



Washington State Charter School Program (CSP) Subgrant

Final Report

Purpose:

As a requirement to exit the Washington State Charter School Program (CSP) Subgrant, all Year 2 Implementation Schools must submit a Final Report on the project goals and objectives, budget, drawdown spending, student data report and activity evidence completed over the years in which the school was awarded and participated in the CSP Grant as a subgrantee.

In addition to fully answering the questions below, please provide an itemized budget of all items purchased and activities participated in, as a recipient of the CSP subgrant. Please submit this final report by September 10, 2019. This report can be submitted in conjunction with your final monthly progress report and can be included as an Excel Spreadsheet, Word Document, PDF or combination thereof. If any questions or clarifications are needed, please contact the CSP Grant Coordinator at the following e-mail address: casey.caronna@k12.wa.us

Questions:

Q1: Please give a detailed explanation of the progress made towards meeting the subgrant project goals and objectives over the course of your time within the CSP subgrant. IF any goals were not met, or meaningful progress was not made, please give a detailed outline of the steps that remained unresolved and evidence for why this was the case.

Q2: Are there any outstanding concerns or questions that need to be addressed from the monthly, quarterly or previous year end meetings with the CSP Grant Coordinator before the closeout of this subgrant? If so, please give a brief explanation or list of these concerns in regards to the subgrant project goals and objectives.

Q3: Were there any unanticipated circumstances that prevented the timely draw down of funds for the CSP subgrant? *If so, please explain.*

Q4: Have board members been updated and informed to the use of the CSP funds over the past year and throughout the subgrant cycle? *If so, how have they been informed of the use of these funds? Additionally, has the board been informed that the end of these funds will occur and are they prepared to move forward without these funds in place?*

Q5: Based upon your approved, allowable activities, how did the CSP subgrant provide support for student achievement over the past year and throughout your grant cycle? *Please provide specific examples about how the CSP subgrant provided support for student achievement over the past year, including how the funds were used to expand opportunities for all students, particularly serving traditionally underserved student populations.*

Q6: Please provide an outline for any collaborative work done with local school districts, or any other school districts, during the grant cycle. *Please describe the outcomes of that collaboration.*

Q7: Have you had any compliance or performance issues with any other state agency over the course of the grant cycle, if so, have those issues been resolved? Please give a brief description of any compliance or performance issues that remain and the action that will be taken to resolve any issue or concern.

Q8: If you have had any compliance or performance issues during the grant cycle with your authorizer, have those issues been resolved? Please give a brief description of any compliance or performance issues that remain and the action that will be taken to resolve any issue or concern.

Q9: Did the CSP Grant Coordinator provide effective and timely communication about the CSP subgrant throughout the grant cycle? Please provide a brief description with feedback on how this communication occurred and what could be done to improve this communication in the future.

Q10: Do you have any suggestions or changes that you would like to see made to improve the Monthly/Quarterly/Year End Progress Report, Site Visit Process, Technical Assistance or Professional Development that you participated in as a subgrantee throughout the grant cycle?

CSP Final Report: Itemized Budget and Evidentiary Items

Two categorical items need to be attached to this final report.

1. Please provide an itemized budget that includes all expenditures for the entire grant cycle. This itemized budget should include all items purchased and all services paid for with reimbursed CSP funds. This itemized budget does not need to include salary itemization, however, a brief description on the type (categorical) of individuals who received partial funding for their salary from CSP reimbursed funds is required.
2. Please provide 5 – 6 examples of the CSP subgrant funds being used. Examples of evidence may include pictures of any new equipment or materials including chairs, desks, art or science equipment, artifacts of curriculum or professional development materials that informed the community about your school.

Please attach these two elements to this report within your final report e-mail. It is requested that one PDF document suffice for all elements of the report. If that becomes too large of a document, then separate e-mails with a separate PDF, Excel and/or Word documents are acceptable.

Comparative Grant Cycle Student Data Report

Please provide comparative student data for the month in which you began using the CSP subgrant, compared to the end of the school year in your last year of using the CSP subgrant. This data includes the number of students and the percentage of students that make up these individual categories within your school.

Year Comparisons:	
School Name:	
LEA #:	
Date:	
Prepared By:	

October – First Student Enrolled Month Under CSP Subgrant

Student Demographic Data	Number	Percentage
Student Count Total:		
Male:		
Female:		
Asian:		
Hispanic/Latino of any race(s):		
American Indian/Alaskan Native:		
Black/African American:		
White:		
Two or More Races:		
Free or Reduced Price Meals:		
Special Education:		
Transitional Bilingual:		
Section 504:		

May – Last Student Enrolled Month Under CSP Subgrant

Student Demographic Data		
Student Count Total:		
Male:		
Female:		
Asian:		
Hispanic/Latino of any race(s):		
American Indian/Alaskan Native:		
Black/African American:		
White:		
Two or More Races:		
Free or Reduced Price Meals:		
Special Education:		
Transitional Bilingual:		
Section 504:		