

Terms for Charter School Program (CSP) Grant Budget Tool video tutorials

Term	Definition
Available Amount	Within the budget tool, Manage Budget Item page, this is the current approved total dollars of CSP funds available.
Budget Amendment	Occurs when proposed expenditures significantly change the amount in the approved line item budget.
CSP Tracking System	Charter School Project Tracking System located at www.flcsp.org
Project Award Notification, Form DOE200	Award letter issued by the Department of Education to CSP Grant sub-recipients upon approval of the sub-recipient's budget narrative. The approved budget narrative is attached to this form.
Expenditure	Payment for goods or services
Expenditure Report	Report of all itemized expenditures made utilizing CSP Grant funds.
Function Code	A four digit code that indicates the overall purpose or objective of an expenditure.
Inventory	CSP purchased equipment and property that may include materials and supplies on hand for future use in operations
Inventory Report	Itemized record of all CSP purchased equipment and property with 600 object codes acquired through the grant
Object Code	A three digit code that indicates the type of goods or services obtained as a result of a specific expenditure.
Program Office	Charter Schools Program Office at the Florida Department of Education
Project Period	Refers to the dates for which the project budget and program are in effect.
Project Phase	The two phases of the CSP Grant project are planning and implementation.
Projected Amount	Within the budget tool, Manage Budget Item page, this is the approved total dollars of CSP funds available <i>unallocated within the budget tool</i> .
Red Book	FDOE manual that provides Florida school districts and charter schools with a uniform chart of accounts for financial, cost and budgetary reporting.
Sub-recipient	Non-Federal entity that receives a subaward from a pass-through entity (FDOE) to carry out part of a Federal program. A sub-recipient may also be a recipient of other Federal awards directly from a Federal awarding agency.