



# Charter School Facilities Program 2022 Filing Round

Informational Webinar  
March 1, 2022

Presented by:

- Office of Public School Construction (OPSC)
- California School Finance Authority (CSFA)
- California Department of Education (CDE)

# Agenda

## Presentations from:

- Office of Public School Construction (OPSC)
- California School Finance Authority (CSFA)
- California Department of Education (CDE)

## Question and Answer Session

# Charter School Facilities Program (CSFP)

- \$96.0 million available for new applications
  - As of the February 2022 State Allocation Board meeting
- New construction
  - Adds capacity to a site
- Rehabilitation
  - Modernization of district owned facilities that are at least 15-years old, for charter use
  - Like-kind replacement
- 50/50 program
  - 50% state grant
  - 50% applicant contribution or loan
- Advance funding for design/site acquisition
- Priority Funding process for fund release



# Applicants

- Charter school
- Local school district
  - Must serve the same grade level as charter project
- Applicants:
  - Receive funding
  - Sign SFP Grant Agreement
  - Repay loan, if requested
  - Responsible for ensuring compliance with program certifications
  - Responsible for project

# Program Requirements

Eligible charters:

- Provide classroom-based instruction
  - *Education Code (EC) 47612.5(e)(1)*
- Autonomous/Non-Autonomous
  - District must be applicant for non-autonomous charter
- Charter petition approved prior to application submittal
- Two years operating or administrative experience in California

# Program Requirements (cont.)

Title to the site and facilities must be held by:

- Local school district
  - Must serve the same grade level as charter project
- Local governmental entity
- Charter School
  - Lien for total amount of funds received from state
  - Additional security requirements in *EC Section 17078.63(a)(3)*
  - New construction projects only

# Program Requirements (cont.)

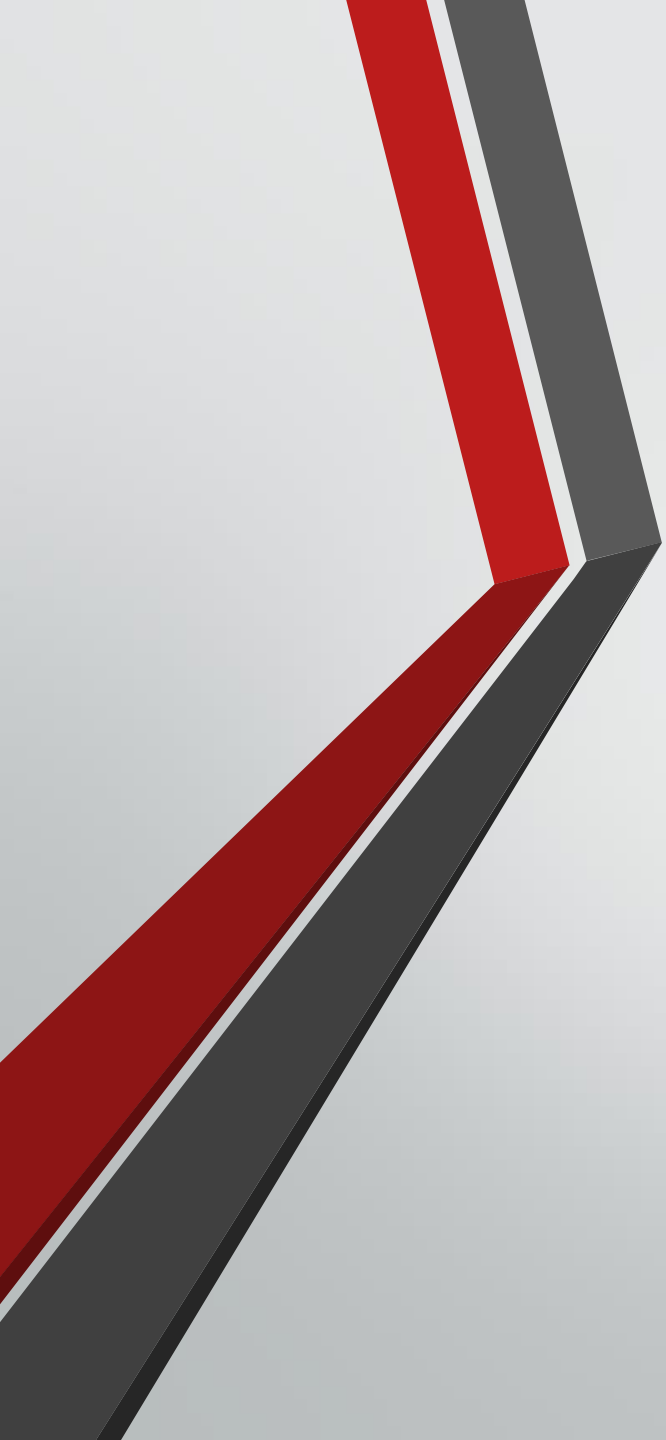
- Division of the State Architect (DSA) and California Department of Education (CDE) plan approval
- CDE site approval (if purchasing a site)
- Competitive bid process for design professionals
- Public Contract Code
- Labor Code
- Additional items certified to on applications
  - Form SAB 50-09
  - Form SAB 50-04
- Financial Soundness determination from the California School Finance Authority

# What Am I Applying For?

## Preliminary Apportionment (PA):

- Reservation of bond authority
- Proposed project costs
  - Project narrative
  - Form SAB 50-09
- Submit request to convert PA to final apportionment within four years
  - Possible one-time, one-year extension
  - DSA/CDE plan approval
  - CDE site approval and entered escrow is buying site





# Calculating the Preliminary Apportionment

- Base Grant
- Supplemental grants  
(*SFP Regulation Sections 1859.163.1 and 1859.163.5*)
  - Urban security/impacted site
  - Geographic location
  - Small size project
  - Site development (*NC only*)
  - Site acquisition (*NC only*)
  - Multilevel construction (*NC only*)
  - Elevators (*Rehab only*)
- Inflator factor
  - Accounts for increases in construction costs over four years

# Calculating the New Construction Base Grant

- Multiply the number of classrooms that will be constructed by the appropriate 2022 pupil grant amounts and SFP loading standards:

• K-6	\$14,698	25 pupils per CR
• 7-8	\$15,561	27 pupils per CR
• 9-12	\$19,750	27 pupils per CR
• Non-severe	\$27,610	13 pupils per CR
• Severe	\$41,286	9 pupils per CR
- Pupil grants requested at the PA phase may not be increased at the time of conversion

# Calculating the Rehabilitation Base Grant

- First, calculate the rehabilitation base grant:
  - Multiply eligible square footage by the 2022 grant amount
    - Non-toilet \$240
    - Toilet \$430
- Next, calculate the new construction base grant based on the classrooms being rehabilitated (see previous screen)
- The rehabilitation base grant is the lesser of these two amounts
- Square footage requested at the PA phase may not be increased at the time of conversion

# Getting Started

- Approved charter petition
  - Must be approved prior to date application is received by OPSC
- Applicant school board resolution
  - Supports application and charter representative(s)
  - See certification on Form SAB 50-09
  - Needed to create OPSC OL account for charter school representatives
- Determine project needs
  - New construction, rehabilitation or combination
- California Department of Education (CDE) preliminary recommended site size letter

**Angel Doughty**

**[ADoughty@cde.ca.gov](mailto:ADoughty@cde.ca.gov)**

## Getting Started (cont.)

### For charters applying independently

- Notify district of intent to apply  
(*SFP Regulation Section 1859.162(b)*)
  - Where project is physically located and that serves same grade level as charter project
- 30 days prior to submitting application to OPSC
  - Submit evidence of date notification was received by district as part of application package

*May 4, 2022 is the last day a district can RECEIVE a notification for application submittal by the deadline*

## Getting Started (cont.)

- **New construction project district notice**  
(*SFP Regulation Section 1859.162.1*):
  - Request district to:
    - Update new construction eligibility
    - Provide unhoused pupil certification
    - Provide methodology for determining certification
      - Must be discussed at a regularly scheduled public meeting
- **Rehabilitation project district notice**  
(*SFP Regulation Section 1859.163.4(d)*):
  - Request rehabilitation agreement between district and charter for use of the facilities to be rehabilitated

**See sample district notifications on OPSC website**

# Getting Started (cont.)

Sample district notifications on OPSC website

## New Construction

Subject: Notification of Intent to File *Application for Charter School Preliminary Apportionment (Form SAB 50-09)* with Office of Public School Construction for the Charter School Facilities Program for New Construction Funding

Dear:

I am writing to notify the superintendent of **ABC School District** and its governing board of education that **123 Charter Schools** intends to file an application for new construction funding for its **Number One Elementary Charter School** with the Office of Public School Construction (OPSC) under the Charter School Facilities Program (CSFP) as provided under Article 12, Chapter 12.5, Part 10, Division 1, Title 2, commencing with Section 17078.50, et seq., of the Education Code (EC).

Per EC 17078.53 and School Facility Program (SFP) Regulation Section 1859.162, **123 Charter Schools** is required to notify the district superintendent and governing board of education of the school district, in which a charter school project will be physically located and that serves the same grade level as the charter school, at least (30) days prior to submittal of an *Application for Charter School Preliminary Apportionment (Form SAB 50-09)* to OPSC. Applications may be submitted beginning **May 2, 2022, and ending on June 3, 2022**. **123 Charter Schools** intends to file a Form SAB 50-09 for new construction funding for its **Number One Elementary Charter School** and include a request for up to **300 grade (K-6) pupil grants**.

Per SFP Regulation Section 1859.162.1, as part of the application process for a CSFP new construction preliminary apportionment, the school district in which the charter school will be physically located, serves the same grade level as the charter school and where new construction eligibility is assessed is required to submit a current *Enrolment/Certification Projection (Form SAB 50-01)* with OPSC for the current California Basic Education Data System (CBEDS) year. Therefore, I respectfully request the **ABC School District** file an updated Form SAB 50-01 with OPSC for the **2021/2022 year by June 3, 2022**, if not already completed.

In addition, pursuant to SFP Regulation 1859.162.1, please submit a school board resolution certifying to the number of the district's unhoused pupils that the project will house, supporting documentation that explains the methodology used to generate this number, and the school board meeting minutes that recorded the approval of the certification. The school board must have discussed the issue as an action item at a regularly scheduled, publicly held board meeting. I respectfully request that these items be generated by district staff, approved by the school board and sent to **123 Charter School** or OPSC for the inclusion in the funding application within 90 days of this notification.

If you have any questions or require additional information about this notification of intent to file, please contact **charter representative name** at **charter representative**

# Getting Started (cont.)

Sample district notifications on OPSC website

## Rehabilitation

Subject: Notification of Intent to File *Application for Charter School Preliminary Apportionment (Form SAB 50-09)* with Office of Public School Construction for the Charter School Facilities Program for **Rehabilitation Funding**

Dear:

I am writing to notify the superintendent of **ABC School District** and its governing board of education that **123 Charter Schools** intends to file an application for rehabilitation funding for its **Number One Elementary Charter School** with the Office of Public School Construction (OPSC) under the Charter School Facilities Program (CSFP) as provided under Article 12, Chapter 12.5, Part 10, Division 1, Title 2, commencing with Section 17078.50, et seq., of the Education Code (EC).

Per EC 17078.53 and School Facility Program (SFP) Regulation Section 1859.162, **123 Charter Schools** is required to notify the district superintendent and governing board of education of the school district, in which a charter school project will be located and that serves the same grade level as the charter school, and that owns the site of the prospective project, at least (30) days prior to submittal of an *Application for Charter School Preliminary Apportionment (Form SAB 50-09)* to OPSC. Applications may be submitted beginning **May 2, 2022, and ending on June 3, 2022**. **123 Charter Schools** intends to file a Form SAB 50-09 for rehabilitation funding for its **Number One Elementary Charter School**. This project is located at the district owned **School Name** site.

Per SFP Regulation Section 1859.163.4, as part of the application process for a CSFP rehabilitation preliminary apportionment, the application must include an agreement between the school district and the charter school for the use of the facilities to be rehabilitated. The agreement must be approved prior to the submittal of the application and must have been discussed and approved at the school district board meeting. Therefore, I respectfully request that **ABC School District** begin this process with **123 Charter Schools** if not already completed.

If you have any questions or require additional information about this notification of intent to file, please contact **charter representative name** at **charter representative phone number**, or **charter representative email address**. You may also contact Erin Cunneen at OPSC at [erin.cunneen@dgs.ca.gov](mailto:erin.cunneen@dgs.ca.gov) or (279) 946-8440.

Sincerely,

**Charter Representative Signature**



# OPSC Complete Application

## Checklist on OPSC website

School Facility Program

### Charter School Facilities Program - Preliminary Apportionment Application Submittal Requirements

February 2022

The following items are necessary for a Charter School Facilities Program application package to be deemed complete by OPSC and the California School Finance Authority (CSFA):

#### All Application Types:

- o Completed Application for Charter School Preliminary Apportionment (Form SAB 50-09) This will require a resolution or other appropriate documentation from the applicant's governing board, supporting the submittal of the application.
- o Narrative description of the proposed project that includes at minimum the following information:
  - Number of classrooms
  - Grade level served in each classroom
  - Intended opening date
  - If the project will be permanent or portable construction
  - The Charter School General Location (exact address of where the project will be located or cross streets to form a 3-mile radius that the project will be located within)
- o California Department of Education Preliminary Recommended Site Size letter
- o One copy of the most recently approved or renewed charter petition
- o Minutes from board meeting held by chartering entity approving most recent charter petition
- o Verification of non-profit status, if applicable.
  - IRS 501(c)(3) determination letter
  - Articles of Incorporation showing the entity is organized as/operated by a nonprofit public benefit corporation.
- o Evidence that charter school delivered notification of intent to apply to the school

district at least 30 days prior to the submission of the Form SAB 50-09 to OPSC. Notify the district(s) where the project will be physically located and that serves the same grade level that will be housed in the charter project (for charter schools applying independently only)

#### CSFA - Financial Soundness Documents (Submit directly to CSFA. Do not submit copies to OPSC)

- o Financial Soundness Application (Form CSFA 03-01)
- o All supporting financial documentation (e.g., organization and financial information, all material contracts, and legal status questionnaire)
- o One copy of the most recently approved or renewed charter petition

#### Rehabilitation Applications:

- o Signed agreement between the charter school and the school district for use of the use of the facilities to be rehabilitated (for charter schools applying independently only)
- o Drawing with dimensions of all proposed buildings including interior dimensioning and labeling of facilities to be rehabilitated. Drawings must highlight toilet area and classrooms
- o Square footage spreadsheet listing all facilities and their total square footage amount. Facilities should be broken out into non-toilet facilities and toilet facilities. The totals for each category should match the request on the Form SAB 50-09.

(Continued on next page)

- o Documentation, such as Division of the State Architect approvals, purchase orders, etc., verifying the age of the facilities to be rehabilitated

#### New Construction Applications:

- o Appraisal or Preliminary Appraisal of the property to be acquired with a valuation date within six months of the application submittal date; or Median Cost valuation, consisting of county recorder documentation of consummated sales transactions, within the Charter School General Location; or title insurance company escrow instruction(s) for a minimum of 6 months and a maximum of 2 years from the application submittal date, which indicate the agreed upon purchase price of the property(s) for pending real-estate sales. Submit with the consummated sales transactions and pending escrow instruction data a spreadsheet summary of the data in a price per acre format
- o A cost estimate for site development, which reflects 100 percent of the proposed work, outlined in SFP Regulation Section 1859.76, and approved site development and off-site plans, when requesting more than \$70,000 per proposed useable acres. Refer to SFP Regulation Section 1859.145

New construction applications will initially be accepted without the following documentation; however, it will be required once available from the school district.

- o Completed form SAB 50-01 to update the district's new construction eligibility (if a district has not established new construction eligibility, it will need to submit Forms SAB 50-01, SAB 50-02, and SAB 50-03 to do so.)
- o Copy of the school district governing board's resolution certifying to the number of the district unhoused students that the charter

school project will house (For charter schools applying independently only)

- o Copy of the school board meeting minutes that describe the discussion and approval of the certification resolution (For charter schools applying independently only)
- o Documentation that describes the method used to determine the number of the school districts unhoused students that would be included in the proposed charter school project (For charter schools applying independently only)



# OPSC Complete Application

- *Application for Charter School Preliminary Apportionment* (Form SAB 50-09)
- One copy current approved charter petition
- CDE Preliminary Recommended Site Size letter
- Narrative description of the proposed project (*SFP Regulation 1859.162(c)*)
- Verification of non-profit status (if applicable)
- Verification of notification to the school district (charter applicants)
- Financial Soundness Review documents to CSFA

# OPSC Complete Application (cont.)

## **New Construction Applications** (submitted by charter)

- District form SAB 50-01 to update new construction eligibility
- District unhoused pupil certification
  - Board resolution
  - Charter schools applying independently
    - District applicants provide on Form SAB 50-09
- Methodology for determining certification
  - Discussed and approved by district board
  - Charter schools applying independently

*New construction applications will be accepted without these items, but they will be required once available from the district*

# OPSC Complete Application (cont.)

## **New Construction Applications** (with site acquisition)

- Appraisal or Preliminary Appraisal meeting requirements in *SFP Regulation Section 1859.74.1* with valuation date within six months; or
- Median cost valuation
  - Excel worksheet
  - Price per acre format
  - Must meet requirements in *SFP Regulation Section 1859.163.2(a)(2)*

# OPSC Complete Application (cont.)

## Rehabilitation Applications

- Site diagram
  - Show dimensions of classrooms and subsidiary facilities to be rehabilitated
  - Highlight classrooms and toilet area
- Square footage spreadsheet
  - List all facilities to be rehabilitated
  - Separate into toilet and non-toilet
    - Totals should match what is requested on Form SAB 50-09
- Rehabilitation Agreement (*SFP Regulation Section 1859.163.4(d)*)
  - Charter schools applying independently
  - Must be approved prior to Form SAB 50-09 submittal

# Application Submittal Formats

- OPSC Online application submittal:  
[Online Application Tools for School Construction Projects](#)  
or
- Email application submittal to:  
[OPSCApplicationReviewTeam@dgs.ca.gov](mailto:OPSCApplicationReviewTeam@dgs.ca.gov)

**Separate Application Submittal webinar coming soon**

# Application Submittal Dates

- Applications may be submitted *starting May 2, 2022, ending on June 3, 2022*
  - Date application received does not determine funding, but can be used as a tie breaker
- A complete, valid application and all supporting documents must be received by OPSC *by 11:59 p.m. June 3, 2022*

# What Happens if Program is Oversubscribed?

- Preference points assigned (*SFP Regulation Section 1859.164.1*)

## 160 maximum points possible

- Relieving District Overcrowding Up to 40 points
- Low Income Up to 40 points
- Existing Facilities 40 points
- Non-Profit Status 40 points
  - Entity operating the charter school:
    - Organized and operated for purposes of not making a profit under the provisions of the federal *Internal Revenue Code Section 501(c)(3)*, or
    - Organized as/operated by a nonprofit public benefit corporation, pursuant to *State Corporations Code, Title 1, Division 2, Part 2, Section 5110, et seq.*



# What Happens if Program is Oversubscribed? (cont.)

Funding Matrix used to determine funding order  
(*SFP Regulation Section 1859.164*)

- Projects are funded in order of most Preference Points within each of the following categories:
  - Various geographical regions of the State
  - Urban/Rural/Suburban regions of the State
  - Large, medium, and small charter schools
  - Various grade levels of the projects
    - *Based on highest grade served in petition*
- Categories are defined in *SFP Regulation Section 1859.2*

**See the CSFP Funding Matrix handout on the OPSC website**

# What Happens if Program is Oversubscribed? (cont.)

## CSFP Funding Matrix handout on OPSC website

### CSFP Funding Matrix

If the estimated total apportionments of all Financially Sound Preliminary Charter School Applications received exceed the funds available, the applications shall be identified in each of the following four categories:

Section 1859.164. Application Funding Criteria.

(a) Geographical Region One, Two, Three, or Four.

Region One consists of the following counties: Alpine, Amador, Butte, Colusa, Contra Costa, Del Norte, El Dorado, Glenn, Humboldt, Lake, Lassen, Marin, Mendocino, Modoc, Napa, Nevada, Placer, Plumas, Sacramento, San Joaquin, Shasta, Sierra, Siskiyou, Solano, Sonoma, Sutter, Tehama, Trinity, Yolo, and Yuba.

Region Two consists of the following counties: Alameda, Calaveras, Fresno, Inyo, Kern, Kings, Madera, Mariposa, Merced, Mono, Monterey, San Benito, San Francisco, San Mateo, Santa Clara, Santa Cruz, Stanislaus, Tulare, and Tuolumne.

Region Three consists of the following counties: Los Angeles, San Bernardino, San Luis Obispo, Santa Barbara, and Ventura.

Region Four consists of the following counties: Imperial, Orange, Riverside, and San Diego.

(b) Urban, Rural, or Suburban areas.

"Urban Area" is a school with a locale code of 11, 12, and 13 as classified by the National Center for Education Statistics (NCES.)

"Rural Area" is a school with a locale code of 31, 32, 33, 41, 42, and 43 as classified by the NCES.

"Suburban Area" is a school with a locale code of 21, 22, and 23 as classified by the NCES.

(c) Large, Medium, or Small Charter Schools.

Large Charter School is a school in which the enrollment is greater than 351 pupils.

Medium Charter School is a school with an enrollment of 176 pupils to 350 pupils.

Small Charter School is a school with an enrollment of not more than 175 pupils.

All enrollment data is based on the latest available CBEDS report or if a CBEDS report is unavailable, the registration list for the Charter School may be used.

(d) K-5, 7-8, or 9-12 grade levels.

The Board shall first apportion one project of each possible type, a maximum of four in category (a) and a maximum of three in categories (b) through (d), starting with (a) and continuing through (d). If more than one application is received of the same type within a category, the Board will apportion based on which project has the highest preference points, calculated in Section 1859.164.1. If a project has the highest preference points but was previously apportioned, the project with the next highest preference points will be apportioned. The same process will continue for the remaining categories until the Board has apportioned a project within each type in categories (a) through (d), or until no funding remains. If after funding one project in each category (a) through (d), funding remains available, the process shall be repeated until no funding remains.


### Process used to determine which Preliminary Charter School Applications receive funding

1) First, Preference Points are determined based on:

Percentage of District Overcrowding	Up to 40 points, graduated scale
Low Income (Based on Free/Reduced Lunch, Higher of Charter, District, or public school located within three miles of General Charter School Location)	Up to 40 points, graduated scale
Non-Profit Status	40 points if meet definition of Non-Profit Entity
Existing Facilities	40 Points if rehabilitating existing district owned facilities
Maximum Points Possible	160

2) Then applications are run through Funding Matrix below:

Starting with Region 1, all projects in this category were compared and the project with the highest preference points was funded in Region 1, then all projects in Region 2 were compared and the project with the highest preference points was funded in Region 2, and so on down the following list until all the funding available was exhausted and projects could be funded in their entirety. Once the last category is reached (9-12 Schools), if there are remaining funds to be allocated, then the funding analysis starts back at the top of the list for Region One.



Region One	Application with highest number of preference points in this category funded here
Region Two	Application with highest number of preference points in this category funded here
Region Three	Application with highest number of preference points in this category funded here
Region Four	Application with highest number of preference points in this category funded here
Urban	Application with highest number of preference points in this category funded here
Rural	Application with highest number of preference points in this category funded here
Suburban	Application with highest number of preference points in this category funded here
Large Sized Schools	Application with highest number of preference points in this category funded here
Medium Sized Schools	Application with highest number of preference points in this category funded here
Small Sized Schools	Application with highest number of preference points in this category funded here
K-5 Schools	Application with highest number of preference points in this category funded here
7-8 / K-8 Schools	Application with highest number of preference points in this category funded here
9-12 Schools	Application with highest number of preference points in this category funded here

# Website Links

- [Access Charter School Facilities Funding](#)
  - Sample District Notifications
  - Funding Matrix Outline
  - Application Submittal Checklist
  - Form SAB 50-09 for email submittals
- [SFP Approved Regulations](#)

Funding Matrix and Non-Profit definitions in *1859.2; CSFP section 1859.160 through 1859.172*
- [School Facility Program Handbook](#)

CSFP Section 7
- [ARTICLE 12. Charter Schools](#)

CSFP Education Code
- [California Public School Construction Process](#)



# OPSC Contact

Erin Cunneen

Charter School Facilities Program  
Program Analyst

[Erin.Cunneen@dgs.ca.gov](mailto:Erin.Cunneen@dgs.ca.gov)

(279) 946-8440



**CALIFORNIA  
SCHOOL  
FINANCE**

# **Charter School Facilities Program 2022 Filing Round**

**May 2 – June 3**

**California School  
Finance Authority**

# Program Overview

- State provides 50% of project cost as a grant
- Applicant is responsible for 50%: local matching share
- Local matching share can be satisfied by lump sum payment or loan
  - Term not to exceed 30 years
  - Low fixed interest rate, approximately 2.00%
  - Payments made using the intercept mechanism
  - Obligor can be charter school, local district, or management organization
- Title to project held by school district, local governmental entity, or charter school (held in trust for CA educational system)

# Role of CSFA


- Assess financial soundness of applicant
  - Preliminary (initial application)
  - Advance (design and site acquisition)
  - Final apportionment (all permits in place, ready to build)
- Administer Program agreements on behalf of the State



# Program Agreements

- Agreements must be executed prior to fund release
- Memorandum of Understanding
  - State, Charter School, Obligor (if other than school)
- Funding Agreement
  - State, Obligor
- Facility Use Agreement, if applicable
  - Charter, District (if district holds facility title)





# Financial Soundness Evaluation

- Eligibility criteria
  - Charter in place, 2 years of operations
- Ability to maintain stable financial operations
  - 1X or greater debt service coverage
- Material risks that could threaten financial or operational viability
  - Civil or criminal disclosures, or threat of charter revocation
- Past, current, and future financial performance
  - audits, budgets, cash flow, reliance on contributions, enrollment and ADA trends and assumptions

## Financial Soundness Evaluation (cont.)

- Student performance trends (as reported by CDE)
- Qualifications of management and personnel
  - Resumes, adequacy of expertise
- Standing with authorizer and compliance with charter
  - Good standing notification from authorizer
- Financial Soundness determinations valid for 12 months

# Financial Soundness Board Report Outline

- CMO and Charter School Background
  - History
  - Enrollment Information
  - Board Make-up
  - Demographics
  - Student Performance
- Eligibility Information
- Project Description/Scope
- Financial Indicators/Debt Service Coverage



# Required Application Materials: Administrative

- CSFA Application Form 03-01
  - Online application process currently in development
- CSFA Legal Status Questionnaire
- Transaction Overview
  - Applicant, Obligor, Title Holder information
  - CMO information if applicable
  - Authorizer information
  - Project description

# Required Application Materials: Organizational

- Copy of most recent Charter authorization or renewal
- Resumes for any new key staff
- List of current board members
- Copies of most recent written reports to and/or from chartering authority
  - Annual reports, due diligence, performance monitoring, etc.

# Required Application Materials: Financial

- Audited financial statements for last three fiscal years
- Approved budget for current fiscal year, projected budgets for next five fiscal years
- Projected income statements, balance sheets, cash flows for next five fiscal years
- Current and projected enrollment for next five fiscal years
  - Include average daily attendance rates, unduplicated pupil percentage and individual percentages of students eligible for free/reduced price meals and English language learners
- Historical and projected data for full time equivalent teachers
- Any recent borrowing of \$50,000 or more related to the charter school with a duration over one year

# Contact Information

Katrina Johantgen

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Website: <http://www.treasurer.ca.gov/csfa>

# Charter School Facilities Program



California Department of Education  
School Facilities and Transportation Services Division


*Angel Doughty, Education Programs Consultant*





# Background

- *Education Code, Section 17078.54(c)(1)(A)*
  - CDE approval for charter school applications
- *Education Code, Section 17251*
- *California Code of Regulations, Title 5, Sections 14001, 14011-12, and 14030-36*



## Charter School Facilities Program (CSFP)

- Charter schools or districts on behalf of charter schools may apply for a preliminary apportionment
- Applications being accepted May 2, 2022 – June 3, 2022
- Applications are submitted to the Office of Public School Construction (OPSC)

# California Department of Education's (CDE) Role

- For all projects New Construction or Rehab:
  - CDE provides the recommended acreage for preliminary apportionment to OPSC
- Letter from CDE will include a maximum and minimum acreage
- Letter from CDE must be included in application to OPSC



# CDE Recommended Acreage (cont.)

Information needed from applicant for CDE recommended acreage letter:

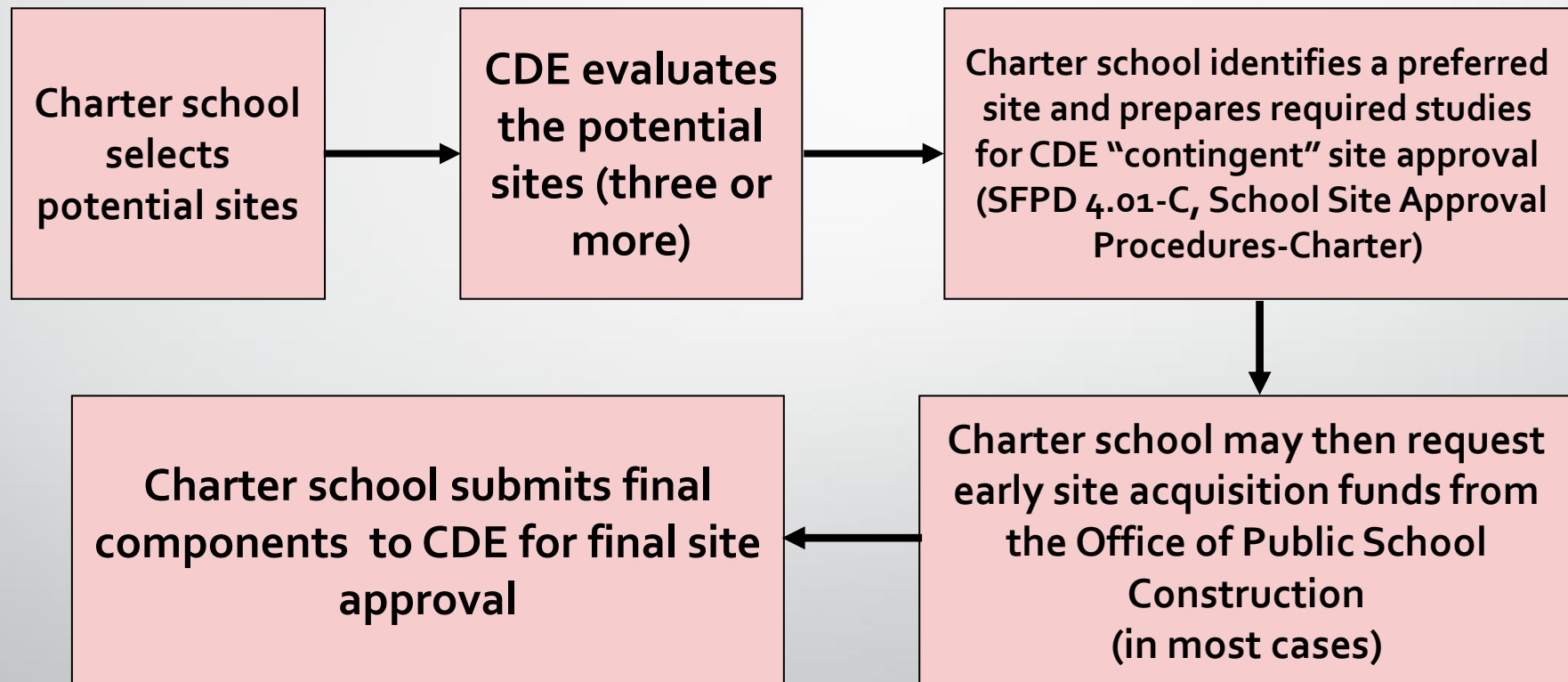
- Grade configuration of school
- Planned student capacity
- Parking
- Physical Education program (if applicable) and space needed
- Multi-level?

# After Preliminary Apportionment

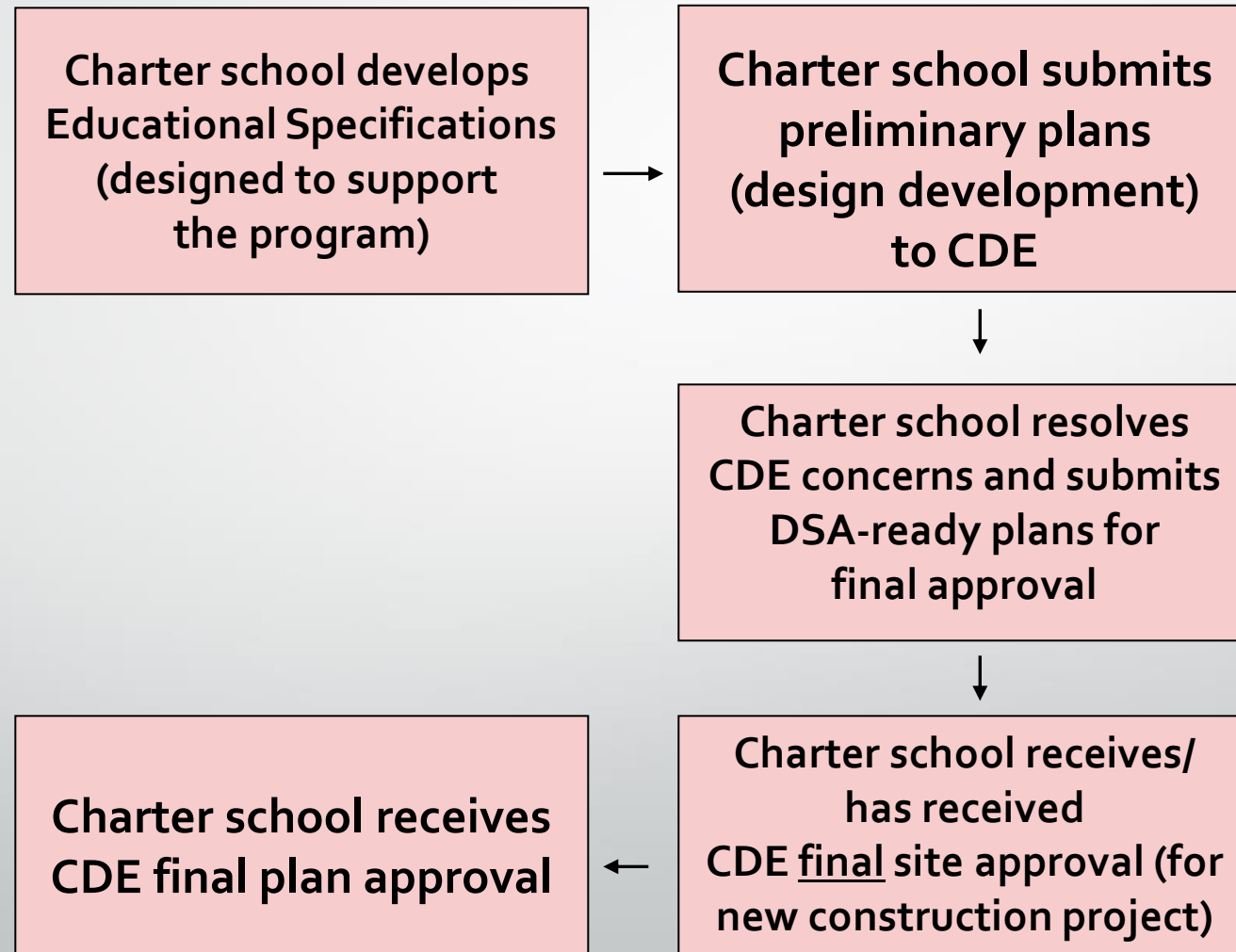
Site and Plan  
Approvals required  
from CDE

Approval letters  
included with Funding  
application to OPSC

# Site Approval Process Overview



# Plan Approval Process Overview



# Resources for Evaluating Potential School Sites

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School Site Analysis and Development Guide

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School Site Selection and Approval Guide

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Local School Districts

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Local Planning Agency

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Architects





# CDE Website Resources

- Educational Specifications: Linking Design of School Facilities to Educational Program, 1997
- School Site Analysis and Development Guide, 2000
- School Site Selection and Approval Guide, 2000
- *California Code of Regulations, Title 5*
- Small School Site Policy
- Staff Assignments

# CDE Address and Website

California Department of Education

School Facilities Planning Division

1430 N Street, Suite 1201

Sacramento, CA 95814

(916) 322-2470

<http://www.cde.ca.gov/ls/fa/>

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