



COLORADO LEAGUE *of*  
CHARTER SCHOOLS

# Great Schools Colorado-CSP Grant

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Request for Application (RFA) for New Schools and High-Quality  
Expanding/Replicating Schools | April 11, 2025

# Plan for Today

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## Objectives

- Understand the structure and key sections of the RFA
- Learn how to access the application and other online resources
- Clarify where and how to submit required information
- Avoid common mistakes for a successful submission

## Agenda

- 1) Welcome & Introductions
- 2) Understanding the RFA
- 3) Accessing the Application
- 4) Key Sections of the Application
- 5) Submitting and Review process
- 6) Q&A & Closing

# Meet the Grant Team



**DAWNA TAYLOR**

Grant Executive Lead

(Chief of Staff & VP of Sch Services)



**MARK HEFFNER**

Grant Fiscal Lead

(VP of Finance Operations)



**TANESHA BELL**

Grant Project Director



**DAVE MOHR**

Grant Fiscal Lead

(Director of Accounting)



**BRIGHT HOMAwoo**

Grant & Technical Manager

Without the support and valued contributions of the leadership, staff, and consultants at the League, this grant opportunity truly would not be possible!

We especially want to thank our partners, including:



**Alpine Bank**  
Member FDIC

**New Great Schools Colorado Partner  
to support CSP subgrantees**

# Understanding the RFA



## Great Schools Colorado Funding Opportunity

A Charter Schools Program (CSP) Subgrant for  
New Schools and High-Quality Expansion or Replication Projects

Request for Application (RFA) for 2024-2025

CFDA Number: 84.282A



Outlines eligibility and requirements



Provides funding priorities and  
guidance



Sets evaluation criteria for  
applications



Ensures clarity on deadlines and  
expectations



Available here on the League's Great  
Schools Colorado [website](#)

# Applicant Support & TA

Technical Assistance Offerings  
Throughout the Grant Competition

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*The GSC Grant Team will host technical assistance workshops and office hours to support applicants throughout the application & award process.*

*Opportunities, resources, and contact information are all provided within the RFA for New, Replication, and Expansion Schools, as well as online, via the Great Schools Colorado website.*



Website & FAQs



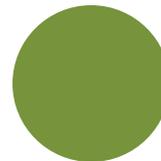
Topic-based Office Hours



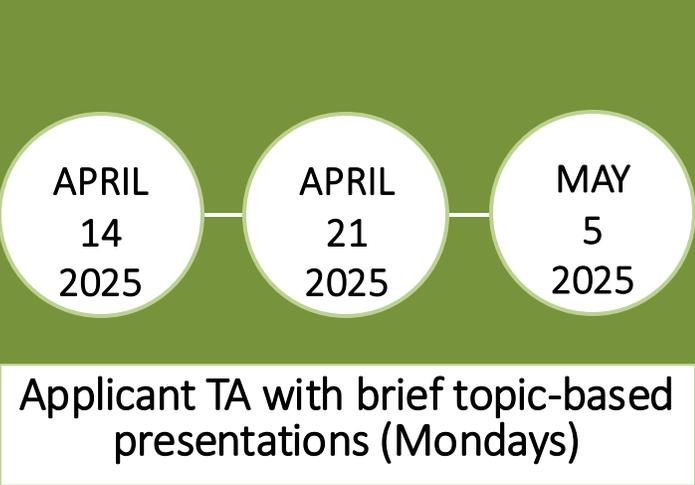
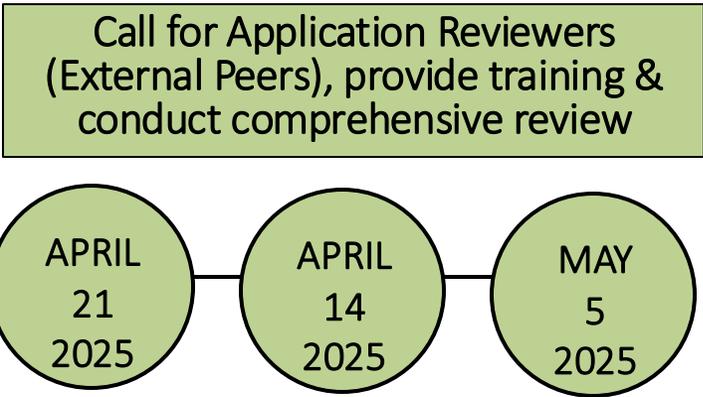
By Appointment Office Hours



Email & Phone Support



# Grant Application Process



# Review Process

## FIVE KEY PHASES OF THE APPLICATION REVIEW PROCESS:

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The Grant Team will use a 3-member external peer review team to study, review, analyze and grade all subgrant applications.

Reviewers are recruited through a Call for Reviewers at competition launch. Those identified, undergo training and are asked to disclose any known or perceived conflicts of interest and to uphold confidentiality to ensure a fair process.

1

**Publicization** – Information is shared via webinars, conferences, and online platforms to ensure broad awareness.

2

**Pre-Award Trainings** – Trainings are conducted to guide applicants through the process, and to emphasize strategic use of funds and best practices for sustainability.

3

**Subgrant Application** – Eligible applicants submit proposals addressing project goals, budget plans, and student impact. A Capacity Interview allows applicants to clarify responses.

4

**Peer Review** – Reviews involve scoring, discussions, and calibrations to ensure fairness. Final scores determine applicant rankings, with funded applications publicly disclosed.

5

**Award Finalization** – Final awards are based on available funding, with top-ranked proposals prioritized, and as needed, required changes to obtain final approval.

# Sections of the CSP Grant Application

## **Applicant Information:**

Organization details, primary contacts

## **Project Narrative:**

Goals, objectives, expected impact

## **Budget & Financial Details:**

Required budget format, justification

## **Attachments & Supporting Docs:**

What's required and how to upload Required Documents and Appendices

## **Certifications & Compliance:**

Final review before submission



# COLORADO LEAGUE *of* CHARTER SCHOOLS

## Logon

Email Address\*

Password\*

Log On

Create New Account

[Forgot your Password?](#)

Welcome to Great Schools Colorado's Online Portal.

New Users: Please click on "Create New Account" to complete the registration process and create your logon credentials.

Existing Users: Please enter your credentials and log in. If you forgot your password, please use the "Forgot your Password?" link to the left to reset your password.

Not Sure? If you think that you or someone at your organization has already registered in the system, do not create a new account. Please contact our Grant Administrator support at [gscsupport@coloradoleague.org](mailto:gscsupport@coloradoleague.org) to receive your username.

Live Demo



Igor Nascimento

*Data Management  
Support, CLCS*

TA Resource - Link to access the scribe instructions:  
[How to Create an account](#)



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Not Sure? If you think that you or someone at your organization has already registered in the system, do not create a new account. Please contact our Grant Administrator support at [gscsupport@coloradoleague.org](mailto:gscsupport@coloradoleague.org) to receive your username.

# Creating a New Account in Foundant – Step 1

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Access the application portal via the League's Foundant login page

## Logon

Email Address\*

Password\*

Log On

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Not Sure? If you think that you or someone at your organization is already registered in the system, do not create a new account. Please contact our Grant Administrator support at [gscsupport@coloradoleague.org](mailto:gscsupport@coloradoleague.org) to receive your user name and password.

# Creating a New Account in Foundant – Step 2

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Click "Create an Account" to begin registration

## Create New Account

If you already have an Account, click the 'Cancel Account Creation' button to go to the Logon page

 Using the browser's back button will delete your registration information.

 This registration process has multiple steps you must complete before you can apply.

Fields with an asterisk (\*) are required.

### Organization Information

Organization Name\*

Colorado league of Charter Schools

EIN / Tax ID (##-#####)

Web Site

Telephone Number (###-###-####)\*

303-989-5356

Address 1\*

104 n Broadway, Suit 400

Address 2

City\*

Denver

State\*

CO

Postal Code\*

80203

Do you belong to a School Network?\*

Yes

No

If yes, what Network/Group?

Next >

### User Information

Principal or Head of School

# Step 3

Enter your Organization Information by completing all required fields (marked by an \*), then click *Next*

# Step 4

Enter your Contact Information such as name, email, and phone number, then click *Next*

## Create New Account

If you already have an Account, click the 'Cancel Account Creation' button to go to the Logon page

⚠ Using the browser's back button will delete your registration information.

ℹ This registration process has multiple steps you must complete before you can apply.

Fields with an asterisk (\*) are required.

### Organization Information

### User Information

Copy Address from Organization

Prefix (Mr, Mrs, Ms, Mx, etc.)\*

MR

First Name\*

Igor

Middle Name (type "na" if not applicable)\*

R

Last Name\*

Nascimento

Suffix (Sr, Jr, III, etc. - type "na" if not applicable)\*

na

Job Role / Title\*

Data Support

Email\*

✉ igor@test.com

Confirm Email\*

✉ igor@test.com

Telephone Number (###-###-####)

|

Mobile Number (###-###-####)\*

987-654-3210

< Previous

Next >

Principal or Head of School

Principal or Head of School

Password

## Create New Account

If you already have an Account, click the 'Cancel Account Creation' button to go to the Logon page

 Using the browser's back button will delete your registration information.

 This registration process has multiple steps you must complete before you can apply.

Fields with an asterisk (\*) are required.

Organization Information

User Information

Principal or Head of School

Are you the Principal or Head of School?\*

- Yes  
 No

[< Previous](#)

[Next >](#)

Principal or Head of School

Password

# Creating a New Account in Foundant – Steps 5 & 6

Indicate whether you are the Principal or Head of School.

If you are, then click *Next* (no additional information is needed).

# Step 7

If you are NOT the Principal or Head of School ---

You'll be asked to provide information about your school leader.

If you **do not have that information at the time**, you may leave the other fields blank — but you **must** enter “NA” in the required fields:

- **First Name** >> NA
- **Last Name** >> NA

Then, click *Next* to continue

## Create New Account

If you already have an Account, click the 'Cancel Account Creation' button to go to the Logon page

⚠ Using the browser's back button will delete your registration information.

ℹ This registration process has multiple steps you must complete before you can apply.

Fields with an asterisk (\*) are required.

Organization Information

User Information

Principal or Head of School

Principal or Head of School

Copy Address from Organization

*If you do not know the name of the School Leader, please enter "na" for First and Last Name fields. The remaining questions are optional.*

Prefix (Mr, Mrs, Ms, Mx, etc.)

First Name\*

Middle Name (type "na" if not applicable)

Last Name\*

Suffix (Sr, Jr, III, etc. - type "na" if not applicable)

Job Role / Title

Email

Telephone Number (###-###-#### x###)

Mobile Number (###-###-####)

< Previous

Next >

Password

## Create New Account

If you already have an Account, click the 'Cancel Account Creation' button to go to the Logon page

 Using the browser's back button will delete your registration information.

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Fields with an asterisk (\*) are required.

Organization Information

User Information

Principal or Head of School

Principal or Head of School

Password

Passwords must be at least six characters long and may contain capital or lowercase letters, numbers, or any of the following special characters: !@#\$%\*()\_

Password\*

Confirm Password\*

[< Previous](#)

[Create Account](#)

## Step 8

Create a password. Choose a secure password that meets the system's requirements, then click *Create Account*

# Creating a New Account in Foundant – Step 9

After creating your account, the system will prompt you to confirm whether you received the confirmation email. You will see three options:

1. “I have received the email”
2. “Continue without checking”
3. “I have not received the email”

**Check your inbox** for the confirmation email from the Foundant system. If you don’t see it:

- Look in your **Spam** or **Junk** folder
- If it’s there, mark it as “Not Spam” or “Not Junk”
- Add the sender email (often \*@foundant.com) to your contacts or safe sender list

**Note:** Selecting “Continue without checking” allows you to move forward, but we recommend confirming email receipt to ensure you’ll receive important messages about your application or grant status.

## Email Confirmation

 You will be receiving emails from this system about your request.

To ensure you receive emails from this system we have sent you an email to confirm your account was created successfully. If you do not see an email from Great Schools Colorado <administrator@grantinterface.com>, look in your junk or spam folder.

[See how to remove email addresses from spam filters.](#)

- I have received the email
- Continue without checking
- I have not received the email

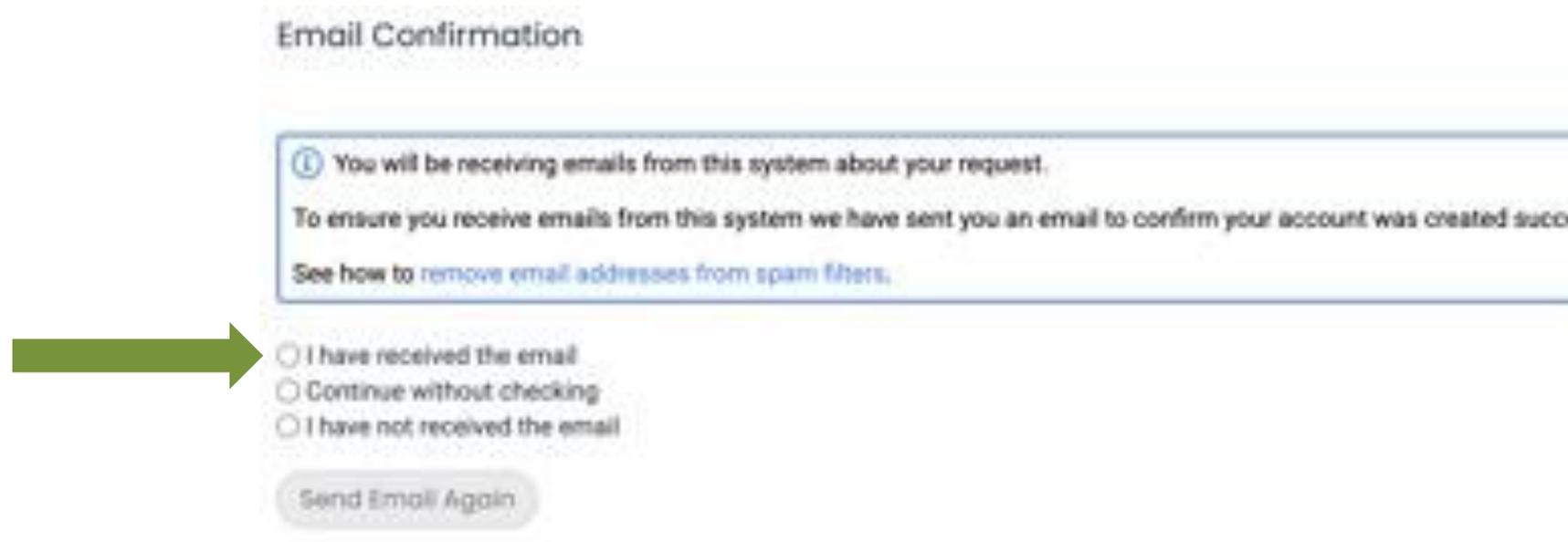
[Send Email Again](#)

[Continue](#)

# Creating a New Account in Foundant

## Step 10

Confirm Email Receipt. If you received the email, select *"I have received the email"* in the Foundant prompt, then click *Continue*



Email Confirmation

 You will be receiving emails from this system about your request.

To ensure you receive emails from this system we have sent you an email to confirm your account was created successfully.

[See how to remove email addresses from spam filters.](#)

I have received the email

Continue without checking

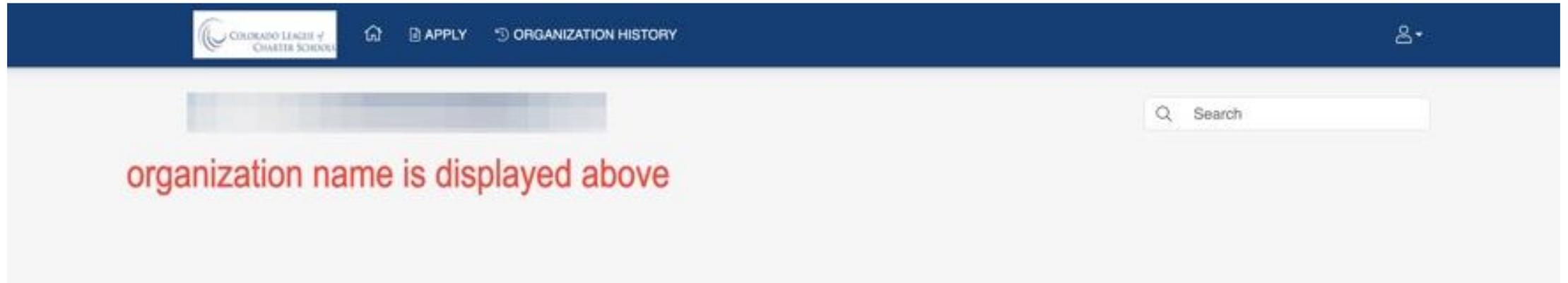
I have not received the email

[Send Email Again](#)

# Creating a New Account in Foundant

## Step 11

You will be redirected to the Apply page. If there are active grant opportunities available, you'll see a list of open or eligible applications



## Helpful Tips for Success

- ✓ Review the RFA and confirm eligibility and timeline.
- ✓ Engage stakeholders and develop a strategic plan for expansion or replication.
- ✓ Prepare necessary documentation and submit the application by the deadline.
- ✓ Save your work progress frequently, and contact us for troubleshooting solutions

## Helpful Questions to Ask Before Submitting

- ✓ Have all required fields been completed?
- ✓ Have all attachments been uploaded?
- ✓ Have you reviewed formatting and compliance requirements?

# Questions?

## RESOURCES & SUPPORT

- **GSC Main:** [www.greatschoolscolorado.org](http://www.greatschoolscolorado.org)
  - **FAQs:** Under the Resources of the GSC website menu, which will be updated regularly
- **Grant Program Email:**  
[greatschools@coloradoleague.org](mailto:greatschools@coloradoleague.org)
- **Grant Administrator Support:**  
[gscsupport@coloradoleague.org](mailto:gscsupport@coloradoleague.org)

# Thank you



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Attendees will receive an email following today's call with detailed information about where to access materials and key dates and a link to the evaluation form to share your feedback.