

# Request for Application [RFA] Orientation

January 20, 2026

Please ensure that your full name and the school you are with is identified.



**Objective:** Provide detailed guidance on the CSP subgrant application process. We will focus on the components of the Project Narrative, budget submission and RFA scoring criteria.



## UAPCS

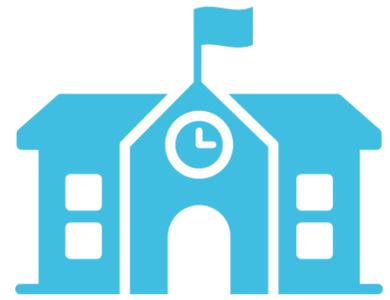
Our CSP Team's role is facilitating the Charter School Program Grant.



## Applicants

Eligible applicants would be new charter schools, or those who are replicating or expanding existing high-quality schools.

# Funding Allocation



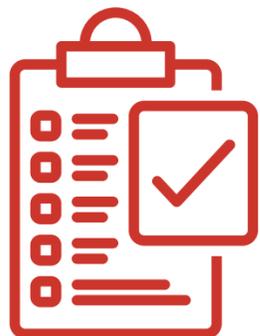
**90% subgrants  
for charter schools**

- new charter schools
- expanding high quality schools
- replicating existing high-quality schools



**7% technical  
assistance**

- performance monitoring
- training and support for authorizers
- sector wide training and sharing of best practice
- school director incubator program



**3% grant  
administration**

- implementing the project
- monitoring subgrants
- monitoring financial compliance

- **Academic Excellence:** Strong overall academic results, including growth as determined by the state.
- **Operational Integrity:** No major issues in safety, financial/operational management, or compliance.
- **Achievement Gains:** Increases academic success and graduation rates for all students.
- **Equity in Outcomes:** Demonstrates achievement gains for student subgroups.

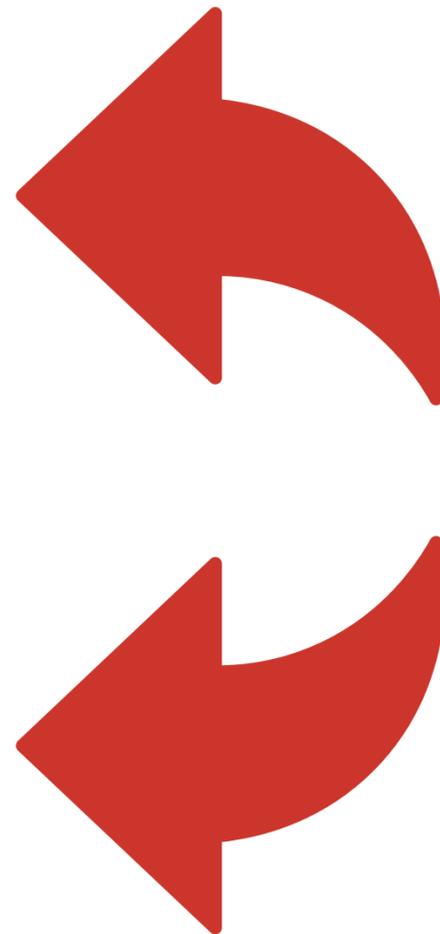


## Planning Phase

18 months before students are seen in the classroom.

## Implementation Phase

24 months\*\* after students are in the classroom.



## Allowable Costs

- Prepare teachers and staff for opening, including training and hiring (18-month limit).
- Purchase supplies, training materials, technology, and educational items.
- Cover one-time transportation costs for students at school opening.
- Engage the community through recruitment activities.
- Address other one-time costs necessary for opening.



**What questions do you have about the Survey Monkey Apply portal.**

<https://utahapcs.smapply.io/acc/l/?next=/prog/>



### Application Process

The application is online through [SurveyMonkey Apply](#)

- Step 1: Eligibility Check Due 1/21/26 by 11:59 pm
- Step 2: Attend training Webinars
- Step 3: Complete the Request for Application RFA
- Step 4: Application reviewed by Peer Reviewers
- Step 5: Awards made and additional TA provided



### Peer Review

Each application will be reviewed by a peer review team with expertise in education, charter school authorizing, education policy, evaluation, and the operations of public charter schools.

UAPCS Staff will not be involved at this stage of the Peer Review Process. A scoring rubric will be provided in the RFA.



## Executive Summary (9 pts.)

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- Provide a clear overview of the school, the charter focus, mission, model and key points.
- Describe how the school's governance and operational independence support its mission
- One page elevator pitch

## Educational Model ( 54 pts.)

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### Educational Model must include the following:

- Project Design (15pts.)
- Project Goals (6pts.)
- Plan for Serving Student Needs (9 pts.)
- Family and Community Involvement (12 pts.)
- Community Support and Demand (6 pts.)
- Transportation Plan (6 pts.)



# Lottery Process (6 pts)

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- Recruitment plan
- Waitlist procedures
- Ensure that it is equitable and transparent

# Governance & Project Administration (12 pts.)

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- **Governance & Leadership:** Board member information,
- **Partnerships & Oversight:** Roles of CMOs/partners, authorizer relationship, and provided services
- **Autonomy & Accountability:** Charter autonomy aligned to ESEA, performance expectations, and quality controls

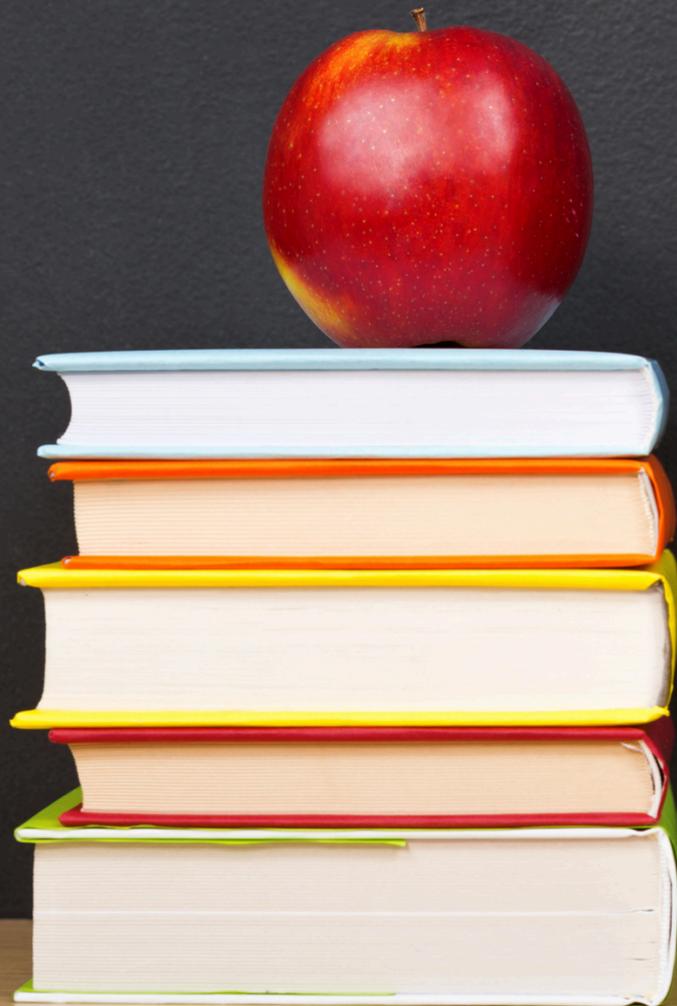


- Budget Narrative
- Accountability for Funds
- Post-grant Sustainability

**The 3<sup>rd</sup> Webinar in the 2026 CSP Series will discuss the budget narrative in detail.**

# Competitive Preference Priorities (1 pt each)

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- Innovative Charter Model
- High-Quality High School Programs
- Rural Needs
- Educator and Community-Centered Schools
- Charter School/Traditional Public School Collaboration

1. Project and Market Analysis Documents
2. Charter and Authorizer Documents
3. Financial Documents
4. Organizational and Governance Documents
5. Enrollment and Student Management Policies
6. Legal and Operational Documents
7. Vendor and Service Contracts
8. Enrollment Projections



- Peer review teams of 3
- Scoring against a rubric, must earn a minimum of 85 points. You will receive the written Peer Review feedback
- Digital Capacity Interviews, possible 4<sup>th</sup> review
- Applications in each category with the **highest** points receive the award

Subgrantees will have the opportunity to work with other entities to support our goals of increasing students in seats and improving instructional strategies.



# Charter School Incubator Fellow

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The Charter School Incubator Fellow program is a 12-month initiative designed to prepare individuals for leadership roles in charter schools.

Fellows will gain hands-on experience, mentorship, and training in governance, curriculum design, operational management, and community engagement.

Supported by a financial stipend, expert guidance, and partnerships with high-performing charter schools, participants will leave the program ready to lead innovative and impactful schools.





**What questions do you have about the Utah CSP grant or the RFA process?**



**We look forward to the opportunity of working with you to increase the educational opportunities for Utah students!**



If you have made it this far through the recording please email Shannon Greer at [shannon@utahcharters.org](mailto:shannon@utahcharters.org) to let me know you viewed the video and are eligible to continue through the grant process.

*Thank you*