



**INDIANA
DEPARTMENT of
EDUCATION**

Indiana Department of Education Charter School Program Rubric - CFG

Criteria	0 points	1 point	2 points	3 points	Score
Signed Charter School Assurances	None of the required signatures have been obtained and submitted with the proposal.	One of the three required signatures submitted, i.e., charter authorizer, or project contact person, or board president.	Two of the three required signatures submitted, i.e., charter authorizer, and/or project contact person, and/or board president.	All three required signatures submitted, i.e., charter authorizer, project contact person, and board president.	
Community Need	No description provided or cited within application.	Evidence of community need for facilities funding or improvement is partial, vague or unclear.	Evidence of community need for facilities funding or improvement is offered but does not seem fully explained.	Clear evidence of community need for facilities funding or improvement is presented in detail.	
Community Support	No description provided or cited within application.	Evidence of community support for facilities funding or improvement is partial, vague or unclear.	Evidence of community support for facilities funding or improvement is offered but does not seem fully explained.	Clear evidence of community support for facilities funding or improvement is presented in detail.	
Key Personnel	Does not meet any of the required components.	Has attempted to meet one of the required components, but not fully executed: 1. Identify key facilities personnel and descriptions are provided, showing each individual's qualifications aligned to the proposed program. 2. Identify key finance personnel and descriptions are provided, showing each individual's qualifications aligned to the proposed program.	Meets one of the required components: 1. Identify key facilities personnel and descriptions are provided, showing each individual's qualifications aligned to the proposed program. 2. Identify key finance personnel and descriptions are provided, showing each individual's qualifications aligned to the proposed program.	Meets all of the required components: 1. Identify key facilities personnel and descriptions are provided, showing each individual's qualifications aligned to the proposed program. 2. Identify key finance personnel and descriptions are provided, showing each individual's qualifications aligned to the proposed program.	
Facilities Maintenance	Does not meet any of the required components.	Meets one of the required components: 1. Describe process for facilities maintenance. 2. Describe process for facilities repairs. 3. Describe process for emergency maintenance.	Meets two of the required components: 1. Describe process for facilities maintenance. 2. Describe process for facilities repairs. 3. Describe process for emergency maintenance.	Meets all of the required components: 1. Describe process for facilities maintenance. 2. Describe process for facilities repairs. 3. Describe process for emergency maintenance.	
Facilities Quality	Does not meet any of the required components.	Provides detailed explanation for how the school is ensuring at least 2 of the following components are high-quality or how this grant will help the facility be high-quality: 1. Acoustics and Noise 2. Ventilation and Air Quality 3. Lighting 4. Proper Temperature and Temperature Control 5. Space and Size of Classrooms 6. 21st Century Learning Environment and Technology Access	Provides detailed explanation for how the school is ensuring at least 4 of the following components are high-quality or how this grant will help the facility be high-quality: 1. Acoustics and Noise 2. Ventilation and Air Quality 3. Lighting 4. Proper Temperature and Temperature Control 5. Space and Size of Classrooms 6. 21st Century Learning Environment and Technology Access	Provides detailed explanation for how the school is ensuring all of the following components are high-quality or how this grant will help the facility be high-quality: 1. Acoustics and Noise 2. Ventilation and Air Quality 3. Lighting 4. Proper Temperature and Temperature Control 5. Space and Size of Classrooms 6. 21st Century Learning Environment and Technology Access	

Fiscal Management Plan	Does not meet any of the required components.	Meets one of the required components: 1. Describe the internal controls over expenditures and how records will be maintained 2. Describe the process for managing this particular grant, including decision-making process, creation of the budget, and how items purchased are tracked. 3. Describe how other state and federal funds will support the effective operation of the school or student achievement, including paying for staff and other related costs beyond initial startup costs support by the CSP grant.	Meets two of the required components: 1. Describe the internal controls over expenditures and how records will be maintained 2. Describe the process for managing this particular grant, including decision-making process, creation of the budget, and how items purchased are tracked. 3. Describe how other state and federal funds will support the effective operation of the school or student achievement, including paying for staff and other related costs beyond initial startup costs support by the CSP grant.	Meets all of the required components: 1. Describe the internal controls over expenditures and how records will be maintained. 2. Describe the process for managing this particular grant, including decision-making process, creation of the budget, and how items purchased are tracked. 3. Describe how other state and federal funds will support the effective operation of the school or student achievement, including paying for staff and other related costs beyond initial startup costs support by the CSP grant.	
Environmental Consciousness	No description provided or cited within application.	Evidence of how the school is practicing environmental consciousness through facilities management is partial, vague or unclear.	Evidence of how the school is practicing environmental consciousness through facilities management is offered but does not seem fully explained.	Clear evidence of how the school is practicing environmental consciousness through facilities management is presented in detail.	
Budget Narrative	Does not meet any of the required components.	Meets one of the required components: 1. Provide budget narrative to address the grant's spending plan. 2. Provide an explanation for how the grant activities will provide a positive impact on student academic achievement. 3. Provide itemized costs in detail. 4. All costs are reasonable, allocable, and necessary.	Meets two of the required components: 1. Provide budget narrative to address the grant's spending plan. 2. Provide an explanation for how the grant activities will provide a positive impact on student academic achievement. 3. Provide itemized costs in detail. 4. All costs are reasonable, allocable, and necessary.	Meets all of the required components: 1. Provide budget narrative to address the grant's spending plan. 2. Provide an explanation for how the grant activities will provide a positive impact on student academic achievement. 3. Provide itemized costs in detail. 4. All costs are reasonable, allocable, and necessary.	
Overall Organization of Proposal					
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Criteria	0 points	1 point	2 points	3 points	Score
Overall Organization of Proposal	Information was not provided in anticipated sequence; and/or information was nearly always difficult to locate.	Information requested was provided, but not consistently in the anticipated sequence or applicant exceeded 30-page narrative limit.	Applicant followed requested sequence and stayed within page limitations. Generally, information was easily located.	Applicant's proposal narrative clearly presented, following prescribed format, making the location of information, and anticipated key elements readily available. Applicant did not exceed 30-page narrative limit.	

Required Appendices

Criteria	Not Attached 0 points	Attached 1 point
Evidence of Property Insurance Coverage		
Certification of E Occupancy from the Fire Prevention and Building Safety Commission		
School Safety Plan		
Written Procedures of Accommodations and ADA compliance		
Budget Sheet		

Rubric Score

___ out of 35