

## 691-3-.02 State Charter School Staff Training Reimbursement Grant

1. **Purpose.** The purpose of this grant is to provide reimbursement to state charter schools for costs associated with travel by its staff and consultants to and from trainings provided by the State Charter Schools Commission of Georgia (SCSC).
2. **Terms and Conditions.** Grants are awarded on a reimbursement basis to state charter schools for costs associated with travel by its staff and consultants to and from trainings provided by the SCSC. Only expenses eligible for reimbursement under the State Travel Policy established by the State Accounting Office will be reimbursed under this grant. The applicant must ensure that all expenses submitted to the SCSC are consistent with the State Travel Policy. The SCSC will make a form available to eligible applicants that the applicant must utilize to report eligible expenses.
3. **Eligible Recipients.** All state charter schools with staff or consultants traveling to and from trainings provided by the SCSC are eligible to apply.
4. **Criteria for Award.** Applications will be reviewed for compliance with application requirements and the State Travel Policy. Funding will be awarded for all eligible expenses that are submitted in compliance with application requirements and the State Travel Policy. All grant awards and amounts will be determined and awarded by the Executive Director of the SCSC.
5. **Directions and Deadlines for Applying.** Requests for information and applications should be directed to the Business and Operations Manager, State Charter Schools Commission of Georgia, 1470B Twin Towers East, 205 Jesse Hill Jr. Drive, Atlanta, Georgia, 30334. Specific deadlines will be included in the associated application package.

**Authority:** O.C.G.A. §§ 20-2-2082; 20-2-2083; 20-2-2084

**Adopted:** April 30, 2014

**Effective:** May 26, 2014