



CSP NEWS

NEWSLETTER OF THE FLORIDA CHARTER SCHOOLS GRANT PROGRAM

May 2010

FLORIDA DEPARTMENT OF EDUCATION

Volume 1, Issue 1

SPECIAL POINTS OF INTEREST

2010–2013 Grants

- Choose your funding option by May 15, and e-mail your Grant Specialist. Grantees who miss the deadline will default to Option One.

2009–2012 Grants

- Work on documentation of Grant Objectives (see **Attachment J** in your application) and on spending down remaining funds. Document all purchases.
- If not yet in Implementation I, e-mail your Grant Specialist for assistance.

2008–2011 Grants

- Work on spending down remaining funds. Document all purchases.
- Prepare your Itemized Expenditure Report (DOE 399).
- If not yet in Implementation II, e-mail your Grant Specialist for assistance.
- If your grant ends April, May or June 2010, contact your Grant Specialist immediately.

Please note: Our Grant Specialists will be out of the office through the month of May conducting monitoring site visits. However, they will be available via e-mail and will respond as quickly as possible.

CHARTER SCHOOL OFFICE CONTACTS:

- **Charter Schools Director:** Adam Miller
 - **CSP Grant Manager:** Helen Giraitis
helen.giraitis@fldoe.org
 - **CSP Grant Specialists:**
 - ♦ Laura Pond laura.pond@fldoe.org
 - ♦ Charlene Burke charlene.burke@fldoe.org
 - ♦ TBA
- For assistance, please call 850-245-0502 or e-mail Charterschools@fldoe.org.



WWW.FLORIDASCHOOLCHOICE.ORG

Option One or Option Two?

For new subgrantees, now is the time to choose

New subgrantees must select their funding plan and e-mail their choice to their Grant Specialist by May 15. **Option One** provides funds in three budget periods (Planning, Implementation I and Implementation II) over 36 months, while **Option Two** forgoes the Planning phase and moves directly into Implementation I and II, providing the awarded funds over 24 months.

Option One schools may be planning to open in 2010 or 2011. To be eligible to receive the funds, the school must provide our office with: a signed charter school contract, a list of Governing Board members, and their proposed budget (DOE 101).

Option Two schools plan to open in 2010. They must meet the above requirements, *and* the following Funding Approval Conditions:

- DOE-approved Governance Training scheduled by May 15,
- Drafts of the following completed by May 15 : Conflict of Interest Policy, Procurement Policy, Random Lottery Policy, Admissions Policy,
- Completion of Phase One objectives listed in Attachment J.

Moving to the Next Phase

Are you ready to move into your next budget period? To be approved for funding, you will need to complete the following:

1. Check your Award Letter (DOE 200) for requirement deadlines.
2. Ensure that all funds for the current period are spent, and
 - Provide spending receipts to your sponsor
 - Provide an Itemized Expense Report (DOE 399) to your Grant Specialist.
3. Provide documentation to your Grant Specialist that you have met the objectives in Attachment J (for 2009-12 and 2010-13 subgrantees).
4. Provide a draft of your next period budget (DOE 101) to your Grant Specialist.

Meet your Grant Specialists



Helen Giraitis, Charter School Program Grants Director, joined the Charter Schools Office in September 2009. Helen comes from Texas where she worked in education and grants development for fifteen years.



Charlene Burke was born in Panama to American parents. She joined the Charter Schools Office in May of 2007, after retiring from the City of Tallahassee where she worked with grants and personnel.



Laura Pond, originally from Delray Beach, joined our office in August 2008. Her background in management and training is diverse, having worked at several universities, hotels and in banking.

RESOURCES

Questions about your CSP Grant?

Please review the recently released [CSP Grant Recipient Orientation](#) on the School Choice Web site.

Governance Training

DOE-approved [Governance Training](#) programs are available on the School Choice Web site.

Monitoring Rubric

The newly revised [Site Visit Monitoring Rubric](#) is now online. On-site monitoring is conducted throughout the year. Please be familiar with requirements.