

# NC State Superintendent

## Needs-Based Public School Capital Fund

### Grant Application

**Application Deadline:**      **October 16, 2017**      **DEADLINE EXTENDED**

**Grant Awards:**              **November 1, 2017**

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

**This application supersedes the previous version. Changes to the application have been made to reflect changes contained in Session Law 2017-212, Sec. 1.1 which became law on October 8, 2017.**

**The deadline for submission has been extended to 5:00pm October 16, 2017.**

**Applications submitted prior to this change are not required to be re-submitted.**

## Description of Grant Program

The Needs-Based Public School Capital Fund was established by S.L. 2017-57, Sec. 5.3., and modified by S.L. 2017-212, Sec. 1.1. 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 construction of new school buildings 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
<b>Timeline:</b>		
<b>Guidance Issued</b>	Sep. 11, 2017	Jul. 31, 2018
<b>Application Deadline</b>	Oct. 16, 2017	Aug. 31, 2018
<b>Awards Announced</b>	By Nov. 1, 2017	By Sep. 30, 2018
<b>County Eligibility:</b> <sup>1</sup>	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. <sup>2</sup>	
<b>Project Eligibility:</b>	Projects must be “new school buildings,” defined as new facility construction.	
	Only projects that address critical deficiencies will be considered.	
<b>Available Funding:</b>	\$30 M	\$75 M
<b>Maximum Award:</b>	\$15 M	\$15 M
<b>Matching Funds Required:</b>	\$1 in local funds for every \$3 in grant funds	

<sup>1</sup>Tier 2 Counties will also be eligible beginning in 2020-21.

<sup>2</sup>For 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](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	<p>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.</p> <p>(Source: State Treasurer, Analysis of Debt of North Carolina Municipalities 6-30-2016, Revised: 01/26/2017)</p>
Ratio of Existing Debt to Tax Revenue	<p><u>Debt</u>: Sum of County Debt from [General Obligation Bonds, Installment Purchase Debt, Special Obligation Bonds, QZABs and QSCBs, Certificates of Participation]</p> <p>(Source: State Treasurer, Analysis of Debt of North Carolina Municipalities 6-30-2016, Revised: 01/26/2017)</p> <p><u>Revenue</u>: Sum of County Revenues from Property Taxes, Other Taxes, and Sales Tax, FY 2015-16</p> <p>(Source: State Treasurer, County Revenues and Expenditures Financial Profile, 6/30/2016)</p>
Critical deficiency	<p>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</p>

## 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 INCLUDE 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 Monday, October 16, 2017 via email to [ben.matthews@dpi.nc.gov](mailto:ben.matthews@dpi.nc.gov).

<b>Application Materials</b>	
CoverSheet (this page)	
Application	Narrative Budget
Additional Documentation (as appropriate, prior to disbursement of funds)	
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: \_\_\_\_\_

<b>Estimated Costs:</b>	<b>State</b>	<b>Other</b>	<b>Total</b>
Planning	\$ _____	\$ _____	\$ <u>0.00</u>
Construction	\$ _____	\$ _____	\$ <u>0.00</u>
Other Eligible Expense:	\$ _____	\$ _____	\$ <u>0.00</u>
_____			
<b>Total</b>	\$ <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):

	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2020-21 or later</b>	<b>Total</b>
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.
- School Planning review is required for new school buildings. Design documents shall be submitted at appropriate phases of the design; neither the LEA nor the County shall invest any funds in construction of the project until the review process is completed.
- 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 modified by S.L. 2017-212, 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.

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(Signature - Chair, County Commissioners)

(Date)

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(Signature - Chair, Board of Education)

(Date)