

NC State Superintendent

Needs-Based Public School

Capital Fund

Grant Application

Application Deadline: **October 11, 2017**

Grant Awards: **November 1, 2017**

Application Submission to: **Dr. Benjamin J. Matthews**

Description of Grant Program

The Needs-Based Public School Capital Fund was established by S.L. 2017-57, Sec. 5.3. The purpose of the Fund is to assist lower wealth counties (development tier one and tier two counties) with their critical public school building capital needs. Grant funds must be used for new capital projects only, and cannot be used for real property acquisition or for operational lease agreements, unless the lease agreement was entered into on or before June 30, 2017.

	FY 2017-18	FY 2018-19
Timeline:		
Guidance Issued	Sep. 11, 2017	Jul. 31, 2018
Application Deadline	Oct. 11, 2017	Aug. 31, 2018
Awards Announced	By Nov. 1, 2017	By Sep. 30, 2018
County Eligibility: ¹	Tier 1 Counties	Tier 1 Counties
	County cannot have received more than \$8.75 M from the Public School Building Capital Fund from FY 2012-13 to FY 2016-17, inclusive. ²	
Project Eligibility:	<p>Projects must be “new capital projects,” defined as new facility construction, major facility renovation, or facility rehabilitation.</p> <p>Only projects that address critical deficiencies will be considered.</p>	
Available Funding:	\$30 M	\$75 M
Maximum Award:	\$15 M	\$15 M
Matching Funds Required:	\$1 in local funds for every \$3 in grant funds	

¹Tier 2 Counties will also be eligible beginning in 2020-21.

²For purposes of this determination, the total funding of the county LEA plus the city LEA(s) will be calculated. Records of these allotments are available on the School Planning website at http://www.schoolclearinghouse.org/otherinf/ADMFund/Monthly_County_Report_FY_Totals.pdf.

NOTE: If a county receives a grant fund award from the Needs-Based Public School Capital Fund, that county will be ineligible to receive allocations from the Public School Building Capital Fund that are appropriated during a five-year period beginning with the fiscal year the grant funds were awarded.

Program Criteria and Guidelines

For 2017-18, projects will be evaluated based on narrative and budget detail submitted by the applicant and based on the following measures of county characteristics:

Measures	Definition/Calculation/Data Source
Ability to Generate Tax Revenue	Total revenue generated by a one-cent per \$100 valuation increase in the county property tax rate, based on FY 2015-16 tax rates and assessment valuation. (Source: State Treasurer, Analysis of Debt of North Carolina Municipalities 6-30-2016, Revised: 01/26/2017)
Ratio of Existing Debt to Tax Revenue	<u>Debt</u> : Sum of County Debt from [General Obligation Bonds, Installment Purchase Debt, Special Obligation Bonds, QZABs and QSCBs, Certificates of Participation] (Source: State Treasurer, Analysis of Debt of North Carolina Municipalities 6-30-2016, Revised: 01/26/2017) <u>Revenue</u> : Sum of County Revenues from Property Taxes, Other Taxes, and Sales Tax, FY 2015-16 (Source: State Treasurer, County Revenues and Expenditures Financial Profile, 6/30/2016)
Critical deficiency	Project addresses a deficiency identified in the 2015-16 School Needs Survey in the five-year horizon, or other equivalent documentation and an explanation as to why the project was not included in the 2015-16 School Needs Survey

Required Reporting

Grant recipients are required to submit a report by April 1 each year and upon completion of the project, on: the use of grant funds, progress on the project, and impact of the project on the county's school capital plan.

APPLICATION - COVER SHEET
NEEDS-BASED SCHOOL CONSTRUCTION FUND

Date: _____

SUBMIT ONE APPLICATION PER SCHOOL CAMPUS - A PROJECT MAY HAVE MULTIPLE COMPONENTS, OR INCLUDE WORK IN MULTIPLE BUILDINGS.

County: _____

Primary Contact Person: _____

Title: _____

Address: _____

Phone: (____) _____

School Admin. Unit(s): _____

School Admin. Contact Person (s) and Contact Info: _____

Required Application Materials

Completed applications must include the below listed materials and be submitted by 5:00 p.m. on deadline to via email to ben.matthews@dpi.nc.gov.

Application Materials	
<input type="checkbox"/> Cover Sheet (this page)	
<input type="checkbox"/> Application	<input type="checkbox"/> Narrative <input type="checkbox"/> Budget
<input type="checkbox"/> Additional Documentation (as appropriate, prior to disbursement of funds)	
<input type="checkbox"/> Assurance Page	

APPLICATION - NARRATIVE
NEEDS-BASED SCHOOL CONSTRUCTION FUND

Date: _____

Project Title: _____

Location: _____

Type of Facility: _____

Short Description of Construction Project: _____

Describe the critical need this project addresses and the impact on student outcomes:

Was this project included in the five-year need horizon in the 2015-16 School Needs Survey? Yes No

If no, provide explanation and attach equivalent information: _____

Will this project replace an existing facility(ies)? Yes No

Has Advanced Planning been done for this project? Yes No

Have Construction Documents been completed for this project? Yes No

Anticipated or Actual Bid Dates: _____

Estimated date of beginning of construction: _____

Estimated date of completion: _____

APPLICATION - BUDGET
NEEDS-BASED SCHOOL CONSTRUCTION FUND

Date: _____

Estimated Costs:	State	Other	Total
Planning	\$ _____	\$ _____	\$ _____ <u>0.00</u>
Construction	\$ _____	\$ _____	\$ _____ <u>0.00</u>
Major Renovation/Rehab	\$ _____	\$ _____	\$ _____ <u>0.00</u>
Enlargement/Addition	\$ _____	\$ _____	\$ _____ <u>0.00</u>
Rehab for New Purpose	\$ _____	\$ _____	\$ _____ <u>0.00</u>
Other Eligible Expense:	\$ _____	\$ _____	\$ _____ <u>0.00</u>
<hr/>			
Total	\$ _____ <u>0.00</u>	\$ _____ <u>0.00</u>	\$ _____ <u>0.00</u>

Match: The matching funds of one dollar of local funds for every three dollars of state funds are from (source):

_____.

\$ _____ of the matching funds have been expended for/date/description: _____

Estimated Project Expenditures by Year (show estimated period over which funds will be spent, by year):

	2017-18	2018-19	2019-20	2020-21 or later	Total
Total Expenditures:					\$ _____
Non-State Funds:					\$ _____
Requested Funding*:	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____

*Total requested funding cannot exceed \$15 M

Additional Documentation Prior to Disbursement of Funds

A project to be funded with a grant from the Needs-Based Public School Capital Fund must follow the same review process as any other LEA capital project.

- A registered Architect and/or registered Engineer shall prepare the drawings and specifications in accordance with G.S. 133-1 through 133-4.1, as applicable.
- If the project is a type for which review by School Planning is required, design documents shall be submitted at appropriate phases of the design; neither the LEA nor the County shall invest any funds in the project until the review process is completed.
 - Not all projects must be submitted for review; see the illustrative (non-inclusive) list at <http://www.schoolclearinghouse.org/pubs/ProjectsReviewedBySchoolPlanning.pdf>. Contact School Planning personnel if a clarification is needed.
 - Transmittal of drawings and specifications to School Planning shall include the form at <http://www.schoolclearinghouse.org/pubs/DPI%20Project%20Transmittal%20Sheet.doc>
- Design of the project should be in compliance with Guidelines published on the School Planning website at <http://www.schoolclearinghouse.org/> . The overall document can be found at [http://www.schoolclearinghouse.org/pubs/FacilityGuidelines%20\(September%202014\).pdf](http://www.schoolclearinghouse.org/pubs/FacilityGuidelines%20(September%202014).pdf). Some criteria are mandatory; for example, those involving safety in school science laboratories at [http://www.schoolclearinghouse.org/pubs/ScienceFacilitiesPlanner%20\(2013-07-11\).pdf](http://www.schoolclearinghouse.org/pubs/ScienceFacilitiesPlanner%20(2013-07-11).pdf) .
- If the project involves the closing of an existing school, the LEA shall follow the procedures described in <http://www.schoolclearinghouse.org/pubs/SchoolClosingProcedure.pdf> .
- If the project involves the demolition of an existing school building, the LEA shall follow the procedure noted above and submit the form at <http://www.schoolclearinghouse.org/pubs/COSTFEAS.doc>.

Assurance Page

By signing below, we assure NCDPI that we are officials of the organization and authorized to bind the organization. We certify the following:

- The information provided in this proposal is correct and complete.
- The project herein described is within the parameters of the Needs-Based Public School Capital Fund established in S.L. 2017-57 and that all of the required local funding is available and designated as match for this project.
- All funds will be used for the construction project described in the approved application.
- We will work cooperatively with North Carolina Department of Public Instruction in monitoring and evaluating the project to meet reporting requirements. We will report on project progress and State and local funds expended by April 1 of each year and upon project completion.
- All applicable federal and state laws will be adhered to, including promotion of equal opportunity without regard to race, color, religion, gender, age, disability, political affiliation, or national origin.
- Fiscal control and accounting procedures for proper disbursement of and accounting for the grant funds will be established and followed.

(Signature - Chair, County Commissioners)

(Date)

(Signature - Chair, Board of Education)

(Date)