## Appendix L: Technical Assistance Proposal – CCSP Grant (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 Calls  | 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/Winter | \_\_\_ 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 initiate and schedule with school | \_\_\_ Founder(s)\_\_\_ Board member(s)\_\_\_ Administrator(s)\_\_\_ Business professional(s) |
| **Governing Board Support** |
| Charter School Board Training Modules*(New platform:* [*Freestone*](https://coloradoleague.org/page/boardtrainingbundle) *for 11 modules available beginning FY22-23)* | Required | Complete modules 1-8 (Governing Board Basics and Effectiveness) in Freestone by \_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_ | \_\_\_ Founder(s)\_\_\_ Board member(s) (required) |
| Board Fundamentals  | 1 Required | \_\_\_ Fall\_\_\_ Spring | \_\_\_ Board member(s) (required)\_\_\_ Administrator(s) |
| Performance Management Training: Data Dashboard with Academic, Culture, Financial and Operational Measures *(Training request form required; offered* [*on demand*](https://www.cde.state.co.us/cdechart/charter-school-topic-based-webinars) *or schedule individually with an outside entity*) | Required | \_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_ | \_\_\_ Board member(s) (required)\_\_\_ Administrator(s) |

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| Performance Management Training: CDE Unified Improvement Plan *(Training request form required; offered* [*on demand*](https://www.cde.state.co.us/cdechart/charter-school-topic-based-webinars) *or schedule individually with CDE or an outside entity)* | Required | \_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_ | \_\_\_ Board member(s) (required)\_\_\_ Administrator(s) |
| Specialized Governing Board Training*(Training request form required; schedule individually with an outside entity)* | 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)*  | 20-25 hours Required  | \_\_\_ Mentor: \_\_\_\_\_\_\_\_\_ | \_\_\_ Administrator(s) |
| CDE School Administrator Mentoring Cohort Meeting *(Professional Development)* | 3 required | \_\_\_ September\_\_\_ October\_\_\_ November\_\_\_ February\_\_\_ March\_\_\_ May | \_\_\_ Administrator(s) |
| Specialized Instructional Leadership Training *(Training request form required; schedule individually with an outside entity)* | \_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_ | \_\_\_ Board member(s)\_\_\_ Administrator(s) (required)\_\_\_ Instructional staff |
| Performance Management Training: CDE Unified Improvement Plan *(Training request form required; offered* [*on demand*](https://www.cde.state.co.us/cdechart/charter-school-topic-based-webinars) *or schedule individually with CDE or an outside entity)* | Required | \_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_ | \_\_\_ Board member(s)\_\_\_ Administrator(s) (required) |
| Topic-based Webinars | Encouraged | \_\_\_ November\_\_\_ December\_\_\_ January\_\_\_ February\_\_\_ March\_\_\_ May | \_\_\_ Board member(s)\_\_\_ Administrator(s) |
| **Business Office Support** |
| Annual Finance Seminar | Encouraged | \_\_\_ Fall | \_\_\_ Founder(s)\_\_\_ Board member(s)\_\_\_ Administrator(s)\_\_\_ Business professional(s) |
| Business Operations Networking Meetings  | 3 Required | \_\_\_November\_\_\_ February\_\_\_ April | \_\_\_ Board member(s)\_\_\_ Administrator(s)\_\_\_ Business professional(s) |
| Specialized Business Operations Training *(Training request form required; schedule individually with an outside entity)* | \_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_ | \_\_\_ Board member(s)\_\_\_ Administrator(s)\_\_\_ Business professional(s) |
| Business Operations Mentoring *(Signed mentor log and growth plan required)*  | 20-25 Hours Encouraged | \_\_\_ Mentor: \_\_\_\_\_\_\_\_ | \_\_\_ Business professional(s) |

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| **Year 2 Implementation Sub-Grantee Activities** |
| **Sub-Grantee Support** |
| CCSP Grant Renewal Proposal Pre-recorded Webinars | Encouraged | \_\_\_ Fall  | \_\_\_ Sch grant contact (required)\_\_\_ Board member(s)\_\_\_ Administrator(s)\_\_\_ Business professional(s) |
| CCSP Grant Budget Workshop | Required | \_\_\_ Spring | \_\_\_ Board member(s)\_\_\_ Administrator(s)\_\_\_ Business professional(s)  |
| CCSP All Sub-Grantee Calls  | 2 Required | \_\_\_ September\_\_\_ March\_\_\_ May | \_\_\_ Sch grant contact\_\_\_ Founder(s)\_\_\_ Board member(s)\_\_\_ Administrator(s)\_\_\_ Business professional(s) |
| Charter School Support Initiative (CSSI) Overview[(Pre-recorded)](https://drive.google.com/file/d/1rJGrELMNBa7ruKfHJoOxnjs5Xok7nuBy/view)  | Encouraged | \_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_ | \_\_\_ Founder(s)\_\_\_ Board member(s)\_\_\_ Administrator(s)\_\_\_ Business professional(s)\_\_\_ Instructional staff  |
| Charter School Support Initiative (CSSI) Site Visit | Required | CSSI team lead will initiate & schedule with school | \_\_\_ Board member(s)\_\_\_ Administrator(s)\_\_\_ Business professional(s)\_\_\_ Instructional staff |
| **Governing Board Support** |
| Charter School Board Training Modules*(Platform:* [*Freestone*](https://coloradoleague.org/page/boardtrainingbundle); *11 modules available beginning 2023)* | Required | Complete modules 9-11 (Governing Board Continuous Improvement) in Freestone \_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_ | \_\_\_ Board member(s) (required) |
| Performance Management Training: Board Self-Assessment *(Training request form required; conduct on board’s own or schedule individually with an outside entity)* | 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 with an outside entity)* | Required | \_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_ | \_\_\_ Board member(s) (required)\_\_\_ Administrator(s) |
| Board Fundamentals | Encouraged | \_\_\_ Fall\_\_\_ Spring | \_\_\_ Board member(s)\_\_\_ Administrator(s) |
| Specialized Governing Board Training*(Training request form required; schedule individually with an outside entity)* | \_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_ | \_\_\_ Board member(s) (required)\_\_\_ Administrator(s) |
| Topic-based Webinars | \_\_\_November\_\_\_December\_\_\_January\_\_\_February\_\_\_May | \_\_\_ Founder(s)\_\_\_ Board member(s)\_\_\_ Administrator(s) |
| **Administrator Support** |
| Administrator Mentoring *(Signed mentor log and reflection required)* | 23-42 hoursRequired | \_\_\_ Mentor: \_\_\_\_\_\_\_\_ | \_\_\_ Administrator(s) |
| CDE School Administrator Mentoring Cohort Meetings *(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 entity)* | Encouraged | \_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_ | \_\_\_ Administrator(s)\_\_\_ Business professional(s)\_\_\_ Instructional staff |
| Topic-based Webinars | Encouraged | \_\_\_ November\_\_\_ December\_\_\_ January\_\_\_ February\_\_\_ May | \_\_\_ Founder(s)\_\_\_ Board member(s)\_\_\_ Administrator(s) |
| **Business Office Support** |
| Annual Finance Seminar | Required | \_\_\_ Fall | \_\_\_ Board member(s)\_\_\_ Administrator(s)\_\_\_ Business professional(s) |
| Business Operations Networking Meetings  | 3 Required | \_\_\_ November \_\_\_ February \_\_\_ May | \_\_\_ Board member(s)\_\_\_ Administrator(s)\_\_\_ Business professional(s) |
| Specialized Business Operations Training *(Training request form required; schedule individually with an outside entity)* | \_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_ | \_\_\_ Board member(s)\_\_\_ Administrator(s)\_\_\_ Business professional(s) |
| Topic-based Webinars | Encouraged | \_\_\_ November\_\_\_ December\_\_\_ January\_\_\_ February\_\_\_ May | \_\_\_ Founder(s)\_\_\_ Board member(s)\_\_\_ Administrator(s) |
| Charter School Business Professionals Training Modules and Capacity Building Program | 100 Level Required | \_\_\_ Accounting 101\_\_\_ Financial Fxns 101\_\_\_ Revenue 101\_\_\_ Grants 101\_\_\_ Payroll/HR 101\_\_\_ Benefits 101\_\_\_ Procurement 101\_\_\_ Audits 101\_\_\_ Risk Mngmt 101 | \_\_\_ Board member(s)\_\_\_ Administrator(s)\_\_\_ Business professional(s) (required) |
| Charter School Business ProfessionalsTraining Modules and Capacity Building Program | 200 Level Required | List of specific topics will be released in 2023; content will be available in 2024 | \_\_\_ Board member(s)\_\_\_ Administrator(s)\_\_\_ Business professional(s) (required) |
| **Other Support Options – All Years** |
| Equity Convening(s) | 1 Required  | \_\_\_ Fall | \_\_\_ Instructional staff \_\_\_ 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 is required for credit)* | \_\_\_ March\_\_\_ June | \_\_\_Instructional staff \_\_\_ Board member(s)\_\_\_ Administrator(s)\_\_\_ Business professional(s) |

 \* *CCSP credit for attending technical assistance events or trainings identified in the “Other Support Options” category may be applied to remediate any missing technical assistance requirement. Please inquire with CDE Schools of Choice to learn more.*