

APPENDIX H: DISCLOSURE INFORMATION

Instructions: ALL applicants are required to respond to each of the following sections. Respond with N/A if a section is not applicable. **Submit applicable disclosures as attachment 19 to the subgrant application**

1. Certain organizational relationships and contractual arrangements can impact the award and use of GSC grant funds. Describe any agreements or contractual relationships that have been or will be established with individuals, groups, or companies. These would include external service providers (such as educational service providers (ESPs), educational management organizations (EMOs), charter management organizations (CMOs), or charter collaboratives), technology providers, professional development providers, curriculum companies, or any other service providers. Failure to disclose these relationships could result in funds being retracted, even if already disbursed. If an agreement with an EMO, CMO, or collaborative has been or will be executed, please include a copy of the contract agreement as an attachment to the subgrant application **as attachment 9 to the subgrant application**. If a school is part of a charter network, please disclose this information here, but a copy of the agreement is not needed so long as the network is the holder of the charter contract.
2. Explain any relationship with an ESP (including those identified under question 1 above), including why the applicant is seeking to contract with an ESP. If this is the first time the applicant has contracted with this ESP, explain when and how the applicant learned of the ESP, what other ESPs were considered, and why the ESP was selected over other ESPs. Describe the key elements of the contract, if applicable. Is the service provider a for-profit or nonprofit organization/company? Describe the process used by founders to choose the service provider. Was there a competitive bid process? Did research demonstrate that the company was successful with the proposed student population or educational model?
3. Because certain contractual arrangements have a bearing on what can and cannot be funded with GSC grant funds, **a charter school subgrant applicant requesting funds for anything that may also be covered in another contract must disclose that information**. If there is a contract in place and GSC grant funds are being requested for an item that may be included in that contract, please attach to the subgrant application a copy of the related contract(s) as part of **attachment 19 to the subgrant application**.
4. Explain which entity holds the charter school's assets and which entity will hold any assets obtained through GSC grant funds. Describe the composition of the governing board in relation to a chosen service provider. Provide information on key individuals working with the service provider.
5. Describe the roles and responsibilities of the ESP. If some portions of a function are the responsibility of both the ESP and the school, please explain. The description should align with the management agreement with the ESP and provide a clear picture of the ESP's responsibilities. Identify the ESP's cost of services expressed as a percentage of per-pupil revenue (PPR).
6. Describe any contract/lease/mortgage that is in place regarding the school's educational facility. What percentage of PPR are your facility costs estimated to be? Please include a copy of any facility-related agreements.
7. Per state statute C.R.S. 22-32-109(1)(y), school districts and charter schools (by extension through their charter contract) are required to develop and maintain a conflict-of-interest policy. Likewise, C.R.S. 24-18-104 also outlines required board member conduct. Please describe the board member conduct and conflict of interest policies that have been put in place, and include or attach with the subgrant application a copy of these policies as part of your response to **Appendix H: Disclosure Information included as attachment 19 to the subgrant application**.
8. Please see the following resource for what these policies should include:
<https://www.cde.state.co.us/sites/default/files/documents/cdechart/guidebook/gov/pdf/conflictinterestrules.pdf>