The **SC5050—Request for Federal Funding & Indirect Cost Rate for Charter Schools**
is a special collection to be submitted by the following entities:

- Open-enrollment charter schools
- South Texas ISD
- Windham School District
- Texas Juvenile Justice Department
- Texas School for the Blind and Visually Impaired
- Texas School for the Deaf

**Request for Federal Funding**

All the above-named entities use this form to request that the Texas Education Agency (TEA) determine their eligibility and allocations for federal funding which includes Every Student Succeeds Act (ESSA) and Individual with Disabilities Education Act, Part B (IDEA-B) federal grants.

**Request for Indirect Cost Rate — Open-Enrollment Charter Schools Only**

Open-enrollment charter schools use this form to request a federal indirect cost rate for the coming school year.

**Consideration for Significant Expansion Funding — Open-Enrollment Charter Schools Only**

Additionally, open-enrollment charter schools use this form to request consideration for significant expansion funding for both the ESSA and IDEA-B programs during the period for reporting significant expansion of enrollment. Review the Significant Expansion of Enrollment section.

**Form Organization**

The SC5050 is organized into the following tabbed sections, to be completed by applicants as follows:

- **Parts 1 and 2:** Collects organization and contact information. Part 1 is prefilled. All entities must complete Part 2 of this tab.

- **Parts 3 and 4:** Collects requests for indirect cost rate (applies to open-enrollment charter schools only), participation in ESSA funding, participation in IDEA-B funding, and consideration of significant expansion of enrollment (option not open during original submission). Open-enrollment charter schools must complete the request for indirect cost rate if they wish to have an indirect cost rate from TEA. In addition, entities report actual enrollment (projections not accepted) by resident public school district to receive notification of eligibility and planning amounts for federal funding.

- **Parts 5 and 6:** Part 5 is used only during the significant expansion of enrollment period and is not applicable during the original submission of the SC5050. Part 5 collects any additional information from open-enrollment charter schools in support of its request significant expansion of enrollment for additional funding under IDEA-B when the
significant expansion criteria is not met. Part 6 is required and is the certification from the authorized official. All applicants must complete the certification.

**Form Submission**

Submit this form electronically through the TEA eGrants system. TEA will not accept the submission via any other means.

**Members of Shared Services Arrangements**

Each school should complete its own report, including schools that are members of a shared services arrangement (SSA). The fiscal agent of an approved SSA should coordinate with its member charter schools to verify and assure timely submission of the data.

**Parts 1 and 2: Organization and Contact Information**

The information in Part 1 of this tab is automatically populated. All applicants complete Part 2.

**Part 1: Organization Information**

This part is automatically populated with the name and address of your organization. If any of the prefilled information is incorrect, email the Federal Fiscal Compliance and Reporting Division at compliance@tea.texas.gov.

**Part 2: Applicant Contacts**

Type the requested name and address information for the primary and secondary contacts. Be sure to type the confirmation email address.

**Parts 3 and 4: Indirect Cost Rate and Federal Funding Request**

Depending on the applicant’s entity type, different portions of this tab will be available for completion. The applicant should complete all available portions of the tab to request an indirect cost rate, or an ESSA or IDEA-B allocation.

**Part 3: Federal Funding and Indirect Cost Rate Request for Charter Schools**

Indicate your request for participation by selecting either the “Yes” or “No” radio button in the following three areas:

1. Request Indirect Cost Rate (for open-enrollment charter schools only)
2. Request Participation in ESSA Federal Funding
3. Request Participation in IDEA-B Federal Funding
4. Request Consideration for Significant Expansion for Federal Funding (not an option during original submission)

If an option is greyed out, no answer is required.

**Indirect Cost Rate (Open-enrollment charter schools only)**

For open-enrollment charter schools, the indirect cost rate is based on an average of the indirect cost rates of the resident public school districts reported on the SC5050. The resident public
school districts are the independent school districts within whose geographical boundaries the students attending the open-enrollment charter school reside.

TEA issues indirect cost rates to open-enrollment charter schools for which TEA is the cognizant agency when the open-enrollment charter indicates their desire to request an indirect cost rate and submits the SC5050 by the April 7, 2017, deadline.

Please note that for other entities, data in the SC5050 is not used to determine the indirect cost rate.

**Note:** If you are only requesting an indirect cost rate and not ESSA funding, report the resident public school district information and enter a zero for each of the enrollment counts.

### Part 4: Actual Enrollment

The actual enrollment data reported by the applicant is subject to audit by TEA; therefore, auditable documentation must be on file with the applicant to support the data reported. The enrollment data reported must be actual enrollment as of a specific date. The date selected is solely at the discretion of the applicant.

However, for applicants that operated in 2016–2017 school year, the date must be within the 2016–2017 school year and must fall on or before April 7, 2017. Students reported according to a category (that is, ELL, Immigrant, Age Group, and so on) must have been enrolled and must fall into the category specified as of the date selected. For example, if the date chosen by the school is April 7, 2017, all students included in the count for the **Age 5 to 17 Low Income** column must be both low income and 5 to 17 years of age as of April 7, 2017. **Projected enrollment data is unacceptable.**

For newly-opened applicants that will begin operation in fall 2017, the date selected for reporting actual enrollment must be on or after the start date and no later than November 1, 2017, the submission deadline date of the SC5050 for newly-opened applicants.

**Resident Public School District**

Actual enrollment by resident public school district must be reported based on where the enrolled student resides.

**Adding Data**

Use the following instructions for adding data (selected terms are defined in the Definitions section at the end of this document):

1. Select a resident public school district from the list. Each entry includes the county-district number and ESC region number (Houston ISD – 101912 – 04).
2. Select the **Add** button.
3. Enter actual total enrollment for Ages 3-21, Ages 5-17, and Ages 3-5 for each resident public school district selected.
4. Of the actual total Ages 3-21 enrollment, type the number of English language learner (ELL) students served in either a bilingual education or English as a second language (ESL) program with parental permission.

5. Of the actual total Ages 3-21 enrollment, type the number of students identified as Immigrant per ESSA, Title III, Part C § 3301 (6) and (14). (Contact the Curriculum Division at (512) 463-9581 for clarification regarding immigrant status).

6. Of the actual total Ages 5-17 enrollment, type in the total number of students who are documented as low income in the Low Income Ages 5-17 column.

7. Of the actual total Ages 5-17 enrollment, type in the total number of students who are residing in a foster home in the Foster Home Ages 5-17 column.

8. Of the actual total Ages 3-5 enrollment, type in the total number of students, ages 3-5, who are served in special education programs in the Special Ed Ages 3-5 column.

9. Of the actual total Ages 3-21 enrollment, type in the total number of students, ages 6-21, who are served in special education programs in the Special Ed Ages 6-21 column.

10. Repeat these steps for each applicable resident public school district.

As enrollment for each resident public school district is added or updated, the summed totals are updated at the bottom of the table in the Totals from All Resident School Districts section. If the total fails to update and you have ensured the district enrollment entries are correct, refresh your browser window. If this does not work, save and exit the form, and reopen it from the eGrants home page.

**Correcting Data**

If, before you certify and submit the SC5050, you need to change any of the enrollment numbers you have entered, you can make the change directly in the Actual Enrollment section.

**Deleting a Record**

To delete a complete record, click the Delete button next to that entry.

**Parts 5 and 6: Additional Information and Certification**

Any applicant with additional information to provide in support of its request for federal funding may complete Part 5 of this tab. All applicants must complete the certification in Part 6.

**Part 5: Additional Information Regarding Federal Funding**

Part 5 is not for use during the original submission of the SC5050. Use this space to provide any additional information or data for TEA review during the significant expansion of enrollment period for consideration of additional funding for IDEA-B federal funding.
Part 6: Report Submission Authorization

Before submitting this report, ensure that the information contained within is based on actual enrollment data (no projections accepted) and has been thoroughly reviewed and routed through any required approvals.

Any grantee organization staff with an approved access ID through the eGrants system can access the report and can enter information across multiple access sessions. The Exit button at the bottom of each schedule page allows you to exit the form without submitting it to TEA. Information saved before exiting can be edited any time before submitting the form.

Once submitted, the report cannot be retrieved to make additional changes. No approvals will be granted to make changes to the actual enrollment data once it is certified and submitted by the grantee official.

Before submission, type the required information of the authorized official who will be submitting the report. (The authorized official must be the eGrants grantee official on file with TEA for your organization.)

Check that the total number of students reported to TEA agrees with the actual number of named students enrolled in your charter school. A numbered, alphabetical list of students reported should be maintained on file at the LEA for monitoring and audit purposes.

To certify and submit the form to TEA, the authorized official must complete Part 6 as follows:

1. If the authorized official is the same as the primary contact, select the Copy button. Otherwise, type the contact information for the authorized official.

2. Select Certify and Submit.

Significant Expansion of Enrollment

In late August 2017, open-enrollment charter schools that were awarded 2017–2018 ESSA and/or IDEA-B federal grants based on the original certified submission of the SC5050 will be given the opportunity to qualify for additional funding under those grants if they meet specific significant expansion of enrollment criteria described below. Notification of the opportunity to report significant expansion of enrollment will be posted to the To The Administrator Addressed Correspondence webpage of the TEA website.

Significant Expansion for ESSA and IDEA-B

After the beginning of the 2017–2018 school year, some charter schools will be able to document a significant expansion of enrollment. It is the responsibility of individual open-enrollment charter schools to report significant expansion to TEA when that data is requested. Follow the instructions in the Correcting Data section to update the actual enrollment numbers submitted previously.

If significant expansion criteria is met and the data is certified and submitted to TEA on or before November 1, 2017, the additional funding will be added to the final amounts for the 2017–2018 school year. If significant expansion criteria is met and the data is certified and
submitted to TEA from November 2, 2017, to January 31, 2018, the additional funding will be added to the planning amounts for the 2018–2019 school year.

For the charter school to meet the criteria for significant expansion for ESSA funding, both of the following must be true:

- The charter school must have a total of 300 or more students enrolled.
- There must have been an increase of at least 50% in the Ages 5 to 17 student enrollment the charter school reported on the original submission of the form.

For example, you meet the significant expansion of enrollment criteria for ESSA if your total student enrollment increases from 275 to 450 and your Ages 5–17 student enrollment increases from 200 to 300.

For the charter school to meet the criteria for significant expansion for IDEA-B funding, both of the following must be true:

- An individual charter school must have a minimum of 50 students enrolled.
- The increase in total enrollment must be 50% or greater.

For example, if a charter school’s enrollment increased from 250 to 375 students, the school would meet the criteria.

A charter school’s enrollment that has not increased enough to meet the criteria may use the space in Part 5 to provide any additional information or data for TEA review to support consideration of additional funding for IDEA-B federal funding.

**Definitions**

**Immigrant:** Per ESSA, Title III, Part C § 3301(6), “immigrant children and youth means individuals who are (A) aged 3 through 21; (B) were not born in any State; and (C) have not been attending one or more schools in any one or more States for more than 3 full academic years.” Per ESSA, Title III, Part C § 3301 (14), “The term State means each of the 50 States, District of Columbia, and the Commonwealth of Puerto Rico.”

**English Language Learner (ELL):** Per TEC §101.1003 (a), an English language learner (ELL), as defined by the Texas Education Code (TEC), Chapter 29, Subchapter B, as a student of limited English proficiency. Per TEC §29.052 (1), “Student of limited English proficiency” means a student whose primary language is other than English and whose English language skills are such that the student has difficulty performing ordinary classwork in English.

**Low income:** Documentation of a student as low income is based on free/reduced-price school lunch (or equivalent survey), Temporary Assistance to Needy Families (TANF), or Medicaid.