

# Charter Schools Program (CSP)

Office of Innovation and Improvement  
U.S. Department of Education

## CSP Data Collection Form - State Education Agency (SEA) Grantees

### Instructions

#### **Purpose of Data Collection:**

The new data collection will collect CSP grant award information from SEA grantees to create a new database of subgrant award data. The *CSP Data Collection Form* will allow the U.S. Department of Education (ED) to monitor CSP grant performance and analyze data related to accountability for academic performance and financial integrity. The data collection will assist in carrying out the purpose of the Charter School Program Section 5201 of the ESEA, which is to expand the number of high quality charter schools and increase the national understanding of the charter school model.

#### **For SEAs:**

The *CSP Data Collection Form* has two parts:

Part A asks for CSP SEA grantee award information. The state name, the state contact person, and the contact person's department has already been entered in the form. If this information is incorrect, please contact the data collection administrators (see "Contact Information" below). In the gray boxes, please enter the number of CSP subgrantees for each Federal Fiscal Year that still receive CSP funds within the State's 36 month project period. Keep in mind that your Grant Award Notification (GAN) provides the beginning and end date for your current project period.

Part B asks for CSP subgrant award information. Beginning in 2011, we are asking grantees to indicate if the subgrant is operated by a management organization, and to provide the name of the authorized public chartering agency. Charter developer information is no longer required. In all, grantees will provide the following information for each active subgrant within the State's 36 month project period: 1) the name and contact information for the charter school and LEA; 2) the charter school's management organization (CMO, EMO or freestanding); 3) the authorized public chartering agency; 4) the total amount of funding an applicant received to start a charter school, along with the beginning and end date of the grant project period and budget periods; and 5) other charter school information (e.g., enrollment) as needed.

#### **Form Submission:**

The completed *CSP Data Collection Form* should be sent to [CSPdatacollection@wested.org](mailto:CSPdatacollection@wested.org). In the subject heading please include "CSP Data Collection" followed by your state name. Please be sure to save a copy of the completed form for your own records.

If an electronic copy cannot be sent, please send a paper copy of the completed *CSP Data Collection Form* to the following address:

WestEd  
Attn: CSP Data Collection  
4665 Lampson Ave.  
Los Alamitos, CA 90720

Please be sure to make a copy of the completed form for your own records.

#### **Contact Information:**

If you have any questions or concerns regarding the completion of the *CSP Data Collection Form*, please contact WestEd. You can email us at [CSPdatacollection@Wested.org](mailto:CSPdatacollection@Wested.org), or call toll-free **866-902-4887**.

#### **Paperwork Burden Statement:**

According to the Paperwork reduction Act of 1995, no persons are required to respond to a collection of information unless such collection displays a valid OMB control number. The valid OMB control number for this information collection is 1855-0016. The time required to complete this information collection is estimated to average 127 hours per response, including the time to review instructions, search existing data resources, gather the data needed and complete and review the information collection. If you have any comments concerning the accuracy of the time estimate(s) or suggestions for improving this form, please write to: U.S. Department of Education, Washington, D.C. 20202-4537. If you have comments or concerns regarding the status of your individual submission of this form, write directly to: U.S. Department of Education, Office of Innovation and Improvement 400 Maryland Avenue, S.W., LBJ-4W227, Washington D.C. 20202-2800.

**Data Collection Form: Part A: SEA CSP Grant Award Information**

State: \_\_\_\_\_

State Contact Person: \_\_\_\_\_

Department of Contact Person: \_\_\_\_\_

PR/Award #: \_\_\_\_\_

Project Period Begin Date: \_\_\_\_\_

Project Period End Date: \_\_\_\_\_

Total Award Amount Obligated: **\$0**

The award amount includes the total amount obligated to your state - both the original Grant Awards and any Supplemental Grant Awards - during the current project period. See the breakdown of funds across years below.

Please list the number of subgrants for each Fiscal Year that are still receiving CSP funds within the State's project period. On the following worksheets, you will provide grant award information for each of these subgrantees.



Breakdown of Obligated Funds per Fiscal Year:	<u>Grant Award Amount</u>	<u>Supplemental Award Amount</u>	<u>Number of new subgrant awards per Fiscal Year</u>
FY 2013	_____	_____	_____
FY 2014	_____	_____	_____
FY 2015	_____	_____	_____
FY 2016	_____	_____	_____
FY 2017	_____	_____	_____
Total Number of Current Active Subgrants:			<b>0</b>

**Comments?** If any of the above information is incorrect, or if you need to provide any additional information regarding your CSP grant, please use the box below. You may also direct comments to us at [CSPdatacollection@Wested.org](mailto:CSPdatacollection@Wested.org), or call toll-free 866-902-4887.

**Please turn to Part B to provide data for each subgrant**

OMB Number: 1855-0016 Approval Expires 5/31/2018





## Data Collection Form: SEA Summary Sheet

**Check your data:**

*This sheet summarizes the CSP Grant Award Data already provided in Part A and the CSP Subgrant Award data you entered in Part B. If there are discrepancies in the amount of funds obligated and awarded in each Federal Fiscal Year, please use the gray space below to explain.*

State: **0**

State Contact Person: **0**

Department of Contact Person: **0**

PR/Award #: **0**

Project Period Begin Date: **1/1/1904**

Project Period End Date: **1/1/1904**

Total Award Amount Obligated: **\$0**



|-----Summarized from Part A-----|

|-----Summarized from Part B-----|

Breakdown of Obligated Funds per Fiscal Year:	<u>Grant Award Amount</u>	<u>Supplemental Award Amount</u>	<u>Number of subgrant awards per Fiscal Year</u>	<u>Total award amount from ED per fiscal year</u>	<u>Total subgrant award amount per fiscal year</u>	<u>Total remaining</u>
FY 2013	<b>\$0</b>	<b>\$0</b>	<b>0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
FY 2014	<b>\$0</b>	<b>\$0</b>	<b>0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
FY 2015	<b>\$0</b>	<b>\$0</b>	<b>0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
FY 2016	<b>\$0</b>	<b>\$0</b>	<b>0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
FY 2017	<b>\$0</b>	<b>\$0</b>	<b>0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Total Number of Current Active Subgrants:			<b>0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**Comments or questions?** Please contact us at [CSPdatacollection@Wested.org](mailto:CSPdatacollection@Wested.org), or call toll-free 866-902-4887.