

# **Charter School Facilities Program Proposition 2 Filing Round**

## **July 3, 2025 – October 30, 2025**

**Submitting an Online Application**  
June 24, 2025

Presented by  
Office of Public School Construction



# Agenda

- Review – Prior to Submitting an Application
  - Program Requirements Virtual Training March 25, 2025
  - [PowerPoint Presentation](#)
  - [Webcast](#)
- Application Submittal Formats
- Create OPSC Online Account
- Completing and Submitting an Online Application
- OPSC Review Process



# Prior to Submitting an Application

- Petition, or petition revision, that supports application approved by authorizer
- Applicant school board resolution supporting application
- District received notification and 30 days have passed (**charters applying independently**)
  - Notify District(s) where the project is physically located and that serves the same grade level housed in the project
  - Might not be authorizing district, especially if authorized by a COE
  - September 30, 2025, last day a district can RECEIVE a notification
- District school board approved rehabilitation agreement (**charters applying independently**)
  - Signed by both district and charter school
  - Rehabilitation applications only

# Prior to Submitting an Application (cont.)

- California Department of Education (CDE)  
Recommended Site Size letter
  - **Angel Doughty** at [ADoughty@cde.ca.gov](mailto:ADoughty@cde.ca.gov)
- Applicant school board resolution to add designated representative
- Create OPSC Online account
- Create Project Tracking Number (PTN)
- Determine High School Attendance Area (HSAA)
  - New construction and hybrid new construction/rehab projects only
  - Does not apply to stand alone rehabilitation projects
  - Confirm with district and/or OPSC if HSAA should be used
- Determine *Charter School General Location*
  - School address for rehabilitation projects
  - May be cross streets for new sites



# Prior to Submitting an Application (cont.)

See CSFP webpage for:

- Complete program requirements presentation
- Complete application checklist
- Template District notification letters
- Sample rehab agreement (*new*)

[Access Charter School Facilities Funding](#)



# Application Submittal Formats

- Submit applications using the OPSC Online Application
  - [OPSC Online Application](#)
  - Applicants will need an OPSC Online account
  - All future certifications and applications submitted in this format
- Exception if OPSC Online is down:
  - Email application submittal to [OPSCApplicationReviewTeam@dgs.ca.gov](mailto:OPSCApplicationReviewTeam@dgs.ca.gov)
  - Include CC to [Erin.Cunneen@dgs.ca.gov](mailto:Erin.Cunneen@dgs.ca.gov) and [Kevin.Fok@dgs.ca.gov](mailto:Kevin.Fok@dgs.ca.gov)
- Please contact our office for mailing instructions if applicant does not have online access
- Applications received by OPSC before July 3, 2025, or after 11:59 p.m. on October 30, 2025, will not be valid.



# Create OPSC Online Account

- Request account by email to [OPSCOnlineSupport@dgs.ca.gov](mailto:OPSCOnlineSupport@dgs.ca.gov)
- Include with email request:
  - Applicant charter school/school district name
  - Designated representative(s):
    - Name
    - Position
    - Mailing address
    - Email
    - Phone number
  - Approved resolution by applicant's governing board approving designated representative(s)
    - [Sample School Board Resolution](#)
    - Representative must be named in resolution



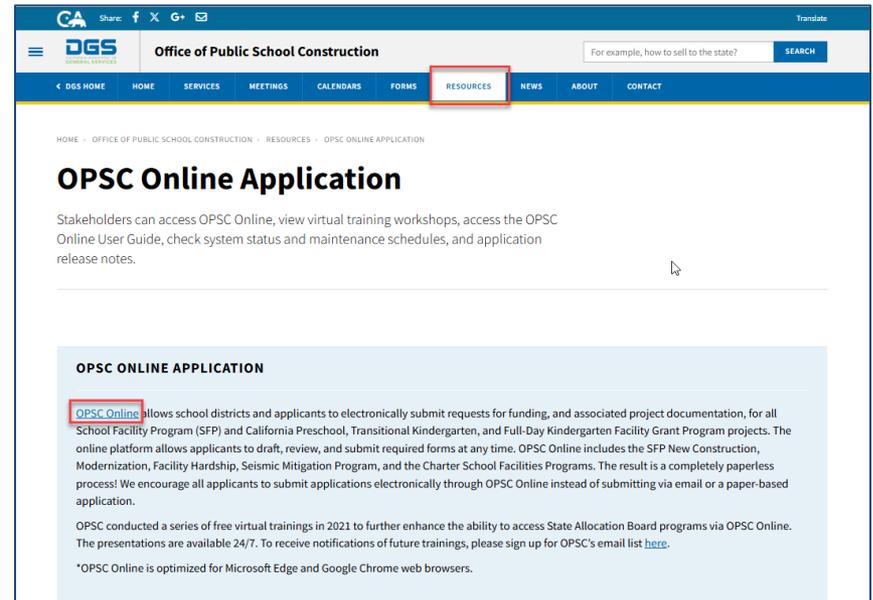
# Create OPSC Online Account (cont.)

- Charter applicants also include:
  - Grade levels that will be housed in charter school project(s)
  - School district(s) where project(s) will be located
    - Must serve the same grade level that will be housed in the charter project
    - Might be a different district than the charter authorizer



# Access OPSC Online Application

- [OPSC Online Application](#) (link)
- From the OPSC website:
  - *Resources* tab
  - *OPSC Online Application* (link)
  - *OPSC Online* (link)



The screenshot shows the website for the Office of Public School Construction (OPSC). The navigation menu at the top includes 'HOME', 'SERVICES', 'MEETINGS', 'CALENDARS', 'FORMS', 'RESOURCES', 'NEWS', 'ABOUT', and 'CONTACT'. The 'RESOURCES' tab is highlighted with a red box. Below the navigation, the page title is 'OPSC Online Application'. The main content area contains the following text:

**OPSC Online Application**

Stakeholders can access OPSC Online, view virtual training workshops, access the OPSC Online User Guide, check system status and maintenance schedules, and application release notes.

**OPSC ONLINE APPLICATION**

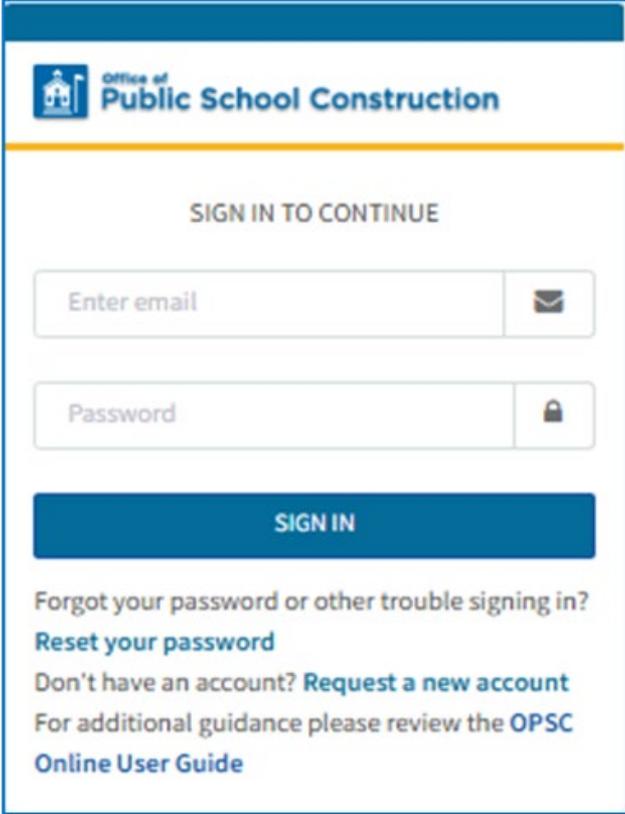
**OPSC Online** allows school districts and applicants to electronically submit requests for funding, and associated project documentation, for all School Facility Program (SFP) and California Preschool, Transitional Kindergarten, and Full-Day Kindergarten Facility Grant Program projects. The online platform allows applicants to draft, review, and submit required forms at any time. OPSC Online includes the SFP New Construction, Modernization, Facility Hardship, Seismic Mitigation Program, and the Charter School Facilities Programs. The result is a completely paperless process! We encourage all applicants to submit applications electronically through OPSC Online instead of submitting via email or a paper-based application.

OPSC conducted a series of free virtual trainings in 2021 to further enhance the ability to access State Allocation Board programs via OPSC Online. The presentations are available 24/7. To receive notifications of future trainings, please sign up for OPSC's email list [here](#).

\*OPSC Online is optimized for Microsoft Edge and Google Chrome web browsers.

# Create Project Tracking Number (PTN)

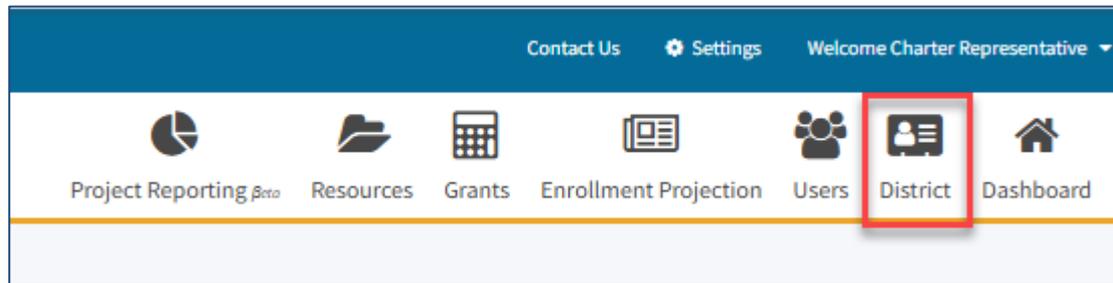
- Sign in to OPSC Online using your email address and OPSC Online account password



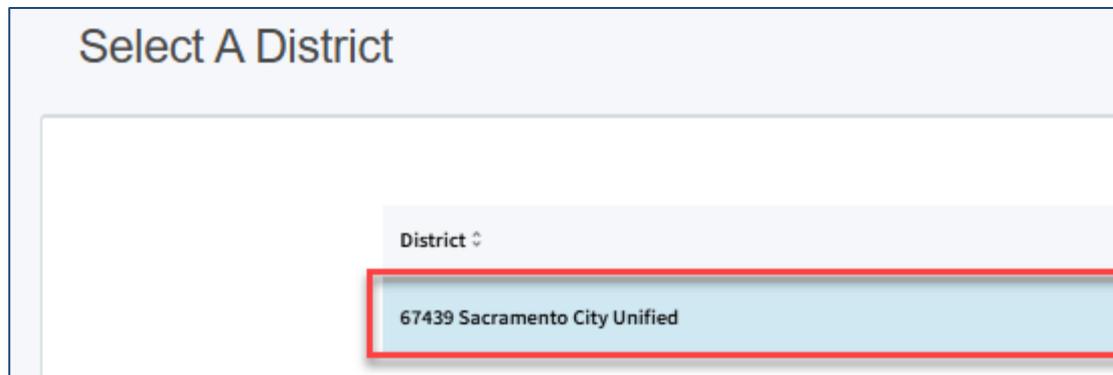
The screenshot shows the sign-in page for the Office of Public School Construction. At the top left is the logo and text "Office of Public School Construction". Below this is a yellow horizontal line. The main heading is "SIGN IN TO CONTINUE". There are two input fields: "Enter email" with an envelope icon and "Password" with a lock icon. A blue "SIGN IN" button is positioned below the fields. At the bottom, there are links for "Reset your password", "Request a new account", and "OPSC Online User Guide".

# Create PTN

- From the main Dashboard, click on the *District* icon in the top right corner:

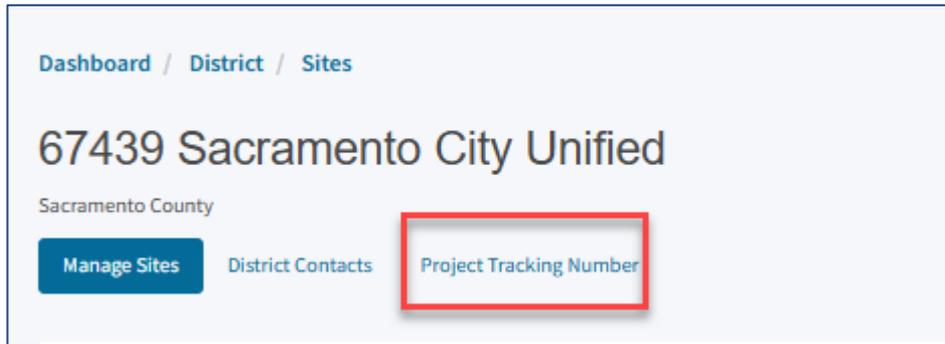


- Click on the district (the district(s) you created an account under will appear):

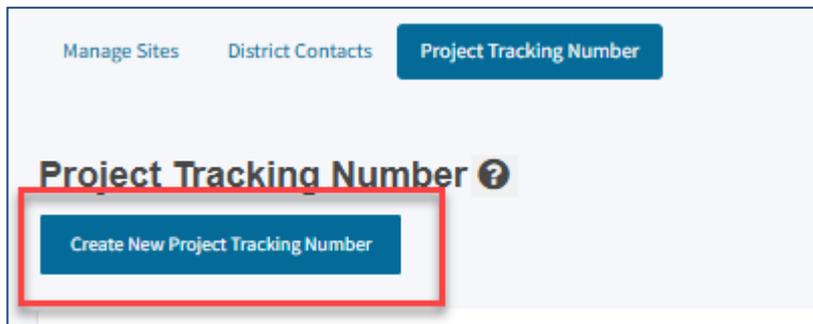


# Create PTN (cont.)

- Select *Project Tracking Number*:



- Select *Create New Project Tracking Number*



# Create PTN (cont.)

- Click *Continue*:

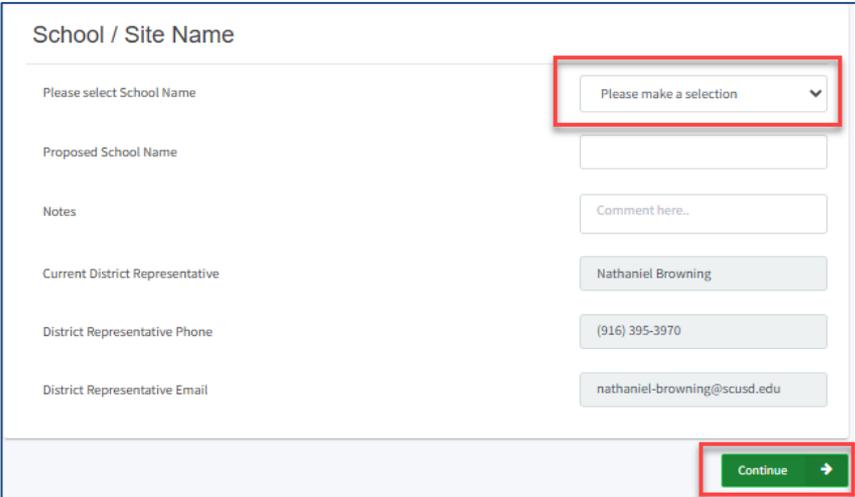
## Project Tracking Number

The collaborative efforts of the OPSC, the DSA, and the CDE have resulted in the creation of an interactive Web site that allows districts a point of entry in order to begin a school facilities project. Each project shall be identified by a project tracking number that will join application data utilized by the above agencies. The goal is to provide school districts and other interested parties the ability to seamlessly access the status of a specific project during the approval processes of each office. Establishing a common numbering system is the first step in meeting this goal.

Continue →

# Create PTN (cont.)

- Select the school where the project will be located
  - Request site be added if not listed:  
[OPSCOnlineSupport@dgs.ca.gov](mailto:OPSCOnlineSupport@dgs.ca.gov)
- Enter other applicable information
- District contact information will populate
  - Enter charter contact information in *Notes*
- Click *Continue*



The screenshot shows a web form titled "School / Site Name". The form contains several fields:

- Please select School Name:** A dropdown menu with the text "Please make a selection" and a downward arrow. This field is highlighted with a red box.
- Proposed School Name:** An empty text input field.
- Notes:** A text input field with the placeholder text "Comment here..".
- Current District Representative:** A text input field containing the name "Nathaniel Browning".
- District Representative Phone:** A text input field containing the phone number "(916) 395-3970".
- District Representative Email:** A text input field containing the email address "nathaniel-browning@scusd.edu".

At the bottom right of the form, there is a green button labeled "Continue" with a right-pointing arrow. This button is also highlighted with a red box.

# Create PTN (cont.)

- Select *School Type*
- Select *Program Type*
  - Select *Charter*
- Enter other applicable information
- Indicate if project only consists of relocatable facilities
- Click *Continue*

Proposed Scope

School Type

Program Type

New Construction

Modernization

Career Technical Education

Charter

Preschool / Transitional Kindergarten / Full-Day Kindergarten Application

New Construction Type

Relocatable Project Only

Number of Relocatables

Number of Teaching Stations

# Create PTN (cont.)

- Indicate if *Site Acquisition Required*
- Indicate “Yes” to *Will State Funding Be Required*
  - May be changed later if application is not funded
- Enter other applicable information
- Click *Continue*

Project Contains

<input type="checkbox"/>	Gym
<input type="checkbox"/>	Multi Purpose Room
<input type="checkbox"/>	Library
<input type="checkbox"/>	Administration
<input type="checkbox"/>	Hybrid Gym / Multi Purpose Room
<input type="checkbox"/>	Counselling Office
<input type="checkbox"/>	Conference Room
<input type="checkbox"/>	Kitchen

Estimated Square Footage

Site Acquisition Required

Proposed Acreage

Estimated Enrollment

Will State Funding Be Required

# Create PTN (cont.)

- Review information and click *Create/Update Project Tracking*

## Submit

This Project Tracking Number (PTN) is being submitted electronically via OPSC Online.

- Once the Submit button below has been clicked, a PTN will be automatically created, in sequential order.
- Anyone with Internet access will be able to View all PTNs in OPSC's database.
- Districts and their Architects and Delegates granted access by a District Representative in OPSC Online will be able to View and Edit any of District's PTNs, at any time.
- OPSC specific staff will be able to View and Edit any PTN for any District.
- Any funding application submitted with OPSC will require a PTN.

[Create / Update Project Tracking](#)

- PTN is created

## Submit

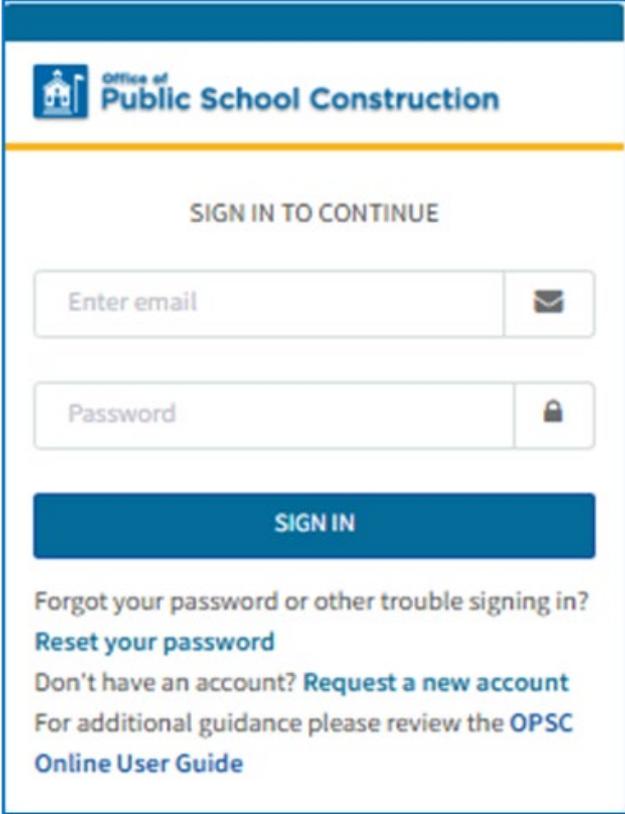
✔ Your Project Tracking Number was successfully created.

Project Tracking Number:	67439 - 526
Submittal Date:	05/28/2025

[Go To Project Tracking Number Dashboard](#)

# Creating a New Application

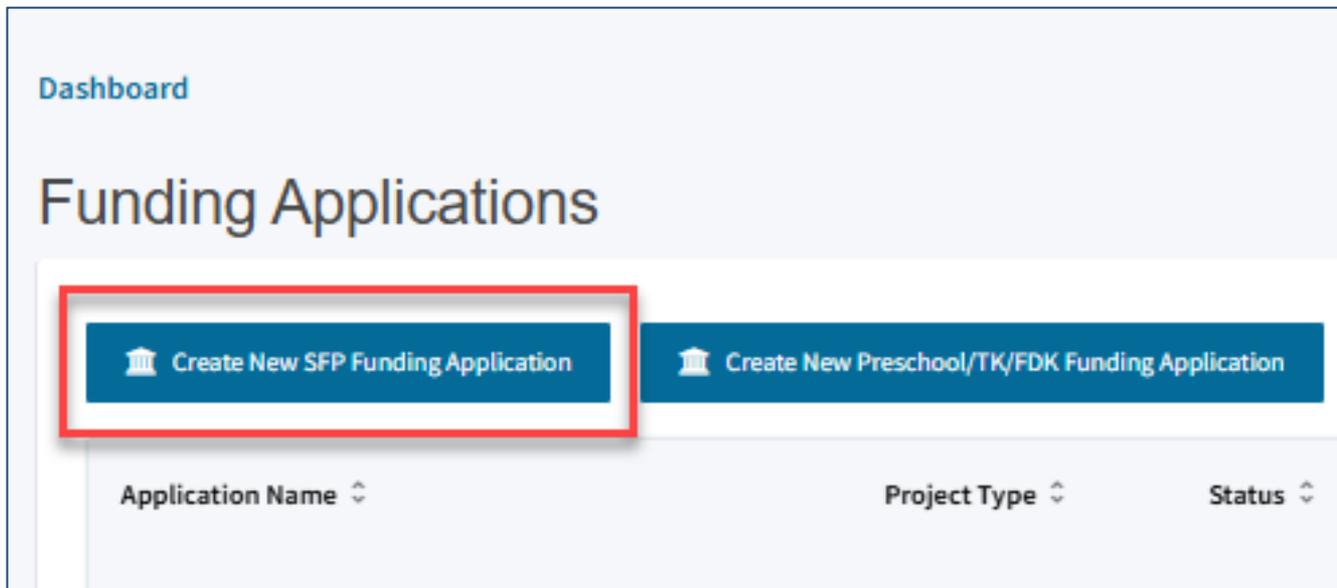
- Sign in to OPSC Online using your email address and OPSC Online account password



The screenshot shows the sign-in interface for the Office of Public School Construction. At the top left is the logo, which consists of a blue square with a white schoolhouse icon, followed by the text "Office of Public School Construction". Below the logo is a horizontal yellow line. The main heading is "SIGN IN TO CONTINUE". There are two input fields: "Enter email" with an envelope icon on the right, and "Password" with a lock icon on the right. Below these fields is a blue button labeled "SIGN IN". At the bottom, there is a link for "Forgot your password or other trouble signing in? Reset your password" and another link for "Don't have an account? Request a new account". A final line of text says "For additional guidance please review the OPSC Online User Guide".

# Creating a New Application (cont.)

- From the main Dashboard, select *Create New SFP Funding Application*



# Creating a New Application (cont.)

- Select *No* to the question of if you have applied for advanced funding for this project already
- Click on *Continue*

## Create New Application

If the Applicant applied for advanced funding for this project/application for any of the following, select Yes:

- Site Acquisition
- Design
- Charter School Facilities Program Preliminary Apportionment
- Facility Hardship Program Conceptual Approval
- Seismic Mitigation Program Conceptual Approval

If the Applicant has not, select No.

Yes No

Cancel Continue →

# Creating a New Application (cont.)

- Select the district where the project will be located
  - Only districts associated with your OPSC Online account will be listed
- Select *Charter – Preliminary Apportionment* as the Program Type
- Select the High School Attendance Area (HSAA) your project will be in, if applicable
  - Applicable only for new construction projects AND if District's new construction eligibility is determined on an HSAA basis versus Districtwide
    - Confirm with District or OPSC
  - Stand-alone rehabilitation projects select (00) District-wide

Select the District ⓘ

Sacramento City Unified (67439) ▼

Select a funding Program Type ⓘ

Refer to [Section 1859.192](#) for the eligibility criteria

Charter - Preliminary Apportionment ▼

Select High School Attendance Area

(00) District-wide ▼

# Creating a New Application (cont.)

- Enter the Project Tracking Number (PTN), and press *Enter*
  - The five digit district code will auto-populate when the district is selected
  - Press *Enter* to save PTN entry
  - Multiple PTNs may be entered
- Enter an application nickname
  - Used by applicant to identify application
- Click on *Continue*

Please enter your primary Project Tracking Number (PTN #) first, followed by additional PTN #s ⓘ

67439 - 526

+ PTN

Press the Enter key to save

Please enter application nickname

Albert Einstein Middle

Cancel Continue →

# Creating a New Application (cont.)

- Select type of funding application
  - New Construction or Rehabilitation
  - Hybrid new construction/rehabilitation projects will need to submit two applications
- Click on *Continue*

## Create New Application

---

Select the type of funding application:

New Construction ▼

← Previous

Cancel Continue →

# Creating a New Application (cont.)

- Read Instructions
- List of required documents may be accessed at link
- Note size limitations for uploaded documents
- Click *Start Application*
  - At this point, an application draft is created

## Application For Charter School Preliminary Apportionment

### Form SAB 50-09

#### Information and Instruction

Please enter all required information and have the Authorized Charter School or District Representative electronically sign the Charter School Preliminary Apportionment (Form SAB 50-09). Upon completion, ensure all required documents are uploaded and submit the completed Form SAB 50-09 on-line. A list of all required documents can be found [here](#). Once the Form SAB 50-09 is complete, a hard copy can be generated and printed for your records. If submitted online, the hard copy Form SAB 50-09 does not need to be mailed in. When uploading documents that are larger than 20 MB, please either resize to less than 20 MB or submit in multiple parts that are less than 20 MB.

If your project will contain both rehabilitation and new construction work, you will need to submit two separate applications: one for the rehabilitation portion and one for the new construction portion.

Start Application →

# Creating a New Application (cont.)

- List of required documents
  - Make sure you use the 2025 version

School Facility Program

Charter School Facilities Program - Preliminary Apportionment  
Application Submittal Requirements

*February 2025*

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

# Application for Charter School Preliminary Apportionment (Form SAB 50-09)

- OPSC Online contains additional data entry fields not on PDF Form
  - Information needed for processing
- Data collected in different order than PDF Form
- (?) Help text provided throughout form
- Sections highlighted in red collect different data for new construction and rehabilitation applications

SAB 50-09 Form

- Application Details
- Preference Points
- Funding Matrix Criteria
- Project Capacity
- Site Information
- Project Costs
- California School Finance Au ...
- ✓ Project Progress
- Certification
- Review
- Submit

# Application Details

- Select if the applicant is a district or charter school
- If charter is selected, enter the legal name of the applicant
  - Charter school, charter operator, etc.
- Enter most recent approval date for petition, petition renewal, or petition revision

## Application Details

School District Applying on Behalf of Charter School or Charter School Applying On Its Behalf? 

Charter 

Legal Name of Applicant 

Einstein Charter Schools, INC.

Please enter the most current approval date for the petition, material revision or petition renewal for the charter school this application references. 

06/06/2024

# Application Details (cont.)

- Indicate if application is associated with another CSFP application in the current filing round
  - Combination rehabilitation and new construction project
- Application number may be left blank and edited later if you do not have additional application number
- Click *Continue*

Is this application associated with another CSFP application in the current filing round, such as a combination rehabilitation and new construction project?

Enter Application number if available 

Yes No

Continue 

# Preference Points

- Indicate if the entity operating the Charter School meets the definition of Non-Profit Entity.
- Enter Free and Reduced Priced Meal (FRPM) percentage with two decimal places

## Preference Points

---

Does the entity operating the Charter School meet the School Facility Program (SFP) definition of a Non-Profit Entity? 

Yes  No

Free and reduced priced meal percentage 

93.20

# Preference Points (cont.)

- Indicate if FRPM percentage is for district average, charter school, or other public school within three miles
- Provide other public school's information, if applicable
- Click *Continue*

Select the percentage the applicant is using	School within 3 miles ▾
School Name ⓘ	ABC Elementary
School Address	123 School Way
City	Sacramento
Zip Code	12345
<a href="#">← Previous</a>	<a href="#">Continue →</a>

# Free and Reduced Priced Meal Percentage

- Use latest data published on CDE's DataQuest website as of the application deadline (10/30/2025)
  - Use the highest percentage of the following:
    - Charter School
    - District average
    - Other K-12 public school located within the *General Charter School location*
      - Does not need to serve same grade level housed in charter project
      - School type must be eligible under School Facility Program
      - School type must be representative of area demographic
  - Used to assign low-income preference points
    - See SFP Regulation Section 1859.164.1 for breakdown of points
- Applicant is responsible for finding other public school with highest FRPM% percentage**



# Free and Reduced Priced Meal Percentage (cont.)

- CDE DataQuest Website: <https://dq.cde.ca.gov/dataquest/>
- Link in help text (?)

Preference Points

Does the entity operating the Charter School meet the School Facility Program (SFP) definition of a Non-Profit Entity? ?  Yes  No

Free and reduced priced meal percentage ?

Select the percentage the applicant is using

School Name ?

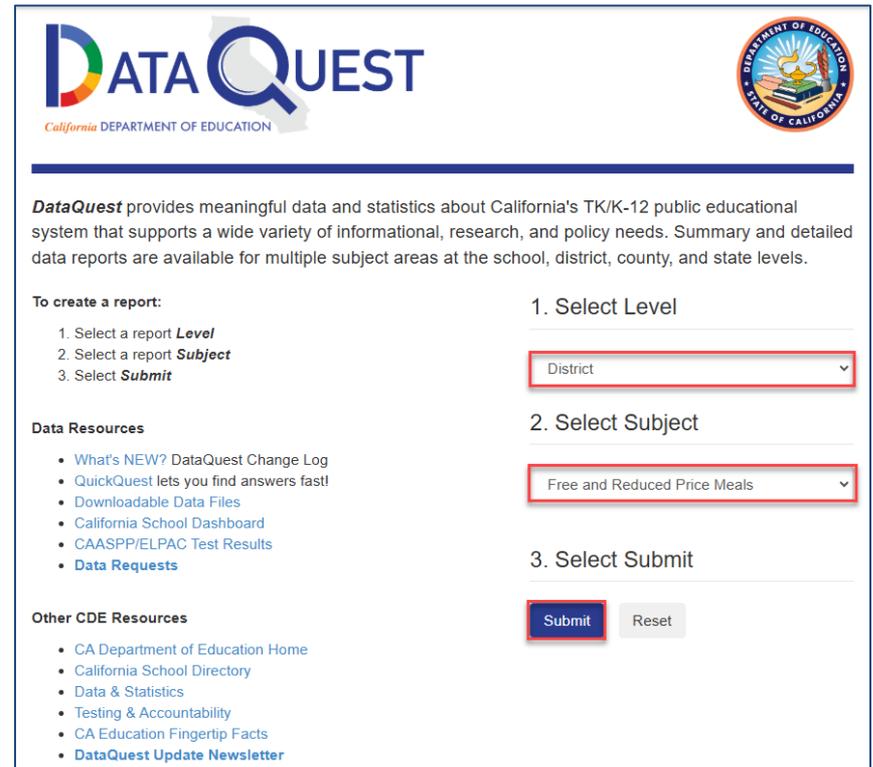
School Address

City

? (SFP Regulation Section 1859.164.1(a)) 4-40 points: Enter the most current reduced price lunch percentage approved by the California Department of Education and published on their [Dataquest website](#) as of the application deadline for the CSFP funding round. Applicants may enter the highest percentage of either the Charter School or school district where the Charter School is or will be located, or any public school within the Charter School General Location. SFP Regulation 1859.2 defines the Charter School General Location as a minimum of a one-mile radius to a maximum of a three-mile radius from the present or

# Free and Reduced Priced Meal Percentage (cont.)

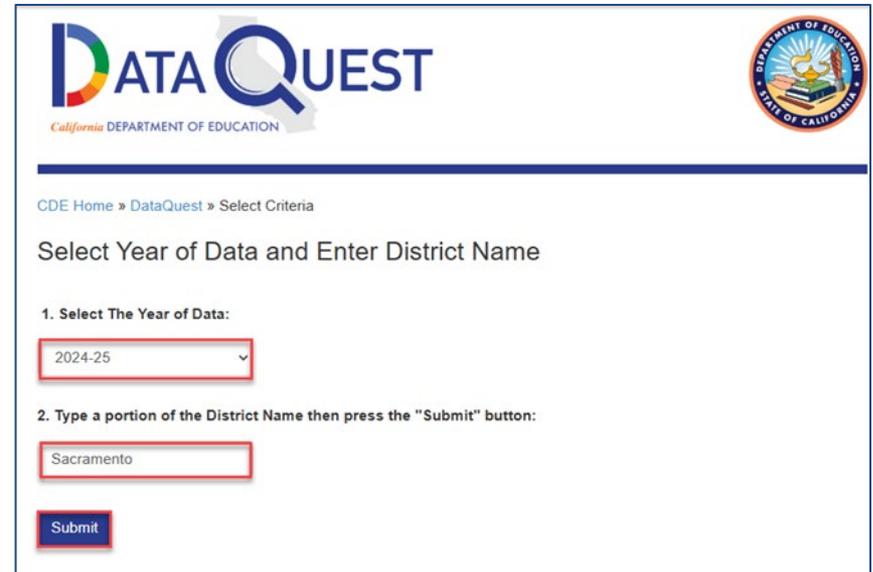
- **Select Level** – select level for search
  - District, School, etc.
- **Select Subject** - select *Free and Reduced Price Meals* under *Other Reports*
- Click *Submit*



The screenshot shows the DataQuest interface. At the top left is the DataQuest logo with the text "California DEPARTMENT OF EDUCATION". At the top right is the California Department of Education seal. Below the header, a paragraph describes DataQuest's purpose. The main content area is titled "To create a report:" and lists three steps: 1. Select a report **Level**, 2. Select a report **Subject**, and 3. Select **Submit**. To the right of these steps are three dropdown menus. The first menu is labeled "1. Select Level" and has "District" selected. The second menu is labeled "2. Select Subject" and has "Free and Reduced Price Meals" selected. The third menu is labeled "3. Select Submit" and has a "Submit" button highlighted in red. Below the dropdowns are two buttons: "Submit" (highlighted in red) and "Reset". On the left side of the page, there are two sections: "Data Resources" with links like "What's NEW? DataQuest Change Log" and "Downloadable Data Files"; and "Other CDE Resources" with links like "CA Department of Education Home" and "Data & Statistics".

# Free and Reduced Priced Meal Percentage (cont.)

- Select most current year as of application deadline
- Type a portion of the *District, school, etc.* name
- Click *Submit*



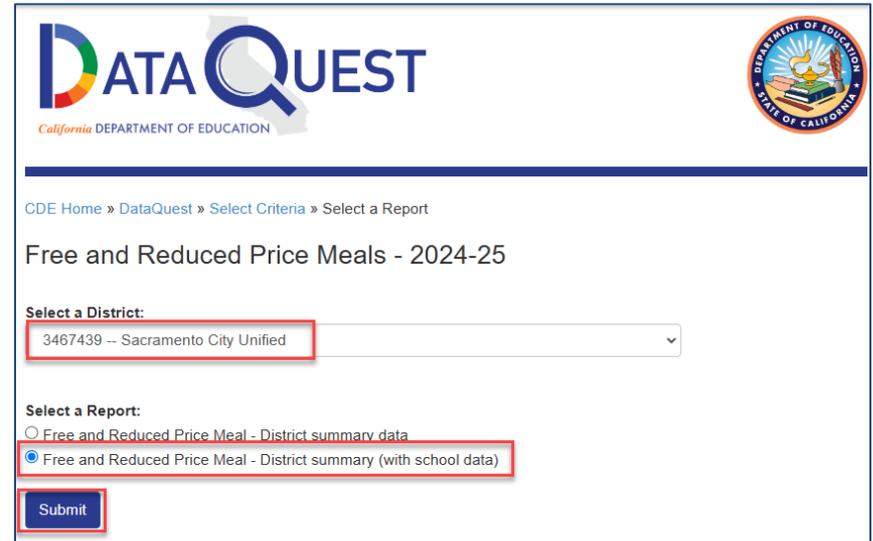
The screenshot shows the DataQuest interface for selecting criteria. At the top left is the DataQuest logo with the text "California DEPARTMENT OF EDUCATION". At the top right is the California Department of Education seal. Below the logo is a breadcrumb trail: "CDE Home » DataQuest » Select Criteria". The main heading is "Select Year of Data and Enter District Name".

1. Select The Year of Data:

2. Type a portion of the District Name then press the "Submit" button:

# Free and Reduced Priced Meal Percentage (cont.)

- Select District, school, etc. from drop down list
- Select a report
- Click *Submit*



The screenshot shows the DataQuest interface for the California Department of Education. At the top left is the 'DATA QUEST' logo with a magnifying glass icon and the text 'California DEPARTMENT OF EDUCATION'. At the top right is the state seal of California. Below the header, a breadcrumb trail reads 'CDE Home » DataQuest » Select Criteria » Select a Report'. The main heading is 'Free and Reduced Price Meals - 2024-25'. Under 'Select a District:', a dropdown menu is open, showing '3467439 -- Sacramento City Unified' selected. Under 'Select a Report:', two radio button options are present: 'Free and Reduced Price Meal - District summary data' (unselected) and 'Free and Reduced Price Meal - District summary (with school data)' (selected). A blue 'Submit' button is located at the bottom left of the form area.

# Free and Reduced Priced Meal Percentage (cont.)

- Locate your school's percentage
- Determine if the District's average or other public school located within three miles is higher
- May need to search in multiple districts based on three-mile radius

Selected District Level Data - 3467439--Sacramento City Unified  
for the year 2024-25

School	CDS Code	Free or Reduced Price Meals	Enrollment Used for Meals
Non-public non-sectarian schools	3467439000001	125 (55.8%)	224
<a href="#">A. M. Winn Waldorf-Inspired</a>	34674396033765	235 (58.0%)	405
<a href="#">Abraham Lincoln Elementary</a>	34674396099808	393 (78.9%)	498
<a href="#">Albert Einstein Middle</a>	34674396059273	424 (73.2%)	579
<a href="#">Alice Birney Waldorf-Inspired</a>	34674396034078	130 (27.3%)	476
District Total:		27,154 (64.1%)	42,337
County Total:		161,714 (62.6%)	258,235
State Totals:		3,647,037 (62.8%)	5,806,221

# Funding Matrix Criteria

- Select locale for the charter school
- Enter current charter school enrollment
- Enter highest grade approved to serve in petition
- Click *Continue*

## Funding Matrix Criteria

---

### School Information

Select the Locale for the Charter School ⓘ

Suburban ▼

Current charter school enrollment ⓘ

579

### Type of Project ⓘ

What is the highest grade level the charter school may serve, as approved by the petition?

8 ▼

← Previous Continue →

# Locale Code

- Use locale code as classified by the National Center for Education Statistics (NCES)
- Can use locale where charter school is currently located or proposed location
  - For new school sites use an address closest to proposed location
- Indicate in Project Narrative the address you used
- Used to determine the Charter School Locale for the Funding Matrix (SFP Reg Section 1859.2):
  - Urban Locale Codes: 11, 12 or 13
  - Rural Locale Codes: 31, 32, 33, 41, 42 or 43
  - Suburban Locale Codes: 21, 22, 23



# Locale Code (cont.)

- NCES Website:  
<https://nces.ed.gov/programs/maped/LocaleLookup/>
- Link in help text (?)

### Funding Matrix Criteria

---

#### School Information

Select the Locale for the Charter School 

Current charter school enrollment 

#### Type of Project

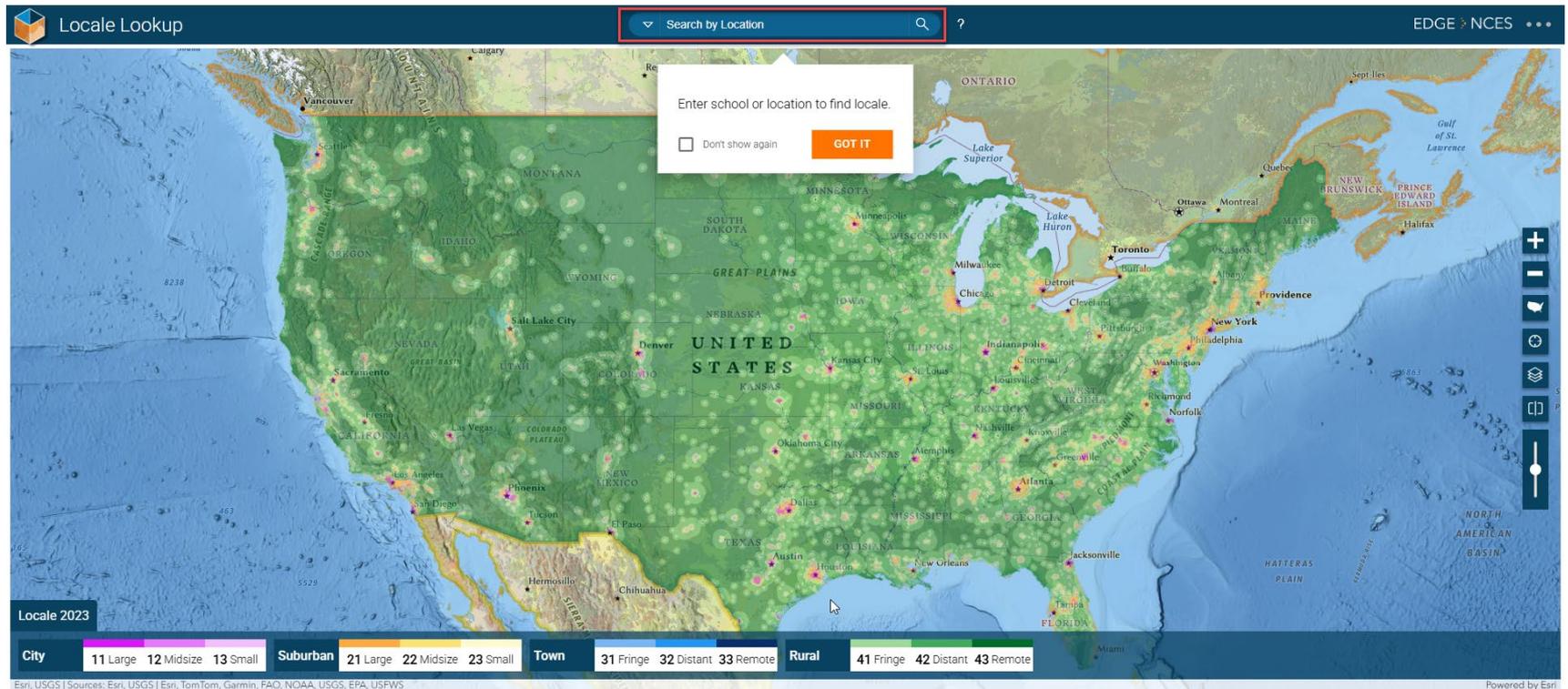
What is the highest grade level the charter school may serve, as approved by the petition?

 ×

Locale is determined by the locale code classified by the National Center for Education Statistics (NCES) on their website: [Search for Public Schools \(ed.gov\)](https://nces.ed.gov/search/public-schools/). Enter the locale associated with the NCES local code for the project location. Rural: NCES codes 31, 32, 33, 41, 42, and 43. Suburban: NCES codes 21, 22, and 23. Urban: NCES codes 11, 12 and 13.

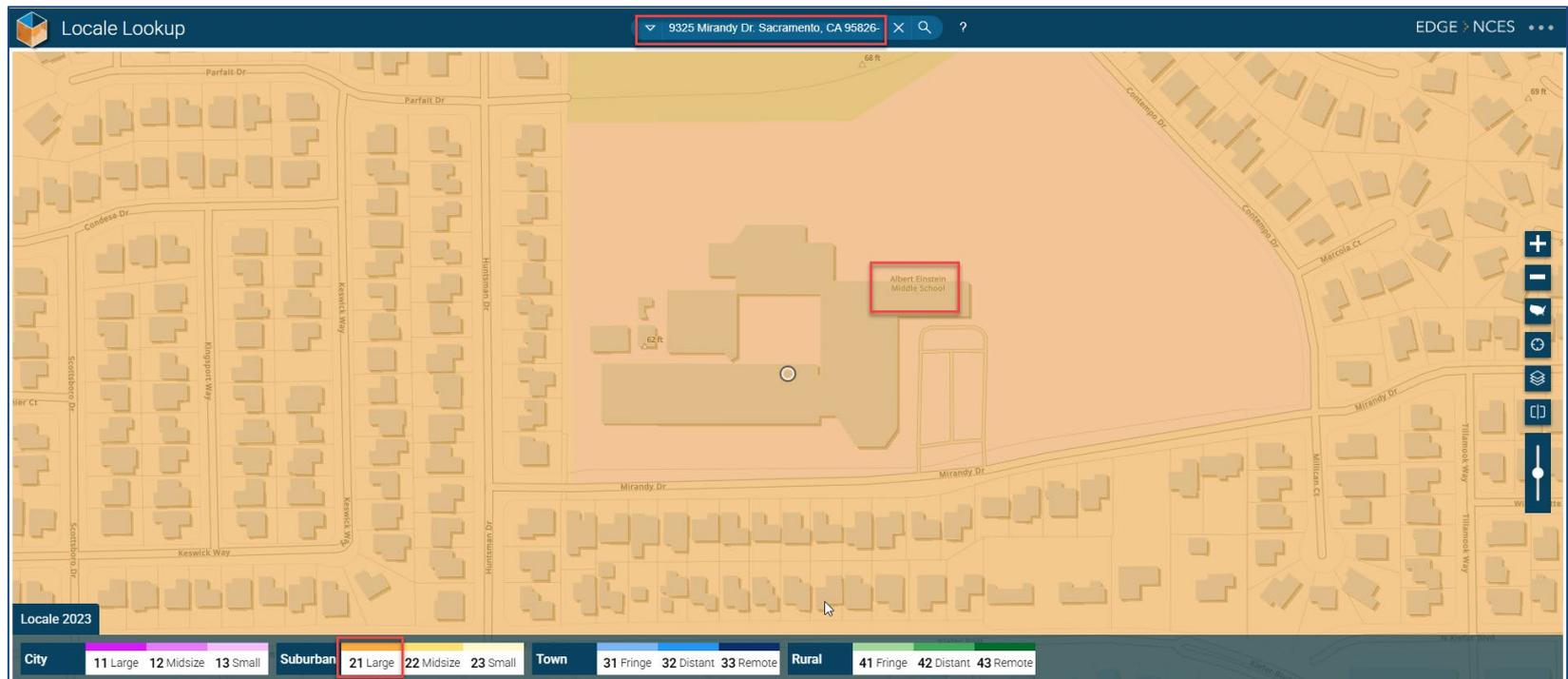
# Locale Code (cont.)

- Search by charter school address (current or proposed location)



# Locale Code (cont.)

- Determine locale code by color (example is 21)
- Note that NCES breaks locales out into an additional category we do not use



# Current Enrollment

- Use latest available CBEDS report as of application deadline (10/30/2025)
  - Published on CDE's Data Quest website
- Used to determine the Charter School Size for the Funding Matrix (SFP Reg Section 1859.2):
  - Small: up to 175
  - Medium: 176-350
  - Large: 351 or more

# Current Enrollment (cont.)

- CDE DataQuest Website:  
<https://dq.cde.ca.gov/dataquest/>
- Link in help text (?)

### Funding Matrix Criteria

---

#### School Information

Select the Locale for the Charter School ⓘ

Current charter school enrollment ⓘ

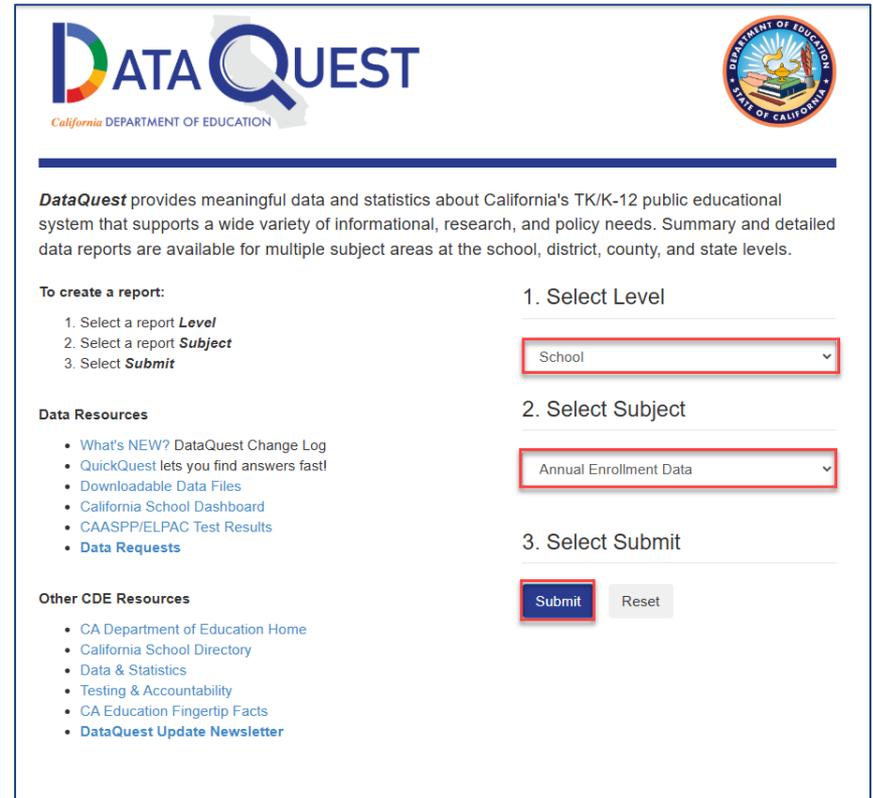
#### Type of Project ⓘ

What is the highest grade level the charter school may serve, as approved by the petition?

Enter the charter school's current enrollment listed on the California Department of Education's [Dataquest website](#) as of the application deadline for the CSFP funding round. If enrollment is not listed on CDE's website, enter the current enrollment as supported by the school's registration or waiting list.

# Current Enrollment (cont.)

- Select Level: *School*
- Select Subject: *Annual Enrollment Data*
- Click *Submit*



The screenshot displays the DataQuest website interface. At the top, the logo for DataQuest is shown, along with the California Department of Education seal. Below the header, a paragraph describes the service: "DataQuest provides meaningful data and statistics about California's TK/K-12 public educational system that supports a wide variety of informational, research, and policy needs. Summary and detailed data reports are available for multiple subject areas at the school, district, county, and state levels."

**To create a report:**

1. Select a report **Level**
2. Select a report **Subject**
3. Select **Submit**

**Data Resources**

- [What's NEW? DataQuest Change Log](#)
- [QuickQuest lets you find answers fast!](#)
- [Downloadable Data Files](#)
- [California School Dashboard](#)
- [CAASPP/ELPAC Test Results](#)
- [Data Requests](#)

**Other CDE Resources**

- [CA Department of Education Home](#)
- [California School Directory](#)
- [Data & Statistics](#)
- [Testing & Accountability](#)
- [CA Education Fingertip Facts](#)
- [DataQuest Update Newsletter](#)

**1. Select Level**

School

**2. Select Subject**

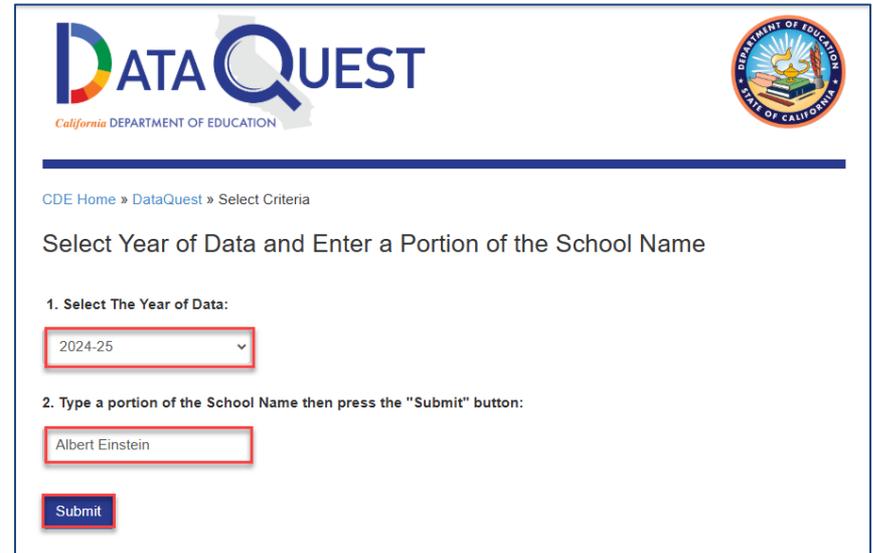
Annual Enrollment Data

**3. Select Submit**

Submit Reset

# Current Enrollment (cont.)

- Select the most recent available year as of application deadline
- Enter school name
- Click *Submit*



The screenshot shows the DataQuest interface for selecting criteria. At the top, there is a header with the "DATA QUEST" logo and the California Department of Education seal. Below the header, there is a navigation breadcrumb: "CDE Home » DataQuest » Select Criteria". The main heading is "Select Year of Data and Enter a Portion of the School Name".

1. Select The Year of Data:

2024-25

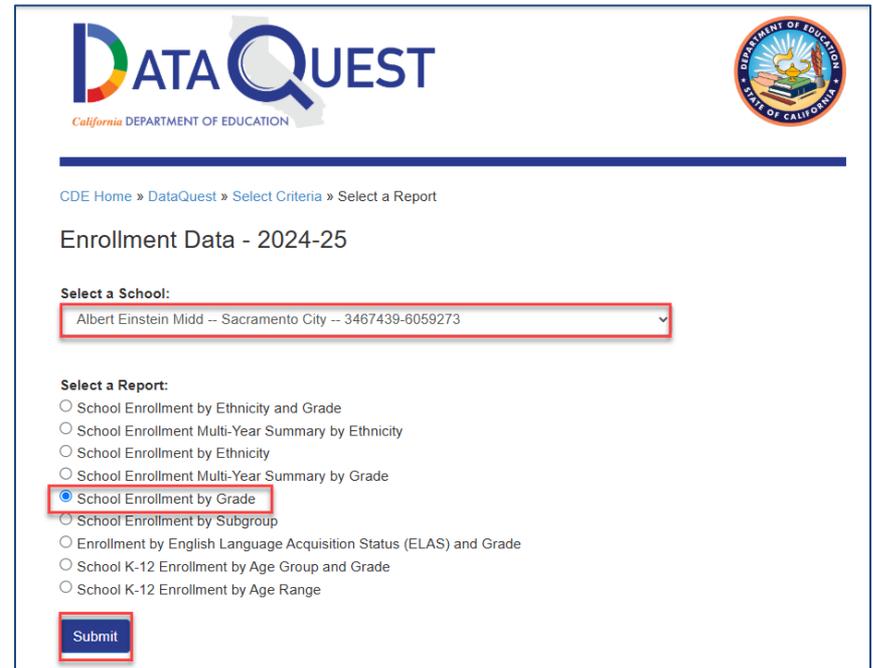
2. Type a portion of the School Name then press the "Submit" button:

Albert Einstein

Submit

# Current Enrollment (cont.)

- Select correct school from drop down box
- Select *School Enrollment by Grade*
- Click *Submit*



The screenshot shows the DataQuest interface for selecting a school and report. The page title is "Enrollment Data - 2024-25". Under "Select a School:", a dropdown menu is open, showing "Albert Einstein Midd -- Sacramento City -- 3467439-6059273". Under "Select a Report:", the radio button for "School Enrollment by Grade" is selected and highlighted with a red box. The "Submit" button is also highlighted with a red box.

**DATA QUEST**  
California DEPARTMENT OF EDUCATION



[CDE Home](#) » [DataQuest](#) » [Select Criteria](#) » Select a Report

Enrollment Data - 2024-25

**Select a School:**

Albert Einstein Midd -- Sacramento City -- 3467439-6059273

**Select a Report:**

- School Enrollment by Ethnicity and Grade
- School Enrollment Multi-Year Summary by Ethnicity
- School Enrollment by Ethnicity
- School Enrollment Multi-Year Summary by Grade
- School Enrollment by Grade
- School Enrollment by Subgroup
- Enrollment by English Language Acquisition Status (ELAS) and Grade
- School K-12 Enrollment by Age Group and Grade
- School K-12 Enrollment by Age Range

Submit

# Current Enrollment (cont.)

- Charter school's current enrollment is the reported total enrollment

2024-25 Enrollment by Grade

Albert Einstein Middle Report (34-67439-6059273)

+ [Report Description](#)

+ [Report Options and Filters](#)

Name	Total	Grade TK	Grade K	Grade 1	Grade 2	Grade 3
<a href="#">Albert Einstein Middle</a>	579	0.0%	0.0%	0.0%	0.0%	0.0%

# Project Capacity - Rehabilitation

- Enter the number of eligible classrooms that will be rehabilitated in the project by grade level
- If this is a 6-8 school, select 'Yes'
  - Enter the number of 6<sup>th</sup> grade classrooms
- Click *Continue*

Project Capacity

How many eligible classrooms will be rehabilitated by grade level? ⓘ

K-6	<input type="text" value="2"/>
7-8	<input type="text" value="4"/>
9-12	<input type="text"/>
Non-Severe	<input type="text"/>
Severe	<input type="text"/>

Number of Classrooms

Is this a 6-8 school? ⓘ  Yes  No

How many K-6 classrooms reported above house sixth graders?

# Site Information – Rehabilitation

- Enter recommended acres from CDE letter
- Enter charter school name as it appears in petition for Proposed Project name
- Enter the existing acres available to the charter school at the district site

## Site Information

California Department of Education recommended acreage <span>?</span>	10.00
Proposed Project Name	Albert Einstein Middle
Existing acres available to the charter school at the site <span>?</span>	3.00

# Site Information – Rehabilitation (cont.)

- Enter *zero* for Proposed Acres, *unless* there is a combination new construction project **WITH** site acquisition
- Select charter school site where project will be located
  - Request site be added if not listed
    - [OPSCApplicationReviewTeam@dgs.ca.gov](mailto:OPSCApplicationReviewTeam@dgs.ca.gov)
- Click *Continue*

Site Detail	
School/Site Name:	Albert Einstein Middle
CDS (county-district-school) Code:	6059273
Grade-Level:	
Street Address:	9325 MIRANDY DR.
City:	SACRAMENTO
State:	CA
Zip Code:	95826

# Project Costs – Rehabilitation

- Enter the eligible *non-toilet* and *toilet* square feet to be rehabilitated
- Indicate if the project is in a *geographic* area and enter the percentage
  - Percentage by county chart in help text (?)
  - Question may not appear if County is not located in eligible area

### Project Costs

---

Enter the eligible non-toilet sqft

Enter the eligible toilet sqft

### Increase in Preliminary Apportionment

Will the project be located in a geographic area designated in the Geographic Percentage Chart in SFP Regulation Section 1859.83(a)?  Yes  No ?

What percentage factor does the project qualify for?

# Project Costs – Rehabilitation (cont.)

- Indicate if the project is a *Small Size Project* and indicate small size percentage
  - Houses no more than 200 pupils based on the number, grade level, and state loading standards of classrooms being rehabilitated
- Indicate if the project is on an *Urban/Security/Impacted Site*
  - Usable acres are 60 percent or less than CDE recommended acres

Does the applicant qualify for the Small Size Project grant and wish to request? 	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
The number of pupils housed	4% (101 - 200 pupils) 
Does the applicant qualify for the Urban/Security/Impacted Site grant and wish to request? 	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

# Project Costs – Rehabilitation (cont.)

- Indicate if the project will include any new 2-stop elevator(s) required by the Division of the State Architect
- If Yes, indicate the number of two-stop elevators
- If Yes, indicate the number of additional stops, if applicable
- Click *Continue*

Will the project include any new two-stop elevator(s) required by the Division of the State Architect?  Yes  No

Enter the number of two-stop elevator(s)

Will there be additional stops?  Yes  No

Enter the number of Additional Stops

# Project Capacity - New Construction

- Enter the pupil grants requested by grade level
  - 25 pupils/CR - K-6 CR
  - 27 pupils/CR - 7-12 CR
  - 13 pupils/CR – SDC Non-Severe
  - 9 pupils/CR – SDC Severe CR
- Indicate if this is a 6-8 school
  - If yes, enter the number of 6<sup>th</sup> grade pupils

Project Capacity

Enter project capacity ⓘ

K-6	<input type="text" value="50"/>
7-8	<input type="text" value="108"/>
9-12	<input type="text"/>
Non-Severe	<input type="text"/>
Severe	<input type="text"/>
Is this a 6-8 school? ⓘ	<input checked="" type="radio"/> Yes <input type="radio"/> No
How many K-6 pupils reported above are sixth graders?	<input type="text" value="50"/>

# Project Capacity - New Construction (cont.)

- Enter the number of classrooms that will be constructed by grade level
  - Must build enough classrooms to house requested pupil grants
    - Based on the grade level and state loading standards of classrooms being contracted

How many new classrooms by grade level will be constructed? 

K-6	<input type="text" value="2"/>
7-8	<input type="text" value="4"/>
9-12	<input type="text"/>
Non-Severe	<input type="text"/>
Severe	<input type="text"/>
Number of Classrooms	<input type="text" value="6"/>

# Project Capacity - New Construction (cont.)

- Indicate if District certified project will house district pupils
- Enter the pupil certification by grade, if available
- Section may be edited later when information is available
- Click *Continue*

Will any district unhoused pupils be housed by this project? 

Yes  No

How many district unhoused pupils will be housed by the project? 

K-6	<input type="text" value="20"/>
7-8	<input type="text" value="15"/>
9-12	<input type="text"/>
Non-Severe	<input type="text"/>
Severe	<input type="text"/>

[← Previous](#) [Continue →](#)

# Site Information – New Construction

- Enter recommended acres from CDE letter
- Enter charter school name as it appears in petition
- Select school site where project will be located
  - Additions to existing sites, select the charter school site where the project will be located
  - Request site be added if not listed:  
[OPSCApplicationReviewTeam@dgs.ca.gov](mailto:OPSCApplicationReviewTeam@dgs.ca.gov)

### Site Information

California Department of Education recommended acreage ⓘ	<input type="text" value="10.00"/>
Proposed Project Name	<input type="text" value="Albert Einstein Middle"/>
Select the school site where the Charter School will be physically located ⓘ	<input type="text" value="Albert Einstein Middle"/>

#### Site Detail

School/Site Name:	Albert Einstein Middle
CDS (county-district-school) Code:	6059273
Grade-Level:	
Street Address:	9325 MIRANDY DR.
City:	SACRAMENTO
State:	CA
Zip Code:	95826

# Site Information – New Construction (cont.)

- Enter the existing acres available to the charter school, if applicable
  - Additions to existing site only; new sites leave blank
- Indicate if project includes site acquisition.
- If Yes:
  - Enter how many acres you plan to purchase
  - Enter **50%** of the estimated cost to purchase the site
  - If using median cost, enter cross streets for 1 to 3-mile radius

Existing acres available to the charter school at the site ?	<input type="text" value="0.00"/>
<b>Site Acquisition</b>	
Does the project include site acquisition?	<input checked="" type="radio"/> Yes <input type="radio"/> No
Proposed Acres (Usable)	<input type="text" value="2.00"/>
50 percent appraised value or median cost ?	<input type="text" value="\$ 250,000"/>
Nearest street intersection to the Charter School General Location if determined by median cost	<input type="text" value="ABC Drive and 123 Avenue"/>

# Site Information – New Construction (cont.)

- Indicate if requesting DTSC fees
  - If Yes, select 15% of site acquisition estimated site costs, or historical/actual cost
    - Supporting documentation required for historical/actual cost
- Indicate if requesting hazardous waste removal
  - If Yes, enter estimated 50% cost
- Indicate if requesting 2% grant
- Click *Continue*

The screenshot shows a web form with the following fields and options:

- Will the project have relocation or Department of Toxic Substances Control (DTSC) costs?  Yes  No
- Select the Department of Toxic Substances Control (DTSC) cost percent: 15% (dropdown menu)
- Will the project have hazardous material clean-up?  Yes  No
- Hazardous material clean-up cost: \$ 25,000
- Request for 2% Grant?  Yes  No

Navigation buttons: Previous (left arrow) and Continue (right arrow).

# Project Costs – New Construction

- Indicate if the project will include multilevel construction
- Indicate if the project will be on an *Urban/Security/Impacted Site*
  - Usable acres are 60 percent or less than CDE recommended acres
  - At least 60 percent of classrooms constructed will be multilevel
  - If site acquired, cost per acre is at least \$750,000

## Project Costs

---

### Increase in Preliminary Apportionment

Multi-Level  Yes  No

Does the applicant qualify for the Urban/Security/Impacted Site grant and wish to request?  Yes  No ?

# Project Costs – New Construction (cont.)

- Indicate if site development is requested
  - Select \$70,000 per acre or historical/actual cost
    - Supporting documentation required for historical/actual
- Indicate if General Site grant is requested
  - Project must include site acquisition

Site Development

Select the requested site development amount

General Site

\$70,000/acre proposed

Yes No

# Project Costs – New Construction (cont.)

- Indicate if the project is in a *geographic* area and enter the percentage
  - Percentage by county chart in help text (?)
  - Question may not appear if County is not located in eligible area

Will the project be located in a geographic area designated in the Geographic Percentage Chart in SFP Regulation Section 1859.83(a)?		<input type="radio"/> Yes <input checked="" type="radio"/> No
What percentage factor does the project qualify for?		<input type="text"/>

# Project Costs – New Construction (cont.)

- Indicate if the project is a *Small Size Project* and indicate small size percentage
  - Houses no more than 200 pupils based on the number, grade level, and state loading standards of classrooms being constructed
- Click *Continue*

Does the applicant qualify for the Small Size Project grant and wish to request? ?

Yes No

The number of pupils housed

4% (101 - 200 pupils) ▼

← Previous

Continue →

# CSFA Lease – All Projects

- Indicate if a loan will be requested for the applicant match
- **Do not enter a loan amount yet**
- Click on the link for the unverified *estimated* state grant
  - Estimated state grant will appear in a new tab

## California School Finance Authority Lease

At this time, does the applicant anticipate requesting a loan? 

Applicant is anticipating loan in the amount of 

The current, estimated state grant for the project can be found [here](#).

# CSFA Lease – All Projects (cont.)

- Grant calculator will open in a new tab
- *Total Grant Amount* is the *estimated* (unverified) State Grant that needs to be matched **IF** you did not enter a loan amount on the previous page
  - Entered loan amounts are included in the *Total Grant Amount*
  - *Total Grant Amount* = total amount of bond authority that will be reserved for project

Dashboard / Grants Calculator

## OPSC Grants Calculator

The calculations provided above are an estimate for the potential funding of that may be associated with a complete application that has the total amount of eligibility available to request for the project potential increase to funding based on eligibility for Financial Hardship assistance.

[See the entire application](#)

Select CCI Grant Year	2025	Total Grant Amount: <b>\$3,737,895.00</b> Effective Date of Grant Calculation: 06/03/2025
Select Program Type	(50-09) Charter - Preliminary	
Select the District	Sacramento City Unified	

Grant:	Base Grant
Grant Total:	\$2,664,512.00



# CSFA Lease – All Projects (cont.)

- Return to the CSFA Lease data entry screen by selecting the open tab at the top of the screen

The screenshot shows a Google Chrome browser window with two tabs. The active tab is titled "50-09 : California School Financ" and is highlighted with a red rectangular box. The address bar shows the URL "internet-uat.dgs.ca.gov/OPSC/OPSCOnline/grantcalculo". The browser's taskbar includes icons for VMware Workspace..., Adobe Acrobat, OPSC SharePoint, and Adobe. A notification banner at the top of the page reads "Google Chrome isn't your default browser" with a "Set as default" button. The page content features the "CA.GOV" logo, the "Office of Public School Construction" logo, and a breadcrumb trail "Dashboard / Grants Calculator". The main heading is "OPSC Grants Calculator", followed by a paragraph: "The calculations provided above are an estimate for the potential funding of that may be as potential increase to funding based on eligibility for Financial Hardship assistance." Below this text is a button labeled "See the entire application".

# CSFA Lease – All Projects (cont.)

- Enter the loan amount
- Loan can be up to the full amount of the State Grant amount
- Informational only; loans are verified by CSFA and answer can be changed
- Click *Continue*

### California School Finance Authority Lease

At this time, does the applicant anticipate requesting a loan? [?](#)  Yes  No

Applicant is anticipating loan in the amount of [?](#)

The current, estimated state grant for the project can be found [here](#).



# Project Progress – All Projects

- Indicate if construction contracts have been awarded for the project
- Most will answer *No*
- If *Yes*, select *Add/Edit Contracts*
- Click *Continue*

### Project Progress

Have construction contract(s) been awarded for this project? 

Yes  No

Enter the date(s) of the construction contract(s) awarded for this project

Show  entries

Contractor Name	Contract Type	Amount	Award	Prevailing Wage	Notice to Proceed	Const. Del. Method
0 total						

Note: Prevailing Wage only applies to contracts with an Award Date between 1/1/2012 and 6/19/2014

# Project Progress – All Projects (cont.)

- Enter as much contract information as possible
  - At minimum enter award date and delivery method
- Select *Add Contract*
- Use the *X* in the top right corner to close box when complete

Add/Edit Contract ✕

---

Add New Contract

Contractor Name

Contract Award Date

Contract Type

Contract Amount

Notice to Proceed Issued Date

Construction Delivery Method

Related DSA Application Numbers

Press the Enter key to save  
You can add up to 5 Values(s)

---

Added Contracts

Show  entries

Award	Prevailing Wage	Notice to Proceed	Const. Del. Method
0 total			

# Project Progress – All Projects (cont.)

- After a contract has been added, use the arrows at the bottom to access buttons to edit or delete a contract.

Added Contracts

Show  entries

Award ↕	Prevailing Wage ↕	Notice to Proceed ↕	Const. Del. Method ↕	
05/01/2025		05/02/2025	Design-Bid-Build	<a href="#">Edit</a> <a href="#">Delete</a>

1 total

# Certification – All Projects

- Enter applicant's school board resolution date supporting the submittal of the application
  - Only charter school or district representative will be able to enter this date and sign the form
- Scroll down and **read all the certifications**

Certification

---

I certify that the information reported on this form is true and correct and that:

- I am an authorized representative of the Charter School designated by the governing board or equivalent authority of the Charter School and have notified both the Superintendent and the governing board of the school district in writing, at least 30 days prior to the date of this application, of our intent to submit a preliminary application (complete Part A below); or,
- A resolution or other appropriate documentation supporting this application under Article 12, Chapter 12.5, Part 10, Division 1, Title 2, commencing with Section 17078.50, et. seq., of the Education Code was adopted by the School District's governing Board or the governing board or other equivalent authority of the Charter School on,

# Certification – All Projects (cont.)

- Indicate you have read and agree to all the terms and certification information
- Enter the information for the representative signing the form
  - Signature date may not be before July 3, 2025, when application round opens
- Click *Continue*

I verify, I have read and agree to the above terms and certification information  Yes  No

Charter School Representative Name

Charter School Representative Title

Charter School Representative Business Mailing Address

City

State

Zip Code

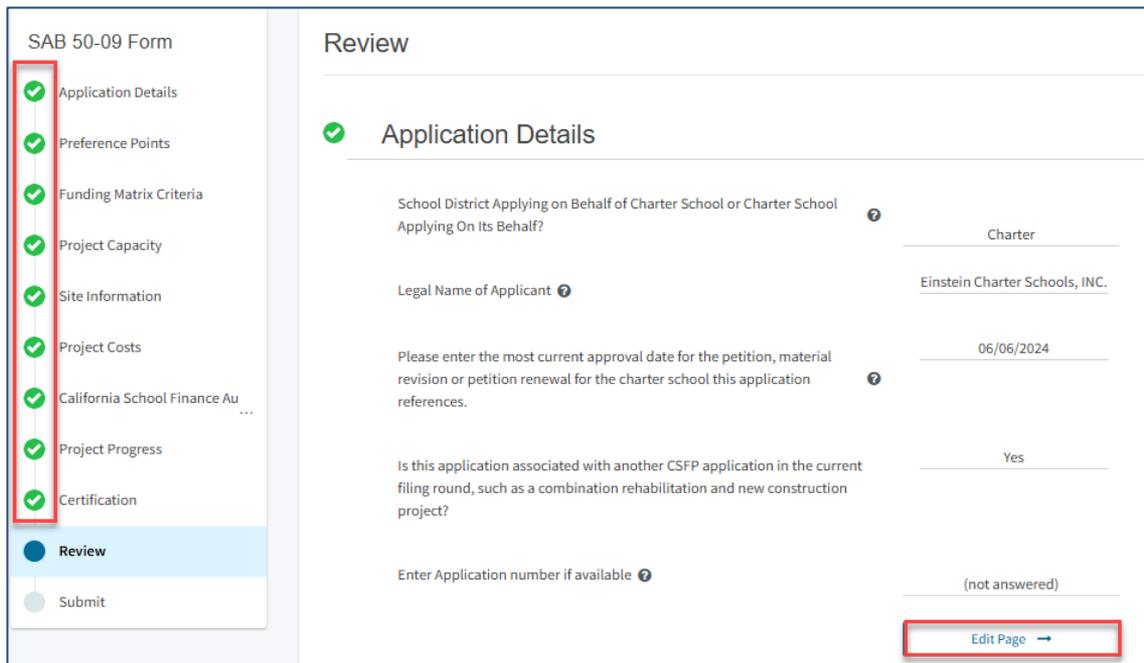
Phone Number

Email

Date

# Review – All Projects

- Scroll down to review the information to make sure it is correct
  - Sections should all have green checks to indicate complete
- Select *Edit Page* to make edits.



SAB 50-09 Form

- ✓ Application Details
- ✓ Preference Points
- ✓ Funding Matrix Criteria
- ✓ Project Capacity
- ✓ Site Information
- ✓ Project Costs
- ✓ California School Finance Au ...
- ✓ Project Progress
- ✓ Certification
- Review
- Submit

## Review

### ✓ Application Details

School District Applying on Behalf of Charter School or Charter School Applying On Its Behalf? ⓘ

Legal Name of Applicant ⓘ

Please enter the most current approval date for the petition, material revision or petition renewal for the charter school this application references. ⓘ

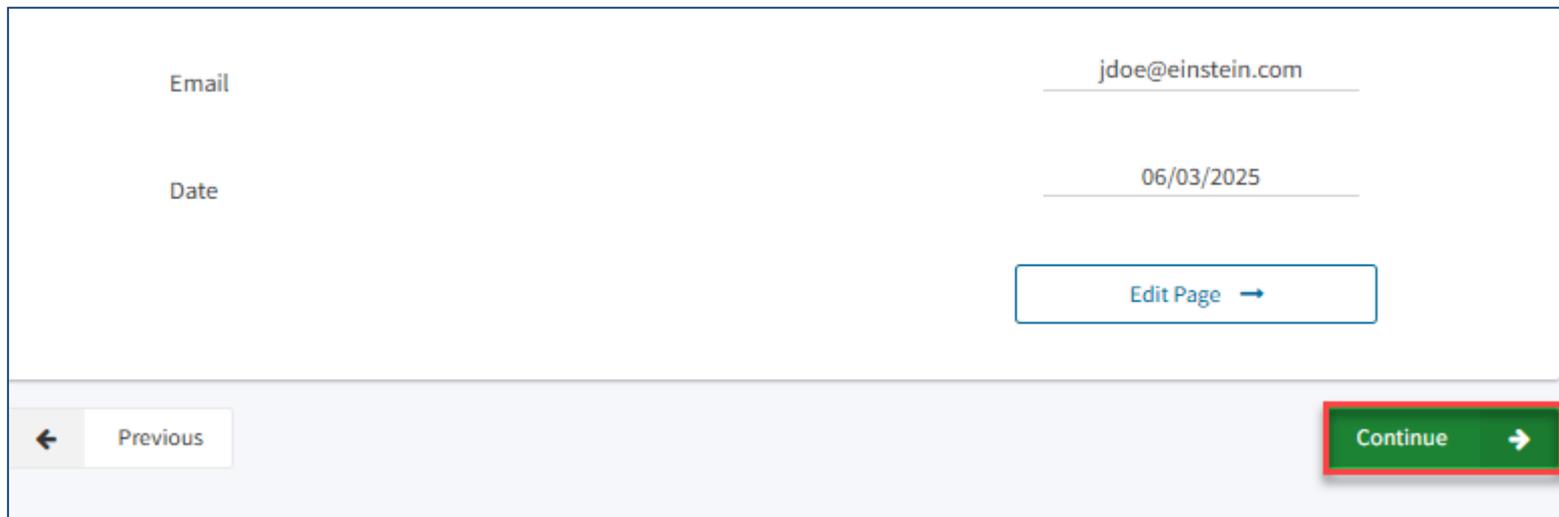
Is this application associated with another CSFP application in the current filing round, such as a combination rehabilitation and new construction project?

Enter Application number if available ⓘ

[Edit Page →](#)

# Review – All Projects

- Scroll to bottom
- Click *Continue* to advance to submittal page



The screenshot shows a review form with the following elements:

- Email:** jdoe@einstein.com
- Date:** 06/03/2025
- Edit Page:** A button with a right-pointing arrow.
- Navigation:** A 'Previous' button with a left-pointing arrow on the left, and a 'Continue' button with a right-pointing arrow on the right. The 'Continue' button is highlighted with a red border.

# Submit – All Projects

- Select *Upload file(s)* to upload all required documents
  - See the *OPSC Application Submittal Checklist*
  - Resize or divide into parts any docs larger than 20 MB
- Check the box indicating the required documents have been uploaded
- Check the certification box
- Select *Submit Paperless Application*

## Submit

This State Allocation Board School Facility Program Application for Funding is being submitted electronically via OPSC Online.

- Requests may only be submitted by a School District Superintendent, Authorized School District Representative, Charter School Representative, or Joint Power Authority (JPA) Representative who is signed in to OPSC Online with their corresponding OPSC Online User ID. Submittal from these accounts is considered to be a unique electronic signature for purposes of Application for Funding submittals. A printed, wet-signature request does not need to be mailed to OPSC.
- Districts and OPSC staff will be able to access uploaded files at any time and can upload new version or additional files at any time.
- Once an applicant has upload a file, the file cannot be removed by the applicant.

I have uploaded all required documents required on the Application for Funding [OPSC Application Submittal Checklist](#).

[Upload file\(s\)](#) All uploaded files for this application are always available on the [Application Dashboard](#).

I certify, as the School District Superintendent, Authorized School District Representative, Charter School Representative, or Joint Power Authority Representative, that I have reviewed the request and that the information certified on this request is true and correct; and that I am the School District Superintendent, Authorized School District Representative, Charter School Representative, or Joint Power Authority Representative.

[Submit Paperless Application](#)

# Submit – All Projects (cont.)

- Confirm application was submitted
  - Screenshot or print confirmation page for your records
- If submittal date is not between 7/03/2025 and 10/30/2025 it is not eligible
- Can download PDF form
  - Some information entered online will not appear on PDF

## Submit

✔ This paperless application was successfully submitted to Office of Public School Construction (OPSC).

Your Application #:	54/67439-00-010
Submittal Date:	06/03/2025

### What's Next

Please review this application's uploaded documents on the [Application Dashboard](#) to ensure all required application documents are uploaded and properly named. Required documents not uploaded within 7 working days after the submittal date 2025-06-03 02:22 PM will lead to the application being rejected.

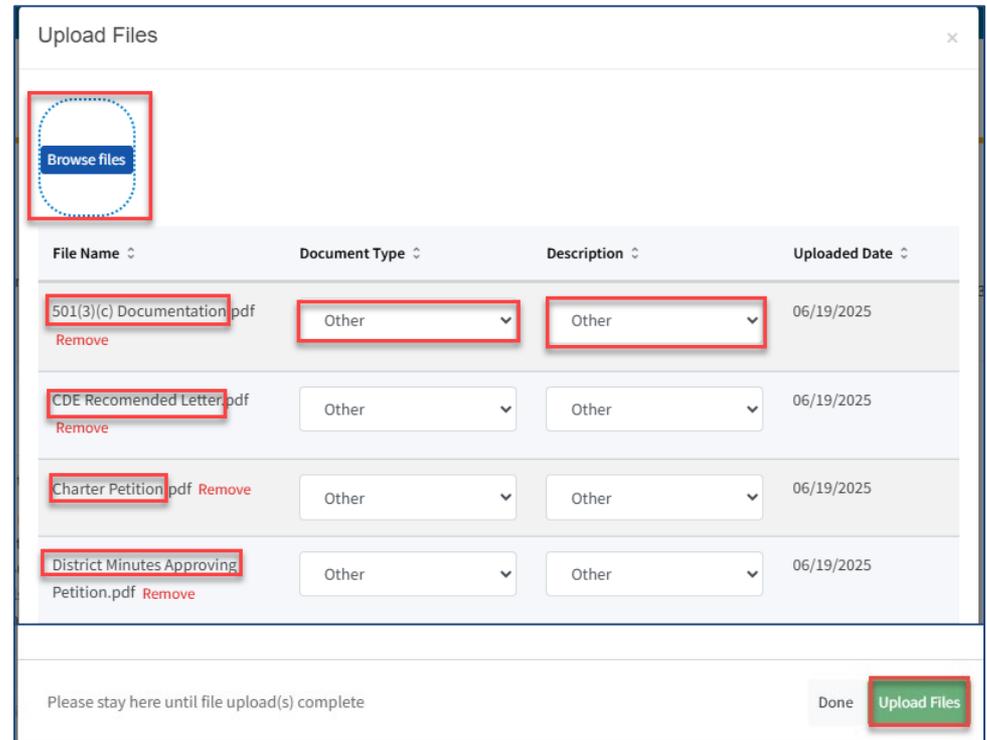
The completed State Allocation Board form can be [downloaded here](#) at anytime but is no longer necessary to sign and mail in. A complete paperless submission is all Office of Public School Construction (OPSC) will need to begin processing your funding application.

### Application Options

- [Upload Remaining Files](#)
- ⓘ Ensure your application is complete by uploading any remaining documents now.
- [Review Required Documents](#)
- [Download Completed Form](#)
- [Go To Application Dashboard](#)

# Uploading Documents

- Click *Browse Files*
- Select documents to upload
  - Prio to uploading documents, ensure their file names accurately identify the document
- Document Type – “Other”
- Description – “Other”
- Click *Upload*



The screenshot shows a web interface titled "Upload Files" with a close button (X) in the top right corner. A "Browse files" button is highlighted with a red dashed box. Below it is a table with four columns: "File Name", "Document Type", "Description", and "Uploaded Date". Each row represents an uploaded file, with the file name, document type, and description fields highlighted by red boxes. At the bottom of the interface, there is a message "Please stay here until file upload(s) complete" and a green "Upload Files" button.

File Name	Document Type	Description	Uploaded Date
501(3)(c) Documentation.pdf <a href="#">Remove</a>	Other	Other	06/19/2025
CDE Recommended Letter.pdf <a href="#">Remove</a>	Other	Other	06/19/2025
Charter Petition.pdf <a href="#">Remove</a>	Other	Other	06/19/2025
District Minutes Approving Petition.pdf <a href="#">Remove</a>	Other	Other	06/19/2025

Please stay here until file upload(s) complete

Done [Upload Files](#)

# Application Dashboard

- From the *Application* link you can:
- Edit the application nickname
- See application status
- Uploaded additional files
- Create new drafts of the submitted application to respond to OPSC processing letters

The screenshot shows the 'Application Dashboard' for 'Albert Einstein Middle Rehab'. The application is in a 'Submitted' status. The dashboard includes a sidebar with navigation options like 'Submitted', 'Accounting Activity', and 'Associated Applications'. The main content area displays 'Submitted Versions' with a table containing one entry: 'Version 1' submitted by 'Erin Cunneen' on '06/03/2025'. Below this is a 'Drafts' section showing 'No Drafts' and an 'Upload Files' section with 'No Files'. A red box highlights the 'Status' dropdown menu in the table, and another red box highlights the 'Options' dropdown menu. A third red box highlights the 'Upload File' button in the 'Uploaded Files' section.

Dashboard / Application

54/67439-00-010  
Charter - Preliminary Apportionment

50-09

Albert Einstein Middle Rehab  
Submitted  
Charter Rehab

Accounting Activity  
View approvals, transactions and more

Associated Applications  
View other applications at this site

Albert Einstein Middle Rehab Submitted

54 / 67439 - 00 - 010  
Application For Charter School Preliminary Apportionment • Form SAB 50-09

Charter - Preliminary Apportionment • Rehabilitation

Project Tracking Number: 67439 - 526 Edit  
DSA Number:  
Received Date: 06/03/2025  
District: 67439 Sacramento City Unified • School/Site: Albert Einstein Middle  
County Name: Sacramento County

Submitted Versions

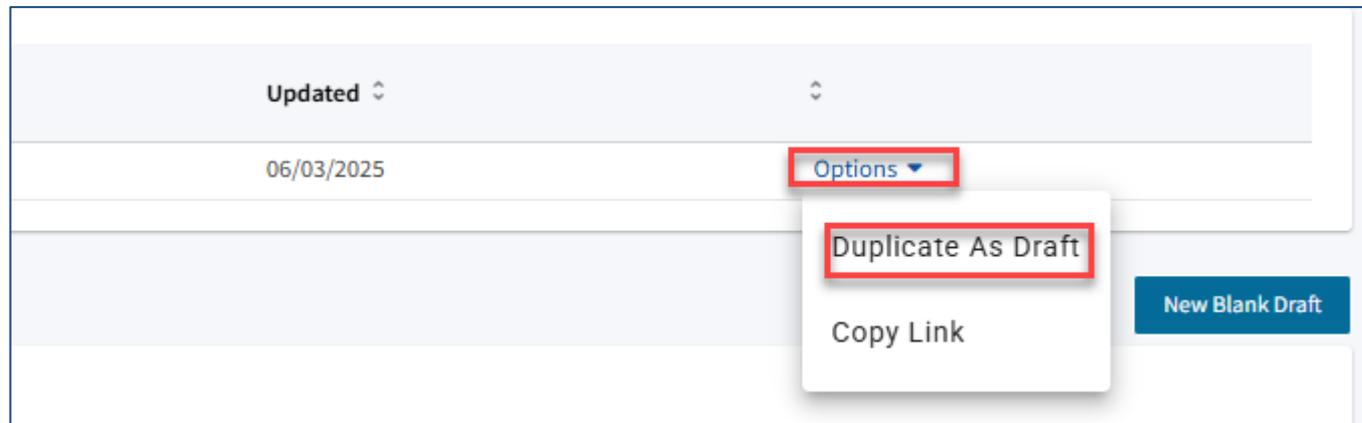
Name	Status	Version Received Date	Submitted By	Updated	Options
Version 1	Submitted	06/03/2025	Erin Cunneen	06/03/2025	Options

Drafts  
No Drafts New Blank Draft

Uploaded Files  
No Files Upload File

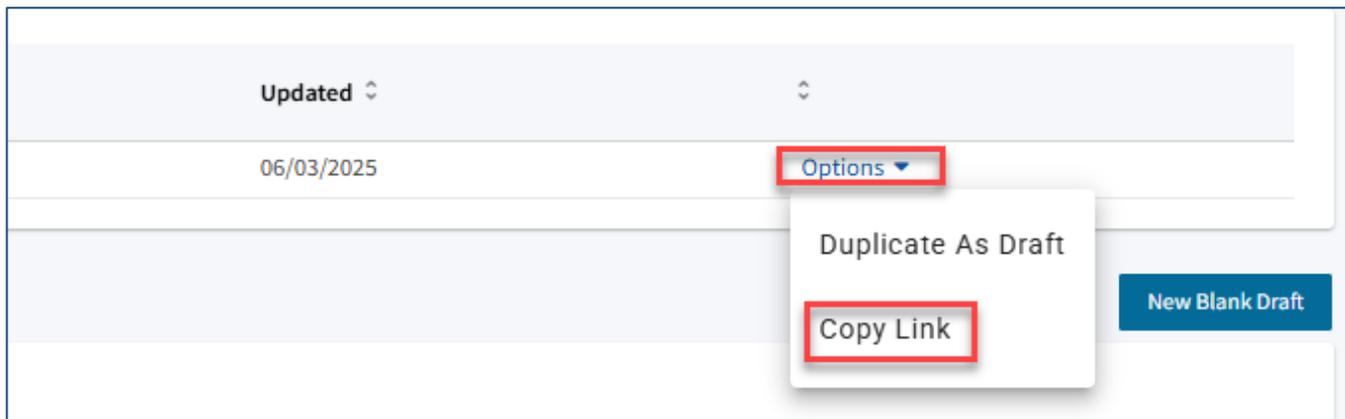
# Create New Draft

- Click on *Options*
- Click on *Duplicate As Draft*
  - Creates draft with previously entered information except for resolution date and signature
  - Revise any necessary information in response to an OPSC 15/4 Day Letter and re-sign and submit



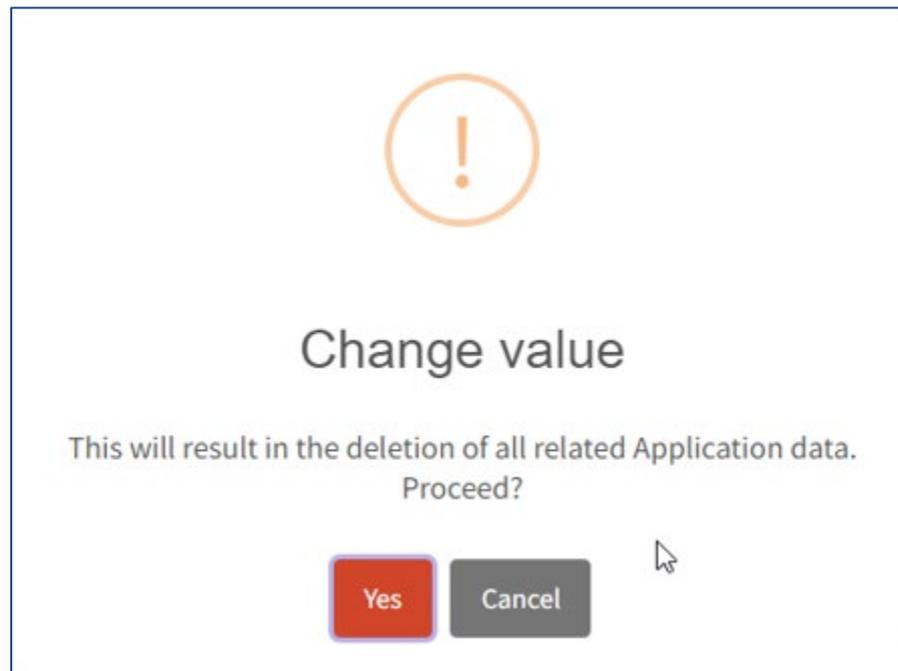
# Copy Link

- Click on *Options*
- Click on *Copy Link*
  - Delegate may create application
  - Email link to Charter or District Representative
  - Representative:
    - Reviews information, enters resolution date and Representative information, signs and submits form



# Changing Answers

- Some changes will prompt the message below
- Selecting *Yes* will only change the answer
- Some data related to the answer may be deleted; not the entire application



# Notes on Submitting PDF Form SAB 50-09

- Some questions on the OPSC Online application are not on the Form SAB 50-09
- There are sections on the Form SAB 50-09 that are only for new construction/rehabilitation projects
  - Make sure you are completing the correct sections
- Please manually include the address and name of the school used for FRPM% on the application
- Form SAB 50-09 located under *Forms* at [Access Charter School Facilities Funding](#)
- Applications submitted online are preferred, but if doing so will prevent the submittal of the application, applicants may submit by email

# OPSC Review Process

- Preference points and funding matrix criteria will be verified for all projects
- Applications will be ranked using funding matrix
- OPSC will review most competitive projects for project costs
  - Not all projects will be reviewed beyond preference points and funding matrix information
  - If a project is reviewed further, it does not guarantee funding
- 15/4-day letter process to clarify or correct information if needed
- Funding matrix will remain open for one year after Preliminary Apportionments are awarded

# Helpful Links

- [Access Charter School Facilities Funding](#)

- Sample Rehab Agreement
- Sample District Notifications
- Funding Matrix
- Application Submittal Checklist

- [Laws and Regulations for State Allocation Board-Administered Programs](#)

SFP Approved Regulations (as of 11/1/2024)

Definitions 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 Contacts

Erin Cunneen

Program Analyst

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

(279) 946-8440

Kevin Fok

Program Supervisor

[Kevin.Fok@dgs.ca.gov](mailto:Kevin.Fok@dgs.ca.gov)

(279) 946-8456

