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

|  |
| --- |
| School Name:  |
| Grant Contact Person (with phone &Email):  |
| **Session Title/Event** | **Requirement** | **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.* |
| **Planning Year Sub-grantee Participation** |
| **Sub-grantee 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 | 1 Required | \_\_\_ Fall\_\_\_ Spring | \_\_\_ Board member(s) (required) \_\_\_ Administrator(s) |
| CDE Unified Improvement Plan Training or Tutorial *(training request form required, see link* [*here*](https://bit.ly/33y07Jj)*)* | Encouraged | \_\_\_ Fall | \_\_\_ Board member(s) (required) \_\_\_ Administrator(s) |
| 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) |
| **Administrator Support** |
| Administrator Mentoring *(training request form required)* | 8-10 hours required  | \_\_\_ Mentor: \_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_ Administrator(s) |
| CDE School Administrator Mentoring Cohort (Professional Development) | 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 Manager Network Meeting | \_\_\_ September \_\_\_ November \_\_\_ January \_\_\_ April | \_\_\_ 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 Sub-grantee Participation** |
| **Sub-grantee 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 by Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_ Founder(s) \_\_\_ Board member(s) (required)  |
| CDE Unified Improvement Plan Training *(training request form required; see link* [*here*](https://bit.ly/33y07Jj)*)* | Required | \_\_\_ Fall  | \_\_\_ Board member(s) (required) \_\_\_ Administrator(s) |
| **Administrator Support** |
| Administrator Mentoring *(training request form required)* | 32-40 hours required  | \_\_\_ Mentor: \_\_\_\_\_\_\_\_\_\_\_ | \_\_\_ Administrator(s) |
| CDE School Administrator Mentoring Cohort *(Professional Development)* | 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; see link* [*here*](https://bit.ly/33y07Jj)*)* | \_\_\_ 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 Individualized Business TA *(by appointment)* | 3 required | \_\_\_Throughout year | \_\_\_Business manager |
| Business Operations Mentor *(training request form required. 4 hrs = 1 credit)* | \_\_\_Ongoing | \_\_\_Business manager |
| CDE Business Manager Network Meetings | \_\_\_ November \_\_\_ February \_\_\_ April | \_\_\_ 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 Sub-grantee Support** |
| **Sub-grantee Support** |
| Charter School Support Initiative Webinar | Encouraged | \_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_ 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 | \_\_\_ Mentor: \_\_\_\_\_\_\_\_\_\_ | \_\_\_ Administrator(s) |
| CDE School Administrator Mentoring Cohort | 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; see link* [*here*](https://bit.ly/33y07Jj)*)* | \_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_ 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 Individualized Business TA *(by appointment)* | 3 required | \_\_\_Throughout year | \_\_\_Business manager |
| Business Operations Mentor*(training request form required. 4 hrs = 1 credit)* | \_\_\_Ongoing | \_\_\_Business manager |
| CDE Business Manager Network Meetings | \_\_\_ November \_\_\_ February \_\_\_ April | \_\_\_ Board member(s) \_\_\_ Administrator(s) \_\_\_ Business manager |
| Specialized Business Office Training *(training request form required)* | \_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_ Board member(s) \_\_\_ Administrator(s) \_\_\_ Business manager |
| **Support Options – All Years** |  |  |  |
| Topics Based Webinar | Encouraged | \_\_\_November\_\_\_December\_\_\_January\_\_\_February\_\_\_March\_\_\_May |  \_\_\_ Founder(s) \_\_\_ Board member(s) \_\_\_ Administrator(s) \_\_\_ Business manager  |
| Equity Convenings | \_\_\_September\_\_\_TBA | \_\_\_ Instructional staff \_\_\_ Founder(s) \_\_\_ Board member(s) \_\_\_ Administrator(s) \_\_\_ Business manager |
| Western Slope Seminar | \_\_\_April | \_\_\_ Board member(s) \_\_\_ Administrator(s) \_\_\_ Business manager |
| National or Colorado Charter School Conference  | \_\_\_June/March | \_\_\_Instructional staff \_\_\_ Founder(s) \_\_\_ Board member(s) \_\_\_ Administrator(s) \_\_\_ Business manager |