Charter School Program Grant

Call for Reviewers Message

The Ohio Department of Education and Workforce is seeking individuals with expertise in education and community schools to score competitive Charter School Program subgrant applications. Reviewers will be selected based on programmatic expertise and experience.

Interested grant reviewers should have a minimum of three years' experience in one or more of the following areas of expertise:

- Curriculum and instruction
- Law
- Governance
- Management
- Leadership
- Finance
- School start-up
- Policy
- Community school operations

Preferred qualifications include three or more years' experience in the following areas:

- Community school authorizing and accountability;
- Community school policy;
- Community school research and evaluation;
- Community school development and implementation;
- Community school grant administration; and
- Community school experience in Ohio.

The following people are disqualified from being peer reviewers for Ohio's subgrants:

- Cannot be employed (either as a full-time, part-time, contracted employee or vendor) or have been previously employed within the last 12 months by the Ohio Department of Education and Workforce
- Cannot be employed or have been previously employed within the last 12 months at a community school in Ohio
- Cannot be employed or have been previously employed within the last 12 months at a community school authorizer (sponsor) that operates in Ohio
- Cannot be employed or have been previously employed within the last 12 months at a community school operator (management company) in Ohio
- Cannot be an active lobbyist (or similar organization) that advocates for education policy in Ohio or nationally

- Cannot be employed by the U.S. Department of Education (including either as a full-time, part-time, contracted employee, or vendor) or have been previously employed within the last 12 months.

Availability: Peer reviewers must commit to complete their work between June 11-July 6, 2026. All peer reviewers must participate in training between June 11-12, 2026, including:

- Up to four hours participating in a training webinar held on June 11 at 9 a.m.; and reading and scoring a sample (calibration) application (June 11-17);
- Up to two hours participating in a discrepancy call to discuss consensus of peer review ratings on the calibration application, which will be held on June 22, 2026.

Once trained and selected to read and score subgrant applications, peer reviewers will read and score their assigned applications from June 22 through 12 p.m. on July 6, 2026. Peer reviewers will resolve any identified discrepancies July 6-10. Aside from the Department scheduled webinar training and consensus call, peer reviewers set their own schedule for reading grant applications.

Requirements:

Peer reviewers must have the following:

- Technology (computer and internet capability)
- Create a SAFE account with the Ohio Department of Education
- Register as a supplier with OhioPays

Conflict of Interest Peer reviewers will be required to self-report any conflicts of interest. Peer reviewers shall not participate in any way in actions or decisions that directly or indirectly involve their own financial interests or those of their families or business associates. If potential reviewers are directly or indirectly affiliated with a grant applicant through themselves, a family member or business interest, the individual will not be allowed to score applications where the conflict of interest exists. Individuals will complete a Conflict of Interest form prior to beginning review.

Payment and Fee Structure: Reviewers will be paid using the following structure:

- $400 for trainings (including the calibration exercise) as outlined above; and
- $500 per reviewed and scored subgrant application (including discrepancy reviews).

Payment for peer reviewers is contingent upon attendance at all training and the satisfactory completion of the above requirements. Peer reviewers must complete all training requirements and will be paid for the completion of any training, even if the individual is not selected to read and score subgrant applications due to the number of applications received.

To Apply: If you would like to apply to be a reviewer, please complete the application by **May 22.**

Program Information: Visit the Charter Schools Program Grant webpage for more information on the grant.

Please contact CommunitySchoolGrants@education.ohio.gov with questions.