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IEPC Memorandum Number 2003-05

November 26, 2003

MEMORANDUM

TO: District Charter School Contacts
New Charter School Operators

FROM: Theresa A. Klebacha, Ph.D

SUBJECT: Public Charter Schools Federal Grant Writing Workshops

The Public Charter Schools Federal Grant Program -- Grant Writing Workshops have been scheduled. The first workshop is scheduled for Thursday, December 11, 2003, 10:00 a.m. - 2:00 p.m. at the Embassy Suites Hotel in Fort Lauderdale. The second workshop will take place Friday, December 12, 2003, 10:00 a.m. - 2:00 p.m. at the Embassy Suites Hotel in Tampa. Directions to the Embassy Suites in Ft. Lauderdale and Tampa and hotel information are attached. Consistent with federal and state guidelines, these workshops have been designed to assist school district staff and new charter school operators in planning and implementing the Public Charter Schools Federal Grant Program. The workshops will also provide an opportunity for participants to develop a draft for their 2004-2005 Public Charter Schools Startup Grant Application.

This workshop is designed for the following participants:

- District charter contact persons;
- Charter operators who have approved charter applications;
- Potential charter operators who plan to file an appeal; and
- Potential charter school operators who have pending applications for school board approval.

The Public Charter Schools Federal Grant Program provides funds to charter schools partnering with local charter agencies. The funds are designed to assist with initial startup and implementation costs necessary to help firmly establish the charter school during its first year of operation, and to increase the quality of educational services offered by the charter school.

THERESA KLEBACHA, Ph.D.

EXECUTIVE DIRECTOR

OFFICE OF INDEPENDENT EDUCATION AND PARENTAL CHOICE

IEPC Memorandum 2003-05

Page Two

November 26, 2003

In order to ensure that Department staff will have enough materials for each participant, it will be necessary for potential participants to register in advance of the workshop. Please contact Mrs. Karen Hines-Henry at (850) 245-0864 by December 8, 2003, to confirm your attendance or for any questions.

Attendance at the grant writing workshop is a condition for receipt of the Public Charter Schools Federal Grant Program for districts with new schools opening the 2004-2005 school year and the operators of these new schools. If you attended the grant workshop at the 8th Annual Charter School Conference and signed in, then you have met the condition of the mandatory workshop.

We look forward to your attendance at one of the workshops.

TK/kb

c: District Superintendents
K-12 Chancellor Jim Warford

Enclosure