

SCHOOL FACILITY PROGRAM (SFP) PROGRAM ACCOUNTABILITY SUBSTANTIAL PROGRESS CHECKLIST - SEPARATE SITE OR ADJUSTED GRANT

Effective 12/01

GENERAL INFORMATION

SFP Regulation Section 1859.104(b) requires a substantial progress report in the form of a narrative. The progress report is due 18 months from the date any funds were released to the district for the project. This worksheet may be submitted in lieu of providing a narrative. The progress report shall include information regarding the efforts the district has made towards substantial completion of the project.

SCHOOL DISTRICT

APPLICATION NUMBER

SCHOOL NAME

COUNTY

INSTRUCTIONS

Check the appropriate box(es) if the activities have been completed in each section to identify the criteria by which the district has met the substantial progress requirement.

SECTION 1 - Separate Site Financial Hardship or Separate Site Environmental Hardship Progress Report. Refer to Regulation Section 1859.105(b) or Section 1859.75.1

Acceptable evidence of substantial progress shall be considered met when the district has completed **all** of the following:

- Obtained the final appraisal of the site.
- Completed all California Environmental Quality Act requirements.
- Obtained final approval of the site by the California Department of Education.
- Obtained final escrow instructions or evidence the district has filed condemnation proceedings and intends to request an order of possession of the site.

SECTION 2 - Adjusted Grant Progress Report.
Refer to Regulation Section 1859.105(a).

Acceptable evidence of substantial progress shall be considered met when the district has completed **any** of the following:

- At least 75 percent of all site development work that is necessary prior to building construction activity is complete.
- At least 90 percent of the building construction activities are under contract, unless the building construction activities are delayed as a result of necessary site development work.
- All construction activities are at least 50 percent complete.
- Other evidence satisfactory to the State Allocation Board of circumstances beyond the control of the district that precludes substantial progress being met. **(Attach a narrative explanation and supporting documentation).**

The Office of Public School Construction reserves the right to request copies of supporting evidence as well as conduct a site visit for this project.

Certification:

I certify, as the District Representative, that the information reported on this checklist is true and correct.



SIGNATURE OF DISTRICT REPRESENTATIVE

DATE

PRINT OR TYPE: NAME

TITLE

E-MAIL

PHONE NUMBER

PREPARER'S NAME

PREPARER'S TITLE

E-MAIL

PHONE NUMBER