doe.nh.gov).

Applications will be open for 30 days, at which point this cycle of grant awards will be closed and scoring of the applications will begin. Once applicants have been selected, each applicant will be notified of their status and the state board of education will be notified as the state authorizer.

New Hampshire Charter Schools Program Grant Application

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| 1. Required Information: |
| Name of Charter School  Click or tap here to enter text.  Name, Title of Primary Grant Contact:  Click or tap here to enter text.  Phone: Click or tap here to enter text. Email: Click or tap here to enter text. |
| 1. Charter Authorizer: |
| New Hampshire State Board of Education  Local Education Agency (LEA) |
| 1. Category of Grant Funds Requested |
| New Charter School  Expansion of Existing High-Quality Charter School (see definition)  Replication of Existing High-Quality Charter School (see definition) |
| 1. Charter Status |
| Approved Charter Application  Date of approval: Click or tap to enter a date.  Grade levels approved: Click or tap here to enter text.  Enrollment approved: Click or tap here to enter text.  Free and Reduced % in District where Charter is Located: Click or tap here to enter text.  ESSA Status of District where Charter is Located: Click or tap here to enter text.  Charter application submitted, but in progress pending approval  Date submitted: Click or tap to enter a date.  Grade levels approved: Click or tap here to enter text.  Enrollment approved: Click or tap here to enter text.  Free and Reduced % in District where Charter is Located: Click or tap here to enter text.  ESSA Status of District where Charter is Located: Click or tap here to enter text.  Amendment to existing charter application:  Expanding Grade Levels: Click or tap here to enter text.  Expanding Enrollment: Click or tap here to enter text. |
| 1. Previous NH Charter Schools Program Grant(s) (*for replication or expansion schools only*) |
| School Name and Location: Click or tap here to enter text.  Award Years: Click or tap here to enter text.  Total Amount: Click or tap here to enter text.  Current ESSA Status: Choose an item. |

Complete each of the following sections with as much detail as possible. Failure to complete any section may result in disqualification from consideration. Applicants are strongly encouraged to read and familiarize themselves with ESEA Title IV, Part C, 4301 as well as the CSP Non-regulatory Guidance and the OMB Uniform Grant Guidance prior to completing the application. Links to each of these resources can be found on the NH Department of Education website.

1. Provide a clear and concise mission statement aligned with the needs of educationally disadvantaged students.

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| *Enter response here* |

1. Describe in detail the objectives, expected outcomes, and impacts that this charter school expects to accomplish through effective and efficient operation.

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1. Describe in detail how school governance is prepared to continue to operate once the sub-grant funds are no longer available. Include specific data and examples from the current charter school landscape in NH.

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1. Describe in detail the roles and responsibilities of each eligible applicant, partner organization, and charter management organization, including the administrative and contractual roles and responsibilities of each partner.

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1. Describe the governance structure of the charter school and include an organizational structure chart.

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1. Describe the background of the applicant’s founders and their past experience to support the successful planning and implementation of the school.

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1. Describe in detail how the eligible applicant will support recruitment and enrollment practices to promote inclusion of all students, including by eliminating any barriers to enrollment for educationally disadvantaged students including foster youth and unaccompanied homeless youth.

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1. Describe in detail how the eligible applicant will support all students, including educationally disadvantaged students, students with disabilities, and English learners, once they are enrolled to promote retention and reduce the overuse of discipline practices.

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1. Describe in detail how the eligible applicant will solicit and consider input from parents and other members of the community on the implementation and operation of the charter school.

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1. Describe in detail how the eligible applicant will support the use of effective parent, family, and community engagement strategies in the operation of the charter school.

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1. Describe in detail how the eligible applicant will consider and plan for the transportation needs of the school’s students.

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1. Describe in detail how the applicant will address the geographical and demographic needs of the community to be served and provide background and data on community partners that will assist in the planning and implementation of the charter school.

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1. Describe in detail how curriculum and instruction will be designed to meet the needs of all students, including disadvantaged students, students with disabilities, and English learners?

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1. Describe how the autonomy and flexibility granted to this charter school will be consistent with the definition of a charter school in ESEA §4310 (2)

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1. Describe in detail the specific quality controls that the applicant will hold the charter school to, in agreement with the authorized public chartering agency (LEA or SBOE). Quality controls must include the school’s performance in the State accountability system, including student achievement and student growth indicators

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1. Describe in detail the how this charter school will provide a diverse charter school model for the state of New NH, and if applicable, serve rural NH communities.

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1. **[If applying for an Expansion or Replication grant]** Describe in detail how this charter school meets the following requirements for being a high quality charter school as defined on page 2 of this application [ESEA 4310(8)].

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1. **[If applying for an Expansion grant]** Has your charter school received previous sub-grants? If so, describe in detail how this charter school expansion grant request is different from any other grants received. What new activities are supported?

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| *Enter response here* |

1. **[If applying for an Expansion grant]** Does your charter school have at least three years of improved educational results? Please describe.

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By signing below, the applicant acknowledges that the schools performance in the State accountability system will be one of the most important factors for renewal or revocation of the school’s charter and further recognizes that the authorized public chartering agency involved reserves the right to revoke or not renew the schools charter based on financial, structural, or operational factors involving management of the school.

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Print Name

**Budget Narrative**

Describe and justify, in detail, the eligible applicant’s planned activities and expenditures of sub-grant funds in support of the activities of opening and preparing a new charter school, a replication of a high-quality charter school, or the expansion of a high-quality charter school. The sub-grant may be for no more than 3 years and allows for 18 months of planning with specific requirements and limitations on allowable activities, such as salaries.

If the applicant plans to take advantage of the 18 month planning period, the applicant must submit 2 budget forms so that expenses associated with the 18 month planning period are presented distinct and separate from the budget for operating the charter school after the 18 month planning period has run out. If the applicant does not plan to take advantage of the planning period, then a single budget and narrative may be presented.

Submit a detailed budget using the approved and available Budget Form on the CSP website. The budget must include all line items and detailed justifications for each line item such that the CSP office is able to provide approval of allowable expenditures and activities based upon the budget.

**Charter School and High-Quality Charter School Definitions**

**ESEA §4310(2)**

CHARTER SCHOOL.—The term ‘‘charter school’’ means a public school that—

* 1. in accordance with a specific State statute authorizing the granting of charters to schools, is exempt from significant State or local rules that inhibit the flexible operation and management of public schools, but not from any rules relating to the other requirements of this paragraph;
  2. is created by a developer as a public school, or is adapted by a developer from an existing public school, and is operated under public supervision and direction;
  3. operates in pursuit of a specific set of educational objectives determined by the school’s developer and agreed to by the authorized public chartering agency;
  4. provides a program of elementary or secondary education, or both;
  5. is nonsectarian in its programs, admissions policies, employment practices, and all other operations, and is not affiliated with a sectarian school or religious institution;
  6. does not charge tuition;
  7. complies with the Age Discrimination Act of 1975, title VI of the Civil Rights Act of 1964, title IX of the Education Amendments of 1972, section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.), section 444 of the General Education Provisions Act (20 U.S.C. 1232g) (commonly referred to as the ‘‘Family Educational Rights and Privacy Act of 1974’’), and part B of the Individuals with Disabilities Education Act;
  8. is a school to which parents choose to send their children, and that
     1. admits students on the basis of a lottery, consistent with section 4303(c)(3)(A), if more students apply for admission than can be accommodated; or
     2. in the case of a school that has an affiliated charter school (such as a school that is part of the same network of schools), automatically enrolls students who are enrolled in the immediate prior grade level of the affiliated charter school and, for any additional student openings or student openings created through regular attrition in student enrollment in the affiliated charter school and the enrolling school, admits students on the basis of a lottery as described in clause (i);
  9. agrees to comply with the same Federal and State audit requirements as do other elementary schools and secondary schools in the State, unless such State audit requirements are waived by the State;
  10. meets all applicable Federal, State, and local health and safety requirements;
  11. operates in accordance with State law;
  12. has a written performance contract with the authorized public chartering agency in the State that includes a description of how student performance will be measured in charter schools pursuant to State assessments that are required of other schools and pursuant to any other assessments mutually agreeable to the authorized public chartering agency and the charter school; and
  13. may serve students in early childhood education programs or postsecondary students.

**ESEA §4310(8)**

HIGH-QUALITY CHARTER SCHOOL.—The term ‘‘high-quality charter school’’ means a charter school that—

1. shows evidence of strong academic results, which may include strong student academic growth, as determined by a State;
2. has no significant issues in the areas of student safety, financial and operational management, or statutory or regulatory compliance;
3. has demonstrated success in significantly increasing student academic achievement, including graduation rates where applicable, for all students served by the charter school; and
4. has demonstrated success in increasing student academic achievement, including graduation rates where applicable, for each of the subgroups of students, as defined in section 1111(c)(2), except that such demonstration is not required in a case in which the number of students in a group is insufficient to yield statistically reliable information or the results would reveal personally identifiable information about an individual student.

Please see the Federal Non-Regulatory Guidance on the CSP program, which can be found [here](https://www2.ed.gov/programs/charter/nonregulatory-guidance.html), and which answers several questions that grantee applicants may have.