CHARTER SCHOOLS PROGRAM-QUALITY SCHOOL OPTIONS GRANT

The chart below details examples of approvable (categorized by phase) and non-approvable expenditures:



Approvable Expenditures

Expenditures in the green category are always approvable (* provided they are allowable, reasonable, and allocable to meet the objectives of the grant) and will ensure an expedited budget approval process.

Program Design

- School visits
- Conference attendance
- Hiring a consultant for such activities as ensuring that the curriculum is aligned to state standards and development of the curriculum, policies, safety manuals, handbooks, etc.
- Curriculum research
- Professional development
- Salary and benefits of the Chief Administrator for start-up activities prior to the opening of the charter school

Implementation

- Classroom furniture and equipment (i.e., computers, desks and chairs for students and staff, bookshelves)
- Curriculum and instructional materials
- Library texts and other materials
- Equipment related to the playground, as well as physical education, art, music, theatre, and similar programs
- Costs associated with creating and implementing office functions, such as accounting systems, attendance registration systems, and human resources policies
- Installation of purchased equipment, including computers, data systems, networks, and telephones

- Personnel expenses incurred either before or after the school's opening provided that these expenses are associated with implementation activities (i.e., program and curriculum development and integration, and teacher and staff recruiting)
- Rental or occupancy costs for the facility for a reasonable period of time in preparation for the school's opening (if not met by state or local resources)
- Necessary maintenance, repair, or upkeep of buildings and equipment that neither add to the permanent value of the property nor appreciably prolong its life, but merely keep it in an efficient operating condition Informing the community about the school

Dissemination

- Funds may be used for costs associated with the dissemination of practices related to Student Body Diversity and/or Student Achievement and Educational Innovation of a charter school.
- Salaries or stipends and associated benefits may be allowable for activities directly in support of the sub-grant proposal. Please seek guidance from ISBE program team.
- Normal operating costs, unless written approval from ISBE staff is given. Expenditures of this nature may be claimed for one year only (e.g. unexpected services due to influx of numerous special education or ESL students)
 - Ongoing salaries, benefits, postage, and utility costs
 - Student transportation costs
 - Costs associated with field trips that are a part of the regular academic program
 - Costs associated with ongoing curricular programming
 - Administrative fees or expenses of the school district with which the applicant is working unless the applicant voluntarily enters into a mutually agreed upon arrangement with the school district for the provision of administrative services

- Construction costs or related salaries and benefits, though CSP funds may be used for necessary maintenance, repair, or upkeep of buildings and equipment that neither add to the permanent value of the property nor appreciably prolong its life, but merely keep it in an efficient operating condition
- Ongoing facility costs (i.e. ongoing rent payments, property or liability Insurance, mortgage Interest, and real estate taxes)
- Food and beverages
- Other expenditures outside of the scope of the Approvable Expenditures for Pre-Charter Planning, Program Design, and implementation listed in this RFP
- Promotional items meant as giveaway 'gifts' such as t-shirts, balls, keychains, logo-pens, travel mugs, hats.



Non-Approvable **Expenditures**

Expenditures in the red category are never approvable.

CHARTER SCHOOLS PROGRAM-QUALITY SCHOOL OPTIONS GRANT

Dissemination

- Normal operating costs unless written approval from ISBE is given.
- Administrative fees or expenses of the school district with which the applicant is working unless the applicant voluntarily enters into a mutually agreed upon arrangement with the school district for the provision of administrative services.
- Americans with Disabilities Act compliance, building construction or renovation, or for related salaries and benefits.
- In all cases, normal operating expenses, including, but not limited to, salaries, benefits, postage, ADA compliance, and utilities

^{*} In addition, OMB Circular A-122 establishes principles for determining allowable costs for Federal grants to non-profit entities. All Charter Schools Program expenditures must conform to three (3) criteria: allowable, allocable and reasonable to meet the objectives of the grant set forth in 20 U.S.C. 7221 c(f)(3); 2 CFR 230 (cost principals for non-profit organizations).