



# CSP Budget Webinar

September 21, 2023



# Agenda



Building A Value-Add Budget



Allowable Expenditure Checklist



Exploring Opportunities for Investment



Q&A

# Building a Value-Add Budget

# Defining Value-Add

## **Expenditures that directly support the goals of the school.**

Each expenditure in the budget should directly connect to the individualized goals of the school. Ask yourself these questions:

- Why is the investment important?
- What does the investment prioritize?
- What is a measure of success connected to the investment?

# Defining Value-Add

## **Expenditures that will accelerate student success.**

The students you will serve in your expanded capacity deserve your best effort from the moment an application is submitted. You've already demonstrated your commitment to this. Expenditures should reflect your ideas that go beyond the status quo or the previous resource capacity. Expenditures should reflect investments that provide solutions to foreshadowed obstacles in serving students in the expanded grades and that multiply the impact of both research driven and innovative practices within the proposed academic model. This is your chance to have some fun!

# Defining Value-Add

**Expenditures that empower and equip teachers to be amazing.**

Imagine the new classrooms your students will enter each day and the pride they will feel as a learner within that environment. Imagine the creativity that will live within those walls when your new teachers have more than adequate resources and supplies. Plan for investments for the resources you may not yet know for the expanded grade level. Plan to reward your teachers with honoring their requests for additional support and training in areas new to the school.

# Defining Value-Add

**Expenditures that create a foundation for future success.**

You have created your academic model with purpose and intentionality. As you look ahead to future sustainability, studying every nuance within the model, consider the obstacles to come. In the next 3-5 years, what stands in the way of maintaining the academic model? How can you proactively invest to ensure future sustainability? What capacity can you bring in now to build strong, sustainable systems and processes?

# Allowable Expenditures



# General Guidance On Allowability

- Is it Reasonable and customary?
  - ✓ Does it not exceed, in its nature and amount, that which would be incurred by a prudent person under similar circumstances?
  - ✓ Is it ordinary or necessary for operations or to achieve grant goals?
  - ✓ Are there sound practices, arm's length bargaining, and compliance with federal and state laws and grant conditions?
- Is the expenditure within the SCOPE and TIMING of the grant?

# General Guidance on Allowability

- ALLOWABILITY POSSIBILITIES:

- ✓ *NEVER*
- ✓ *SOMETIMES*—depends on circumstance, timing, and alignment with allowability guidelines
- ✓ *ALWAYS*—with appropriate documentation / justification

- TIMING FOR ALLOWABLE COSTS:

- ✓ Planning phase
- ✓ Implementation phase
- ✓ BOTH Planning and Implementation phases

# Understanding the Possibilities

## Commonly Requested Unallowable Expenditures

<b>Activities</b>	<ul style="list-style-type: none"> <li>• Fieldtrips</li> <li>• Extracurricular activities, programs</li> <li>• Athletic (team/afterschool) equipment</li> </ul>
<b>Apparel</b>	<ul style="list-style-type: none"> <li>• Student uniforms</li> <li>• Athletic and extracurricular uniforms and costumes</li> <li>• Staff uniforms, hats, or clothing</li> </ul>
<b>Capital Improvements and Construction</b>	<ul style="list-style-type: none"> <li>• Purchase of land or buildings</li> <li>• Addition of permanent structural improvements or restoration that improves value</li> <li>• Construction of a new facility or on an existing facility</li> <li>• Activities for which an architect and/or engineer must be utilized</li> <li>• Technology / electrical to walls or structural elements</li> </ul>
<b>Supplies</b>	<ul style="list-style-type: none"> <li>• Cleaning</li> <li>• Cafeteria/food supplies, including food, beverages, or alcohol</li> </ul>
<b>Fundraising</b>	<ul style="list-style-type: none"> <li>• Anything associated with fundraising activities</li> </ul>
<b>Incentives</b>	<ul style="list-style-type: none"> <li>• Gift certificates</li> <li>• Food/alcoholic beverages</li> <li>• Awards and gifts</li> </ul>
<b>Promotional Items</b>	<ul style="list-style-type: none"> <li>• Swag of any sort, trinkets, clothing / accessories</li> </ul>
<b>Professional Fees</b>	<ul style="list-style-type: none"> <li>• Legal retainers or litigation</li> </ul>
<b>Recurring Operational Expenses</b>	<ul style="list-style-type: none"> <li>• <u>After planning</u>, anything required for typical operations (lease payments, <u>core</u> salaries and benefits (principal, registrar, etc.), utilities, software license renewals, monthly fees such as accounting or auditing not related to start-up/planning, management company fees, service contracts, etc.)</li> </ul>

# Understanding the Possibilities

## Surprising Allowable Expenditures

- *Personnel/Fringe Benefits*: Positions offering a value-add to the program that can be sustained or justifiable for reduction after the CSP grant. (note: fringe benefit reimbursement)
- *Extended Planning Period*: Planning can go beyond the initial start date of a school. For example, planning may go November 1, 2023 – September 30, 2024 for a school opening new grades in September 2024. This extended planning period allows for all allowable planning expenditures to be carried through September 30th. This includes personnel expenditures with evidence of need to replenish upfront startup funds not covered by the CSP grant.



# Exploring Opportunities for Investment

# Imagining the Possibilities

## Let's Brainstorm!

- Based on what you have heard so far, what caught your attention?
- As you think of challenges such as teacher recruitment and retention, how might these funds support planning?
- How do fund allocations intertwine into the grant narrative? (i.e. How can you imagine added capacity for effective implementation? How can you be innovative in your practices? How do you support ongoing growth?)
- If you built a wish list what would it include?

### **CATEGORIES:**

- Personnel / Fringe Benefits
- Travel
- Equipment
- Supplies
- Contractual
- Other



# Q&A

For additional questions, please email [csp@njcharters.org](mailto:csp@njcharters.org)