# Appendix I: Technical Assistance Proposal – CCSP Grant (3-year)

|  |  |
| --- | --- |
| School Name: | |
| Grant Contact Person: | |
| **Session Title/Event** | | **Requirement** | **Target Dates** | **Attendees** |
|  | |  | *Please "X" the event you intend to attend or have completed. Where not provided, please indicate the scheduled or targeted date.* | *Please "X" the actual or proposed attendees for each event.* |
| **Planning Year Subgrantee Participation (record what has been completed, and what is proposed)** | | | | |
| **Subgrantee 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 |
| **Governing Board Support** | | | | |
| CDE Charter School Board Training Modules | | Required | Complete modules 1-6, 8-11, 14, 17, 18, 23, and 25 by date: \_\_\_\_\_\_\_\_\_ | \_\_\_ Founder(s) \_\_\_ Board member(s) (required) |
| CDE Board Fundamentals | | Required | \_\_\_ Fall \_\_\_ Spring | \_\_\_ Board member(s) (required) \_\_\_ Administrator(s) |
| CDE School Performance Framework Training or Tutorial *(training request form required)* | | Required | \_\_\_ Fall | \_\_\_ Board member(s) (required) \_\_\_ Administrator(s) |
| Data Dashboard with Academic, Culture, Financial, and Operational Measures *(training request form required)* | | Required | \_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_ | \_\_\_ Board member(s) (required) \_\_\_ Administrator(s) |
| **Administrator Support** | | | | |
| Administrator Mentoring *(training request form required)* | | 8-10 hours required | \_\_\_ Provider: \_\_\_\_\_\_\_\_ | \_\_\_ Administrator(s) | |
| CDE Administrator Mentoring Cohort Meeting | | 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) \_\_\_ Business manager \_\_\_ Instructional staff | |

|  |  |  |  |
| --- | --- | --- | --- |
| **Business Office Support** | | | |
| CDE Annual Finance Seminar | 1 required | \_\_\_ Fall | \_\_\_ Founder(s) \_\_\_ Board member(s) \_\_\_ Administrator(s) \_\_\_ Business manager |
| CDE Business Managers Network Meetings | \_\_\_ November \_\_\_ January \_\_\_ March \_\_\_ May | \_\_\_ Board member(s) \_\_\_ Administrator(s) \_\_\_ Business manager |
| Specialized Business Office Training *(training request form required)* | \_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_ | \_\_\_ Board member(s) \_\_\_ Administrator(s) \_\_\_ Business manager |
| **Year 1 Implementation Subgrantee Participation** | | | |
| **Subgrantee Support** | | | |
| CCSP Grant Renewal Proposal 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 modules 7, 12, 13, 15, 16, 19-22, 24, and 26-30 Date: \_\_\_\_\_\_\_\_\_ | \_\_\_ Founder(s) \_\_\_ Board member(s) (required) |
| CDE Unified Improvement Plan Training *(training request form required)* | Required | \_\_\_ Fall | \_\_\_ Board member(s) (required) \_\_\_ Administrator(s) |
| **Administrator Support** | | | |
| Administrator Mentoring *(training request form required)* | 32-40 hours required | \_\_\_ Provider: \_\_\_\_\_\_\_\_ | \_\_\_ Administrator(s) |
| CDE Administrator Mentoring Cohort Meeting | 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 |
| CDE Unified Improvement Plan Training *(training request form required)* | \_\_\_ Fall | \_\_\_ Board member(s) \_\_\_ Administrator(s) (required) \_\_\_ Business manager \_\_\_ Instructional staff |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Business Office Support** | | | | | | |
| CDE Annual Finance Seminar | Required | | \_\_\_ Fall | | \_\_\_ Founder(s) \_\_\_ Board member(s) \_\_\_ Administrator(s) \_\_\_ Business manager | |
| CDE Business Managers Network Meeting | 3 required | | \_\_\_ November \_\_\_ January \_\_\_ March \_\_\_ May | | \_\_\_ 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 Subgrantee Participation (Proposed)** | | | | | | |
| **Subgrantee Support** | | | | | | |
| Charter School Support Initiative Webinar | | Encouraged | \_\_\_ Webinar recording | | \_\_\_ Founder(s) \_\_\_ Board member(s) \_\_\_ Administrator(s) \_\_\_ Business manager | |
| Charter School Support Initiative Site Visit | | Required | CSSI team lead will schedule with school | | \_\_\_ Founder(s) \_\_\_ Board member(s) \_\_\_ Administrator(s) \_\_\_ Business manager \_\_\_ Instructional staff | |
| **Governing Board Support** | | | | | | |
| Board Self-Assessment *(training request form required)* | | Required | \_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_ | | \_\_\_ Board member(s) (required) \_\_\_ Administrator(s) | |
| Strategic Planning Training *(training request form required)* | | Required | \_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_ | | \_\_\_ Board member(s) (required) \_\_\_ Administrator(s) | |
| **Administrator Support** | | | | | | |
| Administrator Mentoring *(training request form required)* | | 20-25 hours required | \_\_\_ Provider: \_\_\_\_\_\_\_\_ | | \_\_\_ Administrator(s) | |
| CDE Administrator Mentoring Cohort Meeting | | 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 | |
| CDE Unified Improvement Plan Training *(training request form required)* | | \_\_\_ Fall | | \_\_\_ Board member(s) \_\_\_ Administrator(s) (required) \_\_\_ Business manager \_\_\_ Instructional staff | |

|  |  |  |  |
| --- | --- | --- | --- |
| **Business Office Support** | | | |
| CDE Annual Finance Seminar | Required | \_\_\_ Fall | \_\_\_ Founder(s) \_\_\_ Board member(s) \_\_\_ Administrator(s) \_\_\_ Business manager |
| CDE Business Managers Network Meeting | 3 required | \_\_\_ November \_\_\_ January \_\_\_ March \_\_\_ May | \_\_\_ Board member(s) \_\_\_ Administrator(s) \_\_\_ Business manager |
| Specialized Business Office Training *(training request form required)* | \_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_ | \_\_\_ Board member(s) \_\_\_ Administrator(s) \_\_\_ Business manager |