

MINIMUM BENCHMARKS AND DEADLINES FOR CSP FUNDS

Benchmark #1	Deadline
<p><i>Evidence that the school is making progress and is on target to open as planned:</i></p> <ul style="list-style-type: none"> ➤ Progress toward satisfying conditions placed on the charter by the sponsor (authorizer) (i.e., contingencies are being resolved), if applicable; ➤ Office established to answer public inquiries; ➤ School policies in the process of being drafted and adopted; ➤ Verified contact with the SCDE, Office of School Facilities, and potential sites identified; ➤ Verification of application submitted to Internal Revenue Service (IRS) for nonprofit status designation; ➤ Fidelity Bonding Insurance coverage in place; ➤ Planning committee members have registered for or completed initial Board training; ➤ Planning Committee documentation (i.e., board roster, terms, representation category); ➤ Compliance with fiscal and programmatic reporting requirements for the Planning Phase; ➤ Revised Implementation Phase 1 detailed budget worksheet submitted for approval; ➤ Confirmed registration and participation in all required activities in the Public Charter School Alliance of South Carolina's Incubator Program; and ➤ Other evidence as required by the SCDE. 	December 15, 2020
Benchmark #2	Deadline
<p><i>Evidence that the school on target to open and expending Planning and Implementation Phase 1 funds according to programmatic guidelines and goals established in the subgrantee application:</i></p> <ul style="list-style-type: none"> ➤ Implementation of marketing plan for diverse groups; ➤ Facility secured with proof of occupancy (lease contract or equivalent) by charter school; ➤ Initiation of seeking and hiring educational staff; ➤ Letter provided by sponsor indicating school is on target to open as planned; ➤ School leader under contract; ➤ Planning committee members have registered for or completed initial Board training; ➤ Planning Committee documentation (i.e., board roster, terms, representation category); ➤ Proof of nonprofit status from IRS; ➤ Eighty-five (85) percent of Planning subgrant funds expended; ➤ Evidence of participation in all required activities in the Public Charter School Alliance of South Carolina's Incubator Program; and ➤ Other evidence as may be required by the SCDE. 	March 15, 2021

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Benchmark #3	Deadline
<p><i>Evidence that the school is on target to open and expending Planning and Implementation Phase 1 funds according to programmatic guidelines and goals established in the subgrantee application:</i></p> <ul style="list-style-type: none"> ➤ Few staff openings remain and those hired meet state certification requirements; ➤ Enrollment nearly completed and, if necessary, lottery planned or completed; ➤ Letter provided by sponsor indicating school is on target to open as planned; ➤ School data sheet with general school contact information is completed; ➤ P&I Annual Program Performance Report for Planning Phase has been submitted; ➤ Consolidated Subgrant Activity report for Planning Phase completed and submitted; ➤ Inventory of assets purchased with Planning and Implementation Phase 1 funds; ➤ Submit Retention letter to maintain CSP P&I inventory; ➤ Evidence of participation in all required activities in the Public Charter School Alliance of South Carolina's Incubator Program; and ➤ Other evidence as may be required by the SCDE. 	July 15, 2021
Benchmark #4	Deadline
<p><i>Evidence that the school is ready to move from Implementation Phase 1 to Implementation Phase 2:</i></p> <ul style="list-style-type: none"> ➤ Revised Implementation Phase 2 detailed budget worksheet submitted for approval; ➤ Updated school data sheet with general school contact information is completed; ➤ Updated governing board documentation; ➤ Evidence of participation in all required activities in the Public Charter School Alliance of South Carolina's Incubator Program; and ➤ Other evidence as may be required by the SCDE. 	December 15, 2021
Benchmark #5	Deadline
<p><i>Evidence that the school has completed all documentation for Implementation Phase 1:</i></p> <ul style="list-style-type: none"> ➤ Updated inventory of assets purchased with Implementation Phase 1 funds; ➤ Submit Retention letter to maintain CSP P&I inventory; ➤ Annual P&I Program Performance report for Implementation Phase 1 has been submitted; and ➤ Consolidated subgrant Activity report for Implementation Phase 1 completed and submitted by December 31st. 	March 1, 2022

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Benchmark #6	Deadline
<p><i>Evidence that the school is expending Implementation Phase 2 funds according to programmatic guidelines and goals established in the subgrantee application:</i></p> <ul style="list-style-type: none"> ➤ Updated school data sheet; ➤ Updated governing board documentation; ➤ Evidence of participation in all required activities in the Public Charter School Alliance of South Carolina's Incubator Program; and ➤ Other evidence as may be required by the SCDE. 	June 30, 2022
Benchmark #7	Deadline
<p><i>Evidence that the school has completed required subgrantee activities and is preparing for subgrant close-out procedures:</i></p> <ul style="list-style-type: none"> ➤ Evidence of participation and completion of the Public Charter School Alliance of South Carolina's Incubator Program; and ➤ Other evidence as may be required by the SCDE. 	December 15, 2022
Benchmark #8	Deadline
<p><i>Evidence that the school has completed required close-out activities:</i></p> <ul style="list-style-type: none"> ➤ Complete Annual P&I Program Performance report for Implementation Phase 2; ➤ Final inventory of assets purchased with Implementation Phase 2 funds; ➤ Submit Retention letter to maintain CSP P&I inventory; ➤ Consolidated subgrant Activity report for Implementation Phase 2 completed and submitted; ➤ Updated governing board documentation; and ➤ Other evidence as may be required by the SCDE. 	March 1, 2023