



# Maximizing Your School's CSP Grant Funds

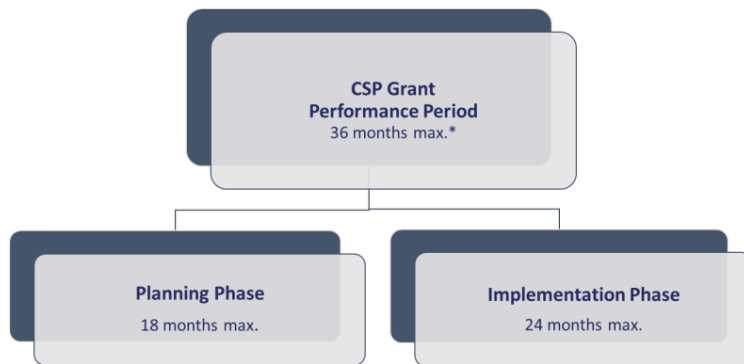
Office of Independent Education and Parental Choice

October 2019



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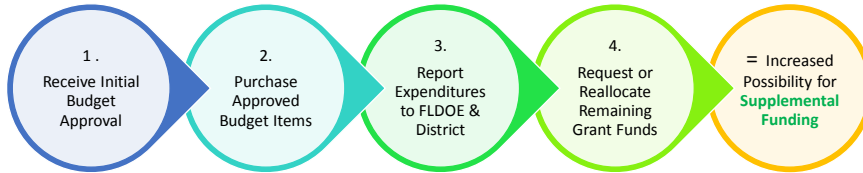
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## Maximizing Grant Funds



\*Schools that maintain compliance with program requirements and receive reimbursement for the majority of the total award amount are more likely to receive additional supplemental funding.

## Requesting Initial Budget Approval

## Application Process

- RFP is published
- Stage I application submitted
- FLDOE invites to Stage II
- Stage II application submitted

Planning	Implementation
<input type="checkbox"/> Application documents, and	<input type="checkbox"/> Application documents, and
<input type="checkbox"/> 100A	<input type="checkbox"/> 100A- Project Application Form
<input type="checkbox"/> 101S	<input type="checkbox"/> 2 year budget (Excel tool)
	<input type="checkbox"/> 101S (2-year budget summary)

## Budget Forms

- DOE 100A, Project Application

Attachment D-A

**FLORIDA DEPARTMENT OF EDUCATION  
PROJECT APPLICATION**

Please return to: Florida Department of Education Office of State Assessments Room 312, Tallahassee Building 122 West Ocean Street Tallahassee, Florida 32306-0400 Telephone: (904) 241-6466		A) Program Name: 2020-2023 Public Charter Schools Grant Program (CCP) TAFS NUMBER: J20C084	DOE USE ONLY Date Received: <input type="text"/>
B) Name and Address of Eligible Applicant:		Project Number (DOE Assigned):	
C) Total Funds Requested: \$	E) Applicant Contact & Business Information		
DOE USE ONLY Total Approved Project: \$	F) Contact Name: Firm Contact Name: Mailing Address: Physical Facility Address:		F) Phone Number: E-mail Address: DUNS number: FED# number:

**CERTIFICATION**

I, \_\_\_\_\_ (Please Type Name) as the official who is authorized to legally bind the agency/organization, do hereby certify to the best of my knowledge and belief that all the information and statements submitted in this application are true, complete and accurate. For the purposes and objectives set forth in the RFA or RFP and in accordance with the intent of general consensus and specific programmatic objectives for this project, I do ensure that no 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 to appropriations in this project, and will not be used for matching funds on this or any special project, where prohibited.

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.

E) Signature of Agency Head	Title	Date
Signature of Charter Head	Title	Date

DOE 100A  
Revised July 2015

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## Budget Forms

- 2-Year Budget Development Tool (Excel file)

## Budget Forms

- DOE101S, Budget Narrative Form

FLORIDA DEPARTMENT OF EDUCATION  
BUDGET NARRATIVE FORM

A) Name of Eligible Recipient/Fiscal Agent: \_\_\_\_\_

B) DOE Assigned Project Number: \_\_\_\_\_

C) TAPS Number: \_\_\_\_\_

(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)	(l)
FUNCTION	OBJECT	ACCOUNT TITLE AND NARRATIVE	FTE POSITION	AMOUNT	ALLOWABLE IN THIS PROJECT	DOE USE ONLY	RE ASSIGNED DOE USE ONLY	SECRETARY DOE USE ONLY
D) TOTAL \$								

DOE 101S - Rev 1 version - Page 1 of 2  
July 2013

FLORIDA DEPARTMENT OF EDUCATION

## Amending the Approved Budget

## Budget Amendments

- May be submitted to:
  1. reallocate approved funding
  2. request remaining grant funds
- Forms needed:
  1. DOE150, Project Amendment Request
  2. DOE151, Budget Amendment Narrative Form

## Budget Amendments

- Form DOE 150, Project Amendment Request

**FLORIDA DEPARTMENT OF EDUCATION  
PROJECT AMENDMENT REQUEST**

Please return to: **A) Agency Name:**  **DOE USE ONLY**

Florida Department of Education  
Office of Grants Management  
Room 1114 Palmjays Building  
331 West Gaines Street  
Tallahassee, Florida 32304-6000  
Telephone: (904) 245-5469  
Fax: (904) 245-5469

Date Received:

**B) Program Name:**  **Project Number (DOE Assigned):**

**TAP# Number:**

**C) Amendment Type:**  Program  Budget **B) Amendment Request Contact Information**

**Amendment Number:**  **Contact Name:**  **Telephone Number:**

**Mailing Address:**  **Email Address:**

**K) Required Signature and Certification**

**1. (Please Type Name) as the official who is authorized to legally bind the agency/organization, do hereby certify to the best of my knowledge and belief that all the information and attachments submitted in this application amendment are true, complete and accurate, for the purposes, and objectives, set forth in the RFA or RFQ and are consistent with the statement of general purposes and specific programmatic purposes 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, civil or administrative penalties for 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 award date and prior to the termination date of the project. Disbursements will be reported only as appropriate in this project, and will not be used for matching funds on this or any special project, where prohibited.**

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 amendment to the Department of Education.

**Signature of Agency Head**  **Title**  **Date**

**Signature of Charter Head**  **Title**  **Date**

**F) Narrative**

DOE 150  
Revised July 2015 Page 1 of 2 Richard Corcoran, Commissioner

## Budget Amendments

- Form DOE 151, Budget Amendment Narrative Form

**A) District/Agency Name:**  **Project Number:**  **TAP# Number:**

**C) Amendment Number:**

**FLORIDA DEPARTMENT OF EDUCATION  
BUDGET AMENDMENT NARRATIVE FORM**

**D) Total Project Amount Currently Approved:**  **E) Total Project Amount resulting from this Budget Amendment:**

**F) Line Item Description**

FUNCTION	OBJECT	ACCOUNT TITLE AND NARRATIVE	FTE	AMOUNT INCREASE	AMOUNT DECREASE
<b>Total</b>				<b>Total</b>	<b>Total</b>

DOE 151  
Revised July 2015 Page 1 of 2 Richard Corcoran, Commissioner

## Budget Amendment- Reallocation

- Reallocating funds for unused budget items
- Identify any quantities already purchased (provide price per item, quantity, and total).

FLORIDA DEPARTMENT OF EDUCATION  
BUDGET AMENDMENT NARRATIVE FORM

A) District/Agency Name: \_\_\_\_\_ Project Number/TAPS Number: \_\_\_\_\_


C) Amendment Number: 3

B) Total Project Amount Currently Approved: \$ 8,002,000.00 E) Total Project Amount resulting from this Budget Amendment: \$ 8,002,000.00

F) Line Item Description	Original	Account Title & Narrative	FTE	Quantity	Amount	Change	
5100	642	Professional Fee-Outside Agency	0.00	0	\$ 1,170.00	\$ 1,170.00	
5100	642	Class Authority Salary	0.00	0	\$ 4,680.00	\$ 4,680.00	
5100	644	Printing/Materials/Supplies/Printing	0.00	0	\$ 5,000.00	\$ 5,000.00	
6400	642	WAGES/SALES/EMPLOYEES	0.00	0	\$ 3,990.00	\$ 3,990.00	
7300	642	WAGES/SALES/EMPLOYEES	0.00	0	\$ 3,420.00	\$ 3,420.00	
910	642	Instructional Materials - 100 copies of copy center materials to be used for student workbooks, making copies of materials and other course materials for students, and other instructional materials to be used for students. 100 copies of materials @ \$34.20 each = \$3,420.00	0	0	\$ 3,203.00	\$ 3,203.00	
910	642	Instructional Materials - 100 copies of copy center materials to be used for student workbooks, making copies of materials and other course materials for students, and other instructional materials to be used for students. 100 copies of materials @ \$20.03 each = \$2,003.00	0	0	\$ 2,003.00	\$ 2,003.00	
6300							
					<b>TOTAL</b>	<b>\$ 18,436.00</b>	<b>\$ 18,436.00</b>

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Revised July 2015

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## Budget Amendment- Increase Only

- Expending 90% of approved funds is required

FLORIDA DEPARTMENT OF EDUCATION  
BUDGET AMENDMENT NARRATIVE FORM

A) District/Agency Name: \_\_\_\_\_ Project Number/TAPS Number: \_\_\_\_\_


C) Amendment Number: 2

B) Total Project Amount Currently Approved: \$396,109.00 E) Total Project Amount resulting from this Budget Amendment: \$512,109.00

F) Line Item Description	Original	Account Title & Narrative	FTE	Quantity	Amount	Change
5100	309	Basic (FEFP K-12)-Technology-Related Materials (Original Budget \$5,075-\$2,704-\$2,311)			2,744.00	
5100	520	Basic (FEFP K-12)-Textbooks (4-Subject)-Language Arts \$14,864, Math \$5,706.45, Pearson-Curriculum \$20,778.64 (not used)			51,348.00	
5100	643	Basic (FEFP K-12)-Capitalized Computer Hardware (Original 12@\$5,815=\$69,780 Difference \$4,021) (Actual 12 @ \$5,479.22=\$65,750 difference \$4,021)			\$ 4,021.00	
5100	644	Basic (FEFP K-12)-Noncapitalized Computer Hardware-Student PCs (not used) Original 186 @ \$697=\$129,666, Actual 104@ \$493.97=\$51,359 difference \$78,307			\$ 53,737.00	
6400	310	Instructional Staff Training Services-Professional and Technical Services (Overage-Final cost under budget) (Original \$1,500-Actual \$1,200=\$300)			\$ 150.00	
6900	319	Basic (FEFP K-12)-Technology-Related Professional and Technical Services-Instructional Interactive Whiteboards (Overage-Final cost under budget) (Original \$1,876-Actual \$1,626.00)			\$ 126.00	
6400	319	Instructional Staff Training Services-Technology-Related Professional and Technical Services- Training Interactive Whiteboards (Overage-Final cost under budget - Original \$2,202-Actual \$1,875=\$327)			\$ 125.00	
7300	630	Camera - Security (Original \$50,398, Actual \$45,622 difference \$4,776)			\$ 4,776.00	
					<b>TOTAL</b>	<b>\$ 117,690.00</b>

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## Budget Development

### Tips for Developing a Proposed Budget

- Refer to the CSP Allowable Costs Guide
- Describe each item- explain who, what, when, where, how (no name brands)
- Round to the nearest dollar
- Avoid grouping items by vendor/quote
- Request only items needed during the grant period
- Be prepared to submit prices quotes or justification, if requested
- Must align to current student enrollment and be reasonable, necessary, allowable



## Tips for Developing a Proposed Budget, continued

- Ensure all items needed are included in the budget proposal submitted to the DOE.
- Revising approvable budget line items after the initial programmatic review is completed (quantities, cost per item, etc.) delays the approval process

## Budget Development Tips

- Avoid adding new items after the initial programmatic review
- Original Request:

5100	510	Consumable materials for Biology 11labs; Examples of Consumables include chemicals, solutions, and preservatives; preserved animal parts, nitrile gloves, litmus papers, glass slides, filter paper, etc. See attached price list for complete list; kit provides sufficient materials for a class of 25 students	\$ 12,433.00	1
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### Final:

5100	510	Plastic, Snap-On Cap Vials Case of 312	\$ 345.00	1
5100	510	Formalin Neutralizing Pads, 11" x 10"	\$ 303.00	2
5100	510	Beakers Case of 48	\$ 219.00	1
5100	510	Double-Scale Cylinders Case of 24	\$ 211.00	1
5100	510	Lab Apron These convenient lab aprons are durable enough to use multiple times, yet economical enough for disposal. The thick material protects clothing from dust, dirt, grime, and most airborne particulates. Case of 100	\$ 205.00	1
		Prepared slides Introductory Histology - Thin Sections Slide Set. This set includes simple squamous epithelium (sect); simple cuboidal epithelium (sect); stratified squamous epithelium (sect); smooth muscle (cs/fs); cardiac muscle (cs/fs); skeletal muscle (cs/fs); organ: pituitary (sect); spinal cord (cs); thymus (sect); thyroid and parathyroid (sect); arterv. vein. and nerve (sect); lung (sect); stomach		

5100	510	Pomadasys macracanthus. Use the Mexican gray perch as an example of a bony fish, or compare it with the yellow perch to examine the structural differences between marine and freshwater perch. Single injected specimens are injected with red to highlight the arterial system in vivid detail 7 to 9". Pair of 100.	\$ 130.00	1	\$ 130.00	\$ -	1	\$ 130.00
5100	510	Investigating Plant Cells Kit. Students will prepare three microscope slides of monocot and dicot plant stems and then examine them to differentiate the xylem, phloem, and other cell structures that make up two stem specimens. They will also be able to observe the differing configurations of the two vascular tissues. Set of 15	\$ 128.00	7	\$ 896.00	\$ -	7	\$ 896.00
5100	510	Test Tube Rack Case of 12	\$ 116.00	2	\$ 232.00	\$ -	2	\$ 232.00
5100	510	Prepared slides: Introductory Biology Set (18 plant and animal slides). Set includes 18 slides of Mixed bacteria (sm); Spirogyra, vegetative (wm); Diatom strew (wm); Saccharomyces (yeast), budding cells (wm); Mixed pollen, 16 types (wm); Plant mitosis (1s); Tilia (Basswood) stem maceration (wm); Amoeba proteus (wm); Euglena (wm); Paramecium caudatum (wm); Scaph. spicule strew (wm); Drosophila (wm); Butterfly wing (wm); Piscolid scale (wm); Frog blood (sm); Skeletal muscle (cs & 1s); Squamous epithelium (sm); Human blood (sm).	\$ 105.50	2	\$ 211.00	\$ -	2	\$ 211.00
5100	510	Brain Chart	\$ 26.00	1	\$ 26.00	\$ -	1	\$ 26.00
5100	510	Carbon filter for use with volatile organic compounds	\$ 359.00	1	\$ 359.00	\$ -	1	\$ 359.00
5100	510	Formalin preserved rats. Available in vacuum Packs or pairs. Our rat specimens are carefully preserved in an extended position and are mature subjects for students to examine fully developed animals, their organ systems, and their skeletal, muscular, and reproductive structures. We carry plain preserved, single, double, and triple injected rats. Injected rats are made without incisions in the neck, ensuring the specimens are intact. Sizes 7 to 9". Pair of 25.	\$ 290.00	4	\$ 1,160.00	\$ -	4	\$ 1,160.00
5100	510	Preserved Fetal Pigs, Plain 11 to 14" Pack of 10	\$ 202.00	10	\$ 2,020.00	\$ -	10	\$ 2,020.00
5100	510	Nitrile gloves LARGE, Box/ 100 Case of 10	\$ 185.00	1	\$ 185.00	\$ -	1	\$ 185.00
5100	510	Nitrile gloves SMALL, Box/100 Case OF 10.	\$ 165.00	1	\$ 165.00	\$ -	1	\$ 165.00
5100	510	Nitrile gloves MEDIUM, Box/100 Case OF 10.	\$ 165.00	1	\$ 165.00	\$ -	1	\$ 165.00
5100	510	Starfish, Asterias sp., make great introductory dissection specimens. Commonly featured in text books, starfish specimens are great for studying external anatomy or for use in dissection 5 to 8". Pair of 100 Preserved hearts with Pericardium. Zero formalin odor and no presence of harmful volatile compounds like acetone and formaldehyde. Experience quality with true-to-life preservation, combined with artfully illustrated dissection guides. Free with every purchase, to maximize value, lesson time and student engagement. Pair of 50.	\$ 150.00	1	\$ 150.00	\$ -	1	\$ 150.00
5100	510	Preserved Crayfish. Pair of 100.	\$ 125.00	10	\$ 1,250.00	\$ -	10	\$ 1,250.00
5100	510	Preserved Oyster. Pack of 100.	\$ 115.00	1	\$ 115.00	\$ -	1	\$ 115.00
5100	510	Sheep eyes. Pack of 100.	\$ 100.00	1	\$ 100.00	\$ -	1	\$ 100.00
5100	510	Cow (Bovine) eyes are great for general dissection and advanced anatomy labs. Similar to human eye. Pair of 50.	\$ 95.00	2	\$ 190.00	\$ -	2	\$ 190.00

## Budget Development

- Round the cost per item up to the nearest dollar
- Original Request:

Function	Object	Description	Cost Per Item	Quantity
5100	642	Document Camera	\$ 533.99	1
5100	642	Flexcam Teachcam	\$ 731.00	2
5100	642	Fire Blanket	\$ 46.05	1

Approved:

Function	Object	Description	Cost Per Item	Quantity
5100	642	Document Camera	\$ 534.00	1
5100	642	Flexcam Teachcam	\$ 731.00	2
5100	642	Fire Blanket	\$ 47.00	1

## Budget Development

- Textbook vs. Workbooks
- If separate price, list separately.
- Identify if electronic vs. hardcover or annual license vs. one-time purchase.

## Budget Development

- Grouping items by vendor/quote
- All items on a vendor quote must be coded individually
- Original Request:

Function	Object	Description	Cost Per Item	Quantity
5100	520	Spanish Language Computer Lab	\$ 38,394.00	1

Approved:

6500	311	Professional and Technical Services: Installation and training by the vendor for the Spanish Language program.	\$ 4,750.00	1	\$ 4,750.00
5100	369	Spanish language software program for student computer lab.	\$ 1,195.00	26	\$ 31,070.00
5100	642	26 headsets for the Spanish Language program for the computer lab.	\$ 99.00	26	\$ 2,574.00

## Budget Development Sample

- Supplies
- Original Request:

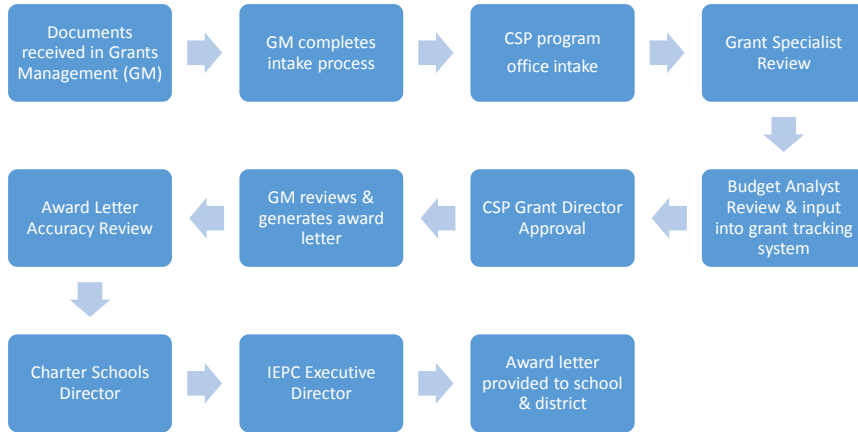
Function	Object	Description	Cost Per Item	Quantity
5100	510	Art Supplies	\$ 7,045.00	1

### Approved:

Function	Object	Description	Cost Per Item	Quantity
5100	510	Art supplies: Benefits students and teachers by providing art supplies to students. Will be kept in art room. Purchased when funding is approved. Supports the art program at the school. Paper (newsprint \$11.48 a packet need 20 for the year total \$230.00; drawing pads 70 sheets for \$5.16 a pad need 50 for the year \$258.00; watercolor paper at \$5.35 a pad 50 for school year \$267.00, paints (these include water colors and acrylics, and others cost \$10.00 per tube for EACH color) 30 colors at 10 tubes per color is 300 tubes \$3,000.00, pencils (color pencils cost for a set of 48; \$33.50) need 20 sets \$670.00, pens (cost \$75.0 per set) 10 sets cost \$750.00, inks need 10 sets total \$400.00, scissors cost \$8.00 each 120 needed \$960.00, paint brushes (each brush cost \$7.00) need 30 total \$210.00, easels (cost \$15.00 each) need 20 \$300.00.	\$ 7,045.00	1

## Grant Approval

## Approval Process



## Award Notification Letter (DOE200)

Florida Department of Education Project Award Notification	
1 PROJECT RECIPIENT Miami-Dade County School District 2018-022 Dorcas/Dora Charter Upper School	2 PROJECT NUMBER 130-28778-82007
3 PROJECT PROGRAM TITLE Public Charter School Program (CSP) Planning, Program Design and Implementation.	4 AGENCY FLORIDA CHARTER SCHOOLS, Title V, Part B USDOE or Appropriation Agency
5 AMENDMENT INFORMATION Amendment Number: 0 Type of Amendment: No Cost Extension Effective Date: 06/02/2020	6 PROJECT PERIODS Budget Period: 06/03/2018 - 06/02/2020 Program Period: 06/03/2018 - 06/02/2020
7 AVANCEMENTS Current Approved Budget: \$522,708.00 Amendment Amount: \$0.00 Estimated Roll Forward: Certified Roll Forward: Total Project Amount: \$522,708.00	8 FUNDING SOURCE Federal Cash Advance
9 TERMS • List due for incoming expenditures and listing payee names: 06/02/2020 • Date that all obligations are to be liquidated and final disbursement reports submitted: 02/20/2020 • Refund date of unexpended funds, mail to DOE Compliance, 323 W. Gaines Street, 944 Virginia Building, Tallahassee, Florida 32399-0400. • District for program reports: • Federal Award Date: 10/01/2018	10 DOE CONTACTS Program: Vicky Pines Phone: (850) 245-0971 Email: vicky.pines@fldoe.org Grants Management: User C (850) 245-5465 Compliance Office: Dhanraj 16594658 Phone: (850) 245-0961 FIDE: F59608572005
11 TERMS AND SPECIAL CONDITIONS • This project and any amendments are subject to the procedures outlined in the <u>Project Application and Amendment Procedures for Federal and State Programs (Green Book)</u> and the <u>General Instructions for Participation in Federal and State Programs</u> and the terms and requirements of the Request for Proposal or Request for Application, RFP/RFA, hereby incorporated by reference. • For federal cash advance reports, expenditures must be recorded in the Florida Green System (FLAGS) as close as is administratively feasible to when actual disbursements are made for this project. Cash transaction requests must be linked to amounts needed and be issued with the actual, innovative cash requirements to carry out the purpose of the approved project. • All provisions set in conflict with any amendments are still in full force and effect and are to be performed as the law. • Other: The maximum project periods may not exceed twenty-four (24) months for an implementation-only period from the initial award letter effective date. The Department will consider continued funding if the award (1) sufficient funds are available, (2) the Department determines that continuing the project would be in the best interest of the State, and (3) the sub-recipient has submitted all required reports and documentation. The Department retains authority to terminate, with written notice, a project that does not demonstrate progress toward opening and operating a high-quality charter school (see page 2 of DOE-200, 011 for final letter that may restrict access to grant funds).	12 APPROVED: [Signature] Date of Signing: 9-11-20 FLORIDA DEPARTMENT OF EDUCATION Commissioner of Education

**INSTRUCTIONS**  
**PROJECT AWARD NOTIFICATION**

- Project Recipient: Agency, institution or Non-government entity to which the project is awarded.
- Project Number: This is the agency number, grant number, and project code that must be used in all communication. (Projects with multiple project numbers will have a separate DOE-200 for each project number).
- Project Description: Title of program and/or project. EAPN #: Department tracking number.
- Authority: Federal Grant - Public Law or authority and CFDA number. State Grant - Appropriation Line Item Number and/or applicable statute and state identifier number.
- Amendment Information: Amendment number (consecutively numbered), type (programmatic, budgeting, time extension or other) in accordance with the Project Application and Amendment Procedures for Federal and State Programs (Green Book), and effective date.
- Project Periods: The periods for which the project budget and program are in effect.
- Authorized Funding: Current approved Project Total Dollars available under any amendments. Amendment Amount (total amount of increase or decrease in project funding). Estimated Roll Forward (roll forward funds which have been estimated into this project) and Total Project Amount (total dollars awarded for this project).
- Reimbursement Option:  
Federal Cash Advance - On-Line Reporting required monthly to record expenditures.  
Advance Payment - Upon receipt of the Project Award Notification, up to 25% of the total award may be advanced for the first payment period. To receive subsequent payments, 90% of previous expenditures must be documented and approved by the Department.  
Quarterly Advance on Public Entry - For quarterly advances of non-federal funding to state agencies and LEAs made in accordance with the authority of the General Appropriation Act. Expenditures must be documented and reported in FIDE at the end of the project period. If funded, the recipient must have expenditure detail documentation supporting the requested advances.  
Reimbursement with Performance - Payment made upon submission of documented allowable expenditures, plus documentation of completion of specified performance objectives.
- Transfers: Their requirements for financial and program reporting requests to the Department of Education.
- DOE Contacts: Program contact for program issues, Grants Management Unit for processing issues, and Compliance Office.

11 Terms and Special Conditions: Listed items apply to this project.

- The Department retains the right to restrict access to the grant funds under certain circumstances, including but not limited to:
  - Annual expenditures below 75 percent of proposed expenditure,
  - Failure of a sub-recipient charter school to timely submit required expenditures, and inventory reports through FLCSIS.org,
  - or Purchase made outside of the approved budget, and/or
  - Corrective actions required following a monitoring site visit.

12 Approved: Approval signature from the Florida Department of Education and the date signature was affixed.

## Expending Funds

## Expending Funds

- Expend only on approved budget items
- Implementation- Year 1 vs. Year 2

CLEAR ALL DATA		Enter the Total Grant Award in Cell H1	\$ 550,000.00	Enter Projected # of Students and Teachers Below by Year				Total Budget	\$ 156,835.00
		Enter School Name Below	CSP ID	# of Students	# of Teachers/Classrooms	# of Students	# of Teachers/Classrooms	Remaining	\$ 393,165.00
				92	10/10				
				YEAR 1		YEAR 2		CONSOLIDATE YEAR 1-2	
Function	Object	Description	Cost Per Item	Quantity	Total Cost Year 1	Quantity2	Total Cost YR 2	Total Quantity	Total Cost
5100	530	Hivamat Self Treatment Applicator - The necessary accessories used for the Hivamat 200 Evident machine. The kit contains application self-adhesive pads, in addition to cables connected to the interface's device. For the sports medicine program	\$ 179.00	1	\$ 179.00		\$ -	1	\$ 179.00
5100	520	Heat Laminating Film-- goes with the laminating machine	\$ 94.00	1	\$ 94.00		\$ -	1	\$ 94.00
5100	530	GR 5 Wrap Set Kit - Professional grade wrap and tape kit used to prevent injuries, treat muscular inflammation and to stabilize joints. Wraps and tape are utilized for taping in sports and can also protect the skin from irritation by repeating taping along multiple areas. (For sport medicine program)	\$ 1,709.00	1	\$ 1,709.00		\$ -	1	\$ 1,709.00
5100	520	Textbooks - Curriculum - used for academic instruction (science, math, language arts, and history)	\$ 150,155.00	1	\$ 150,155.00		\$ -	1	\$ 150,155.00
5100	641	Recovery Table - A stationary table for physical therapy treatment. The CSP office added the detail description to the school's budget. In addition, the CSP Director noticed a photocopier priced at \$9,587	\$ 1,566.00	3	\$ 4,698.00		\$ -	3	\$ 4,698.00
									\$ 156,835.00

## Reporting Expenditures

## Reporting Expenditures

- Report expenditures no later than the 1<sup>st</sup> day of each month
- Avoid reporting \$0.00

## Supplemental Funding

## Supplemental Funding

- Maintain compliance with all reporting requirements:
  - Expenditure reports- due by the 1<sup>st</sup> of each month
  - Inventory reports- due semi-annually during Implementation phase (January 1<sup>st</sup> & July 1<sup>st</sup>)
  - Site visit corrective actions, if applicable
- Expend approved funds
- Additional factors: school enrollment and school grades



## CSP Grant Team

Adam Emerson, Charter Director  
[Adam.Emerson@fldoe.org](mailto:Adam.Emerson@fldoe.org)

Vicki Pineda, CSP Grant Director  
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Bess Grasswick, Grant Specialist  
[Bess.Grasswick@fldoe.org](mailto:Bess.Grasswick@fldoe.org)



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