# 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 professional(s) |
| CCSP Grant Budget Workshop | 1 Required | \_\_\_ Fall  \_\_\_ Spring | \_\_\_ Founder(s)  \_\_\_ Board member(s)  \_\_\_ Administrator(s)  \_\_\_ Business professional(s) |
| CCSP All Sub-Grantee Call | 2 Required | \_\_\_ September  \_\_\_ December  \_\_\_ March  \_\_\_ May | \_\_\_ Sch grant contact  \_\_\_ Founder(s)  \_\_\_ Board member(s)  \_\_\_ Administrator(s)  \_\_\_ Business professional(s) |
| CCSP Grant Post-Award Webinar | Required  (2-parts) | \_\_\_ Fall | \_\_\_ Sch grant contact (required)  \_\_\_ Founder(s)  \_\_\_ Board member(s)  \_\_\_ Administrator(s)  \_\_\_ Business professional(s) |
| CCSP Implementation Grant Site Visit | Required | CDE Schools of Choice will schedule with school | \_\_\_ Founder(s)  \_\_\_ Board member(s)  \_\_\_ Administrator(s)  \_\_\_ Business professional(s) |
| **Governing Board Support** | | | |
| Charter School Board Training Modules | Required | Complete all 30 modules by date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_ Founder(s)  \_\_\_ Board member(s) (required) |
| Board Fundamentals | 1 Required | \_\_\_ Fall  \_\_\_ Spring | \_\_\_ Board member(s) (required)  \_\_\_ Administrator(s) |
| Performance Management Training: CDE Unified Improvement Plan Training  *(Training request form required; offered* [*on-demand*](https://bit.ly/2yZTGjV) *or schedule individually with CDE or an outside agency)* | Required | CDE Schools of Choice will communicate schedule | \_\_\_ Board member(s) (required)  \_\_\_ Administrator(s) |
| Performance Management Training: 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; schedule individually with outside agency)* | Encouraged | \_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_ Board member(s)  \_\_\_ Administrator(s) |
| Topic-based Webinars | \_\_\_ November  \_\_\_ December  \_\_\_ January  \_\_\_ February  \_\_\_ March  \_\_\_ May | \_\_\_ Founder(s)  \_\_\_ Board member(s)  \_\_\_ Administrator(s) |
| **Administrator Support** | | | |
| Administrator Mentoring  *(Signed mentor log & reflection required)* | 25-32 hours Required | \_\_\_ Mentor: \_\_\_\_\_\_\_\_\_\_\_ | \_\_\_ Administrator(s) |
| CDE School Administrator Mentoring Cohort *(Professional Development)* | 3 Required | \_\_\_ September  \_\_\_ October  \_\_\_ November  \_\_\_ February  \_\_\_ March  \_\_\_ May | \_\_\_ 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; offered* [*on-demand*](https://bit.ly/2yZTGjV) *or schedule individually with CDE or an outside agency)* | 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 Operations Support** | | | |
| Annual Finance Seminar | Required | \_\_\_ Fall | \_\_\_ Founder(s)  \_\_\_ Board member(s)  \_\_\_ Administrator(s)  \_\_\_ Business professional(s) |
| Business Operations Networking Meeting | 3 Required | \_\_\_November  \_\_\_ February  \_\_\_ April  \_\_\_ June | \_\_\_ Board member(s)  \_\_\_ Administrator(s)  \_\_\_ Business professional(s) |
| Specialized Business Operations Training  *(Training request form required; schedule individually with an outside agency)* | \_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_ Board member(s)  \_\_\_ Administrator(s)  \_\_\_ Business professional(s) |
| **Year 2 Implementation Sub-Grantee Activities** | | | |
| **Sub-Grantee Support** | | | |
| CCSP Grant Renewal Proposal Webinar | Encouraged | \_\_\_ Fall | \_\_\_ Sch grant contact (required)  \_\_\_ Founder(s)  \_\_\_ Board member(s)  \_\_\_ Administrator(s)  \_\_\_ Business professional(s) |
| CCSP Grant Budget Workshop | 1 Required | \_\_\_ Fall  \_\_\_ Spring | \_\_\_ Founder(s)  \_\_\_ Board member(s)  \_\_\_ Administrator(s)  \_\_\_ Business professional(s) |
| CCSP All Sub-Grantee Call | 2 Required | \_\_\_ September  \_\_\_ December  \_\_\_ March  \_\_\_ May | \_\_\_ Sch grant contact  \_\_\_ Founder(s)  \_\_\_ Board member(s)  \_\_\_ Administrator(s)  \_\_\_ Business professional(s) |
| Charter School Support Initiative (CSSI) Webinar | Encouraged | \_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_ Founder(s)  \_\_\_ Board member(s)  \_\_\_ Administrator(s)  \_\_\_ Business professional(s) |
| Charter School Support Initiative (CSSI) Site Visit | Required | CSSI team lead will schedule with school | \_\_\_ Board member(s)  \_\_\_ Administrator(s) |
| **Governing Board Support** | | | |
| Performance Management Training: Board Self-Assessment  *(Training request form required; conduct on board’s own or schedule individually with an outside agency)* | Required | \_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_ Board member(s) (required)  \_\_\_ Administrator(s) |
| Performance Management Training: Strategic Planning Training  *(Training request form required; conduct on board’s own or schedule individually with an outside agency)* | Required | \_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_ Board member(s) (required)  \_\_\_ Administrator(s) |
| Board Fundamentals | Encouraged | \_\_\_ Fall  \_\_\_ Spring | \_\_\_ Founder(s)  \_\_\_ Board member(s) |
| Specialized Governing Board Training  *(Training request form required; schedule individually with an outside agency)* | \_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_ Board member(s) (required)  \_\_\_ Administrator(s) |
| Topic-based Webinars | \_\_\_ 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  \_\_\_ May | \_\_\_ Administrator(s) |
| Specialized Instructional Leadership Training *(Training request form required; schedule individually with an outside agency)* | \_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_ Board member(s)  \_\_\_ Administrator(s) (required)  \_\_\_ Business professional(s)  \_\_\_ Instructional staff |
| Topic-based Webinars | Encouraged | \_\_\_ November  \_\_\_ December  \_\_\_ January  \_\_\_ February  \_\_\_ March  \_\_\_ May | \_\_\_ Founder(s)  \_\_\_ Board member(s)  \_\_\_ Administrator(s) |
| **Business Operations Support** | | | |
| Annual Finance Seminar | Required | \_\_\_ Fall | \_\_\_ Founder(s)  \_\_\_ Board member(s)  \_\_\_ Administrator(s)  \_\_\_ Business professional(s) |
| Business Operations Networking Meeting | 3 Required | \_\_\_ November \_\_\_ February \_\_\_ April  \_\_\_ June | \_\_\_ Board member(s)  \_\_\_ Administrator(s)  \_\_\_ Business professional(s) |
| Specialized Business Operations Training  *(Training request form required; schedule individually with an outside agency)* | \_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_ Board member(s)  \_\_\_ Administrator(s)  \_\_\_ Business professional(s) |
| Business Operations Mentoring  *(Training request form required; 4 hours = 1 credit)* | 8-10 hours Encouraged | CDE Schools of Choice will communicate schedule | \_\_\_Business professional(s) |

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| **Other Support Options – All Years** | | | |
| Equity Convening(s) | 1 Required | \_\_\_ Fall  \_\_\_ Spring | \_\_\_ Instructional staff  \_\_\_ Founder(s)  \_\_\_ Board member(s)  \_\_\_ Administrator(s)  \_\_\_ Business professional(s) |
| Rural and Non-Metro Charter School Support Seminar (formerly the Western Slope Seminar) | Encouraged | \_\_\_ Spring | \_\_\_ Board member(s)  \_\_\_ Administrator(s)  \_\_\_ Business professional(s) |
| Colorado Charter School Conference or National Charter School Conference  *(Training request form may be required)* | \_\_\_ March  \_\_\_ June | \_\_\_ Instructional staff  \_\_\_ Founder(s)  \_\_\_ Board member(s)  \_\_\_ Administrator(s)  \_\_\_ Business professional(s) |