COLORADO
Department of Education

# Funding Opportunity

Application Information Webinar: **Monday, November 2, 2026, 11-12:30pm**
Registration link for application information webinar [ZOOM]

Intent to Apply and Eligibility (REQUIRED) Due: **Monday, November 30, 2026**

OVERALL Applications Due: **Friday, January 15, 2027, by 4:00 pm**
Application will open in GAINS on Monday, October 12, 2026, and close on Monday, January 15, 2027.

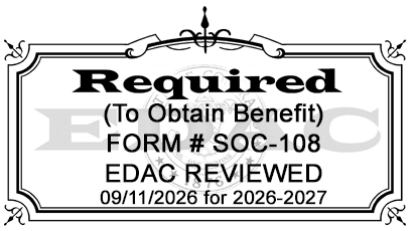
## Charter School Facility Assistance Program

Pursuant to Title IV, Part C, Section 4304 of the Elementary and Secondary Education Act of 1965, as amended by Every Student Succeeds Act (ESSA, Public Law 114-95).


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**Note:** The following version of the application is intended as a reference document for instructions and grant application planning purposes.

**Applications for the Charter Schools Facility Assistance Program must be submitted in GAINS.**

Submission of application materials either in hard copy or via e-mail will not be accepted.

The application window will close in GAINS on Friday, January 15, 2027, at 4 pm.

More information about GAINS is available on CDE's website.

## Accessing GAINS

Charter school applicants must complete the Charter School GAINS Access Request Form to access the application. This access must be done prior to Intent to Apply and Eligibility deadline.

# Charter School Facility Assistance Program

**Intent to Apply Due: Monday, November 30, 2026**
**Applications Due: Friday, January 15, 2027, by 4 pm**

## Introduction and Purpose

Authorized by Title IV, part C of the Every Student Succeeds Act (ESSA, Public Law 114–95), which reauthorized the Elementary and Secondary Education Act of 1965 (ESEA), the federal Charter Schools Program (CSP) provides funding to State Education Agencies (CFDA number 84.282D) with the purpose "to help establish or enhance, and administer, a per-pupil facilities aid program for charter schools in the State, that is specified in State law, and provides annual financing, on a per-pupil basis, for charter school facilities."

The CSP State Charter School Facilities Incentive Grants (SFIG) Program is a grant program that provides federal funds to states to help them establish or improve charter school facilities aid programs. The purpose of the SFIG Program is to encourage states to share in the costs of charter school facilities funding. The Federal funds are used to match programs funded with non-Federal dollars that make payments, on a per-pupil basis, to provide charter schools with facilities financing. Under the SFIG program, the maximum Federal share of facilities funds decreases each year (from 90 percent in the first year to 20 percent in year five) and phases out entirely after five years.

The Colorado Department of Education (CDE) received a grant in the fall of 2024 under this federal program in the amount of $37,346,415.00 to carry out the following objectives within Colorado:

- Objective 1: Enhance the Colorado's Charter School Facility Aid Program
- Objective 2: Strengthen the capacity of Colorado charter school leaders and governing board for high-quality school facilities management.

At least 95 percent of Colorado's SFIG award must be utilized for awarding subgrants to eligible charter schools over a five-year period. CDE will retain up to 5 percent for administrative expenses that includes technical assistance, indirect costs, program evaluation/research, personnel, and dissemination.

## Eligible Applicants

Charter schools (authorized by a School District or the Colorado Charter School Institute) benefiting from these funds must meet the definition of charter school as defined in section 4310(2) of the ESEA. This definition of a "charter school," requires that a school be a public school operated under public supervision and direction.

ESEA § 4310 (2) CHARTER SCHOOL—The term ''charter school'' means a public school that—

A. in accordance with a specific State statute authorizing the granting of charters to schools, is exempt from significant State or local rules that inhibit the flexible operation and management of public schools, but not from any rules relating to the other requirements of this paragraph.
B. is created by a developer as a public school or is adapted by a developer from an existing public school and is operated under public supervision and direction.
C. operates in pursuit of a specific set of educational objectives determined by the school's developer and agreed to by the authorized public chartering agency.
D. provides a program of elementary or secondary education, or both.
E. is nonsectarian in its programs, admissions policies, employment practices, and all other operations, and is not affiliated with a sectarian school or religious institution.
F. does not charge tuition.
G. complies with the Age Discrimination Act of 1975, title VI of the Civil Rights Act of 1964, title IX of the Education Amendments of 1972, section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.), section 444 of the General Education Provisions Act (20 U.S.C. 1232g) (commonly referred to as the ''Family Educational Rights and Privacy Act of 1974''), and part B of the Individuals with Disabilities Education Act;

H. is a school to which parents choose to send their children, and that—
    i. admits students based on a lottery, consistent with section 4303(c)(3)(A), if more students apply for admission than can be accommodated; or
    ii. in the case of a school that has an affiliated charter school (such as a school that is part of the same network of schools), automatically enrolls students who are enrolled in the immediate prior grade level of the affiliated charter school and, for any additional student openings or student openings created through regular attrition in student enrollment in the affiliated charter school and the enrolling school, admits students on the basis of a lottery as described in clause (i);
I. agrees to comply with the same Federal and State audit requirements as do other elementary schools and secondary schools in the State unless such State audit requirements are waived by the State.
J. meets all applicable Federal, State, and local health and safety requirements.
K. operates in accordance with State law.
L. has a written performance contract with the authorized public chartering agency in the State that includes a description of how student performance will be measured in charter schools pursuant to State assessments that are required of other schools and pursuant to any other assessments mutually agreeable to the authorized public chartering agency and the charter school; and
M. may serve students in early childhood education programs or postsecondary students.

An eligible charter school must be serving students in the 2026-27 school year and is currently authorized by an "authorized public charter agency" as defined in section 4310(1) of the ESEA. In Colorado, an "authorized public charter agency" is either a school district or the Colorado Charter School Institute and will serve as the charter school's fiscal agent.

**External Management Organizations**:
Charter schools choosing to engage a for-profit or not-for-profit external management organization must assure CDE that the charter school governing board has not relinquished full or substantial control of the charter school and that fees and agreements are fair and reasonable. Each charter school must assure CDE that it is fiscally responsible and transparent, particularly with respect to contractual relationships with external organizations such as education management organizations (EMOs), Charter management organizations (CMOs), or education service providers (ESPs).

If CDE determines that a charter school is being operated by an external management organization, additional information may subsequently be requested.

**Charter School Capital Construction Program:**
Charter schools must also qualify to receive state funds under the Charter School Capital Construction (CSCC) Program (state facility aid program), pursuant to C.R.S. 22-54-124. Online charter schools are not eligible for either the Federal or state facility programs.

## Enrollment Policy and Use of Lottery

The enrollment policy of a charter school receiving federal funds **must** include a lottery if more students apply for admission to the charter school than can be admitted. All eligible applicants for admission must be included in the lottery process (see exemptions below).

ESEA § 4303 (c)(3)(A) USE OF LOTTERY — Nothing in this Act shall prohibit the Secretary from awarding grants to State entities, or prohibit State entities from awarding subgrants to eligible applicants, that use a weighted lottery to give slightly better chances for admission to all, or a subset of, educationally disadvantaged students if—
    i. the use of weighted lotteries in favor of such students is not prohibited by State law, and such State law is consistent with laws described in section 4310(2)(G); and
    ii. such weighted lotteries are not used for the purpose of creating schools exclusively to serve a particular subset of students.

**Exemptions from the Lottery:**
While all eligible applicants for admission to the school generally must be included in the lottery, a school may exempt certain categories of applicants from their lottery within their enrollment policy.

- Students enrolled in the immediate prior grade level of an affiliated public charter school;
- Students who are enrolled in a public school at the time it is converted into a public charter school;
- Students who are enrolled in a public school, or who are eligible to attend and are living in the attendance area at the time it is converted to a public charter school;
- Siblings of students already admitted to or attending the same charter school; or
- Children of a charter school's founders, teachers, and staff (so long as the total number of students allowed under this exemption constitutes only a small percentage of the school's total enrollment).
    - The charter school should clearly define what constitutes a founder and the eligible criteria for students of teachers and staff (full- or part-time, years of employment, etc.) in its enrollment policy.
    - Historically CDE determined that a small percentage of school's total enrollment would be no more than 20 percent.

A charter school may never charge families to apply, to be designated as a founder, or to be enrolled in the charter school.

**Automatic Enrollment of Students in Immediate Prior Grade from an Affiliated Charter School:**
Charter schools can apply to have automatic enrollment of students in immediate prior grade from a charter school within the same Charter Network or Charter Management Organization (CMO). CDE will use the following criteria to determine whether two charter schools are affiliated.

- A school that is part of the same "network" of charter schools, as defined in the C.R.S. 22-30.5-104.7, OR
- A school that is managed by a shared non-profit CMO and shares the same education model.

**Preschool and Kindergarten Enrollment:**
Conducting a lottery for tuition-based preschool slots that guarantee enrollment into kindergarten is not acceptable. However, a charter school may conduct a lottery for kindergarten slots in an earlier year (e.g., when students are ready to enroll in the preschool). See the January 2014 CSP Nonregulatory Guidance for more detailed parameters on how to set up this type of lottery system and still meet Federal CSP funding eligibility.

**Weighted Lotteries:**
Under section 4310(2) of the ESEA, a charter school may admit students using a weighted lottery so long as it adheres to section 4303(c)(3)(A). Any weighted lottery used by a charter school must only give "slightly better chances" for admission to all or a subset of educationally disadvantaged students (as defined by section 115(c)(2) of the ESEA as economically disadvantaged children, children with disabilities, migrant children, English Learners, neglected or delinquent students, homeless students, and students who are in foster care) and must be pre-approved by the authorizer.

In addition, the weighted lottery must comply with title VI of the Civil Rights Act of 1964, title IX of the Education Amendments of 1972; section 504 of the Rehabilitation Act of 1973; title II of the Americans with Disabilities Act of 1990, as applicable; the equal protection clause of the Constitution; and any other applicable State non-discrimination laws.

To ensure that applicants meet the legislative criteria established, CDE will evaluate weighted lotteries using a structured checklist outlined below.

| Question | Yes/No | Next Step |
|---|---|---|
| 1. Does the applicant use a lottery for assigning open seats? | ☐ Yes<br>☐ No | If yes, proceed to next question.<br>If no, the proposed lottery is ineligible for federal funds. |

| | | |
|---|---|---|
| 2. Is the underlying methodology of the lottery random in nature? | ☐ Yes<br>☐ No | If yes, proceed to next question.<br>If no, the proposed lottery is ineligible for federal funds. |
| 3. Is the process publicly verifiable? | ☐ Yes<br>☐ No | If yes, proceed to next question.<br>If no, the proposed lottery is ineligible for federal funds. |
| 4. Is the proposed weighted lottery intended to support one or more of the following categories?<br>a. Economically disadvantaged,<br>b. Students with disabilities,<br>c. English-language learners,<br>d. Students who are migrant, homeless, delinquent, or in foster care? | ☐ Yes<br>☐ No | If yes, proceed to question 6.<br>If no, proceed to question 5. |
| 5. If some other category is proposed, does the state find that the category reasonably could be found to be considered "educationally disadvantaged"? | ☐ Yes<br>☐ No | If yes, proceed to next question.<br>If no, the proposed lottery is ineligible for federal funds. |
| 6. Does the policy, as written, appear to comply with Title VI of the Civil Rights Act of 1964? | ☐ Yes<br>☐ No | If yes, proceed to next question.<br>If no, the proposed lottery is ineligible for federal funds. |
| 7. Does the policy, as written, appear to comply with Title IX of the Education Amendments of 1972? | ☐ Yes<br>☐ No | If yes, proceed to next question.<br>If no, the proposed lottery is ineligible for federal funds. |
| 8. Does the policy, as written, appear to comply with Section 504 of the Rehabilitation Act of 1973? | ☐ Yes<br>☐ No | If yes, proceed to next question.<br>If no, the proposed lottery is ineligible for federal funds. |
| 9. Does the policy, as written, appear to comply with Title II of the Americans with Disabilities Act of 1990, as applicable? | ☐ Yes<br>☐ No | If yes, proceed to next question.<br>If no, the proposed lottery is ineligible for federal funds. |
| 10. Does the policy, as written, appear to comply with the equal protection clause of the Constitution? | ☐ Yes<br>☐ No | If yes, proceed to next question.<br>If no, the proposed lottery is ineligible for federal funds. |
| 11. Does the policy, as written, appear to comply with any other applicable State non-discrimination law? | ☐ Yes<br>☐ No | If yes, proceed to next question.<br>If no, the proposed lottery is ineligible for federal funds. |
| 12. Does the policy identify the weight to be assigned to each set or subset of students? | ☐ Yes<br>☐ No | If yes, proceed to next question.<br>If no, the proposed lottery is ineligible for federal funds. |
| 13. Would a reasonable person conclude that the weight assigned provides "slightly better chances" for admission to all or a subset of educationally disadvantaged students? | ☐ Yes<br>☐ No | If yes, the weighted lottery is allowed.<br>If no, the proposed lottery is ineligible for federal funds. |

## Available Funds and Duration of Program

$7,524,205.00 ($7,350,000 plus $174,205 of unobligated 2025-26 funds) is available for the 2026-2027 federal fiscal year for eligible charter schools using a per-pupil formula. Funds must be expended by **Wednesday, September 30, 2027.**

Available federal funds in subsequent years will decrease over time as state match increases in the state facility aid program (Charter School Capital Construction Program). Funding in subsequent years for eligible schools is contingent upon continued federal funding and upon awardees meeting all grant, fiscal, and reporting requirements. Available federal funds will be the following:

- October 1, 2024 – September 30, 2025: $11,025,000
- October 1, 2025 – September 30, 2026: $ 9,800,000
- October 1, 2026 – September 30, 2027: $ 7,350,000
- October 1, 2027 – September 30, 2028: $ 4,900,000
- October 1, 2028 – September 30, 2029: $ 2,450,000

## Matching Funds

Under section 4304(k)(2)(C) of the ESEA, Colorado must provide a state share of the total cost for the SFIG program. In 2024, the Colorado General Assembly authorized additional state funds ($65.5 Million) to the Charter School Capital Construction (CSCC) Program over the school years 2024-25 through 2028-29 to meet the state share requirement for this award through the passage of House Bill 24-1448.

## Allowable Use of Funds

A charter school that receives funds under the program shall use the funds for facilities in accordance with section 4304(k) of the ESEA. This program is a reimbursement program, which means awardees will be reimbursed following proof of expenditures on allowable, approved activities.

Allowable expenditures include:

- Rent.
- Purchase of building or land.
- Construction meaning -
    - Preparing drawings and specifications for school facilities projects;
    - Repairing, renovating, or altering school facilities;
    - Extending school facilities;
    - Erecting or building school facilities; and
    - Inspections or supervision related to school facilities.
- Renovation of an existing school facility.
- Leasehold improvements.
- Debt service on a school facility.

Charter schools may not use these grant funds for purchasing land when they have no immediate plans to construct a building on that land.

**Administrative and Indirect Costs:**
Charter schools may use grant funds for administrative costs that are necessary and reasonable for the proper and efficient performance and administration of this Federal program.

Any charter school that uses funds from this program for construction activities may not be reimbursed for indirect costs for those activities. (34 CFR 226.23)

**Build America, Buy America Act:**
This program is subject to the Build America, Buy America Act (BABAA) (Pub. L. 117-58) domestic sourcing requirements. Accordingly, under this program, charter schools and contractors may not use their grant funds for infrastructure projects or activities (e.g., construction, remodeling, and broadband infrastructure) unless —

a) All iron and steel used in the infrastructure project or activity are produced in the United States;
b) All manufactured products used in the infrastructure project or activity are produced in the United States; and
c) All construction materials are manufactured in the United States.

**Davis-Bacon and Related Acts (DBRA):**
The Davis-Bacon Act requires that all contractors and subcontractors performing on federal contracts (and contractors or subcontractors performing on federally assisted contracts under the related Acts) in excess of $2,000 pay their laborers and mechanics not less than the prevailing wage rates and fringe benefits listed in the contract's Davis-Bacon wage determination for corresponding classes of laborers and mechanics employed on similar projects in the area.

**NOTE:** Charter schools using funds from this program for construction, alteration, or repair (including painting and decorating) projects will be subject to DBRA and BABAA. Additionally, the charter school and authorizer are responsible for collecting, maintaining, and providing all necessary documentation to demonstrate compliance. Applicants should carefully read the Requirements for Federally Funded Projects for more details.

## Evaluation and Reporting

Each charter school that receives funding through the Charter School Facility Assistance Program is required to report, at a minimum, the following information to CDE on or before **November 30, 2026**:

- the amount of funds used by during the performance period, and
- the type of project facilitated by the program.

Charter Schools will work with their authorizers to submit a Final Expenditure Report (FER) in GAINS on a yearly basis. Please visit the webpage Final Expenditure Report in GAINS for more details on the process.

**Risk Assessment:**
Under all federal programs, CDE is required to assess applicants and their applications to identify potential fiscal and programmatic risks, which may result in increased reporting, monitoring, corrective action, and/or grant suspension or termination.

Risk is assessed through a variety of fiscal criteria identified by CDE Grants Fiscal Management Unit and programmatic criteria identified in this application document and federal regulations, statute, and guidance. A fiscal and a programmatic risk rating will be identified for each applicant based on past and current performance for both the charter school and their authorizer.

**Evaluation:**
As a condition of this federal program, CDE is responsible for evaluating recipients to ensure they adhere to federal rules and regulations. This monitoring system reviews charter schools each year through the following system:

- Quarterly call or check-in (if identified as at risk, calls may be increased to occur monthly); and
- Programmatic and Fiscal Desk Reviews, coordinated with quarterly check-in.

Charter schools that fail to adhere to this application and/or federal guidelines will be subject to corrective action and placed on high-risk status until concerns are resolved.

## Data Privacy

CDE takes seriously its obligation to protect the privacy of student and educator Personally Identifiable Information (PII) collected, used, shared, and stored. PII will not be collected through the Charter School Facility Assistance Program. All program evaluation data will be collected in the aggregate and will be used, shared, and stored in compliance with CDE's privacy and security policies and procedures.

**Note:** Documents submitted as part of the application must not contain any personally identifiable student or educator information including names, identification numbers, or anything that could identify an individual. All data should be referenced/included in the aggregate and the aggregate counts should be redacted to remove small numbers under n=16 for students or n=5 for educators.

The information reported to CDE in relation to grant activities is not confidential and is subject to public request. Awarded grantees should ensure reported information does not contain Personally Identifiable Information (PII) or confidential information.

## Application Assistance and Intent to Apply

An application information webinar will be held on **Monday, November 2, 2026, 11-12:30 pm.** Register here: [ZOOM]. The recording of the training can be accessed here.

This competition is being run through CDE's Grant Administration Implementation and Navigation System (GAINS) and charter schools will need to complete a Charter School GAINS Access Request Form to gain access to GAINS. Once verified by CDE staff, schools will be given access to GAINS to complete the application and will receive an email containing instructions for setting up a password and getting logged into GAINS.

The Intent to Apply and Eligibility sections of the application is a required component and must be completed by **Monday, November 30, 2026,** and will be used to ensure eligibility to the program. Once completed and verified by CDE staff, charter schools will be allowed to complete the narrative and budget sections.

## Submission Process and Deadline

Applications must be completed and submitted through GAINS by **Friday, January 15, 2027, by 4:00 pm**.

Incomplete or late applications will not be considered. If you do not receive an email confirmation of receipt of your submission from the application system within 24 hours after the deadline, e-mail CompetitiveGrants@cde.state.co.us.

Application materials and resources are available on CDE's Charter School Facility Assistance Program webpage.

Note: This is a non-competitive process. Applicants that submit all required application elements and meet the eligibility requirements as outlined above, will be approved for funding. Exact award amounts will be determined by CDE staff using the same funding system used for CSCC funding distributions with most current October count numbers.

The applicant will be notified in early February on the status of their application.

For construction related projects, a mandatory post-award webinar will be scheduled for charter schools and authorizers for **Tuesday, February 16, 2027**.

## Required Elements

The format outlined below must be followed to ensure consistent application of the program.

**Part I: Intent to Apply and Eligibility Form**

**Part II: Program Assurances**
**Part III: Narrative and Budget**
**Part IV: Uploads**

# Charter School Facility Assistance Program

**Intent to Apply Due: Monday, November 30, 2026**
**Applications Due: Friday, January 15, 2027, by 4 pm**

Applicants will complete their application in GAINS.

## Part I: Intent to Apply and Eligibility Form

Responses should be completed in the online application form. Although the system will save your work in progress, applicants may find it useful to compose answers in a separate document and copy them into the form.

### Charter School Information

- School Name:
- CDE School Code:

**Application Contact (The person that CDE should contact if there any questions or additional information needed for this application)**

- Name:
- Title:
- Phone Number:
- Email:

**Program Contact (The person who will be responsible for receiving communications from CDE staff about this program)**

- Name:
- Title:
- Phone Number:
- Email:

**Charter School Fiscal Manager (The person at the school responsible for bookkeeping and grant management)**

- Name:
- Title:
- Phone Number:
- Email:

**Authorizer Fiscal Contact**

- Name:
- Title:
- Phone Number:
- Email:

### Authorizer Information

- Authorizer Name:
- CDE District/LEA Code:
- LEA – UEI #:
- UEI Expiration Date:

### Eligibility Information

- Region that the charter school currently serves: (Circle one)
  Metro Pikes Peak North Central Northwest
  West Central Southwest Southeast Northeast
- Grade Levels served in 2025-26: _____
- Grade Levels serving in 2026-27: _____
- Is your Authorizer aware of the charter school applying for this program? Yes/No
- The charter school must meet all elements of the federal definition of a charter school.
  a. Is the charter school acting in accordance with a state statute C.R.S. 22-30.5-103? Yes/No
  b. Does the charter school operate in pursuit of the educational objectives as outlined in the original or renewed charter application to its authorizer? Yes/No
  c. Is the charter school nonsectarian in its programs, admissions policies, employment practices, and all other operations, and is not affiliated with a sectarian school or religious institution?
  d. Does the charter school charge tuition? Yes/No

i. If yes, please explain.

e. Does the charter school comply with the following federal laws?
    i. The Age Discrimination Act of 1975? Yes/No
    ii. Title VI of the Civil Rights Act of 1964? Yes/No
    iii. Title IX of the Education Amendments of 1972? Yes/No
    iv. Section 504 of the Rehabilitation Act of 1973? Yes/No
    v. The Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.)? Yes/No
    vi. Section 444 of the General Education Provisions Act (20 U.S.C. 1232g) (commonly referred to as the ''Family Educational Rights and Privacy Act of 1974'')? Yes/No
    vii. Part B of the Individuals with Disabilities Education Act? Yes/No
f. Does the charter school serve all Federal, State, and local health and safety requirements? Yes/No
g. Date of most recent financial audit? _____
    i. Charter schools who opened in the 2026-27 school year can write "N/A"
h. Terms of most recent signed charter contract? __(Month Day, Year)_ to ___ (Month Day, Year)__
i. Does the charter school serve an early childhood education program? Yes/No
    i. If yes, answer the following questions:
        1. Is the preschool program for which ages?
        2. Is the program part-time or full-time?
        3. Is the preschool program free or tuition-based? Is the school participating in the Universal Preschool Program (UPK)?
        4. Are parents obligated to pay tuition or is there a tuition-free option?
        5. Do preschool students receive automatic matriculation or priority to a Kindergarten seat?
j. Does the charter school serve postsecondary students? Yes/No
    i. If yes, please explain.
k. Does the charter school serve home-based education students? Yes/No
    i. If yes, please explain.

## Enrollment/Lottery Information

- Has the school's lottery process changed this past year?
    a. If yes, please explain the changes.
- Is the charter school's lottery process weighted in any way? Yes/No
    a. If yes, please explain.
- What is the school's enrollment timeline for the 2027-28 school year? _____
- Link to charter school's enrollment process on their website: _____
- Provide a copy of the charter school's enrollment policy which includes the school's lottery plan.
    a. The following elements must be addressed within the policy:
        i. The charter school's definition of founding family and the percentage of students to be enrolled as children of founding families
        ii. The charter school's definition of staff and the percentage of students to be enrolled as children of staff members
        iii. The processes and procedures that will guide how the lottery will be conducted
        iv. Which students will be exempt from the lottery
    b. If the charter school participates in their authorizer's enrollment system, provide a copy of the district's enrollment policy.

## Charter Affiliation

- Is the charter school affiliated with another organization? Does the charter school contract with another provider to operate some or all of its operations? If yes, please add the name of the organization.
    a. Collaborative [as defined by CO statute]: _____
    b. CMO (Charter Management Organization): _____
    c. EMO (Education Management Organization): _____
    d. ESP (Education Service Provider): _____
    e. Network [as defined by CO statute]: _____
    f. Other: _____
- Are current charter school governing board members associated with the school district or an outside vendor/management organization? Yes/No
    a. If yes, please explain.
- Link to charter school's current waivers to state law, rule or district policy (link to applicable page on financial transparency site): _____

**NOTE:** If CDE determines that a charter school is being operated by an external management organization, additional information may be requested. Funding for this program will not be awarded until an active contract between the charter school and authorizer has been signed, executed, and a copy is on file with CDE's Schools of Choice Unit.

## Part II: Program Assurances

**Applicants will agree to the assurances below within the Charter School Facility Assistance Program application in GAINS.**
**An upload of this document is not required.**

The charter school and authorizer hereby apply for and, if awarded, accepts the state funds requested in this application. In consideration of the receipt of these grant funds, the applicant agrees that the General Assurances form for all state funds and the terms therein are specifically incorporated by reference in this application. The applicant also certifies that all program and pertinent administrative requirements will be met. In addition, grantees that accept Charter School Facility Assistance Program funding agree to the following assurances:

1. The charter school and authorizer will annually provide the Colorado Department of Education (CDE) with the evaluation information required in the End-of-Year Report and a Final Expenditure Report (FER) in GAINS.
2. The charter school and authorizer will work with and provide requested data to CDE for the Charter School Facility Assistance Program within the time frames specified.
3. The charter school meets all elements of the federal definition of a charter school as outlined in the Request for Application (RFA).
4. The charter school operates compliant with all state and federal laws and does not discriminate based on race (including hair texture, hair type, or hairstyle), creed, gender, sex, sexual orientation, gender identity, gender expression, religion, ancestry, national origin, color, disability, or age.
5. The charter school and authorizer will follow reimbursement procedures, requesting funds at a minimum of quarterly, and respond to all grant requirements in a timely fashion.
6. Funds will be used to supplement and not supplant any funds currently being used for charter school facilities and grant dollars will be administered by the appropriate fiscal agent.
7. Funded projects will maintain appropriate fiscal and program records. Fiscal audits of this program will be conducted by the charter school as a part of their regular audits. If the charter school closes, the authorizer shall notify the CDE Schools of Choice Unit of the reason for closure. The authorizer will oversee the appropriate disposition of assets purchased under this program.
8. If any findings of misuse of these funds are discovered, project funds will be returned to CDE.
9. The charter school and authorizer will ensure that state and federal regulations are met for both federal and state (Charter School Capital Construction) funds while under this program.
10. The charter school will maintain sole responsibility for the project even though subcontractors may be used to perform certain services.
11. The charter school and authorizer must comply with the Build America, Buy America Act (BABAA) and the Davis-Bacon and Related Acts (DBRA), ensuring full adherence to their requirements. Additionally, the charter school and authorizer are responsible for collecting, maintaining, and providing all necessary documentation to demonstrate compliance. Please see Federally Funded Construction Projects for more information.

**Duplication of Benefits**

Federal or State funds generally cannot be used to pay for the exact same cost or activity already paid for from another source of funding. This is sometimes referred to as a prohibition on duplication of benefits (DOB), or "double-dipping." Entities using multiple funding sources should be aware of the different authorities and program requirements for each funding source, being careful to avoid DOB in instances where they are paying for similar costs or activities from multiple sources. (2CFR200.302) Subrecipients should avoid a duplication of benefits for any federal or state award. A duplication of benefits occurs when the amount of the assistance (i.e., funding) to a beneficiary exceeds the total allowable assistance (i.e., based on the total allocable expenses) to that beneficiary for that purpose.

12. The charter school and authorizer certify no duplication of benefits resulting in this funding will occur. If awarded, the charter school or authorizer will notify in writing CDE should this occur.

**Fraud, Waste and Abuse**

Recipients of grant funds are responsible for taking steps to reduce fraud, waste, and abuse. Fraud Waste and Abuse can come in many forms, such as:

- Embezzlement, bribery, or other public corruption involving federal or state funds;
- Serious mismanagement involving federal or state programs or funds;

- Theft or misuse of Federal student aid to include knowledge of fraud, waste, or abuse involving a financial aid administrator or other entity official(s), or knowledge of fraud, waste, or abuse involving a student loan servicer or collection agency;
- Knowledge that your entity is not complying with regulations or laws involving Federal student aid or other federal or state program or operation requirements;
- Conflicts of interest-violation of arm's length agreements;
- Contract and procurement irregularities;
- Theft or abuse of government property;
- Employee misconduct; or
- Ethics violations by officials.

Entities are required to have a procedure or methodology for timely reporting, in writing, of any noted violations that may potentially affect the federal or state award. (2CFR200.113)

13. The charter school and authorizer certify there are sufficient internal controls in place to reduce or eliminate the possibility of fraud, waste and abuse with these, or any funds within their agency, and if an instance occurs. If awarded, the charter school or authorizer will notify CDE in writing.

**Conflict of Interest**

The charter school hereby certifies that, to the best of its knowledge and belief, there are no present or currently planned interests (financial, contractual, organizational, or otherwise) relating to the work to be performed under the contract or grant resulting from this award that would create any actual or potential conflict of interest (or apparent conflicts of interest) (including conflicts of interest for immediate family members: spouses, parents, children) that would impinge on its ability to render impartial, technically sound, and objective assistance or advice or result in it being given an unfair competitive advantage. In this clause, the term "potential conflict" means reasonably foreseeable conflict of interest. The applicant further certifies that it has and will continue to exercise due diligence in identifying and removing or mitigating, to the Government's or CDE's satisfaction, such conflict of interest (or apparent conflict of interest).

14. The charter school and authorizer certify there are sufficient internal controls in place to reduce or eliminate the possibility of any conflicts of interest with these, or any funds within their agency. If awarded, the charter school or authorizer will notify CDE in writing. (2 CFR 200.112)

The Colorado Department of Education may terminate a grant award upon thirty days' notice if it is deemed by CDE that the applicant is not fulfilling the requirements of the funded program as specified in the approved project application, or if the program is generating less than satisfactory results.

Project modifications and changes to the approved budget must be requested in GAINS and approved by CDE **before** modifications are made to the expenditures.

Approvals for this program must be captured in GAINS from the following personnel:

- LEA Authorized Representative
- LEA Fiscal Manager
- Charter School Authorized Representative

## Part III: Narrative and Budget

Responses should be completed in the online application form. Although the system will save your work in progress, applicants may find it useful to compose answers in a separate document and copy them into the form.

Narrative responses should include references to the school's state funds awarded by Charter School Capital Construction Program (CSCC), where applicable to ensure that funds from this program are being used to supplement, not supplant allowable expenses.

**Narrative Questions:**

1) Describe the planned activities for funds from the Charter School Facility Assistance Program and expenditures. [Not to exceed 300 words]
2) Do these planned activities represent needs that qualify for the Charter School Capital Construction (CSCC) Program but go beyond the amount of funding the charter school is awarded? (Example: the school receives $50,000 in support through the CSCC but has eligible expenses of $250,000)
    a. If yes, please provide a brief accounting of the amount of eligible expenses the charter school currently has.
3) Current funds awarded to school by CSCC for the 2025-26 school year.
4) In what ways do the proposed activities align with the charter school's strategic plan, mission or vision? [Not to exceed 300 words]
5) How will the proposed activities for these funds contribute to improved student outcomes? [Not to exceed 300 words]

**Narrative Rubric:**
CDE staff will use the following rubric to assess the narrative question responses.

| Question | Status | Notes |
|---|---|---|
| 1. Describe the planned activities for funds from the Charter School Facility Assistance Program and expenditures. | ☐ Provided<br>☐ Not Provided<br>☐ More Information Needed<br>☐ Not Applicable | |
| 2. Do these planned activities represent needs that qualify for the Charter School Capital Construction (CSCC) Program but go beyond the amount of funding the charter school is awarded? | ☐ Yes<br>☐ No | |
| 2a. If yes, provide a brief accounting of the amount of eligible expenses the charter school currently has. | ☐ Provided<br>☐ Not Provided<br>☐ More Information Needed<br>☐ Not Applicable | |
| 3. Current funds awarded to school by CSCC for the 2025-26 school year. | ☐ Eligible expenses exceed CSCC funds<br>☐ Eligible expenses do not exceed CSCC funds<br>☐ More Information Needed/Not Provided | |
| 4. In what ways do the proposed activities align with the charter school's strategic plan, mission or vision? | ☐ Provided<br>☐ Not Provided<br>☐ More Information Needed<br>☐ Not Applicable | |

| | | |
|---|---|---|
| 5. How will the proposed activities for these funds contribute to improved student outcomes? | ☐ Provided<br>☐ Not Provided<br>☐ More Information Needed<br>☐ Not Applicable | |

**Program Budget:**

Complete your proposed program budget in GAINS. The charter school must implement an inventory control procedure that ensures non-consumable assets purchased with federal funds are identified, marked, and accounted for on a regular basis.

## Part IV: Uploads

The following information will need to be uploaded into the GAINS system:

- Enrollment Policy – The rules and procedures for admitting students into the school from start to finish. It typically includes timeline, admission process (randomized lottery or "first-come, first-serve"), exceptions to the lottery, notification, waitlist, and required documentation.
    - Lottery Plan - outlines the procedures for the random selection of students. It is implemented only if the number of eligible applicants exceeds the number of available seats.
    - If an applicant is part of their authorizer's centralized enrollment system, documentation of the district's enrollment policy is also required.
- Documentation that supports proposed budget for the program. Some examples might include:
    - Debt service documentation
    - Leasing contract
    - Current approved budget

## Part V: Reporting

Each charter school that receives funding through the Charter School Facility Assistance Program is required to report the following information to CDE on or before **November 30, 2027.** Charter schools will work with their authorizers to submit this information in the Final Expenditure Report (FER) in GAINS at the end of the annual performance period.

### Charter School Information

- School Name:
- CDE School Code:
- Final 2026-27 Funded Pupil FTE:
- Total CSCC funds awarded in 2026-27:
- Does the school currently own or rent their current school facilities? Rent/Own/District-run
    a. If rent, what was the expense paid in the 2026-27 school year?
    b. If own, does the charter school have a building corporation?
    c. If district-run, what is the amount paid to the district for maintenance and operating expenses for the 2026-27 school year?

### Eligibility

- Did the school have to make any changes to the enrollment and/or lottery policies?
    a. If yes, please answer the following questions:
        i. What changes were made?
        ii. What issues did the school experience with meeting eligibility requirements for this program?
        iii. Did the changes require governing board approval?
- For the 2027-28 school year, what month will the school's lottery take place?
    a. For schools with multiple rounds, please indicate the month which Round 1 close.
- CDE is considering requesting a waiver to the US Department of Education related to lottery plans. What change would you like to see in the CSP guidance that would benefit the school?

### Program Activities

- Total amount of program funds expended between October 1, 2026, to September 30, 2027?
- Has the school expended all available funds by September 30, 2027?
    a. If not, please provide an explanation for the unobligated amount, along with the reasons.
- What were the 2026-27 program funds spent on?
- What object codes were ultimately used for the completed activities? [dropdown menu]
- Were funds used for a federally funded construction project? Yes/No
    a. If yes, please explain how the charter school is adhering to CFR 75.
- What percentage of your annual budget is currently spent on facilities-related expenditure (e.g. rent, debt, construction, repairs, maintenance)?
- What effect did the program funds have on the school and students?

### CDE Program Administration

- Rate your experience with the following on a scale of 1 (lowest) to 5 (highest):
    a. Navigating the GAINS system
    b. Technical Assistance provided by CDE
    c. Experience with your authorizer for submitting the application and revisions
    d. Experience with your authorizer for fund requests
- What did CDE do well in administrating this program this year?
- What is something CDE can improve to better the experience for future years?
- Any other feedback you would like to share with CDE?