



# Charter Schools

**Management of and Monitoring Federal Grant Funding  
for Increased Student Achievement**

**October 19, 2023**



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# Florida Department of Education (FDOE) Presenter

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# Objectives

- Charter Local Educational Agency (LEA) and LEA-Sponsored Charter School Definitions
- Charter LEA
  - School Eligibility
  - Data Collection
  - Intent to Open or Significantly Expand
  - Funding Application
  - Program Implementation
  - Monitoring Responsibilities
- LEA-Sponsored Charter Schools
  - Data Collection
  - Reimbursement
- Questions

## Charter LEA

Charter school(s) that is treated as a local educational agency (LEA) for purposes of the applicable covered program.

[Section 1002.33(25), Florida Statutes]

## LEA-Sponsored Charter School

Charter schools are tuition-free, publicly funded, nonsectarian schools that operate under a contractual agreement (i.e., charter) with a sponsor.

[Section 4310(2) of the Every Student Succeeds Act (ESSA)]



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# Section 1: Charter LEAs

## Data Collection – Charter LEAs

Charter LEAs must provide projected data to the state educational agency (SEA) in order to receive an estimated district allocation.

- The allocation is estimated based on projected data received from the Charter LEA.
- The Charter LEA must provide actual enrollment and eligibility data to reconcile the projections.
- Survey 2 – October FTE

## Intent to Open or Significantly Expand

### Timeline to notify FDOE:

Under federal regulations, the Charter LEA must:

- Provide 120-day notice.
- Upon request, provide data and information.

If the Charter LEA provides 120-day notice, the SEA must:

- Provide timely and meaningful information about each federal program.
- Allocate federal formula funds based on reasonable estimates.
- Note the correlation between the opening or expansion date and SEA obligation to allocate federal funding.

*34 CFR Part 76, Subpart H*

# Funding Application

- Substantially Approvable Format
  - DOE 100A
  - Program Narrative
  - Budget Narrative (DOE 101)
  - Other as Required



# Example DOE 100A

UEI Number <i>Enter UEI Number here</i> <b>*CLICK ON THIS BOX* Please select the LEA from the dropdown menu.</b>						
Program Name Type an "X" in the green box below for the program(s) in which the LEA is applying for funds.	Project Number	TAPS Number	2023-24 Preliminary Allocation	Requested Allocation	Estimated Roll Forward	Total Funds Requested (Sum of Allocation and Estimated Roll)
<input type="checkbox"/> Title I, Part A		24A001	#N/A	\$0.00	\$0.00	\$0.00
<input type="checkbox"/> Title I, Part C		24A020	#N/A	\$0.00		\$0.00
<input type="checkbox"/> Title I, Part D, Subpart 2		24A009	#N/A	\$0.00		\$0.00
<input type="checkbox"/> Title II, Part A		24A011	#N/A	\$0.00	\$0.00	\$0.00
<input type="checkbox"/> Title III, Part A		24A014	#N/A	\$0.00	\$0.00	\$0.00
<input type="checkbox"/> Title IV, Part A		24A120	#N/A	\$0.00	\$0.00	\$0.00
<input type="checkbox"/> Title V, Part B, Subpart 2		24A007	#N/A	\$0.00		\$0.00
<p>As the official who is authorized to legally bind the agency/organization, I do hereby certify to the best of my knowledge and belief that all the information and attachments submitted in this application are true, complete and accurate, for the purposes, and objectives, set forth in the RFA or RFP and are consistent with the statement of general assurances and specific programmatic assurances for this project. I am aware that any false, fictitious or fraudulent information or the omission of any material fact may subject me to criminal, or administrative penalties for the false statement, false claims or otherwise. Furthermore, all applicable statutes, regulations, and procedures; administrative and programmatic requirements; and procedures for fiscal control and maintenance of records will be implemented to ensure proper accountability for the expenditure of funds on this project. All records necessary to substantiate these requirements will be available for review by appropriate state and federal staff. I further certify that all expenditures will be obligated on or after the effective date and prior to the termination date of the project. Disbursements will be reported only as appropriate to this project, and will not be used for matching funds on this or any special project, where prohibited.</p> <p>Further, I understand that it is the responsibility of the agency head to obtain from its governing body the authorization for the submission of this application.</p>						
Printed Name of Agency Head						
Signature of Agency Head				Title		Date



# Program Implementation

- Project and Budget Period
  - Federal programs may have different budget periods.
  - Carryover funds
  - Preliminary allocations and final allocations
- Tracking Expenditures
  - General Ledger (GL)
  - Florida Grants System (FLAGS)
  - Project Disbursement Report (FA 399)
- Amendments
  - Forms DOE 150 and 151
  - Green Book and Red Book
  - [Grants Management \(fldoe.org\)](http://fldoe.org)

## Monitoring: Overview

- Purpose
  - Ensure subrecipients are in compliance with all federal and state grant requirements.
  - Allow FDOE the opportunity to provide technical assistance to LEAs to meet their needs.
- Process
  - Risk assessment
  - Monitoring activities
  - Report and follow-up activities

# Monitoring: Compliance Requirements

- Laws
  - Federal Statutes
  - State Statutes
- Regulations
  - Code of Federal Regulations
  - Florida Administrative Code
- Policies
  - FDOE policies
  - Local policies

## Monitoring: Documentation

- Document requests
- Typical documentation requests include:
  - Local policies and procedures
  - Contracts
  - Property records
  - Staff time and effort records
  - General ledger
  - Purchase orders, invoices, receipts
  - Reimbursement records



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## Section 2: LEA-Sponsored Charter Schools

## School Eligibility

- Charter schools are public schools
  - Data reported to FDOE by district Management Information System (MIS) is used to determine a charter school's eligibility for funding.
- Once a charter school is determined to be eligible, it is a good practice to:
  - Develop procedures with the sponsoring LEA.
  - Review and verify preliminary reports sent via BFEP listservs.



## Data Collection – Charter Schools

Charter schools are eligible for funding and services on the same basis as traditional public schools in the LEA.

- LEAs may use projected eligibility and enrollment data to determine eligibility for funding.
- Projected eligibility and enrollment data must be reconciled once actual data becomes available (Survey 2 – October FTE).

## Reimbursement

- Pursuant to 20 U.S.C. 8061 s. 10306
    - “To receive timely reimbursement for an invoice, the charter school must submit the invoice to the sponsor at least 30 days before the monthly date of reimbursement set by the sponsor.”
    - “With respect to federal grant funds submitted for reimbursement, the sponsor shall have 60 calendar days from the date of the submission to reimburse the charter school if the submission provides all the necessary information to qualify for reimbursement.”
- Section 1002.33, F.S.



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# Questions



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