



# PUBLIC SCHOOLS OF NORTH CAROLINA

STATE BOARD OF EDUCATION William C. Harrison, Ed.D., *Chairman and Chief Executive Officer*  
DEPARTMENT OF PUBLIC INSTRUCTION June St. Clair Atkinson, Ed.D., *State Superintendent*  
WWW.NCPUBLICSCHOOLS.ORG

## MEMORANDUM

TO: Public School Superintendents  
Chairs of County Boards of Commissioners

FROM: Dr. Benjamin J. Matthews  
Director, School Support

DATE: January 21, 2010

SUBJECT: Qualified School Construction Bonds State Reporting Requirements

In addition to the federal reporting requirement of the Davis Bacon Act, North Carolina also has three (3) reporting requirements each LEA or County must fulfill.

Phase I - Initial Application If you have not submitted a complete application or need to adjust the Spending Plan due to the difference in your application amount and your final allocation, please submit these items to School Planning prior to bond issuance.

Phase II - Bond Issuance Once bonds have been issued please fill out the first page of this packet titled Phase II and submit to School Planning within 30 days.

Phase III – Project Completion Upon completion of the project please submit page two of this packet titled Phase III no later than 30 days after completion. Include with this form the Certification of Completion and Compliance from the Architect.

This packet can also be found online at [www.schoolclearinghouse.org](http://www.schoolclearinghouse.org). Questions may be directed to Mary Spradling, School Planning at (919) 807-3556.

BJM/mkg

CC: LEA Finance Directors  
County Finance Directors  
LEA Maintenance Directors

## OFFICE OF FINANCIAL AND BUSINESS SERVICES

Philip W. Price, *Chief Financial Officer* | [pprice@dpi.state.nc.us](mailto:pprice@dpi.state.nc.us)  
6326 Mail Service Center, Raleigh, North Carolina 27699-6326 | (919) 807-3600 | Fax (919) 807-3604  
AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER

QUALIFIED SCHOOL CONSTRUCTION BONDS PROGRAM  
(QSCB)  
STATE REPORTING REQUIREMENTS PHASE II

LEA \_\_\_\_\_ LEA Code \_\_\_ \_ \_

Date \_\_\_\_\_ School Code \_\_\_ \_ \_ DSP Property Number (if known) \_\_\_ \_ \_

School \_\_\_\_\_ Grades \_\_\_\_\_

PHASE II - BOND ISSUANCE

(Note: Phase I reporting information is taken from the LEA application for QSCB funding)

Date of bond issuance \_\_\_\_\_

Value of bonds issued \$ \_\_\_\_\_

Interest rate in excess of 0% \_\_\_\_\_

Lender purchasing bonds \_\_\_\_\_

Reminder: 10% of bond funds must be committed by contract with a third party within 6 months after issuance of the bonds and all funds must be expended within three years of bond issuance.

Please return no later than 30 days after bond issuance to:

QSCB I  
School Planning Section  
North Carolina Department of Public Instruction  
6319 Mail Service Center  
Raleigh NC 27699-6319

Print Name/Title \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

QUALIFIED SCHOOL CONSTRUCTION BONDS PROGRAM  
(QSCB)  
STATE REPORTING REQUIREMENTS

PHASE III – PROJECT COMPLETION

LEA \_\_\_\_\_ LEA Code \_\_\_ \_\_ \_\_

Date \_\_\_\_\_ School Code \_\_\_ \_\_ \_\_ DSP Property Number (if known) \_\_\_ \_\_ \_\_ \_\_

School \_\_\_\_\_ Grades \_\_\_\_\_

Total project cost \$ \_\_\_\_\_

Amount of QSCB authority utilized \$ \_\_\_\_\_

Sources of other funding \_\_\_\_\_ Amount \$ \_\_\_\_\_

(Note: Funds and reporting are NOT allowed to be comingled)

Project Completion

Date of completion \_\_\_\_\_

Note: Proper records of this project and bond shall be kept available for future local, state or federal audit purposes.

Attach the “Certification of Completion and Compliance” from the Architect and return no later than 30 days after project completion to:

QSCB I  
School Planning Section  
North Carolina Department of Public Instruction  
6319 Mail Service Center  
Raleigh NC 27699-6319

Print Name/Title \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_