

CSP SUBGRANT APPLICATION CHECKLIST

Application Item	Completed
Cover Page	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Signed Certification Form	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Governing Authority Signed Resolution (for certification)	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Completed CSP Subgrant Checklist	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Signed Statement of Assurances	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Signed Statement of Sponsor Assurances	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Project Goals Budget Spreadsheet	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Application Narrative with the Following Sections:	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
A. Executive Summary	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
B. Subgrant Project Goals, Budget, Budget Narrative and Evaluation Methods	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
C. School Community	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
D. Educationally Disadvantaged Students	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
E. Educational Model	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
F. School Goals	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
G. Outreach and Engagement	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
H. School Personnel and External Support	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
I. Governance and Management Plan	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
J. Business Capacity and Continued Operation	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
K. Competitive Preference Priorities	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Application Appendices	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
1. Community School Enrollment Policy, Including Lottery Protocol (required of all applicants)	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
2. Completed CSP Budget Form (to be completed in Ohio's e-grant system, CCIP, and required by all applicants)	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
3. Copy of Community School's Annual and Long-Term Budgets and Last Audited Financial Statement (required of all applicants)	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
4. Copy of Preliminary Agreement or Executed Contract including all attachments and any amendments (required of all applicants)	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
5. Technology Plan (required if requesting funds for technology)	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
6. School Library Development Plan (required if requesting funds for library)	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA

7. Professional Development Plan (required if requesting funds for professional development)	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
8. Marketing Plan (required of all applicants)	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
9. Performance Management Plan (required of all applicants)	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
10. Disclosure Information	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
a. Copy of Lease Agreement/Mortgage (required if applicable)	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
b. CMO/EMO Contract (or other provider contracts) (required if applicable)	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
c. Conflicts of Interest Policy (required of all applicants)	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
d. Governing Authority members, founding Members and disclosure information (required of all applicants)	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
e. Evidence of public benefit corporation or nonprofit	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
f. State report card(s) and an explanation of the states' academic measures and metrics for a community school operating a high-performing educational model outside of Ohio (if applicable)	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
11. CSP Subgrant Project Goals and Activities Form and Instructions (required of all applicants)	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
12. Charter/Education Management Organization (CMO/EMO) Questionnaire	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
13. Renovation/Repair Request Form (required if applicable)	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
14. Waiver Request (OPTIONAL)	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA