

Questions and Answers

2013-2016 New York Charter School Dissemination Program



NEW YORK STATE EDUCATION DEPARTMENT

Questions and Answers: Posted March 1, 2013

Questions Submitted February 21-27

1. Can I email my final application to the Charter School Office, rather than submitting it through Review Room?

Final applications will **only** be accepted through the Review Room portal at <https://nysed-cspgrants.myreviewroom.com/> **before** 3:00 p.m. on Friday, March 15. Any applications received past the deadline will not be accepted. Directions for submitting your application are found under “Applicant Instructions” at: <http://www.p12.nysed.gov/funding/2013-16-charter-school-dissemination/home.html>. Should you have any technical questions about Review Room, please contact Review Room staff at support@myreviewroom.com.

2. In addition to the electronic application, what documents must be submitted in hard copy?

In addition to the electronic application submission, one copy of all documents that need an original signature must be postmarked by March 15, 2013 and mailed to:

New York State Education Department
Grants Management
Room 464 EBA
Attn: Charter Dissemination
89 Washington Avenue
Albany, NY 12234

The mailed application packet should include all of the following items. Each of these items requires an original signature. Please compile your mailed application packet in the following order. Include one original for each of the following:

1. Application Cover Page
2. Payee Information Form

3. NYS Substitute W-9, if required
4. Form FS-10 Budget

3. Is it necessary for schools to allocate money for evaluation of the project in their proposed budget?

Yes, as stated in the RFP, applicants must allocate a minimum of \$25,000 of the grant funding to allow for evaluation of their project.

4. Is it necessary to have a partner school determined at the time of application?

No, this is not necessary. However, five bonus points will be awarded to charter schools that have determined their partner district school(s) at the time of application and who submit a signed letter of support(s).

5. Does the FS-10 Budget Form need to include projected expenses for all three years of the project?

No, the FS-10 Budget Form is *only* required for year one. The budget summary and budget narrative, however, must cover expenses for all three years of the project.

Questions and Answers: For Posting on February 22, 2013

Questions submitted February 14- February 20, 2013

1. Is it allowable for a school's Charter Management Organization (CMO) to provide support in the dissemination efforts?

Yes, but the charter school *must* serve as the direct lead. The dissemination activities must also be aligned to the best practices at that particular charter school.

2. Is it possible for a charter school to apply to provide support to both a traditional district and charter school?

No, this grant is restricted to the dissemination of effective practices to traditional district schools *only*. However, charter schools are able to partner with more than one district school if they choose to do so.

Questions and Answers: For Posting on February 15, 2013

Special Notice:

The "Review and Rating of Applications" section of the RFP has been changed, as follows:

1. To be eligible for an award the minimum average score, exclusive of bonus points, has been reduced from 75 points to 70 points.
2. Applications will be reviewed by three reviewers, rather than by two reviewers with the possibility of a third review.

Questions submitted through February 13

1. Can a charter school apply to partner to help another charter school?

No, charter schools can *only* partner with a traditional district school or traditional district schools.

2. How can I access a list of charter Schools that serve high school populations that are in good standing?

If you click “district and school status” you can sort the schools by school type to find all charter high schools that are in Good Standing here:

<http://www.p12.nysed.gov/accountability/ESEADesignations.html>.

Additionally, the list of substantial progress schools found at <http://www.p12.nysed.gov/funding/2013-16-charter-school-dissemination/home.html>. This list includes all charter schools in the state that have strong student academic achievement. A Substantial Progress School is a school having average MGP (mean growth percentage) and proficiency greater than 50 for three consecutive years (2009-2010, 2010-2011, 2011-2012) on both English language arts (ELA) and math New York State Assessments.

3. Can a public school serve as the lead applicant when applying for the grant?

No, but a traditional district school can serve as a *partner* applicant, and have direct say in how the application is shaped by the charter school lead applicant.

4. Are schools still eligible to apply if they receive(d) other state or federal grants, such as a state stimulus grant or a CSP grant?

Yes. All currently operating public charter schools that are in at least their fourth year of operation and in “Good Standing” or “Reward” status in 2012- 2013 under the NY State accountability system are eligible to apply, regardless of past grants awarded.

5. Roughly how many applications were received in the last round of funding, and how many awards were granted?

None- this is the first-ever dissemination grant competition in NY state under the 2011-2016 CSP Grant award. The Department anticipates funding up to 10 awards under this competition.

6. My school is a strong district school. Can we apply to help an under-performing charter school?

No, the competition is designed specifically for charter schools to disseminate their best practices to under-performing traditional district schools. The Department has complimentary dissemination and replication grant opportunities for traditional district schools and systems through the Commissioner’s Schools grant program. Additional information on these grants are posted at: <http://www.p12.nysed.gov/turnaround/2012-2014CommissionersSchool-DisseminationGrant.html>

7. Under the section entitled Evaluation it states "...evaluation instruments to be developed and used..." Do applicants need to develop special instruments or is it acceptable to use preexisting instruments that have been deemed valid and reliable?

It is completely acceptable to use preexisting instruments, as long as they accurately assess the outcomes of your particular program.

8. Can I submit my Letter of Intent via email?

No, the Letter of Intent must be submitted through the Review Room portal at <https://nysed-cspgrants.myreviewroom.com/>.

9. Under "Qualitative and Quantitative measures" how elaborate does the description for collecting and evaluating qualitative and quantitative data need to be? Is it enough to mention the measures that relate to NYS standardized tests? Do we have to describe methods of coding and triangulating qualitative data?

In this section, one does not need to mention specific methods of coding and triangulating qualitative data. It is sufficient to mention general methods that you will use to gather data. For example, qualitative methods (surveys, focus groups, interviews, observations, etc.) and quantitative methods (various in-house, national, or NYS assessments) should be described, but it is not necessary to outline *how* the data will be coded once it is collected.

10. In 2009, our school (NYCA Charter School) applied for a dissemination grant, only to be disqualified on a technicality when we did not obtain the NYC Schools Chancellor's signature due to the fact that we are chartered by the NYC DOE, not the Board of Regents. I see nowhere on the current RFP that requires such a signature (only signatures from our own Chief Administrative Officer), but would appreciate it if you could confirm that the NYC Schools Chancellor's signature is, indeed, not required this time.

A NYC Schools Chancellor's signature is **not** required for this grant application.