# Colorado Charter Schools Program Grant

# Appendix K: Technical Assistance Proposal (2-Year)

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| Charter School Name:  |
| Grant Contact Person, including phone and email:  |
| **Session Title/Event** | **Participation** | **Target Dates** | **Attendees** |
|  |  | *Please "X" the event you intend to attend. Where not provided, please indicate the scheduled or targeted date.* | *Please "X" the proposed attendees for each event.* |
| **Year 1 Implementation Sub-Grantee Activities** |
| **Sub-Grantee Support** |
| CCSP Grant and Application Training | Required | \_\_\_ Fall | \_\_\_ Founder(s)\_\_\_ Board member(s)\_\_\_ Administrator(s)\_\_\_ Business manager |
| CCSP Grant Budget Workshop | Encouraged | \_\_\_ Fall\_\_\_ Winter | \_\_\_ Founder(s)\_\_\_ Board member(s)\_\_\_ Administrator(s)\_\_\_ Business manager |
| CCSP Grant Post-Award Webinar | Required | \_\_\_ Fall  | \_\_\_ School grant contact (required)\_\_\_ Founder(s)\_\_\_ Board member(s)\_\_\_ Administrator(s)\_\_\_ Business manager |
| CCSP Implementation Grant Site Visit | Required | CDE Schools of Choice will schedule with school | \_\_\_ Founder(s)\_\_\_ Board member(s)\_\_\_ Administrator(s)\_\_\_ Business manager |
| **Governing Board Support** |
| CDE Charter School Board Training Modules | Required | Complete all 30 modules by date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_ Founder(s)\_\_\_ Board member(s) (required) |
| CDE Board Fundamentals  | 1 Required | \_\_\_ Fall\_\_\_ Spring | \_\_\_ Board member(s) (required)\_\_\_ Administrator(s) |
| CDE Unified Improvement Plan Training *(training request form required)* | Required | CDE Schools of Choice will communicate schedule | \_\_\_ Board member(s) (required)\_\_\_ Administrator(s) |
| Data Dashboard with Academic, Culture, Financial and Operational Measures *(training request form required; see link* [*here*](https://bit.ly/2yZTGjV)*)* | Required | \_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_ Board member(s) (required)\_\_\_ Administrator(s) |
| Specialized Governing Board Training*(training request form required)* | Encouraged | \_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_ Board member(s)\_\_\_ Administrator(s) |
| Topic-based Webinars | \_\_\_ November\_\_\_ December\_\_\_ January\_\_\_ February\_\_\_ March\_\_\_ May | \_\_\_ Founder(s)\_\_\_ Board member(s)\_\_\_ Administrator(s) |

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| **Administrator Support** |
| Administrator Mentoring *(signed mentor log required)*  | 32-40 hours required  | \_\_\_ Mentor: \_\_\_\_\_\_\_\_\_\_\_ | \_\_\_ Administrator(s) |
| CDE School Administrator Mentoring Cohort (Professional Development) | 3 required | \_\_\_ September\_\_\_ October\_\_\_ November\_\_\_ February\_\_\_ March\_\_\_ June | \_\_\_ Administrator(s) |
| Specialized Instructional Leadership Training *(training request form required)* | \_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_ Board member(s)\_\_\_ Administrator(s) (required)\_\_\_ Instructional staff |
| CDE Unified Improvement Plan Training *(training request form required)* | Required | CDE Schools of Choice will communicate schedule | \_\_\_ Board member(s)\_\_\_ Administrator(s) (required) |
| Topic-based Webinars | Encouraged | \_\_\_ November\_\_\_ December\_\_\_ January\_\_\_ February\_\_\_ March\_\_\_ May | \_\_\_ Board member(s)\_\_\_ Administrator(s) |
| **Business Office Support** |
| CDE Annual Finance Seminar | Required | \_\_\_ Fall | \_\_\_ Founder(s)\_\_\_ Board member(s)\_\_\_ Administrator(s)\_\_\_ Business manager |
| CDE Regional Business Manager Network Meeting *(offered regionally; see TA calendar)* | 3 Required | \_\_\_November\_\_\_ February\_\_\_ April | \_\_\_ Board member(s)\_\_\_ Administrator(s)\_\_\_ Business manager |
| Specialized Business Office Training *(training request form required)* | \_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_ Board member(s)\_\_\_ Administrator(s)\_\_\_ Business manager |
| **Year 2 Implementation Sub-Grantee Activities** |
| **Sub-Grantee Support** |
| CCSP Grant Renewal Proposal Webinar | Required | \_\_\_ Fall  | \_\_\_ School grant contact (required)\_\_\_ Founder(s)\_\_\_ Board member(s)\_\_\_ Administrator(s)\_\_\_ Business manager |
| Charter School Support Initiative Webinar | Encouraged | \_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_ Founder(s)\_\_\_ Board member(s)\_\_\_ Administrator(s)\_\_\_ Business manager  |
| Charter School Support Initiative Site Visit | Required | CSSI team lead will schedule with school | \_\_\_ Board member(s)\_\_\_ Administrator(s) |
| **Governing Board Support** |
| Board Self-Assessment *(training request form required; see guidance* [*here*](https://www.cde.state.co.us/cdechart/charter-school-topic-based-webinars)*)* | Required | \_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_ Board member(s) (required)\_\_\_ Administrator(s) |
| Strategic Planning Training *(training request form required)* | Required | \_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_ Board member(s) (required)\_\_\_ Administrator(s) |
| Specialized Governing Board Training*(training request form required)* | Encouraged | \_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_ Board member(s) (required)\_\_\_ Administrator(s) |
| Topic-based Webinars | Encouraged | \_\_\_November\_\_\_December\_\_\_January\_\_\_February\_\_\_March\_\_\_May | \_\_\_ Founder(s)\_\_\_ Board member(s)\_\_\_ Administrator(s) |
| **Administrator Support** |
| Administrator Mentoring *(signed mentor log required)* | 20-25 hours required | \_\_\_ Mentor: \_\_\_\_\_\_\_\_\_\_\_ | \_\_\_ Administrator(s) |
| CDE School Administrator Mentoring Cohort *(Professional Development)* | 4 required | \_\_\_ September\_\_\_ October \_\_\_ November \_\_\_ February \_\_\_ March\_\_\_ June | \_\_\_ Administrator(s) |
| Specialized Instructional Leadership Training *(training request form required)* | \_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_ Board member(s)\_\_\_ Administrator(s) (required)\_\_\_ Business manager \_\_\_ Instructional staff |
| Topic-based Webinars | Encouraged | \_\_\_November\_\_\_December\_\_\_January\_\_\_February\_\_\_March\_\_\_May | \_\_\_ Founder(s)\_\_\_ Board member(s)\_\_\_ Administrator(s) |
| **Business Office Support** |
| CDE Annual Finance Seminar | Required | \_\_\_ Fall | \_\_\_ Founder(s)\_\_\_ Board member(s)\_\_\_ Administrator(s)\_\_\_ Business manager  |
| CDE Individualized Business TA *(by appointment)* | Encouraged | CDE Schools of Choice will communicate schedule | \_\_\_Business manager |
| Business Operations Mentor *(training request form required. 4 hours = 1 credit)* | CDE Schools of Choice will communicate schedule | \_\_\_Business manager |
| CDE Business Manager Network Meetings *(offered regionally; see TA calendar)*  | 3 required | \_\_\_ November \_\_\_ February \_\_\_ April | \_\_\_ Board member(s)\_\_\_ Administrator(s)\_\_\_ Business manager |
| Specialized Business Office Training *(training request form required)* | \_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_ Board member(s)\_\_\_ Administrator(s)\_\_\_ Business manager |
| **Other Support Options – All Years** |
| Equity Convening(s) | Encouraged | \_\_\_September\_\_\_TBA | \_\_\_ Instructional staff \_\_\_ Founder(s)\_\_\_ Board member(s)\_\_\_ Administrator(s)\_\_\_ Business manager |
| CDE Western Slope Seminar | \_\_\_April | \_\_\_ Board member(s)\_\_\_ Administrator(s)\_\_\_ Business manager |
| Colorado or National Charter School Conference *(training request form may be required)* | \_\_\_March\_\_\_June | \_\_\_Instructional staff \_\_\_ Founder(s)\_\_\_ Board member(s)\_\_\_ Administrator(s)\_\_\_ Business manager |