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| **Schools changing sponsors Application Timeline** | |
| Deadline for ERCO to receive application | September 15th, 2026 |
| * Interview with applicant and school officials via in-person, zoom, and/or telephone * ERCO due diligence, facility visit, materials compiled, report prepared * Interview with current sponsor via phone, zoom, or email * Application materials distributed to the ERCO Advisory Board | Can take place prior to, during, or following application submission |
| Advisory Board Interviews, Evaluation of Applications | October 30th, 2026 |
| Schools notified of the decision | Within 15 calendar days |
| If sponsorship is offered, the following is distributed  to the applicant’s governing authority:   * Orientation materials  (Things to Know-packet) * Contract * Contract formatting instructions * Checklist of required appendices and attachments | Within 30 calendar days |
| Deadline to submit to ERCO signed, completed, formatted contract  with attachments and appendices, board resolution adopting contract | June 1 |
| Contract reviewed for completion,  information requested to correct deficits, if any | June 1-15 |
| Deadline for ERCO to submit signed, completed contract  to ODE Office of Community Schools | June 30 |
| Opening Assurances Site Visit | By appointment – Summer |
| Deadline for ERCO to submit opening assurances to  ODE Office of Community Schools | 10 – 20 business days prior  to first day of instruction |
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**Please submit the completed application and associated materials:**By postal mail and/or email to:

**Educational Resource Consultants of Ohio  
3401 Hamilton-Mason Rd. Suite**

**Hamilton, Ohio 45011**

[**jwilson@ercoinc.org**](mailto:jwilson@ercoinc.org) **and** [**slunsford@ercoinc.org**](mailto:slunsford@ercoinc.org)

**Any questions regarding this application, please contact ERCO at 513-771-4006**