# 2017-18 Appendix J: Disclosure Information

Please address all of the following sections (or respond with N/A).

1. Describe any agreements or contractual relationships that have been established with individuals, groups, or companies. These would include educational management organizations (EMOs), charter management organizations (CMOs), 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 agreement as an attachment to the grant application under Appendix J.
2. Explain any relationship with an external service provider (including those identified under question 1 above) to include why the applicant is seeking to contract with an ESP rather than operate the school(s) directly. 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 bearing on what can and cannot be funded with these grant funds, a charter school grant 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 grant funds are being requested for an item that may be included in the contract, please attach a copy of the related contract to the grant application.
4. Explain which entity holds the assets of the charter school and which entity will hold any assets obtained through charter school grant funds. Describe the governing board’s composition in relationship to a chosen service provider. Provide information on key individuals working with the service provider. Provide a description of the roles and responsibilities of the ESP. If some portions of a function are the responsibility of both the ESP and the governing board, please explain. The description should align with the management agreement with the ESP and provide a clear picture of what are the responsibilities of the ESP.
5. Describe any contract/lease/mortgage that is in place regarding the school's educational facility. Your facility costs are estimated to be what percentage of PPR? Please include a copy of any facility-related agreements.