



FY 2024 Pre-Application Webinar – State Facilities Incentive Grant (SFIG) Program Competition

ALN 84.282D

June 4, 2024

Note: This slide deck does not contain the full-text of the notice inviting applications (NIA) for the FY 2024 SFIG Grant Competition. Before applying for a SFIG grant, interested applicants should thoroughly review the program's NIA published in the Federal Register. The SFIG NIA and other FY 2024 SFIG competition related resources can be found here: <https://oese.ed.gov/offices/office-of-discretionary-grants-support-services/charter-schools-program/state-charter-school-facilities-incentive-grants/fy-2024-expanding-opportunity-through-quality-charter-schools-program-state-charter-school-facilities-incentive-grant-sfig-program-competition/>



Agenda

- Welcome and Charter Schools Program Overview
- State Facilities Incentive Grant Overview
- Cost Sharing/ Matching Requirement
- Competitive Preference Priority and Selection Criteria
- Pulling Together The Application
- Submitting The Application
- The Application Review Process
- Resources & Reminders
- Questions & Answers



Meet the SFIG Program Team

- ❖ Anna Hinton, Ph.D., CSP Director
- ❖ Adrienne Hawkins, Supervisor
- ❖ Clifton Jones, Program Officer
- ❖ Thea Fowles, Program Officer

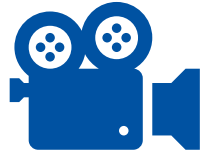
Email Contact: charter.facilities@ed.gov



Webinar Logistics



Session is listen-
only



Session will be
recorded and
posted



Use Q&A function
for questions and
comments



Email with follow-up
questions
charter.facilities@ed.gov



Answering Your Questions & Technical Assistance

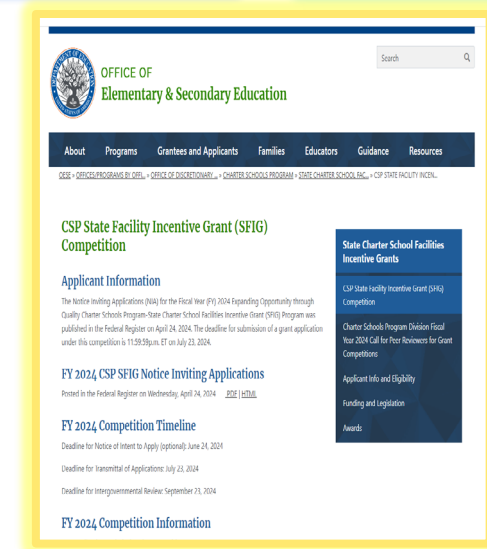
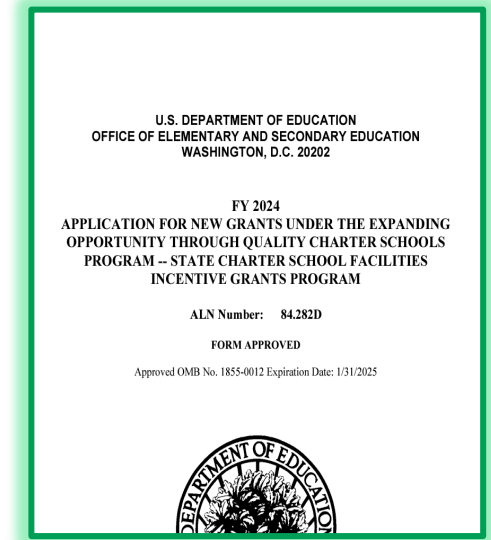
- **Today's Q&A Process:** We have budgeted time for Q&A at the end of each section. [Submit your questions using the Zoom Q&A feature.](#) Only submit questions relevant to the topics discussed.
- **Competition Email Address:** Due to time constraints, we may not answer all the questions submitted today. If your [question is not addressed](#) or you have a [follow-up question](#), send it to Charter.facilities@ed.gov
- **Other Pre-Application Technical Assistance Webinars:**
 - [Understanding the Cost-Sharing Requirement & Developing the Project Budget.](#)
June 5, 2024, from 2:00 to 3:30 p.m. ET
 - [Q&A Webinar Slide Deck](#) - Posting TBD soon.
 - Visit the CSP SFIG competition website ([link](#)) to register.

Competition Website
QR Code



IMPORTANT – Webinar Disclaimer

- This slide deck does not contain the full text of the FY 2024 CSP SFIG NIA published in the Federal Register on April 24, 2024.
- Before applying for this grant, interested applicants should **thoroughly review** the—
 - [NIA \(link\)](#)
 - [Application Package Instructions \(link\)](#)
 - [CSP SFIG competition website \(link\)](#)
- Applicants should not rely solely on today's webinar for information and guidance on the NIA. Use the webinar as a resource in conjunction with the NIA.



Purpose of the Charter Schools Program

1. Improve the United States education system and education opportunities for all people in the United States by supporting innovation in public education in public school settings that prepare students to compete and contribute to the global economy and a stronger Nation;
2. Provide financial assistance for the planning, program design, and initial implementation of charter schools;
3. Increase the number of high-quality charter schools available to students across the United States; and
4. Evaluate the impact of charter schools on student achievement, families, and communities, and share best practices between charter schools and other public schools;
5. Encourage States to provide support to charter schools for facilities financing in an amount more nearly commensurate to the amount States typically provide for traditional public schools;
6. Expand opportunities for children with disabilities, English learners, and other traditionally underserved students to attend charter schools and meet the challenging State academic standards;
7. Support efforts to strengthen the charter school authorizing process to improve performance management, including transparency, oversight and monitoring (including financial audits), and evaluation of such schools; and
8. Support quality, accountability, and transparency in the operational performance of all authorized public chartering agencies, including State educational agencies, local educational agencies, and other authorizing entities.

Source: Title IV, Part C of the Elementary and Secondary Education Act of 1965 (ESEA), (20 U.S.C. 7221-7221j) Part C-Expanding Opportunities Through Quality Charter Schools.



Charter Schools Program Structure

**Charter School
Replication and
Expansion or CMO
Grants**
84.282M

State Entity Grants
84.282A

Developer Grants
84.282B/E

**National
Dissemination
Grants**
84.282T

**Credit
Enhancement for
Charter School
Facilities Grants**
84.354A

**State Charter
School Facilities
Incentive Grants**
84.282D



Key Definitions

- Authorized public chartering agency means a State educational agency, local educational agency, or other public entity that has the authority pursuant to State law and approved by the Secretary to authorize or approve a charter school. (Section 4310(1) of the ESEA)
- Public means as applied to an agency, organization, or institution that the agency, organization, or institution is under the administrative supervision or control of a government other than the Federal Government. (34 CFR 77.1)
- Per-pupil facilities aid program means a program in which a State makes payments, on a per-pupil basis, to charter schools to provide the schools with financing—
 - (a) That is dedicated solely to funding charter school facilities; or
 - (b) A portion of which is dedicated for funding charter school facilities.
- State means each of the 50 States, the District of Columbia, the Commonwealth of Puerto Rico, and each of the outlying areas.



Key Definitions

Charter school means a public school that--

- (a) 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 in section 4310 of the ESEA;
- (b) 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;
- (c) 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;
- (d) Provides a program of elementary or secondary education, or both;
- (e) Is nonsectarian in its programs, admissions policies, employment practices, and all other operations, and is not affiliated with a sectarian school or religious institution;
- (f) Does not charge tuition;



Key Definitions

Charter school means a public school that--

- (g) Complies with the Age Discrimination Act of 1975 (42 U.S.C. 6101 et seq.), title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d et seq.), title IX of the Education Amendments of 1972 (20 U.S.C. 1681 et seq.), section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), 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 (20 U.S.C. 1411 et seq.);
- (h) Is a school to which parents choose to send their children, and that--
 - (i) Admits students on the basis of a lottery, consistent with section 4303(c)(3)(A) of the ESEA (20 U.S.C. 7221b(c)(3)(A)), if more students apply for admission than can be accommodated; or
 - (ii) 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 paragraph (h)(i);



Key Definitions

Charter school means a public school that--

- (i) 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;
- (j) Meets all applicable Federal, State, and local health and safety requirements;
- (k) Operates in accordance with State law;
- (l) 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
- (m) May serve students in early childhood education programs or postsecondary students.

Note: Pursuant to the definition of authorized public chartering agency in section 4310(1) of the ESEA, for a school to qualify as a charter school under section 4310(2) and receive Federal CSP funds, the grantee must assure that each charter school served was authorized by an "authorized public charter agency" as defined in section 4310(1) of the ESEA. Section 4310(1) of the ESEA defines an "authorized public charter agency" as "a State educational agency, local educational agency, or other public entity that has the authority pursuant to State law and approved by the Secretary to authorize or approve a charter school."



Highlights: What's New This Year?

ED Standard Form Updated

The ED Supplemental Information for the SF-424 form and instructions were updated.

This form must be submitted as part of the application package.

Abstract Narrative Form Updated

- Applicants must now identify the Assistance Listing Number (84.282D), and project type, in the abstract.
- An abstract must be submitted as part of the application package.

Uniform Guidance Updated

- Revisions to the Uniform Guidance were published in the Federal Register ([link](#)) on April 22, 2024, and will go into effect on October 1, 2024. The revisions will apply to grantees for this year's competition.
- For example, the threshold for determining whether items should be considered supplies or equipment has increased from \$5,000 to \$10,000 per article. Also, the indirect cost de minimis rate has increased from 10% to 15% of modified total direct costs.

Grants.gov Website Updated

- The Grants.gov website ([link](#)) has been updated since last year.
- You can learn more about Grants.gov's updates and plans by visiting their website ([link](#)).

Grants.gov Website QR Code



SFIG Overview



SFIG Program Purpose

The State Charter School Facilities Incentive Grants (SFIG) Program is a competitive grant program that provides federal funds to states to help them establish or improve charter school facilities aid programs.

The purpose of the SFIG Program is to encourage states to share in the costs of charter school facilities funding.



Eligible SFIG Applicants ESEA Sec 4304 (k)(4)

Eligible Applicants: *States*. To be eligible to receive a grant, a State shall establish or enhance, and administer, a per-pupil facilities aid program for charter schools in the State, that—

- (a) Is specified in State law; and
- (b) Provides annual financing, on a per-pupil basis, for charter school facilities.

For a State to be eligible, the State's program of annual per-pupil facilities funding must provide funds to charter schools on a formula basis (although, the formula does not have to provide a flat amount per child or reach every charter school). The per-pupil facilities aid must be dedicated solely or have a portion of which is dedicated solely for charter school facilities.



State Grants: Uses of Funds

95% of SFIG funds must be used to award subgrants and up to 5% percent may be used for administrative expenses that include:

- indirect costs,
- evaluation,
- technical assistance,
- dissemination,
- personnel costs, and,
- any other costs involved in administering the State's per-pupil facilities aid program.

NOTE: This use of funds, as well as indirect costs and rates, must comply with EDGAR and the Office of Management and Budget Circular A-87. Consistent with the requirements in EDGAR any charter school subgrantees that use grant funds for construction activities may not be reimbursed for indirect costs for those activities.



Eligible SFIG - Subgrant Applicants

Eligible Subgrant Applicant: Charter schools benefiting from SFIG funds must meet the definition of charter school as defined in section 4310(2) of the ESEA. This definition of a “charter school,” requires that a school be a public school operated under public supervision and direction.

Under section 4310(1) of the ESEA, for a school to qualify as a charter school under this definition and receive Federal CSP funds, the grantee must assure that each charter school served was authorized by an “authorized public charter agency” as defined in section 4310(1) of the ESEA.



Subgrants: Uses of Funds

- Charter school subgrantees that receive grant funds must use the funds for facilities. Allowable expenditures include:

- ❖ Rent.
- ❖ Purchase of building or land.
- ❖ Construction.
- ❖ Renovation of an existing school facility.
- ❖ Leasehold improvements.
- ❖ Debt service on a school facility.

34 CFR 226.21
[Link](#)

- Charter schools may not use these grant funds for purchasing land when they have no immediate plans to construct a building on that land.
- Charter school subgrantees may use grant funds for administrative costs that are necessary and reasonable for the proper and efficient performance and administration of this Federal grant.



Other Eligibility Considerations

A State that is required under State law to provide charter schools with access to adequate facility space, but that does not have a per-pupil facilities aid program for charter schools specified in State law, is eligible to receive a grant under this program if the State agrees to use the funds to develop a per-pupil facilities aid program consistent with the requirements in this notice inviting applications.



Other Assurance Considerations

Each subgrantee or charter school selected to benefit from this program must assure the grantee that it has not relinquished full or substantial control of the charter school to a for-profit management organization (also referred to as an education management organization) or other for-profit entity; and each charter school must assure the grantee that it is fiscally responsible and transparent, particularly with respect to contractual relationships with for-profit management organizations.

To fulfill this requirement, in selecting each charter school that it will serve under the State Incentive program, the grantee must obtain an assurance from the school that it meets each of the components of the definition of "charter school" in section 4310(2) of the ESEA).



Competition At a Glance

Competition Basics

- Type of Award: Discretionary
- Estimated Number of Awards: 1-3
- Estimated Available Funds: \$30,000,000
- Estimated Range of Awards: \$1,000,000 to \$10,000,000
- Estimated Average Size of Awards: \$10,00,000
- Project Period: Up to 60 months (not more than five years)

Application Deadline



July 23, 2024, at 11:59:59 p.m. ET

Both the date and time are critical!

TECHNICAL SUPPORT:

Grants.gov Support Center ([link](#)) is available 24/7 but not on federal holidays. You are strongly encouraged to submit early! You can resubmit your application at any point until the closing date and time. ED will review the most recent submitted application.

Grants.gov Support
QR Code



Cost-Sharing/Match Requirement & Other Requirements



Cost Sharing or Match Requirement

Breakdown of Match Requirement:

A State must provide a State share of the total cost of the project. The minimum State share of the total cost of the project increases each year of the grant, from:

- 10 percent in the first year
- 20 percent in the second year
- 40 percent in the third year
- 60 percent in the fourth year
- 80 percent in the fifth year.

Options for Securing the Match:

A State may partner with one or more organizations, and such organizations may provide up to 50 percent of the State share of the cost of establishing or enhancing, and administering, the per-pupil facilities aid program.

Deadline for Demonstrating Match:

Applicants that are provisionally selected to receive grants will not receive grant funds unless they demonstrate, by **September 1, 2024**, that they are, or will be able to, provide the State share required under this program.



Supplement-Not-Supplant

Program funds must be used to supplement, and not supplant, State and local public funds expended to provide per-pupil facilities aid programs, operations financing programs, or other programs, for charter schools.

Federal funds provided under this program, as well as the matching funds provided by the grantee, must be in addition to the State and local funds that would otherwise be used for this purpose in the absence of this Federal program.

- The Department generally considers that State and local funds would be available for this purpose at least in the amount of the funds that were available in the preceding year and that the Federal funds and matching funds under this program would supplement that amount.



Indirect Cost Rate Information

This program uses a restricted indirect cost rate.

For more information regarding indirect costs, or to obtain a negotiated indirect cost rate, please see Indirect Cost Division webpage ([link](#))

Please send any questions concerning indirect costs to the following mailbox:
IndirectCostDivision@ed.gov



Open Licensing Requirements

Unless an exception applies, if you are awarded a grant under this competition, **you will be required to openly license to the public grant deliverables created in whole, or in part, with Department grant funds.**

Open licensing—

- Promotes efficient dissemination of grant-funded works; and
- Promotes innovation through creative re-use of grant-funded works.

The screenshot shows the Federal Register website. At the top, it says 'FEDERAL REGISTER' and 'The Daily Journal of the United States Government'. Below that, it says 'Open Licensing Requirement for Competitive Grant Programs' and 'A Rule by the Education Department on 01/19/2017'. The main content area is titled 'PUBLISHED DOCUMENT' and contains the following information:

- AGENCY:** Office of the Secretary, Department of Education.
- ACTION:** Final regulations.
- SUMMARY:** The Secretary amends the regulations of the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards in order to require, subject to certain categorical exceptions and case-by-case exceptions, that Department grantees awarded competitive grant funds openly license to the public copyrightable grant deliverables created with Department grant funds.

On the right side, there is a 'DOCUMENT DETAILS' section with the following information:

- Printed version:** PDF
- Publication Date:** 01/19/2017
- Agency:** Department of Education

Rule QR Code



Build America, Buy America Act



- The SFIG program and subgrantees are subject to the Build America, Buy America Act domestic sourcing requirements.
- Grantee, subgrantees, and contractors may not use their grant funds for infrastructure projects or activities unless—
 - (a) All iron and steel used in the infrastructure project or activity are produced in the United States;
 - (b) All manufactured products used in the infrastructure project or activity are produced in the United States; and
 - (c) All construction materials are manufactured in the United States.
- Grantees may request waivers to these requirements by submitting a Build America, Buy America Act Waiver Request Form. For more information, including a link to the Waiver Request Form, see the Department's Build America Buy America Waiver ([link](#)).





Question and Answer



Competitive Preference Priority & Selection Criteria

REMEMBER:

Review the NIA for a complete description of the competition priorities, selection criteria, application requirements, assurances, and definitions.



Competitive Preference Priority and Selection Criteria

Competitive Preference Priority (CPP) [Optional]	POINTS
CPP – Applicants that have not previously received a grant under the program.	10
Subtotal	10
Selection Criteria for ALN 84.282D [Required]	
a. Need for Facility Funding	30
b. Quality of Plan	40
c. The Grant Project Team	10
d. The Budget	10
e. State Experience	10
Subtotal	100
TOTAL	110



Competitive Preference Priority – 10 Points



The Secretary seeks to make grant opportunities more accessible for novice applicants to encourage States to establish and enhance or administer a per-pupil facilities aid program for charter schools.

For FY 2024 and any subsequent year in which we make awards from the list of unfunded applications from this competition, we award an additional 10 points to those applicants that meet this priority.

This Competitive Preference Priority (CPP) is: Applicants that have not previously received a grant under the program.



SFIG SELECTION CRITERIA

- **Need for Facility Funding – 30 points**

- 1) The need for per-pupil charter school facility funding in the State.
- 2) The extent to which the proposal meets the need to fund charter school facilities on a per-pupil basis.



SFIG SELECTION CRITERIA

■ Quality of Plan – 40 points

- 1) The likelihood that the proposed grant project will result in the State either retaining a new per-pupil facilities aid program or continuing to enhance such a program without the total amount of assistance (State and Federal) declining over a five-year period.
- 2) The flexibility charter schools have in their use of facility funds for the various authorized purposes.
- 3) The quality of the plan for identifying charter schools and determining their eligibility to receive funds.
- 4) The per-pupil facilities aid formula's ability to target resources to charter schools with the greatest need and the highest proportions of students in poverty.
- 5) For projects that plan to reserve funds for evaluation, the quality of the applicant's plan to use grant funds for this purpose.
- 6) For projects that plan to reserve funds for technical assistance, dissemination, or personnel, the quality of the applicant's plan to use grant funds for these purposes.



SFIG SELECTION CRITERIA *(CONTINUED)*

- **The Grant Project Team – 10 points**

- 1) The qualifications, including relevant training and experience, of the project manager and other members of the grant project team, including employees not paid with grant funds, consultants, and subcontractors.
- 2) The adequacy and appropriateness of the applicant's staffing plan for the grant project.



SFIG SELECTION CRITERIA *(CONTINUED)*

■ The Budget – 10 points

- 1) The extent to which the requested grant amount and the project costs are reasonable in relation to the objectives, design, and potential significance of the proposed grant project.
- 2) The extent to which the costs are reasonable in relation to the number of students served and to the anticipated results and benefits.
- 3) The extent to which the non-Federal share exceeds the minimum percentages (which are based on the percentages under section 4304(k)(2)(C) of the ESEA), particularly in the initial years of the program.



SFIG SELECTION CRITERIA *(CONTINUED)*

- **State Experience – 10 points**

- 1) The experience of the State in addressing the facility needs of charter schools through various means, including providing per-pupil aid and access to State loan or bonding pools.



Performance Measures

- **Government Performance and Results Act (GPRA) Measure**
The ratio of funds leveraged by States for charter school facilities to funds awarded by the Department under the program.
- **Project-Specific Performance Measures**
Applicants must propose project-specific performance measures and performance targets consistent with the objectives of the project and program.



Performance Measures: Additional Notes & Resources

- All grantees must submit an annual performance report with information that is responsive to these performance measures. If you will be unable to report on a measure annually, it should not be identified as a project-specific performance measure.
- For technical assistance in developing effective performance measures, applicants are encouraged to review information provided by the Department's Regional Educational Laboratories (RELs) and the pre-application webinar on logic models and SMART performance measures.





Question and Answer





Pulling Together The Application



Critical Documents and Resources At a Glance

Notice Inviting Applications [\(link\)](#)

**FEDERAL REGISTER**
The Daily Journal of the United States Government



Notice

Applications for New Awards; Expanding Opportunity Through Quality Charter Schools Program (CSP)-State Charter School Facilities Incentive Grant (SFIG) Program

A Notice by the Education Department on 04/24/2024

PUBLISHED DOCUMENT

DOCUMENT DETAILS


Printed version:

AGENCY:
Office of Elementary and Secondary Education, Department of Education

ACTION:
Notice.

SUMMARY:
The Department of Education (Department) is issuing a notice inviting applications for fiscal year (FY) 2024 for the SFIG Program. The notice is identified by the Department's Notice Number (ALN) number 84.282D. This notice relates to the collection under OMB control number 1855-0012.

DATES:



Application Package Instructions [\(link\)](#)


U.S. DEPARTMENT OF EDUCATION
OFFICE OF ELEMENTARY AND SECONDARY EDUCATION
WASHINGTON, D.C. 20202

FY 2024
APPLICATION FOR NEW GRANTS UNDER THE EXPANDING
OPPORTUNITY THROUGH QUALITY CHARTER SCHOOLS
PROGRAM -- STATE CHARTER SCHOOL FACILITIES
INCENTIVE GRANTS PROGRAM


ALN Number: 84.282D

FORM APPROVED

Approved OMB No. 1855-0012 Expires 07/23/2024



SFIG Competition Website [\(link\)](#)

**OFFICE OF
Elementary & Secondary Education**

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CSP State Facility Incentive Grant (SFIG) Competition

State Charter School Facilities Incentive Grants

CSP State Facility Incentive Grant (SFIG) Competition

Applicant Information

The Notice Inviting Applications (NIA) for the Fiscal Year (FY) 2024 Expanding Opportunity through Quality Charter Schools Program-State Charter School Facilities Incentive Grant (SFIG) Program was published in the Federal Register on April 24, 2024. The deadline for submission of a grant application under this competition is 11:59:59p.m. ET on July 23, 2024.

FY 2024 CSP SFIG Notice Inviting Applications

Posted in the Federal Register on Wednesday, April 24, 2024 PDF | HTML


FY 2024 Competition Timeline

Deadline for Notice of Intent to Apply (optional): June 24, 2024

Deadline for Transmittal of Applications: July 23, 2024

Deadline for Intergovernmental Review: September 23, 2024

FY 2024 Competition Information





Application Package Components & Required Forms for SFIG

Preliminary Documents

- ☐ Application for Federal Assistance (form SF 424)
- ☐ ED Supplemental Information for SF 424

Budget Information

- ☐ ED Budget Information Non-Construction Programs (ED Form 524)

ED Abstract Form

- ☐ Project Abstract

Project Narrative Attachment Form

- ☐ Application Narrative
 - 1. Table of Contents
 - 2. Responses to Competitive Preference Priorities (if applicable)
 - 3. Responses to the Selection Criteria

Budget Narrative Attachment Form

- ☐ Budget Narrative

Other Attachments Form

- ☐ Enabling Statutes and Other Relevant Legislation (if applicable)
- ☐ Table 1 – Charter School Aid Paid by State (OMB Form 1855-0012)
- ☐ Table 2 – Budget Form: Grant Funds Expenditures (OMB Form 1855-0012)
- ☐ Table 3 – Grant funds as a Percentage of the Cost of Per-Pupil Facilities Aid (OMB Form 1855-0012)
- ☐ Individual Resumes/Curriculum Vitae for Project Directors & Key Personnel
- ☐ Program-Specific Assurances (Matching Requirement)

Assurances and Certifications

- ☐ Assurances for Non-Construction Programs (SF 424B Form)
- ☐ Disclosure of Lobbying Activities (Standard Form LLL)
- ☐ Grants.gov Lobbying Form
- ☐ General Education Provisions Act (GEPA) Requirements – Section 427 (ED GEPA427 form)

Intergovernmental Review (Executive Order 12372)

- ☐ State Single Point of Contact (SPOC) List

<http://www2.ed.gov/fund/grant/apply/appforms/appforms.html>



Application SF -424

- **8c – Organizational UEI.** This must be the same UEI number used when you registered in Grants.gov.
- **16a-b – Congressional Districts.** Enter the district the applicant organization is located in and the district in which activities will occur.
- **17a-b – Proposed Project Start and End Dates.** The start date is October 1, 2024. You may request funding for up to 60 months (five years), so the end date (September 30, 2029) should reflect the total number of years requested.
- **18 – Estimated Funding (\$).** This should only reflect the amount requested for the first project year, i.e., October 1, 2024, to September 30, 2025.
- **19 – Executive Order 12372.** This program is subject to the Executive Order.

View Burden Statement

OMB Number: 4040-0004
Expiration Date: 11/30/2025

Application for Federal Assistance SF-424

* 1. Type of Submission: <input type="checkbox"/> Preapplication <input type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	* 2. Type of Application: <input type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	* If Revision, select appropriate letter(s): <input type="text"/> * Other (Specify): <input type="text"/>
* 3. Date Received: <input type="text"/>	4. Applicant Identifier: <input type="text"/>	
5a. Federal Entity Identifier: <input type="text"/>	5b. Federal Award Identifier: <input type="text"/>	
State Use Only:		
6. Date Received by State: <input type="text"/>	7. State Application Identifier: <input type="text"/>	
8. APPLICANT INFORMATION:		
* a. Legal Name: <input type="text"/>		
* b. Employer/Taxpayer Identification Number (EIN/TIN): <input type="text"/>	* c. UEI: <input type="text"/>	
d. Address:		
* Street1:	<input type="text"/>	
Street2:	<input type="text"/>	
* City:	<input type="text"/>	
County/Parish:	<input type="text"/>	
* State:	<input type="text"/>	
Province:	<input type="text"/>	
* Country:	<input type="text" value="USA: UNITED STATES"/>	
* Zip / Postal Code:	<input type="text"/>	
e. Organizational Unit:		



Abstract and Project Narrative Forms

Abstract Narrative Form

- Include the name and address of the organization.
- Include the name, phone number, and email address of the contact person for the project.
- Should not exceed one double-spaced page.
- Should include a **concise description of the following information**:
 - Project objectives and activities;
 - Applicable priorities;
 - Proposed project outcomes; and
 - Location of the proposed site(s).

Project Narrative Form

- To facilitate the review of the application, please **organize your Project Narrative in the following order** and include a one-page, double-spaced Table of Contents:
 1. Table of Contents
 2. Competitive Preference Priority (optional)
 3. Selection Criteria
 4. Application Requirements
- **The recommended page limit for the Project Narrative is 50 double-spaced pages.** The Table of Contents and any attachments (i.e., supporting documentation) do not count against the recommended page limit.



ED Abstract Narrative Form Tips

- Include the official name and address of the organization.
- Include the name, phone number, and email address of the contact person for project.
- Include the project title (if applicable), goals, expected outcomes, and contributions for research, policy, practice.
- Address how your application meets the purpose of the SFIG Program as stated in the Notice Inviting Applications for New Awards.
- Should not exceed one page, however, a project abstract of more than one page may be uploaded.
- Should use language that can be easily understood by a range of audiences.



ED 524 (Budget Form)

- **Section A** (pictured) is required; complete [all the years](#) for which funds are requested (up to five years).
- Funds requested must match the detailed Budget Narrative. [Check your math!](#)
- If you have an [approved Indirect Cost Rate](#), provide the details in the Budget Narrative and at the bottom of this form. **Also, the de minimis rate of MTDC has increased from 10% to 15%.**
- [Construction](#) is an allowable cost.
- The [Training Stipends](#) line item is not applicable. Salary stipends paid to staff for participating in professional development should be reported in Personnel.
- **Section B** should be completed because [this program does require a match](#).



U.S. DEPARTMENT OF EDUCATION BUDGET INFORMATION NON-CONSTRUCTION PROGRAMS						OMB Control Number: 1894-0008 Expiration Date: 8/31/2026
Name of Institution/Organization			Applicants requesting funding for only one year should complete the column under "Project Year 1." Applicants requesting funding for multi-year grants should complete all applicable columns. Please read all instructions before completing form.			
SECTION A - BUDGET SUMMARY U.S. DEPARTMENT OF EDUCATION FUNDS						
Budget Categories	Project Year 1 (a)	Project Year 2 (b)	Project Year 3 (c)	Project Year 4 (d)	Project Year 5 (e)	Total (f)
1. Personnel						
2. Fringe Benefits						
3. Travel						
4. Equipment						
5. Supplies						
6. Contractual						
7. Construction						
8. Other						
9. Total Direct Costs (lines 1-8)						
10. Indirect Costs*						
11. Training Stipends						
12. Total Costs (lines 9-11)						

***Indirect Cost Information (To Be Completed by Your Business Office):**
If you are requesting reimbursement for indirect costs on line 10, please answer the following questions:
(1) Do you have an Indirect Cost Rate Agreement approved by the Federal government? ☐ Yes ☐ No.
(2) If yes, please provide the following information:
Period Covered by the Indirect Cost Rate Agreement: From: / / To: / / (mm/dd/yyyy)
Approving Federal agency: ED Other (please specify): The Indirect Cost Rate is %
(3) If this is your first Federal grant, and you do not have an approved indirect cost rate agreement, are not a State, Local government or Indian Tribe, and are not funded under a training rate program or a restricted rate program, do you want to use the de minimis rate of 10% of MTDC? ☐ Yes ☐ No. If yes, you must comply with the requirements of 2 CFR § 200.414(f).
(4) If you do not have an approved indirect cost rate agreement, do you want to use the temporary rate of 10% of budgeted salaries and wages? ☐ Yes ☐ No. If yes, you must submit a proposed indirect cost rate agreement within 90 days after the date your grant is awarded, as required by 34 CFR § 75.560.
(5) For Restricted Rate Programs (check one) -- Are you using a restricted indirect cost rate that:
☐ Is included in your approved Indirect Cost Rate Agreement? Or ☐ Complies with 34 CFR 76.564(c)(2)? The Restricted Indirect Cost Rate is %



ED 524 (Cost-Sharing Budget Form)

- Section B of the ED 524 form is required; complete all years for which funds are requested (up to 5 years).
- Funds requested should match the detailed budget narrative required in another segment of the application.

Name of Institution/Organization		Applicants requesting funding for only one year should complete the column under "Project Year 1." Applicants requesting funding for multi-year grants should complete all applicable columns. Please read all instructions before completing form.				
SECTION B - BUDGET SUMMARY NON-FEDERAL FUNDS						
Budget Categories	Project Year 1 (a)	Project Year 2 (b)	Project Year 3 (c)	Project Year 4 (d)	Project Year 5 (e)	Total (f)
1. Personnel						
2. Fringe Benefits						
3. Travel						
4. Equipment						
5. Supplies						
6. Contractual						
7. Construction						
8. Other						
9. Total Direct Costs (Lines 1-8)						
10. Indirect Costs						
11. Training Stipends						
12. Total Costs (Lines 9-11)						
SECTION C - BUDGET NARRATIVE (see instructions)						

ED 524



What is a Budget Narrative?

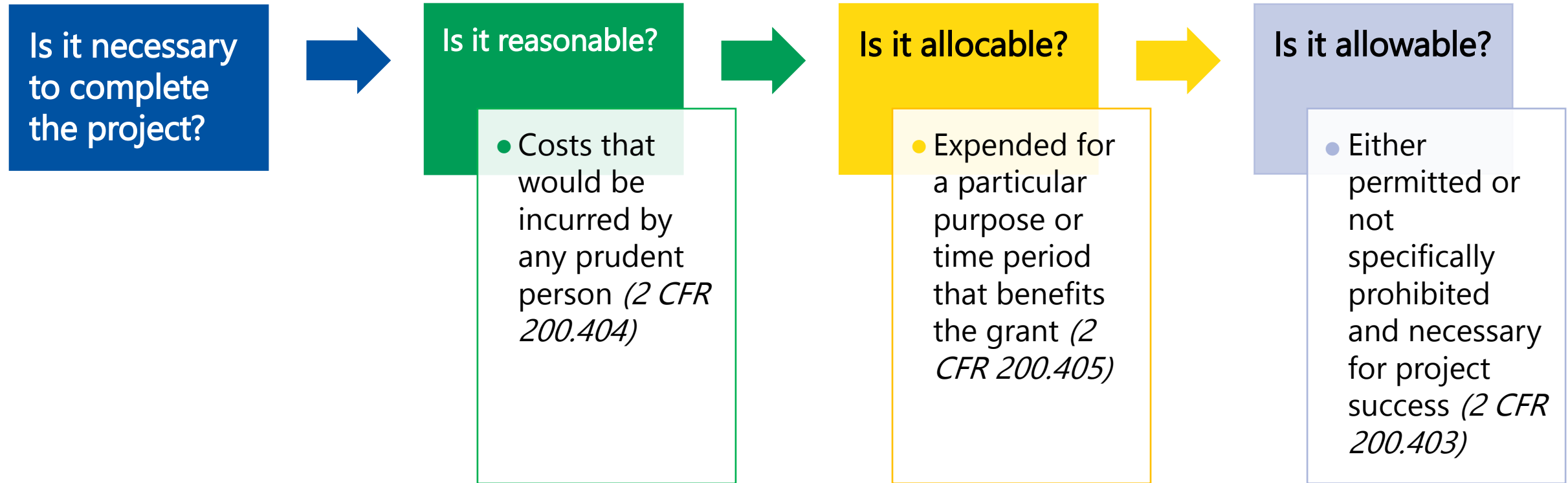
- ✓ An itemized budget in **narrative/descriptive form, broken down by project year**, for **each** budget category listed in Section A and B of the ED 524 form.
- ✓ The budget narrative must describe the budget activities during ***all years*** of your grant
- ✓ Should not include an assumption of a no-cost extension.

Budget Resources:

- 2 CFR Part 200 (previously OMB Circular A-87 (State) and A-122 (non-profit)) Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards ([link](#))
- Funding Restrictions outlined in the NIA
- Uses of Subgrant Funds outlined in the NIA



Allowable Cost Framework



IMPORTANT: A proposed cost must be necessary, reasonable, allocable, and allowable in accordance with the Federal cost principles to be included in the budget.



Align Budget Narrative & ED 524 Form

Application Narrative

- Abstract Narrative Form
- Budget Narrative Form
- Project Narrative Form



U.S. DEPARTMENT OF EDUCATION
BUDGET INFORMATION NON-CONSTRUCTION PROGRAMS

OMB Control Number: 1898-0008
Expiration Date: 8/31/2026

Name of Institution/Organization: _____

Applicants requesting funding for only one year should complete the column under "Project Year 1." Applicants requesting funding for multi-year grants should complete all applicable columns. Please read all instructions before completing form.

SECTION A - BUDGET SUMMARY U.S. DEPARTMENT OF EDUCATION FUNDS

Budget Categories	Project Year 1 (a)	Project Year 2 (b)	Project Year 3 (c)	Project Year 4 (d)	Project Year 5 (e)	Total (f)
1. Personnel						
2. Fringe Benefits						
3. Travel						
4. Equipment						
5. Supplies						
6. Contractual						
7. Construction						
8. Other						
9. Total Direct Costs (Lines 1-8)						
10. Indirect Costs*						
11. Training Stipends						
12. Total Costs (Lines 9-11)						

***Indirect Cost Information (To Be Completed by Your Business Officer):**
If you are requesting reimbursement for indirect costs on line 10, please answer the following questions:
(1) Do you have an Indirect Cost Rate Agreement approved by the Federal government? Yes ___ No ___
(2) If yes, please provide the following information:
Period Covered by the Indirect Cost Rate Agreement: From: ___/___/___ To: ___/___/___ (mm/dd/yyyy)
Approving Federal agency: ___ ED ___ Other (please specify): ___ The Indirect Cost Rate is ___%
(3) If this is your first Federal grant, and you do not have an approved indirect cost rate agreement, are you a State, Local government or Indian Tribe, and are not funded under a training rate program or a restricted rate program, do you want to use the de minimis rate of 10% of MTDC? Yes ___ No ___ If yes, you must comply with the requirements of 2 CFR 200.414(f).
(4) If you do not have an approved indirect cost rate agreement, do you want to use the temporary rate of 10% of budgeted salaries and wages? Yes ___ No ___ If yes, you must submit a proposed indirect cost rate agreement within 90 days after the date your grant is awarded, as required by 34 CFR 75.560.
(5) For Restricted Rate Programs (check one) - Are you using a restricted indirect cost rate that: ___ Is included in your approved Indirect Cost Rate Agreement? Or ___ Complies with 34 CFR 75.564(c)(2)? The Restricted Indirect Cost Rate is ___%

Name of Institution/Organization: _____

Applicants requesting funding for only one year should complete the column under "Project Year 1." Applicants requesting funding for multi-year grants should complete all applicable columns. Please read all instructions before completing form.

SECTION B - BUDGET SUMMARY NON-FEDERAL FUNDS

Budget Categories	Project Year 1 (a)	Project Year 2 (b)	Project Year 3 (c)	Project Year 4 (d)	Project Year 5 (e)	Total (f)
1. Personnel						
2. Fringe Benefits						
3. Travel						
4. Equipment						
5. Supplies						
6. Contractual						
7. Construction						
8. Other						
9. Total Direct Costs (Lines 1-8)						
10. Indirect Costs						
11. Training Stipends						
12. Total Costs (Lines 9-11)						

SECTION C - BUDGET NARRATIVE (see instructions)

ED 524



Aligning your budget in these categories will help with monitoring of your grant down the line!



Other Attachment File(s)

Other Attachment File(s)

* Mandatory Other Attachment Filename:

Add Mandatory Other Attachment

Delete Mandatory Other Attachment

View Mandatory Other Attachment

To add more "Other Attachment" attachments, please use the attachment buttons below.

Add Optional Other Attachment

Delete Optional Other Attachment

View Optional Other Attachment



Other Attachment File(s)

Enabling Statutes and Other Relevant Legislation (if applicable)

Table 1 – Charter School Aid Paid by State (OMB Form 1855-0012)

Table 2 – Budget Form: Grant Funds Expenditures (OMB Form 1855-0012)

Table 3 – Grant funds as a Percentage of the Cost of Per-Pupil Facilities Aid (OMB Form 1855-0012)

Individual Resumes/Curriculum Vitae for Project Directors & Key Personnel

Program-Specific Assurances (Matching Requirement)

Appendices



Other Attachment File(s) – Table 1

Table 1 – Charter School Aid Paid by State

Source	Fiscal Year 20XX [*]	Fiscal Year 20XX	Fiscal Year 20XX	Fiscal Year 20XX	Fiscal Year 20XX	Fiscal Year 20XX	Fiscal Year 20XX	Fiscal Year 20XX
1. Number of pupils in average daily attendance in charter schools								
2. a. Per-pupil funding for charter school facilities in total**								
2. b. Per-pupil funding for charter school facilities per charter school student in average daily attendance								
3. a. Other funding for charter schools***								
3. b. Other funding for charter schools per charter school student in average daily attendance								
Total								

* The State's Fiscal year 20XX begins on ___ and ends on _____. If the State has not yet made a decision about the level of funding for these activities in Fiscal Year 20XX, please indicate the status of funding for Fiscal Year 20XX in the State for these activities. The purpose of this table is to determine total amount of per-pupil facilities aid and assistance in general for charter schools.

** This funding includes funds that are distributed on a per-pupil basis that are (1) dedicated solely for funding charter school facilities and (2) the portion of funds that are dedicated for charter school facilities that are part of a distribution of funds that may be used for other purposes, such as operating expenses for charter schools or facility funds for regular public schools.

*** These funds include operating funds for charter schools, per-pupil allocations to charter schools that are not designated solely for facilities, facilities funds that are not awarded to charter schools on a per-pupil basis.



Other Attachment File(s) – Table 2

Table 2 -Budget Form: Grant Funds Expenditures

Budget categories	Project Year 1	Project Year 2	Project Year 3	Project Year 4	Project Year 5	Total
A. Administrative funds (5%)						
A.1. Indirect costs						
A.2. Evaluation						
A.3. Technical assistance						
A.4. Dissemination						
A.5. Personnel costs not associated with evaluation, technical assistance, or dissemination						
A. Total administrative costs						
B. Per-pupil facilities aid for charter schools						
Per-pupil funding for charter school facilities						
C. Grand total – Federal grant request						



Other Attachment File(s) – Table 3

Table 3 – Grant Funds as a Percentage of the Cost of Per-Pupil Facilities Aid

Budget Categories	Project Year 1*	Project Year 2	Project Year 3	Project Year 4	Project Year 5	Total
A. Line C, Grand total, from Table 2 – Budget Form						
B. Line 1, State per-pupil funding for charter school facilities, from Table 1 -- Charter School Aid Paid by State						
C. Total						
D. Federal grant request (Line A., Table 3) as a percentage of the cost of per-pupil facilities aid (Line C., Table 3)						

*Project Year 1 is the same as State Fiscal year 20XX unless the applicant explicitly notes and explains which project year maps to which State fiscal year



Other Attachment File(s) – Program Specific Assurance

Program-Specific Assurance

I assure that my State intends to provide (either alone or with the assistance of other parties, such as foundations) annual funding, on a per-pupil basis, for charter school facilities.

Furthermore, I am aware that the Federal share declines in accordance with the table below:

Matching Requirement for Expanding Opportunity Through Quality Charter Schools Program--State Charter School Facilities Incentive Grants Program (State Incentive), by Grant Project Year.

	Non-Federal share	Amount	Federal share (maximum)	Amount
Project Year 1	10%		90%	
Project Year 2	20%		80%	
Project Year 3	40%		60%	
Project Year 4	60%		40%	
Project Year 5	80%		20%	

Signature

Title



Other Attachments/Appendices

- Applicants should attach all appendices to the Other Attachments Form.
- For each appendix, applicants must attach any attachment of your application file in either .pdf (Portable Document Format) or Microsoft Word. See the application package instructions for additional guidance.
- Label each file with the Appendix name (e.g., Appendix A Resumes) and upload the file to the Other Attachments Form.
- The Other Attachments Form can support up to ten attachments; therefore, please merge appendices into one document as necessary. Please review the application package for details on each of these.



Special characters could impact your ability to submit because grants.gov does not properly process special characters. Therefore, please use do not use colons and backslashes when naming your documents.



Funding Considerations



Successful applicants' project performance period will start on **October 1, 2024**.

Applicants should use the budget period of the grant (i.e., October 1 to September 30), not your fiscal year.



Grants awarded may be for a period of not more than **60 months (five years)**.



Grantees must attend an annual **Project Directors' Meeting**.

Applicants are encouraged to include the cost of attending this annual meeting in your proposed budgets.



Writing Competitive Grant Applications

- Use this link to launch the Writing Competitive Grant Applications training course. ([link](#))
- **Course Description:** This 60-minute course helps to prepare you to write competitive applications for the U.S. Department of Education by providing an overview of the Federal grants process.
- **Course Objectives:**
 - After completing this course, you should be able to:
 - Describe the Federal grants process
 - Establish realistic, but ambitious goals for a Federally-funded project
 - Identify and locate resources to gather data
 - Produce an outline for a comprehensive application narrative
 - Identify costs and develop a budget
 - Submit a complete and on time application for a Federal grant



Submitting The Application



Electronic Submission Requirement



Applications for grants under this program must be submitted electronically, unless you qualify for an exception to this requirement in accordance with the instructions in the Notice.



Application Instruction Reminders



Due Date and Time: July 23, 2024, at 11:59:59



Program Contact Information



Recommended Page Limits and Formatting



Allowable File Types



Mandatory or Optional Electronic Submission



Exemptions to Mandatory Electronic Submission

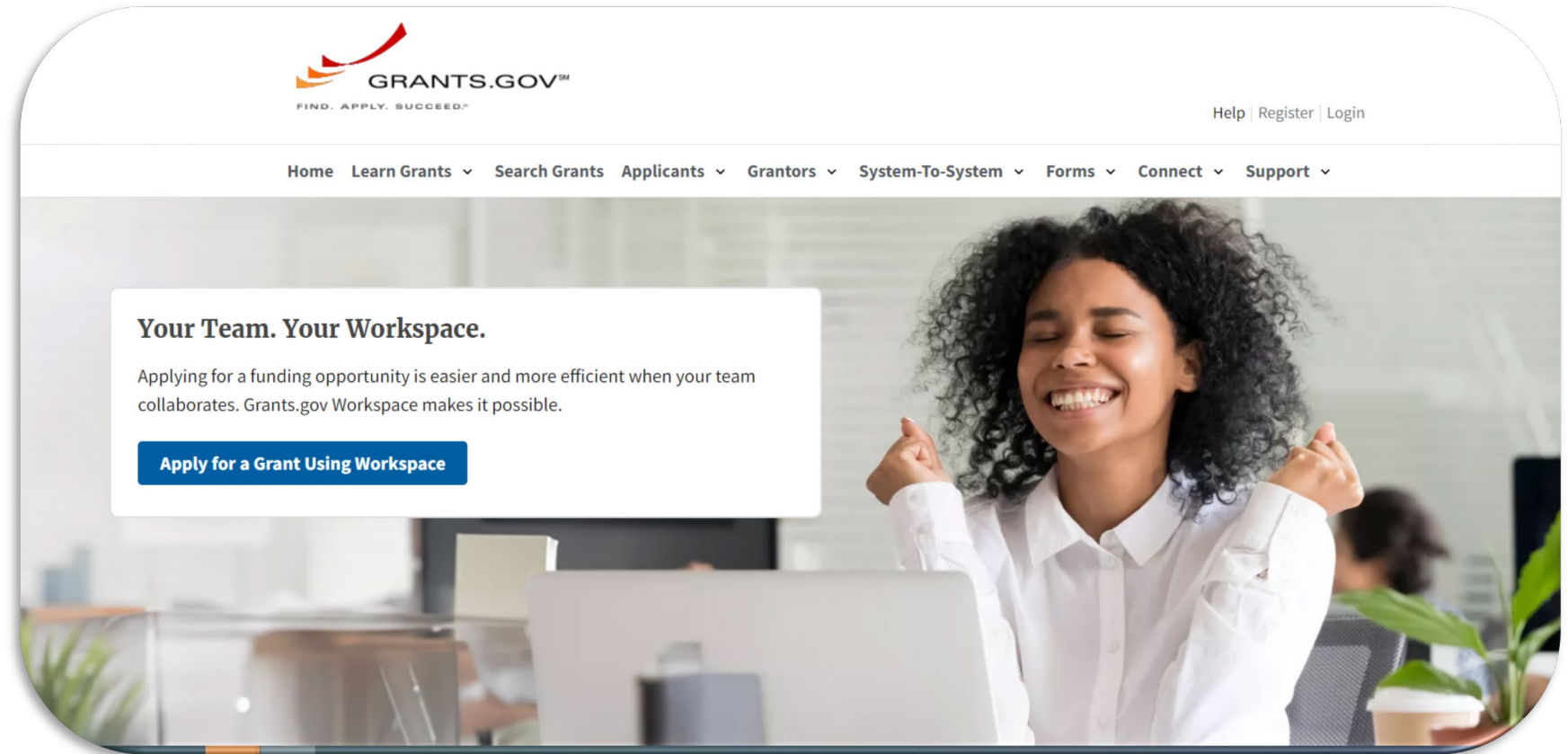


System for Submitting



An external application system used throughout the Federal government

Register and Submit Early!



Registration Process

1. Register with SAM to obtain your UEI (Unique Entity Identifier)
2. Set up your Authorized Organization Representative (AOR) profile
3. Get authorized as an AOR by your organization's e-Biz POC
4. Track your AOR status



Important Reminder



- The complete Grants.gov registration process takes up to 4 weeks to complete.
- You do not have to register with Grants.gov if you only want to find grant opportunities or to download application packages – but you **MUST** register to **SUBMIT!**



Important Reminders for Applicants

- SAM.gov registration
- Deadline for transmittal of applications: July 23, 2024



Other Tips

- Review “Grants.gov Submission Procedures and Tips for Applicants” in the application package.
- Applicant must download the correct version of Adobe in order to read any Grants.gov application packages.
- In Adobe, applicants must move all mandatory forms from left to right, in order to open each form.
- Once the form is on the right side, applicant can complete and SAVE each form; while in process, the application package is saved offline.
- Press the final SAVE & SUBMIT button before the final submission of the application.
- Once you download the application, multiple people can work on it, and you work offline.
- Save often.
- Include both forms and attachments.
- Submit all documents as PDF files.
- Once the application is complete, the “save and submit” button becomes active.



Application Submission

Successful Submission

1. Applicants should receive a confirmation email with a time and date stamp and an assigned tracking number from Grants.gov
2. Applicants should receive a validation email from Grants.gov. This means the application is ready for Department pickup
3. Applicant should receive an email with their assigned PR Award # (S282D24XXXX)

Unsuccessful Submission

1. Applicants should receive a confirmation email with a time and date stamp and an assigned tracking number from Grants.gov
2. If the application is received after 11:59:59 p.m. ET on July 23, 2024, or validation is not successful, applicant should receive an error email
3. Email may list the error, or applicant can use their tracking number to find the submission error



Tracking Your Submission

1. Verify Submission is on time and validated successfully
2. To check, log in to Grants.gov and click on the Track My Application link
3. Date/time received should be earlier than 11:59:59 p.m. on July 23, 2024
4. Application status should be "Validated"
5. Do not rely solely on email to confirm whether your application has been received on time and validated successfully.



Submission Tips



Save a copy of your application.



We may request original signatures on forms at a later date.



Applications cannot be “unsubmitted”.



Users may resubmit their application at any point up until the closing date and time; we review the most recent submission before the due date and time.



Grants.gov Availability



- If you are experiencing problems submitting your application through Grants.gov, please contact the Grants.gov Support Desk at 800-518-4726. You must obtain a Grants.gov Support Desk Case Number and must keep a record of it.
- If you are prevented from electronically submitting your application on the application deadline date because of technical problems with the Grants.gov system, we will grant you an extension until 11:59:59 p.m. ET, the following day to enable you to transmit your application electronically, by hand delivery, or through the mail following the instructions in the Notice.

TIP: Take a few minutes today to make sure your organization has an active Grants.gov account.



Application Review Process



Application Review Process

Eligibility Review



Peer Review



Rank Order



Award Notification



Applicable Statutory and Regulatory Requirements

- The Education Department General Administrative Regulations in 34 CFR parts 75, 76, 77, 79, 81, 82, 84, 97, 98, and 99 ([link](#)).
- The Office of Management and Budget Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement) in 2 CFR part 180, as adopted and amended as regulations of the Department in 2 CFR part 3485 ([link](#)).
- The Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards in 2 CFR part 200, as adopted and amended as regulations of the Department in 2 CFR part 3474 ([link](#)).
- Title IV, Part C of the ESEA (20 U.S.C. 7221-7221j) ([link](#)).



Resources and Reminders



Resources

Federal Register NIA

34 CFR 226 —State Charter School
Facilities Incentive Program Regulations

The Elementary and Secondary
Education Act of 1965, as amended by
the Every Student Succeeds Act of 2015
(ESSA) (20 U.S.C. 7221c)

Uniform Guidance:

- Subpart D – Post Federal Award Requirements
- Subpart E – Cost Principles
- Subpart F – Audit Requirements
- Title 2 CFR Part 3474
- Part 180: OMB Guidelines for Debarment and Suspension
- Part 3484: Non procurement Debarment and Suspension





Additional Notes



Important Reminders for Applicants

- ✓ Review the NIA ([link](#)), Application Package Instructions ([link](#)), and CSP SFIG competition website ([link](#)).
- ✓ **Notice of Intent to Apply (optional):** We strongly encourage potential applicants to notify us of their intent to apply. Email Charter.Facilities@ed.gov with the subject line "Intent to Apply," and include the applicant's name, a contact person's name and email address, and identify whether you are applying under Assistance Listing Number 84.282D.
- ✓ **Registrations (required):** Register on SAM.gov ([link](#)) and Grants.gov ([link](#)) immediately to ensure you can submit an application by the closing date.
- ✓ **Technical Assistance:** Utilize CSP's technical assistance webinars and other resources ([link](#)).
- ✓ **CLOSING DATE!!!** The deadline for the transmittal of applications is 11:59:59 p.m. ET on July 23, 2024.



Award Notices



- If your application is successful, we will notify your U.S. Representative and U.S. Senators and send you a Grant Award Notification (GAN). We may also notify you informally, as well.
- If your application is not evaluated or not selected for funding, we will notify you via USPS mail.





Question and Answer



