

All details of your budget should be contained in your budget narrative.

The narrative response explaining how the budget figures were derived should accompany the budget pages listed as tabs at the bottom of this document. Also attach any detail received from outside sources such as quotes, invoices from other schools, budgets from other schools, amortization schedules etc. Print all three tabs as well as a detailed explanation and submit them with your application.

*** If there are any problems with this spreadsheet and the calculations please contact Scott Kessel at 302-735-4050.

There are three budget tabs at the bottom of this page.

Year 0 for new charters is the plan year with no students.

First: Click on the State and Local Funds tab and follow these directions

- LINE 1 Enter the amount of the State Funds that were calculated from the Charter School Web Site Revenue Estimates located at <http://www.doe.k12.de.us/infosuites/schools/charterschools/schoolapplication.shtml>
If estimates did not come from this spreadsheet provide an explanation with details on how estimate were derived.
- LINE 2 Same as LINE 1. This number should come from the same spreadsheet. If it does not, explain how the number was derived in detail.
- LINE 3 If there is a balance at the end of the prior year enter it here as carryover funds.
- LINE 4-13 Enter the amount of salaries for the year. Be sure to include an explanation of how this number was derived.
Is it an average salary or some other method of calculation? Is it from a pay scale? Please include the salary calculation process description in detail.
These salaries should agree with the staff listing in the body of the application. Be sure to compare to surrounding charters and districts to see if they are comp
- LINE 14 Automatically calculated
- LINE 15 Enter amount for all Health Insurance costs and describe in detail how the number was derived. Show the sources used to get this value.
State Health Plans and rates can be found at http://www.delawarepensions.com/pensionplans/health/health_rates_medicare_noneligible.shtml
- LINE 16 Include any other benefits costs provided to staff that is above and beyond any of the above benefits.
- LINE 17-55 **Include the costs associated with each of the following lines. Please provide extensive details on how these numbers were derived. Was it an estimated cost per student? Was it quoted from vendors? The more concrete the detail the better. Guessing at an average is far less concrete and shows less attention to detail and commitment than actually getting quotes from vendors or getting estimates from others with experience in these areas. The more back up provided to support this number the more confidence the approvers have in the applicant's commitment to this process. There should be details for every line on the budget.**
- Line 56 Enter the number of student enrollment projected for each year. This should match any enrollment numbers included in the body of the application

Next: Click on the Federal Funds tab and follow these directions

- LINE 1 Charter School Federal Start Up Funds may be available to NEW APPLICANTS ONLY. The applicant must apply directly to the USDOE to access these funds. It is a competitive process. Contact Scott Kessel (302) 735-4050 for more information.
- LINE 2 Contact Eulinda DiPietro, Education Associate for Federal Funds at the Delaware Department of Education. Phone Number - 302-735-4040.
Ms. DiPietro will provide an estimate of what will be receive in federal entitlement funds.
- LINE 3 Enter any othe Federal Grants amounts applied for and received
- LINE 4-13 Enter the amount of salaries for the year. Be sure to include an explanation of how this number was derived.
Is it an average salary or some other method of calculation? Is it from a pay scale? Please include the salary calculation process description in detail.
These salaries should agree with the staff listing in the body of the application. Be sure to compare to surrounding charters and districts to see if they are comp
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- Line 56 Enter the number of student enrollment projected for each year. This should match any enrollment numbers included in the body of the application

Finally: Click on the Other Funds tab and follow these directions

- LINE 1 List fund commitments from non profit agencies such as the Longwood Foundation. Commitments should be documented or will be negated from calculation
- LINE 2 List funds from the school foundation. Commitments should be documented or will be negated from calculation
- LINE 3 List any donations that are committed to the school. Commitments should be documented or will be negated from the calculation
- LINE 4 List bank or construction loans here. Include as back up terms of the loans and any repayment schedules.
- LINE 5 List anticipated revenue from cafeteria operations with supporting documentation of costs to offset the revenue. Revenue will be per meal charges.
- LINE 6-15 Enter the amount of salaries for the year. Be sure to include an explanation of how this number was derived.
Is it an average salary or some other method of calculation? Is it from a pay scale? Please include the salary calculation process description in detail.
These salaries should agree with the staff listing in the body of the application. Be sure to compare to surrounding charters and districts to see if they are comp
- LINE 16 Automatically calculated
- LINE 17 Enter amount for all Health Insurance costs and describe in detail how the number was derived. Show the sources used to get this value.
State Health Plans and rates can be found at http://www.delawarepensions.com/pensionplans/health/health_rates_medicare_noneligible.shtml
- LINE 18 Include any other benefits costs provided to staff that is above and beyond any of the above benefits.
- LINE 19-57 **Include the costs associated with each of the following lines. Please provide extensive details on how these numbers were derived. Was it an estimated cost per student? Was it quoted from vendors? The more concrete the detail the better. Guessing at an average is far less concrete and shows less attention to detail and commitment than actually getting quotes from vendors or getting estimates from others with experience in these areas. The more back up provided to support this number the more confidence the approvers have in the applicant's commitment to this process. There should be details for every line on the budget.**
- Line 58 Enter the number of student enrollment projected for each year. This should match any enrollment numbers included in the body of the application

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Charter School Application Budget Worksheet											Page 1
State Local & Loan Revenue		2012-2013		2013-2014		2014-2015		2015-2016		2016-2017	
		YEAR 0		YEAR 1		YEAR 2		YEAR 3		YEAR 4	
1	State Appropriations	\$2,124,535		\$2,231,461		\$2,231,461		\$2,231,461		\$2,231,461	
2	School District Local Fund Transfers	\$401,552		\$437,894		\$437,894		\$437,894		\$437,894	
3	Prior Year Carryover Funds	\$213,682		\$68,657		\$160,981		\$228,665		\$268,835	
4	Cafeteria	\$181,301		\$202,517		\$202,517		\$202,517		\$202,517	
STATE LOCAL & LOANS REVENUE		\$2,921,070		\$2,940,529		\$3,032,853		\$3,100,537		\$3,140,707	
State Local & Loans Expenses		YEAR 0		YEAR 1		YEAR 2		YEAR 3		YEAR 4	
Personnel Salaries / Other Employer Costs		FTE		FTE		FTE		FTE		FTE	
4	Classroom Teachers	\$724,407	18.00	\$754,407	19.00	\$754,407	19.00	\$754,407	19.00	\$754,407	19.00
5	Special Education Teachers	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
6	Special Teachers (phys Ed, Art, Music)	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
7	Counselors	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
8	Principal/Administrative	\$100,014	1.00	\$100,014	1.00	\$100,014	1.00	\$100,014	1.00	\$100,014	1.00
9	Nurse	\$40,804	1.00	\$40,804	1.00	\$40,804	1.00	\$40,804	1.00	\$40,804	1.00
10	Clerical	\$63,734	2.00	\$63,734	2.00	\$63,734	2.00	\$63,734	2.00	\$63,734	2.00
11	Custodial	\$48,560	2.00	\$48,560	2.00	\$48,560	2.00	\$48,560	2.00	\$48,560	2.00
12	Substitutes	\$20,000	0.00	\$20,000	0.00	\$20,000	0.00	\$20,000	0.00	\$20,000	0.00
13	Other	\$117,768	4.25	\$62,304	2.25	\$62,304	2.25	\$62,304	2.25	\$62,304	2.25
14	Other Employer Costs (28.53 % of Salaries)	\$332,913	28.25	\$325,312	27.25	\$325,312	27.25	\$325,312	27.25	\$325,312	27.25
15	Health Insurance	\$226,283		\$232,398		\$232,398		\$232,398		\$232,398	
16	Other Benefits	\$0		\$0		\$0		\$0		\$0	
SUBTOTAL SALARIES / OTHER EMPLOYER COSTS		\$1,674,483	28.25	\$1,647,533	27.25	\$1,647,533	27.25	\$1,647,533	27.25	\$1,647,533	27.25
Student Support											
17	Transportation	\$162,234		\$162,234		\$162,234		\$162,234		\$162,234	
18	Extra Curricular Transportation	\$0		\$0		\$0		\$0		\$0	
19	Cafeteria	\$85,000		\$94,947		\$94,947		\$94,947		\$94,947	
20	Extra Curricular	\$4,000		\$4,000		\$4,000		\$5,000		\$5,500	
21	Supplies and Materials	\$50,000		\$52,811		\$55,000		\$57,000		\$58,000	
22	Textbooks	\$5,000		\$7,318		\$5,000		\$6,500		\$7,000	
23	Curriculum	\$0		\$0		\$0		\$0		\$0	
24	Professional Development	\$10,000		\$0		\$0		\$0		\$0	
25	Assessments	\$3,000		\$2,000		\$2,000		\$2,000		\$2,500	
26	Other Educational Program	\$0		\$0		\$0		\$0		\$0	
27	Therapists (Occupational, Speech)	\$5,000		\$5,000		\$6,000		\$7,000		\$8,000	
28	Classroom Technology	\$0		\$0		\$0		\$0		\$0	
29	School Climate	\$0		\$0		\$0		\$0		\$0	
30	Computers	\$32,500		\$27,500		\$30,000		\$32,000		\$33,000	
31	Contracted Services	\$39,000		\$39,000		\$41,000		\$43,000		\$45,000	
32	Other	\$75,500		\$42,000		\$43,000		\$44,000		\$45,000	
SUBTOTAL STUDENT SUPPORT		\$471,234		\$436,810		\$443,181		\$453,681		\$461,181	
Operations and Maintenance of Facilities											
33	Insurance (Property/Liability)	\$21,000		\$23,000		\$24,000		\$25,000		\$26,000	
34	Rent	\$514,896		\$521,105		\$531,854		\$542,776		\$553,887	
35	Mortgage	\$0		\$0		\$0		\$0		\$0	
36	Utilities	\$56,000		\$56,000		\$57,120		\$58,262		\$59,428	
37	Maintenance	\$5,000		\$5,000		\$6,000		\$6,500		\$7,000	
38	Telephone/Communications	\$10,000		\$7,000		\$8,000		\$9,000		\$10,000	
39	Construction	\$0		\$0		\$0		\$0		\$0	
40	Renovation	\$0		\$0		\$0		\$0		\$0	
41	Other	\$27,300		\$23,800		\$25,000		\$26,000		\$27,000	
SUBTOTAL OPERATIONS AND MAINTENANCE OF FACILITIES		\$634,196		\$635,905		\$651,974		\$667,538		\$683,315	
Administrative/Operations Support											
42	Equipment Lease/Maintenance	\$0		\$0		\$0		\$0		\$0	
43	Equipment Purchase	\$0		\$0		\$0		\$0		\$0	
44	Supplies and Materials	\$0		\$0		\$0		\$0		\$0	
45	Printing and Copying	\$2,000		\$1,000		\$1,500		\$1,750		\$2,000	
46	Postage and Shipping	\$1,500		\$1,500		\$2,000		\$2,200		\$2,500	
47	Enrollment / Recruitment	\$0		\$0		\$0		\$0		\$0	
48	Staffing (recruitment and assessment)	\$0		\$0		\$0		\$0		\$0	
49	Technology Plan	\$0		\$0		\$0		\$0		\$0	
50	Other	\$69,000		\$56,800		\$58,000		\$59,000		\$60,000	
SUBTOTAL ADMINISTRATIVE/OPERATIONS SUPPORT		\$72,500		\$59,300		\$61,500		\$62,950		\$64,500	
Management Company											
51	Fees	\$0		\$0		\$0		\$0		\$0	
52	Salaries/Other Employee Costs	\$0		\$0		\$0		\$0		\$0	
53	Curriculum	\$0		\$0		\$0		\$0		\$0	
54	Accounting and Payroll	\$0		\$0		\$0		\$0		\$0	
55	Other	\$0		\$0		\$0		\$0		\$0	
SUBTOTAL MANAGEMENT COMPANY		\$0		\$0		\$0		\$0		\$0	
STATE LOCAL & LOANS EXPENDITURES		\$2,852,413		\$2,779,548		\$2,804,188		\$2,831,702		\$2,856,529	
56	# Students	282		315		315		315		315	
REVENUE LESS EXPENDITURES		\$68,657		\$160,981		\$228,665		\$268,835		\$284,178	
2 % CONTINGENCY CHECK		\$50,521.74		\$53,387.10		\$53,387.10		\$53,387.10		\$53,387.10	

Charter School Application Budget Worksheet

Federal Funds	2012-2013		2013-2014		2014-2015		2015-2016		2016-2017	
	YEAR 0		YEAR 1		YEAR 2		YEAR 3		YEAR 4	
Federal Start Up Grant Funds	\$0		\$0		\$0		\$0		\$0	
Entitlement Funding	\$332,044		\$298,840		\$298,840		\$298,840		\$298,840	
Other Federal Grants	\$0		\$0		\$0		\$0		\$0	
FEDERAL REVENUE	\$332,044		\$298,840		\$298,840		\$298,840		\$298,840	
Federal Expenses	YEAR 0		YEAR 1		YEAR 2		YEAR 3		YEAR 4	
Personnel Salaries / Other Employer Costs		FTE		FTE		FTE		FTE		FTE
Classroom Teachers	\$15,000	0.40	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
Special Education Teachers	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
Special Teachers (phys Ed, Art, Music)	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
Counselors	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
Principal/Administrative	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
Nurse	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
Clerical	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
Custodial	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
Substitutes	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
Other Paraprofessionals	\$124,290	6.00	\$124,290	6.00	\$124,290	6.00	\$124,290	6.00	\$124,290	6.00
Other Employer Costs (28.53 % of Salaries)	\$41,578	6.4	\$37,101	6	\$37,101	6	\$37,101	6	\$37,101	6
Health Insurance	\$47,473		\$44,890		\$44,890		\$44,890		\$44,890	
Other Benefits	\$0		\$0		\$0		\$0		\$0	
SUBTOTAL SALARIES / OTHER EMPLOYER COSTS	\$228,341	6.40	\$206,281	6.00	\$206,281	6.00	\$206,281	6.00	\$206,281	6.00
Student Support										
Transportation	\$0		\$0		\$0		\$0		\$0	
Extra Curricular Transportation	\$0		\$0		\$0		\$0		\$0	
Cafeteria	\$0		\$0		\$0		\$0		\$0	
Extra Curricular	\$0		\$0		\$0		\$0		\$0	
Supplies and Materials	\$8,791		\$0		\$0		\$0		\$0	
Textbooks	\$0		\$0		\$0		\$0		\$0	
Curriculum	\$0		\$0		\$0		\$0		\$0	
Professional Development	\$47,865		\$47,865		\$47,865		\$47,865		\$47,865	
Assessments	\$0		\$0		\$0		\$0		\$0	
Other Educational Program	\$0		\$0		\$0		\$0		\$0	
Therapists (Occupational, Speech)	\$32,437		\$32,437		\$32,437		\$32,437		\$32,437	
Classroom Technology	\$0		\$0		\$0		\$0		\$0	
School Climate	\$0		\$0		\$0		\$0		\$0	
Computers	\$14,610		\$12,257		\$12,257		\$12,257		\$12,257	
Contracted Services	\$0		\$0		\$0		\$0		\$0	
Other	\$0		\$0		\$0		\$0		\$0	
SUBTOTAL STUDENT SUPPORT	\$103,703		\$92,559		\$92,559		\$92,559		\$92,559	
Operations and Maintenance of Facilities										
Insurance (Property/Liability)	\$0		\$0		\$0		\$0		\$0	
Rent	\$0		\$0		\$0		\$0		\$0	
Mortgage	\$0		\$0		\$0		\$0		\$0	
Utilities	\$0		\$0		\$0		\$0		\$0	
Maintenance	\$0		\$0		\$0		\$0		\$0	
Telephone/Communications	\$0		\$0		\$0		\$0		\$0	
Construction	\$0		\$0		\$0		\$0		\$0	
Renovation	\$0		\$0		\$0		\$0		\$0	
Other	\$0		\$0		\$0		\$0		\$0	
SUBTOTAL OPERATIONS AND MAINTENANCE OF FACILITIES	\$0		\$0		\$0		\$0		\$0	
Administrative/Operations Support										
Equipment Lease/Maintenance	\$0		\$0		\$0		\$0		\$0	
Equipment Purchase	\$0		\$0		\$0		\$0		\$0	
Supplies and Materials	\$0		\$0		\$0		\$0		\$0	
Printing and Copying	\$0		\$0		\$0		\$0		\$0	
Postage and Shipping	\$0		\$0		\$0		\$0		\$0	
Enrollment / Recruitment	\$0		\$0		\$0		\$0		\$0	
Staffing (recruitment and assessment)	\$0		\$0		\$0		\$0		\$0	
Technology Plan	\$0		\$0		\$0		\$0		\$0	
Other	\$0		\$0		\$0		\$0		\$0	

This page does not apply to the Academy of Dover Charter School, because our cafeteria funds are included in the state and local revenue page, and the school does not currently receive any other funds listed on this page.

Charter School Application Budget Worksheet											Page 1
Other Funds											
	YEAR 0	YEAR 1	YEAR 2	YEAR 3	YEAR 4						
Non Profit Grants	\$0	\$0	\$0	\$0	\$0						
Foundation Funds	\$0	\$0	\$0	\$0	\$0						
Donations	\$0	\$0	\$0	\$0	\$0						
Construction / Bank Loans	\$0	\$0	\$0	\$0	\$0						
Cafeteria Funds	\$0	\$0	\$0	\$0	\$0						
OTHER REVENUE	\$0	\$0	\$0	\$0	\$0						
Other Expenses											
	YEAR 0	YEAR 1	YEAR 2	YEAR 3	YEAR 4						
Personnel Salaries / Other Employer Costs						FTE	FTE	FTE	FTE	FTE	
Classroom Teachers	\$0	\$0	\$0	\$0	\$0	0.00	0.00	0.00	0.00	0.00	
Special Education Teachers	\$0	\$0	\$0	\$0	\$0	0.00	0.00	0.00	0.00	0.00	
Special Teachers (phys Ed, Art, Music)	\$0	\$0	\$0	\$0	\$0	0.00	0.00	0.00	0.00	0.00	
Counselors	\$0	\$0	\$0	\$0	\$0	0.00	0.00	0.00	0.00	0.00	
Principal/Administrative	\$0	\$0	\$0	\$0	\$0	0.00	0.00	0.00	0.00	0.00	
Nurse	\$0	\$0	\$0	\$0	\$0	0.00	0.00	0.00	0.00	0.00	
Clerical	\$0	\$0	\$0	\$0	\$0	0.00	0.00	0.00	0.00	0.00	
Custodial	\$0	\$0	\$0	\$0	\$0	0.00	0.00	0.00	0.00	0.00	
Substitutes	\$0	\$0	\$0	\$0	\$0	0.00	0.00	0.00	0.00	0.00	
Other	\$0	\$0	\$0	\$0	\$0	0.00	0.00	0.00	0.00	0.00	
Other Employer Costs (28.53 % of Salaries)	\$0	\$0	\$0	\$0	\$0						
Health Insurance	\$0	\$0	\$0	\$0	\$0						
Other Benefits	\$0	\$0	\$0	\$0	\$0						
SUBTOTAL SALARIES / OTHER EMPLOYER COSTS	\$0	\$0	\$0	\$0	\$0	0.00	0.00	0.00	0.00	0.00	
Student Support											
Transportation	\$0	\$0	\$0	\$0	\$0						
Extra Curricular Transportation	\$0	\$0	\$0	\$0	\$0						
Cafeteria	\$0	\$0	\$0	\$0	\$0						
Extra Curricular	\$0	\$0	\$0	\$0	\$0						
Supplies and Materials	\$0	\$0	\$0	\$0	\$0						
Textbooks	\$0	\$0	\$0	\$0	\$0						
Curriculum	\$0	\$0	\$0	\$0	\$0						
Professional Development	\$0	\$0	\$0	\$0	\$0						
Assessments	\$0	\$0	\$0	\$0	\$0						
Other Educational Program	\$0	\$0	\$0	\$0	\$0						
Therapists (Occupational, Speech)	\$0	\$0	\$0	\$0	\$0						
Classroom Technology	\$0	\$0	\$0	\$0	\$0						
School Climate	\$0	\$0	\$0	\$0	\$0						
Computers	\$0	\$0	\$0	\$0	\$0						
Contracted Services	\$0	\$0	\$0	\$0	\$0						
Other	\$0	\$0	\$0	\$0	\$0						
SUBTOTAL STUDENT SUPPORT	\$0	\$0	\$0	\$0	\$0						
Operations and Maintenance of Facilities											
Insurance (Property/Liability)	\$0	\$0	\$0	\$0	\$0						
Rent	\$0	\$0	\$0	\$0	\$0						
Mortgage	\$0	\$0	\$0	\$0	\$0						
Utilities	\$0	\$0	\$0	\$0	\$0						
Maintenance	\$0	\$0	\$0	\$0	\$0						
Telephone/Communications	\$0	\$0	\$0	\$0	\$0						
Construction	\$0	\$0	\$0	\$0	\$0						
Renovation	\$0	\$0	\$0	\$0	\$0						
Other	\$0	\$0	\$0	\$0	\$0						
SUBTOTAL OPERATIONS AND MAINTENANCE OF FACILITIES	\$0	\$0	\$0	\$0	\$0						
Administrative/Operations Support											
Equipment Lease/Maintenance	\$0	\$0	\$0	\$0	\$0						
Equipment Purchase	\$0	\$0	\$0	\$0	\$0						
Supplies and Materials	\$0	\$0	\$0	\$0	\$0						
Printing and Copying	\$0	\$0	\$0	\$0	\$0						
Postage and Shipping	\$0	\$0	\$0	\$0	\$0						
Enrollment / Recruitment	\$0	\$0	\$0	\$0	\$0						
Staffing (recruitment and assessment)	\$0	\$0	\$0	\$0	\$0						
Technology Plan	\$0	\$0	\$0	\$0	\$0						
Other	\$0	\$0	\$0	\$0	\$0						