Charter Online Management and Performance System (COMPS)

State Entity (SE) Program

Annual Performance Report (APR) and School/Subgrant Collection
Module Data Guide

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Comps.ed.gov

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2 Data Introduction
2.1 Overview

This document provides a description of the data elements used to describe the implementation and performance of CSP Grantees as part of the Charter School Programs (CSP) Data Collection, Risk Assessment, and Monitoring contract (GS-10F-0288W) and the Charter Online Management and Performance System (COMPS).
The Charter Schools Program (CSP) grant program serves the purpose of Section 5201 of the Elementary and Secondary Education Act of 1965 (ESEA), which seeks to expand the number of high-quality charter schools and increase national understanding of the charter school model.

2.2 Purpose

The Charter Online Management and Performance System **(COMPS)** is a web-based application designed to assist ED in conducting compliance and performance monitoring activities for CSP Grantees. COMPS accumulates evidence of compliance and performance from Grantees, as well as provides the ability to capture previously reported data in a more secure and efficient manner. The vision is that COMPS will:

- Streamline the collection of data relating to the CSP monitoring of SEs using COMPS.
- Provide a comprehensive performance and knowledge management platform.
- Collect grant-recipient performance data, import budget data, perform analytics, automate key document and reporting workflows, and enable two-way communication between OESE and Grantees.

Grantees currently submit their Annual Performance Reports through the ED 524B generic form, and report on funding to schools using the Excel-based *CSP Data Collection Form*. The new collection for grantees will combine and refine the data elements form each, and provide for reporting via a web-based platform.
Two modules in COMPS are covered within this data guide. They are:

- School/Subgrant Data Collection Module: Based on the current *CSP Data Collection Form*, this module allows the Department to monitor CSP grant performance and analyze data related to accountability for academic performance and financial integrity. Grantees submit data twice per year (Spring and Fall) to update school information, obligations, operational statuses etc.
- Annual Performance Reports (APR) Module: Based on the "paper form" that is submitted to the Department today, this module allows grantees to submit their APRs twice per year (Spring and Fall) to enter narratives on their performance towards meeting performance measures and budget.

Authorized users submit their APRs using this system. In each subsequent reporting period, grantee users will only be required to update those sections of the performance report that have new activity or outcomes, thereby eliminating the need to re-enter the same static information each year. This is the most efficient way to collect and review performance reports at the grantee and program level. It also allows for rapid dissemination of data collected as it is collected via the web-based system and stored in a secure database. ED staff can access the data at any time to respond immediately to Congress. Select data elements are made available to authorized grantee users via the web-based application.

The purpose of this document is to outline the data architecture and key data elements associated with the APR and School/Subgrant Data Collection module for SE Grantees. This data guide defines the fields collected in the COMPS APR and School/Subgrant Data Collection modules for SE grantees. It is to be used in conjunction with the SE COMPS APR and School/Subgrant Data Collection User Guide for a complete understanding of the system and process.

3 Data Workflow/Architecture
3.1 Workflow

The following steps depict the high-level workflow:

1. Grantees will have filled out a Grant Profile for their associated CSP award (see Grant Profile User Guide).
2. Each reporting period ED will open the system for reporting.
3. Grantees will enter the School/Subgrant Data Collection Module to submit data associated to their grant award.
4. Grantees will fill out the requirement information and add a subgrant (if new), or update subgrants (e.g., obligations made).
   a. Please note: The subsequent sections/screenshots show the "add" school aspect of the process. Grantees can also click to edit prior subgrant submissions. This has the same data fields but would display what they had previously submitted.
5. Grantees will submit it back to ED/Contractor for review.
6. ED/Contractor will review, and either approve or reactivate the submission.
7. If reactivated, the grantees will add or correct information and resubmit the information back to ED.
8. Information submitted in the School/Subgrant Data Collection module will feed into the APR module.
9. Once a data collection form has been submitted within a reporting period (Spring/Fall), the Grantee will then be able to access the APR module.
10. Grantees will fill out the required information in the APR.
    a. Note: After the first APR submission, data is saved and then redisplayed to Grantees for.
11. Grantees will submit it back to the Department for review.
12. ED will review, and either approve or reactivated.
13. If reactivated, the grantee will add or correct information and resubmit.
14. The process repeats each Spring and Fall until the grant award is closed out.

3.2 Data Architecture

The database for COMPS is contained in a Microsoft SQL Server instance contained within the virtual machine running the web application.

3.3 Logic Data Model

The following diagram is a simple example of how the User Account Management, Grant Profile modules, School/Subgrant Data Collection and APR modules are linked, with interactions by users.
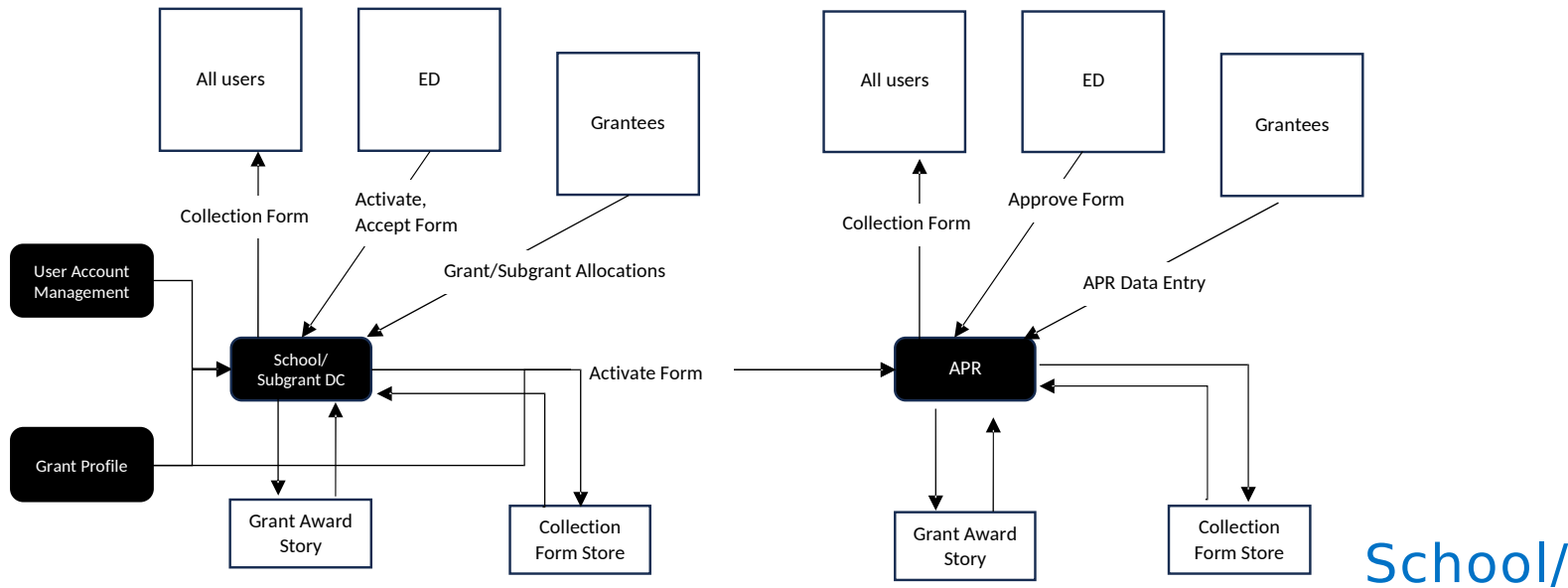
4 School/ Subgrant Collection

4.1 Overview

The School/Subgrant Data Collection module is an online version of the previously used, excel based *CSP Data Collection Form*. This module is used to collect information to ensure compliance and gauge program impact. ED seeks to collect descriptive information about program operation from each grantee. Also, ED seeks to collect subgrant-level information on the operational statuses of all CSP-funded subgrants; amounts obligated and paid to CSP-funded subgrants; Authorizer information; and other subgrant/school-level data (Title I status, school type, etc.). This module will be utilized twice a year by all CSP grantees funded through the SE program. The module is considered part of the reporting requirement for grantees and, as such, is typically administered in conjunction with the Annual Performance Report (APR) and again six months following (usually as grantees are submitting updated budget documents to CSP).

4.2 Data Dictionary

The following sections describe the data tables, data fields, and descriptions for the School/Subgrant Data Collection module.

4.2.1 Data Collection Forms

This table creates unique forms for each data collection entry across reporting periods.

Field	Data Type
DataCollectionFormId	Unique identifier for each submitted school/subgrant data collection form.
DueDateUtc	Due date of the form for the reporting period.

FormStatus	The state the form is in. Values can be:
	   i. Not Available for Reporting
	   ii. New
	   iii. Open For Submission
	   iv. Draft Submitted
	   v. Reopened for Revisions
	   vi. Initial Review Complete
	   vii. Complete

GrantAwardId	Unique Identifier for the Grantee's award.
LastModifiedDateUtc	Data the form/module was last modified.

4.2.2 Charter Schools

This table describes the data elements Grantees view and interact with when adding (or editing) a school award. Specifically, it captures the Charter School Information.

Field	Description
CharterSchoolId	Unique identifier for the individual Charter School.
Name	Name of the Charter School that Grantees enter.
NcesId	Unique identifier for a school. The first 2 digits identify the state and the last 5 digits identify the school district. Combined, they make a unique 7-digit ID for each school district.
GrantType	Type of grant for the school. Grantees can select the following values: "Replication" "Expansion" "New School"
Address1	Address of the school.
Address2	Address of the school (if needed).
City	City where the school is located.
UsStateId	Unique identifier for the state the school is located in.
ZipCode	Zip code for the school.

ProjectBeginDate	Date the Grantee's project began.
ProjectEndDate	Date the Grantee's project ends.

4.2.3 Local Education Agencies

This table describes the data elements Grantees view and interact with when adding (or editing) a school award. Specifically, it captures the Local Education Agencies Information.

Field	Description
LocalEducationAgencyId	Unique identifier for the LEA.
Name	Name of the LEA.
NcesId	Unique NCES ID for the LEA.
Address1	Address of the LEA.
Address2	Address of the LEA (if needed).
City	City LEA is located in.
UsStateId	State the LEA is located in.
ZipCode	Zip code of the LEA.
HasOnlyCharterSchools	Yes/No if the LEA only has charter schools.
ActsAsOwnLea	If the Charter School acts as its own LEA.

4.2.4 Authorizer

This table describes the data elements Grantees view and interact with when adding (or editing) a school award. Specifically, it captures the Authorizer Information.

Field	Description
AuthorizerId	Unique identifier for the Authorizer.
AuthorizerType	Grantee can select: Local Education Agency (LEA) State Education Agency (SEA) Non-Profit Organization (NPO) Higher Education Institute (HEI) Independent Chartering Board Mayor/Municipal Office

Name	Name of the Authorizer.
HasReligAffiliation	Yes/No question if the Authorizer has a religious affiliation.
AuthorizedDate	Date Authorized or Renewed.
Address1	Address of the Authorizer.
Address2	Address of the Authorizer (if needed).
City	City Authorizer is located in.
UsStateId	State the Authorizer is located in.
ZipCode	Zip code of the Authorizer.

4.2.5 Charter School Management Information

This table describes the data elements Grantees view and interact with when adding (or editing) a school award. Specifically, it captures the Charter School Management Information. SE grantees can add multiple management organizations.

Field	Description
MgmtOrgID	Unique identifier for the management organization.
MgmtOrg Affiliation	Yes/No question if the school is affiliated with a management organization.
MgmtOrgType	Grantees can select: Non-profit Charter Management Organization (CMO) For-profit Education Management Organization (EMO) Other
Name	Name of the Charter School Management organization.
Address1	Address of the Charter School Management organization.
Address2	Address of the Charter School Management organization (if needed).
City	City Charter School Management organization is located in.
UsStateId	State the Charter School Management organization is located in.
ZipCode	Zip code of the Charter School Management organization.
RolesandResp	Text box that Grantees enter to describe the roles and responsibilities of the Charter School Management organization.

4.2.6 Charter School Characteristics

This table describes the data elements Grantees view and interact with when adding (or editing) a school award and its operational information. Specifically, it captures the Charter School Characteristics.

Field	Description
OperationalStatus	Grantees select from the following values: Open Future Closed Will Not open
YearEnrolled	Year the school first enrolled students.
VirtualStatus	The virtual status of the school. The Grantee can select from the following values: Full Virtual Primarily Virtual Supplemental Virtual Not Virtual
OpeningDate	The anticipated opening date of the school if "Future" is selected.
Explanation	If delayed, closed or non-start is selected, Grantees input a rationale and/or explanation.
TitleStatus	Grantees select from the following values: Schoolwide Program Targeted Assistance School Not Title I
SchoolType	Grantees select from the following values: Alternative Technical Traditional Special Education
IsFullService	Yes/No selection Grantees make if the school is a full-service community school.
IsMagnet	Yes/no selection Grantees make if the school is a magnet school.
IsCEFunded	Yes/no selection Grantees make if the school has received funding support through the CSP's Credit Enhancement (CE) program.

4.2.7 Charter School Characteristics

This table describes the data elements Grantees view and interact with when adding (or editing) a school award and its operational information. Specifically, it captures the Lottery, Enrollment and Demographic Information.

Field	Description
IsWeightedLottery	Yes/No selection Grantees make if the charter school used a weighted lottery.
IsUnifiedSchool	Yes/No selection Grantees make if the charter school participates in a unified school placement lottery.
GradesFunded	Cell Grantees input for the grades funded for expansion.
GradesOffered	Cell Grantees input for the grades offered for expansion.
PlannedEnrollment	Cell Grantees input for planned enrollment.
TotalEnrollment	Cell Grantees input for total enrollment.
Waitlist	Cell Grantees input for waitlist numbers.

4.2.8 School Award Information

This table describes the data elements Grantees view and interact with when adding (or editing) an individual subgrant (transaction) periods.

Field	Description
SubgrantObligationId	Unique identifier for the specific obligation transaction.
BudgetPeriodId	Calendar selection Grantees make for the begin and end date of the budget period for the school.
DollarAmtObligated	The dollar amount obligated to the school.
ObligationDate	Date the dollars were obligated.
DollartAmtPaid	The dollar amount paid to the school.

4.2.9 Additional Information

This table describes the data elements Grantees view and interact with when adding (or editing) a school award and the final comments they make on it, prior to submission.

Field	Description
SubgrantAwardId	Unique identifier for the award submission.

Comments	Text box Grantees can fill out any additional comments/information prior to submission.

5 APR Collection

5.1 Overview

Grantees currently submit their Annual Performance Reports through the ED 524 standard form, and report on funding to schools using the Excel-based CSP Data Collection Form. The new collection for grantees will combine and refine the data elements form each, and provide for reporting via a web-based platform. SE grantees will complete the following sections:

- Executive Summary
- Performance Measures Reporting
- Priorities and Requirements
- Pipeline
- Subgrant Application and Peer Review
- Lottery
- Subgrantee Monitoring
- Technical Assistance
- Budget Details
- Budget Implications

5.2 Data Dictionary

The following sections describe the data tables, data fields, and descriptions for the APR module.

5.2.1 APR Reports and Grant Award

This table describes the key data elements associated to the unique grant award and unique APR record that is generated for each APR submission.

Field	Description
AnnualPerformanceReportId	Unique system identifier for the APR record.
AprGrantAwardId	Unique system identifier for the referenced Grant Award record.
FedFiscalYearAwarded	Year the grant was awarded.
ProjectTitle	Title of the grant.
FedFiscalYearReported	Current fiscal year the APR record is for.
LastModifiedDateUtc	Date there were changes to the APR record.
ReportingPeriodBeginDateUtc	Begin date of the reporting period for the APR record.
ReportingPeriodEndDateUtc	End date of the reporting period for the APR record.
ReportStatus	Code that identifies the status of the APR: 0 - New 1 - InProgress 2 - Submitted 3 - Approved 4 - Revise 5 - Complete
ReportTypeId	Code that identifies the type of the APR form: 0 - APR 1 - AdHoc

5.2.2 Coverpage

This table describes the data elements Grantees view and interact with when completing the Coverpage section of the APR. It includes Human Subject and Data Privacy and Security measures.

Field	Description
AprId	Unique identifier for the APR form submission.
HumanSubjects	Display for IRB approval not required.
DataPrivacyUpload	Document upload Grantees make for their data privacy and security measures documentation.
DataPrivacyCertifcation	Yes/No question Grantees respond to if their current data privacy and security measures

	documentation is up-to-date. If no, they are asked to reupload.

5.2.3 Assurances

This table describes the data elements Grantees view and interact with when completing the Assurances section of the APR.

Field	Description
AssuranceId	Unique system identifier for the assurance line-item record.
AprId	Unique identifier for the APR form submission.
RowNo	System ID used to order the items on screen. A number indicating the order that the priority should be placed in.
Description	Specific assurances description that was input by ED for the cohort.

The following are the line-item data elements for assurances.

Field	Description
AssurancesSubLineLitemId	Unique system identifier for the assurance sub line-item record.
AssurancesTemplateLineItemId	Associated the sub-line item to the appropriate assurances template generated by ED.
Description	Specific assurances sub-item description that was input by ED for the cohort.
RowNo	System ID used to order the items on screen. A number indicating the order that the priority should be placed in.

5.2.4 Executive Summary

This table describes the data elements Grantees view and interact with when completing the executive summary section of the APR.

Field	Description
AprId	Unique identifier for the APR form submission.
ExecSummaryUpload	Document upload Grantees make for their executive summary.

5.2.5 Performance Measure Status

This table describes the data elements Grantees view and interact with when completing the Performance Measures Status section of the APR.

Field	Description
AprId	Unique identifier for the APR form submission.
CompleteData	Yes/No question Grantees answer if they have complete data on performance measures.
Explain	If Grantees select No, they are prompted to explain the cause of the delays.
AvailDate	Calendar selection for when the information will be available and submitted to the Department.

5.2.6 Performance Measures and Objectives Reporting

This table describes the data elements Grantees view and interact with when completing the Performance Measures Reporting section of the APR.

Field	Description
AprId	Unique identifier for the APR form submission.
AprProjectObjectiveId	Unique identifier for the project objective.
AprPerformanceMeasureId	Unique identifier for the performance measure tied to the project objective.
RowNo	System ID used to order the items on screen. A number indicating the order that the performance measures and objectives should be placed in.
Title	Display of the title of the performance objective and measure.
InProgressStatus	Status of progress selection Grantees make under a performance measure if it is still "in-progress."
MetStatus	Status of progress selection Grantees make under a performance measure if it is still "met."
NotMetStatus	Status of progress selection Grantees make under a performance measure if it is still "not met."
TargetValue	The value imported from the Grant Profile.
ActualValue	The actual value at the time of the APR.
ProgressDesc	A text box description Grantees use to provide additional information (e.g., challenges faced).
NotMetDesc	A text box description Grantees use to provide additional information if a measure has not been met.

5.2.7 Competition Priorities and Requirements

This table describes the data elements Grantees view and interact with when completing the competition priorities and requirements section of the APR.

Field	Description
CompetitionPriorityId	Unique identifier of the competition priority, imported from the Grant Profile.

AprId	Unique identifier for the APR form submission.
RowNum	System ID used to order the items on screen. A number indicating the order that the priority should be placed in.
PriorityDescription	Description of the associated competition priority.
PriorityChanges	Yes/No select Grantees make if there have been changes to the competition priorities and requirements since the last submission.
GranteeResponse	Input from the Grant Profile/last APR submission. Field becomes editable if Grantees select "yes" to if there have been changes.

5.2.8 Priorities and Requirements – Racially and Socio-Economically Diverse Schools

The table below describes the data that is displayed to Grantees, and is required for Grantees to submit, for racially and socio-economically diverse school requirements as part of their APR.

Field	Description
RacialDiverseSchools	A text box Grantees respond to, describing the grantee's continued efforts to address the racially and socio-economically diverse schools application requirement.

5.2.9 Priorities and Requirements – Notification of Subgrant Funds Availability

The table below describes the data that is displayed to Grantees, and is required for Grantees to submit, for notification of subgrant funds availability as part of their APR.

Field	Description
GrantAwardId	Unique system identifier for the referenced grant award.
RFAManualFilePath	Document Grantees will upload.
RFASelected	Indicator that shows if the priority should be reported for the referenced grant award.
GranteeResponse	Explanation entered by the Grantee to explain why the SE Grantee needs to finalize its RFA.
RFAAvailabilityDateUtc	Date Grantee will enter for expected date of RFA availability.

5.2.10 Priorities and Requirements – Access to Federal Funds

The table below describes the data that is displayed to Grantees, and is required for Grantees to submit, for access to Federal funds as part of their APR.

Field	Description

EligibleApplications	Explanation entered by the Grantee to describe how the SE ensures eligible applications are aware of and can access other Federal funds.
UseofFunds	Explanation entered by the Grantee to describe how the SE ensures subgrantees are using subgrant funds to their intended use.
SubgranteeSustainability	Explanation entered by the Grantee to describe how the SE ensures the financial sustainability of charter school subgrantees.

5.2.11   Priorities and Requirements – Authorizers

The table below describes the data that is displayed to State Entity Agencies (SEA) or State Entity (SE), and is required for them to submit, regarding their authorizing activities.

Field	Description
SEAAuthorizerDescription	Explanation entered by the Grantee to describe how the State entity grantee's State provide oversight of authorizing activities.
SEOversightDescription	Explanation entered by the Grantee to describe how the State entity grantee works with the State to support the State's system of technical assistance and oversight.

5.2.12   Priorities and Requirements – Best and Promising Practices

The table below describes the data that is displayed to Grantees, and is required for them to submit, regarding their best and promising activities.

Field	Description
SharedBPPractices	Yes/No select Grantees make if the SE grantee shared best and promising practices between charter schools.
BPPracticesDescription	If Yes, Grantees are asked to describe how they determine best and promising practices.
SharingMechanism	If Yes, Grantees select all the mechanisms that they use to share the B&P practices. Values include: Conference Presentations Listserv Website Other

5.2.13 Priorities and Requirements – Closure Plan

This table describes the data elements Grantees view and interact with when completing the closure plan section of the APR.

Field	Description
AprId	Unique identifier for the APR form submission.
ClosurePlanFilePath	A document Grantees uploaded in their Grant Profile.
ClosureChanges	Yes/No select Grantees make if there have been changes to the closure plan.
ClosureChangeResponse	Description of the changes.

5.2.14 Pipeline

This table describes the data elements Grantees view and interact with when entering pipeline information.

Field	Description
BudgetPeriodId	Unique dates pulled for the Grantee based on their cohort budget period dates and their grant duration.
CohortTemplateLineItemId	Pulls the Grantee's cohort budget period dates.
GrantAwardId	Unique ID for the grant award.
CurrBPStart-UpSubgrantCount	Display the start-up subgrants populated in Grant Profile for the current budget period.
CurrBPExpansionSubgrantCount	Display the expansion subgrants populated in Grant Profile for the current budget period.
CurrBPReplicationSubgrantCount	Display the replication subgrants populated in Grant Profile for the current budget period.
CurrRPStart-UpSubgrantCount	The number of start-up subgrants in the current reporting period.
CurrRPExpansionSubgrantCount	The number of expansion subgrants in the current reporting period.
CurrRPReplicationSchoolCount	The number of replication subgrants in the current reporting period.
RemCurrBPStart-UpSchoolCount	The number of start-up subgrants in the current budget period.
RemCurrBPExpansionSchoolCount	The remainder of expansion subgrants in the current budget period.
RemCurrBPReplicationSchoolCount	The remainder of replication subgrants in the current budget period.
CurrBudgetPeriodSubgrantTotal	System calculation to add all the current budget period entries across start-up, expansion and replication of subgrants.
CurrReportingPeriodSubgrantTotal	System calculation to add all the current reporting period entries across start-up, expansion and replication of subgrants.
RemCurrBudgetPeriodSubgrantTotal	System calculation to add all the remainder of current budget period entries across start-up, expansion and replication of subgrants.

Field	Description
SubgrantSchoolStatus	Yes/No question Grantees will enter if they are on track to meet the number of projected subgrants for the current budget period.
SubrecipientSchoolDesc	If Grantees select No, they are required to add a description of the extenuating circumstances that will impact the grantee's ability to meet the projected number of subgrants funded during the current budget period.
FullyAwardSubgrant	Yes/No question Grantees will enter if they intend to fully award the approved number of subgrant awards during the next budget period.
FullyAwardSubgrantDesc	If Grantees select No, they are required to add a description of the extenuating circumstances that will impact the grantee's ability to award the approved number of subgrants during the current budget period.
FutureCompetitionsDate	Calendar selection Grantees make based on the projected date of the next subgrant competitions.
FutureAwardDate	Calendar selection Grantees make based on the projected date of the next subgrant awards.
DateUnknown	Checkbox Grantees can select for FutureCompetitionsDate and FutureAwardDate if the data is unknown.
DateUnknownExplanation	If Grantees select the checkbox, they are required to explain why the date is unknown.

5.2.15   Subgrant Application and Peer Review

This table describes the data elements Grantees view and interact with when entering subgrant application information.

Field	Description
SubgrantCompetition	Yes/No question Grantees will enter if they have run a subgrant competition under the grant.
SubgrantCompetitionDescription	If No, Grantees are required to explain.
FirstYrCompetition	If Yes to SubgrantCompetition, Grantees will enter another Yes/No question if it's the first year the SE Grantees have run a subgrant competition.
CostAnalysisDescription	If Yes to SubgrantCompetition and FirstYrCompetition, Grantees will provide a description about the cost analysis and budget review of subgrant applications.
AssessmentDescription	If Yes to SubgrantCompetition and FirstYrCompetition, Grantees will provide a description about the assessment of subgrant application risk.
FundingDescription	If Yes to SubgrantCompetition and FirstYrCompetition, Grantees will provide a description about the funding determinations for subgrant awards.
SubgrantApplicationChanges	If Yes to SubgrantCompetition and No to FirstYrCompetition, Grantees will select Yes/No if there have been changes to the SE Grantee's subgrant application processes. If they then select Yes, they will be able to edit their previous submissions.

NeedsAnalysisSubmission	If Yes to SubgrantCompetition and No to FirstYrCompetition, Grantees will select Yes/No if the SE grantee's subgrant application requires applicants to submit a needs analysis for their proposed project.
NeedsAnalysisSubmissionDescription	If No to NeedsAnalysisSubmission, Grantees must explain.
ApplicationPriority	Grantees are asked to select if the SE Grantees offer priority for subgrant applications. The values are as follows: Meaningful and ongoing engagement with current or former teachers or other educators Using a community-centered approach If the Grantees select either of these checkboxes, they are then prompted to add a description.
SubgrantAwardInfo	Grantees are prompted to provide the website URL where the SE grantee publicly posts subgrant award information.
WebsiteEstablished	Grantees can select if the website is not yet established.
WebsiteDescription	If Grantees select WebsiteEstablished, they are prompted to add a description.

5.2.16   Peer Review

This table describes the data elements Grantees view and interact with when entering peer review information.

Field	Description
PeerReviewCompetition	Yes/No question Grantees will enter if they have run a peer review of subgrant applications during the current budget period.
PeerReviewDescription	If No, Grantees are required to explain.
FirstYrPeer Review	If Yes to PeerReviewCompetition, Grantees will enter another Yes/No question if it's the first year the SE Grantees have conducted a peer review of their subgrant applications.
PeerReviewChanges	Yes/No question Grantees select if there have been changes to the SE grantee's subgrant application process.
PeerReviewIdentification	If Yes to FirstYrPeer Review or yes to PeerReviewChanges, Grantees will describe their identification and selection of peer reviewer's process.
PeerReviewTraining	If Yes to FirstYrPeer Review or yes to PeerReviewChanges, Grantees will describe their training and norming of peer reviewer's process.
PeerReviewScores	If Yes to FirstYrPeer Review or yes to PeerReviewChanges, Grantees will describe their use of peer review scores in awarding subgrants.
PeerReviewSuccess	Grantees will describe their peer review successes during the current reporting period.
PeerReviewChallenges	Grantees will describe their peer review challenges during the current reporting period.

5.2.17 Lottery

The table below describes the data that is displayed to Grantees, and is required for Grantees to submit, for their lotteries as part of their grant project status submission.

Field	Description
GrantAwardId	Unique ID of the Grantee and award.
IsLotteryPlanChanged	Grantee will select yes or no if the lottery plan has changed.
LotteryPolicyFilePath	Grantees will then be required to upload the lottery plan document if they select yes.
IsLotteryWeight	Grantee will select yes or no if the plan includes weights.
IsLotteryApproved	Grantee will select yes or no if the plan is approved.
PrefersEmployeeChildLottery	If their lottery plan has an allowable preference for "sibling."
PrefersOtherLottery	If their lottery plan has an allowable preference for "other."
PrefersOtherLotteryDesc	If PrefersOtherLottery is selected, Grantees are required to input data in a text box.
PrefersSchoolFounderChildLottery	If their lottery plan has an allowable preference for "Children of school founders."
PrefersSiblingLottery	If their lottery plan has an allowable preference for "Children of employees."

5.2.18 Monitoring

The table below describes the data that is displayed to Grantees, and is required for Grantees to submit, for their subgrantee monitoring as part of their APR submission.

Field	Description
GrantAwardId	Unique ID of the Grantee and award.
SEMonitoring	Yes/No question Grantees will select if SE Grantees monitored subgrantees during the current reporting period.
NoMonitoringDescription	If the Grantees select No to SEMonitoring, they are prompted to explain.
WrittenPlan	Yes/No question Grantees will select if SE Grantees have a written monitoring plan.
NoWrittenPlan	If the Grantees select No to WrittenPlan, they are prompted to explain.
MonitoringFilePath	If Yes to WrittenPlan, Grantees will upload the monitoring plan.
MonitoringTimeline	Yes/No question Grantees will select if their monitoring plan includes a timeline.
No MonitoringTimeline	If the Grantees select No to MonitoringTimeline, they are prompted to explain.

RiskAssessment	Yes/No question Grantees will select if they use a risk assessment to select subgrantees for monitoring.
No RiskAssessment	If the Grantees select No to RiskAssessment, they are prompted to explain.
ComplianceMonitoring	Grantees will describe how they monitor subgrantee compliance and performance. They will select all that apply, based on the following values: Annual reporting Quarterly reporting Desk monitoring Regular check-in calls Site visits Other *If they select Other, they are prompted to specify in a textbox.*
MonitoringContent	Grantees will describe what content the SE's grantee's subgrant monitoring cover. They will select all that apply, based on the following values: "Assurances" "Definition of Charter School" "Fiscal Controls" "Management organization contracts" "Meeting the educational needs of children with disabilities." "Meeting the educational needs of English learners." "Open meetings and records" "School racial and socio-economic diversity and/or desegregation requirements" "Subgrantees publishing required data on their websites." "Subgrant Performance" "Transportation Needs" "Use of Funds" "Other" *If they select Other, they are prompted to specify in a textbox.*

5.2.19   Subgrant Monitoring

The table below describes the data that is displayed to Grantees, and is required for Grantees to submit, for their subgrantee monitoring as part of their APR submission.

Field	Description
ConductsMonitoring	Grantees select all that apply to demonstrate who conducts monitoring. Grantees can select: State Entity grantee staff Contractor/consultant Other *If they select Other, they are prompted to specify in a textbox.*
TrainedMonitoring	Grantees select Yes/No if subgrantee monitors are trained. *If no, they are prompted to explain.*

5.2.20 Technical Assistance - Subgrant

The table below describes the data that is displayed to Grantees, and is required for Grantees to submit, for their technical assistance of subgrantees as part of their APR submission.

Field	Description
AimsDescription	Grantees will describe their aims and objectives in providing TA to subgrantees.
TATopics	Grantees will describe how they determine the TA topics for subgrantees to fund each budget period.
NeedsAssessment	Grantees will select Yes/No if they have conducted a needs assessment.
NeedsAssessmentDate	If Yes, Grantees will provide a date.
NeedsAssessmentDescription	If No, Grantees will explain.
TAForms	Grantees will select the various forms of TA they provide to subgrantees. Grantees will select all that apply from the following values: Application process technical assistance Contract with a vendor to work with applicants. Contract with a vendor to work with subgrantees. Host a subgrantee learning community. Identify and/or recruit potential applicants. Provide governing board training. Provide pre-award workshop or webinar. Provide post-award workshop or webinar. Share resources for grant applicants Share resources on operating/opening a school. Share grants management resources

	Other *If "Other" is selected the system shall display "If other, please specify*" [Text Box]* *If "Contract with a vendor to work with subgrantees" is selected, grantees are prompted to describe the roles and responsibilities of the partner in carrying out the TA activities.*
TAContent	Grantees will select the various TA content they provide to subgrantees. Grantees will select all that apply from the following values: Accessibility and equity Fiscal control and fund accounting procedures Inclusive recruitment, enrollment, and retention Meeting needs of children with disabilities. Meeting needs of English learners. Reducing use of exclusionary discipline practices School quality Other *If "Other" is selected the system shall display "If other, please specify*" [Text Box]* *If "Meeting needs of children with disabilities" and "Meeting needs of English learners" is selected, Grantees are prompted to describe the specific TA activities.*
TAImpact	Grantees will describe the impact of the SE grantee's TA activities with subgrantees and any related successes or challenges.

5.2.21   Technical Assistance - Authorizers

The table below describes the data that is displayed to Grantees, and is required for Grantees to submit, for their technical assistance of authorizers as part of their APR submission.

Field	Description
AuthorizerAimsDescription	Grantees will describe their aims and objectives in providing TA to authorizers.
AuthorizerTopics	Grantees will describe how they determine the authorizer topics for subgrantees to fund each budget period.
AuthorizerNeedsAssessment	Grantees will select Yes/No if they have conducted a needs assessment for authorizers.
AuthorizerNeedsAssessmentDate	If Yes, Grantees will provide a date.
AuthorizerNeedsAssessmentDescripti	If No, Grantees will explain.

Field	Description
on	
AuthorizerTAForms	Grantees will select the various forms of TA they provide to authorizers. Grantees will select all that apply from the following values: Contract with a vendor to support quality authorizing practices. Create and authorizer evaluation system. Develop and/or implement authorizer improvement plans. Identify and/or recruit potential authorizers. Purchase software to support authorizing. Share promising practices among authorizers. Provide professional development for authorizers. Train authorizers to reach educationally disadvantage students. Other *If "Other" is selected the system shall display "If other, please specify*" [Text Box]* *If Contract with a vendor to support quality authorizing practices, Grantees are prompted to describe the roles and responsibilities of the partner in carrying out the TA activities.*
AuthorizerTAContent	Grantees will select the various TA content they provide to authorizers. Grantees will select all that apply from the following values: Initial authorization Performance frameworks Renewals Other *If "Other" is selected the system shall display "If other, please specify*" [Text Box]*
AuthorizerTAImpact	Grantees will describe the impact of the SE grantee's TA activities with authorizers and any related successes or challenges.

5.2.22   Budget – Indirect Costs

The table below describes the data that is displayed to Grantees, and is required for Grantees to submit, for their indirect costs as part of their APR submission.

Field	Description
GrantAwardId	Unique system identifier for the referenced grant award.
IndirectCostChanges	Yes/No question if there have been changes to the grantee's indirect cost information. If so, the

	fields below become editable.
IsIndirectCost	Grantees select this action if they claim indirect cost.
FederalGovtApproved	If the following applies to a Grantees indirect cost agreement: "The Grantee has an Indirect cost Rate Agreement approved by the Federal Government."
DeMinimusRate	If the following applies to a Grantees indirect cost agreement: "The Grantee is not a State, local government, or Indian tribe, and is using the de minimus rate of 10% of modified total direct costs (MTDC) in compliance with 2 CFR 200.414(f)."
RestrictedRateProgram	If the following applies to a Grantees indirect cost agreement: "The Grantee is funded under a Restricted Rate Program and is using a restricted indirect cost rate that either."
TrainingRateProgram	If the following applies to a Grantees indirect cost agreement: "The Grantee is funded under a Training Rate Program and:"
EdAgencyApproved	If ED is selected for the approving federal agency.
OtherAgencyApproved	If "other" agency is selected.
OtherApprovingAgencyName	Description to input another agency name.
RateAgreementBeginDateUtc	Period covered by the indirect Cost Rate Agreement.
RateAgreementEndDateUtc	Period covered by the indirect Cost Rate Agreement.
RestrictedRateProgramOptions	Grantee can select "is included in approved Indirect Cost Rate Agreement" or "Complies with 34 CFR 76.564(c)(2)".
TrainingRateProgramOptions	Grantee can select "recovering indirect cost using 8% of MTDC in compliance with 34 CFR 76.564(c)(2)" or "Recovering indirect cost using its actual negotiated indirect cost rate reflected in 9(b)".

5.2.23   Budget Details

The table below describes the data that is displayed to Grantees, and is required for Grantees to submit, for their approved budget as part of their Grant Profile submission.

Field	Description
ApprovedBudgetId	Unique system identifier for the approved budget record.
BudgetPeriodId	Unique system identifier for the referenced budget period record.
Category	Code to identify the category of the budget amount: 0 - Personnel 1 - Fringe Benefits 2 - Travel 3 - Equipment 4 - Supplies

	5 - Contractual 6 - Indirect Costs 7 – Other – Not Including Subgrants 8 – School Subgrants
SchoolSubgrants	Cells Grantees will input dollar amounts for their school subgrants across budget periods.
AdministrativeAmount	Cells Grantees will input dollar amounts into each category above for their corresponding Administrative budget across their grant's budget periods.
TechnicalAssistanceAmount	Cells Grantees will input dollar amounts into each category above for their corresponding Technical Assistance budget across their grant's budget periods.
AdminTechTotal	Auto generated cell that adds the Admin and TA entries for each budget period row within a category.
InitialApprovedBudget	The approved budget total, broken down by budget category, pulled directly from the Grant Profile.
AvailableFunding	Grantee's funding available.
IncurredCosts	Grantees will enter the amount of funds expended during the reporting period for each category.
AnticipatedSpend	Grantees will enter the amount of funds before the grant budget period ends for each category.
Carryover	Auto generated cell that calculates the amount of funds the grantee will carry over to the next budget period for each category.
ExpendExplanation	Grantees provide a description of what the grantee expended or will expand before the end of the budget period. Grantees will fill this text box in for each category.
CarryOverExplanation	Grantees provide a description of what the grantee will carryover and is planning on spending for the next budget period. Grantees will fill this text box in for each category.

5.2.24   Budget Implications

This table describes the data elements Grantees view and interact with when completing the budget implications section of the APR.

Field	Description
ApprovedBudgetId	Unique system identifier for the approved budget record.
PreviousGrantExpenditures	Total grant expenditures from the previous budget period.
Category	Columns of the budget amount: Total Expenditures (Current Budget Period) Total Expenditures (Cumulative to Date)

	Percent Overall (Cumulative to Date)
Administrative	Administrative total expenditures.
Technical Assistance	TA total expenditures.
Subgrants	Subgrant total expenditures.
Total	Auto generated cell that adds the Admin, TA and subgrant entries for each budget period row within a category.
StatutoryDefinedDeviations	Grantees will explain if any percentages deviate from the statutorily defined limits.
ProjectSpendingPatterns	Grantees will explain their ability to carry out the project given their implementation and spending patterns.
CarryOverDescription	Grantees will explain any significant carryover anticipated for the next budget period.
ProjectScopeChanges	Yes/No question grantees will select if there are anticipated changes to the project scope for the next budget period. If Yes, Grantees are required to explain.

5.2.25   Budget Implications – Technical Assistance

This table describes the data elements Grantees view and interact with when completing the budget implications technical assistance (TA) section of the APR.

Field	Description
ApprovedBudgetId	Unique system identifier for the approved budget record.
PreviousGrantExpenditures	Total grant expenditures from the previous budget period.
Category	Columns of the budget amount: Total Amount (grantees enter the value) Percent (percent will auto calculate based on entries)
TA to subgrantees	Grantees will input the total amount of technical assistance to subgrantees.
TA to charter school authorizers	Grantees will input the total amount of technical assistance to charter school authorizers and to carry out other activities to improve authorizer quality, including developing capacity for and conducting fiscal oversight and auditing of charter schools.

5.2.26   Technical Assistance and Support From CSP

This table describes the data elements Grantees view and interact with when completing the TA assistance section of the APR.

Field	Description
TASupportResponse	Text box question Grantees enter to identify any areas where Grantees require Technical Assistance.