

# OPSC Online - User Guide

## Career Technical Education Facilities Program *Application for Career Technical Education Facilities Funding (Form SAB 50-10) Submittal Process*

(as of October 31, 2019)

### **Background - Career Technical Education Facilities Program**

The Career Technical Education Facilities Program (CTEFP) provides funding to qualifying school districts and joint powers authorities (JPA) for the construction of new facilities, modernization or reconfiguration of existing facilities, and equipment to integrate Career Technical Education programs into comprehensive high schools.

Career Technical Education provides a program of study that involves a multi-year sequence of courses that integrates core academic knowledge with technical and occupational knowledge to provide students with a pathway to postsecondary education and careers. The California Department of Education (CDE) currently recognizes 15 industry sectors; each sector contains several pathways. A complete guide may be found under the CDE's adopted [CTE Framework](#) (link), and additional information is available on the [CDE's website](#) (link).

### **OPSC Online**

OPSC Online was created by the Office of Public School Construction (OPSC) to allow applicants to instantly submit the *Application for Career Technical Education Facilities Funding* (Form SAB 50-10) to OPSC.

While it is not mandatory to use the online submittal, OPSC encourages school districts to use the online application and submit feedback to OPSC, as future phases of the online application will extend to all School Facility Program (SFP) programs.

### **Why should I use the online application?**

Upon submittal of the online application by the authorized District Representative or District Superintendent, the application receives a tentative Application Received Date. Previously, OPSC required a wet-signature copy of the application form and attached documents to be submitted by mail. However, now if the applicant uses the online application, OPSC will accept the online submittal date as the official Application Received Date.

### **What's New (As of October 31, 2019)**

- Fully functional e-signature feature, allowing applicants to submit CTEFP applications electronically. Applicants are not required to submit a hard copy of the funding application if using OPSC Online to submit their application.
- Ability to upload supporting documents.

## OPSC Online

OPSC Online can be found under “Online Application Tools for School Construction Projects” on OPSC’s services page.

OPSC Online can also be connected to directly by clicking [here](#).

## Login Information

All School District Representatives and District Superintendents on record with OPSC (as of December 10, 2018) have a user account in OPSC Online. If you do not have an account, please send a request via email to [OPSCOnlineSupport@dgs.ca.gov](mailto:OPSCOnlineSupport@dgs.ca.gov).

## Delegates and/or Consultants?

Authorized District Representatives and Superintendents can add delegates (school district staff, architects, and consultants) to complete applications on behalf of the District. These delegates may fill in and complete forms online; however, only the authorized District Representative and Superintendent are allowed to submit the application online. Each user account is linked to a unique valid email address.

http://www.webapps.dgs.ca.gov/OPSC/OPSCOnline/userm/login

CA.GOV

Office of Public School Construction

SIGN IN TO CONTINUE

Enter email

This field is required

Password

SIGN IN

Forgot your password or other trouble signing in?  
[Reset your password](#)

Don't have an account? [Request a new account](#)

For additional guidance please review the [OPSC Online User Guide](#)

W3C WAI-AA WCAG 2.1

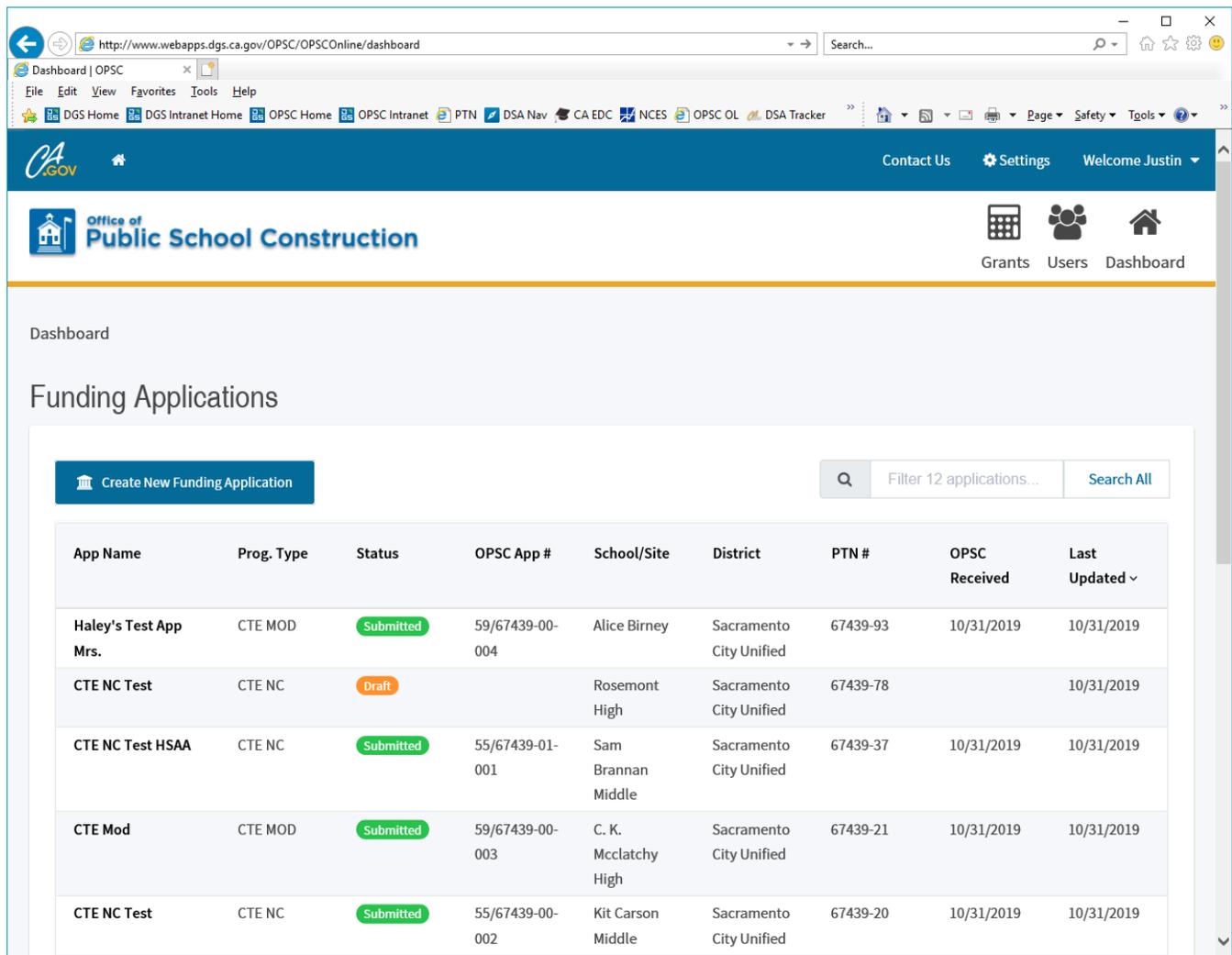
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## Application Dashboard

Upon login, the user is directed to the Dashboard. The dashboard displays all applications (both drafts and submitted) created by the District Representative and delegates. Applications can be sorted by the user by clicking on any column header.

District Representatives and District Superintendents are able to view all of their district's projects. School district delegates are able to view any school districts they have been authorized to act on behalf of.

Clicking anywhere on the application row directs the user to the Application Summary Page for the selected project so that the user can review application info.



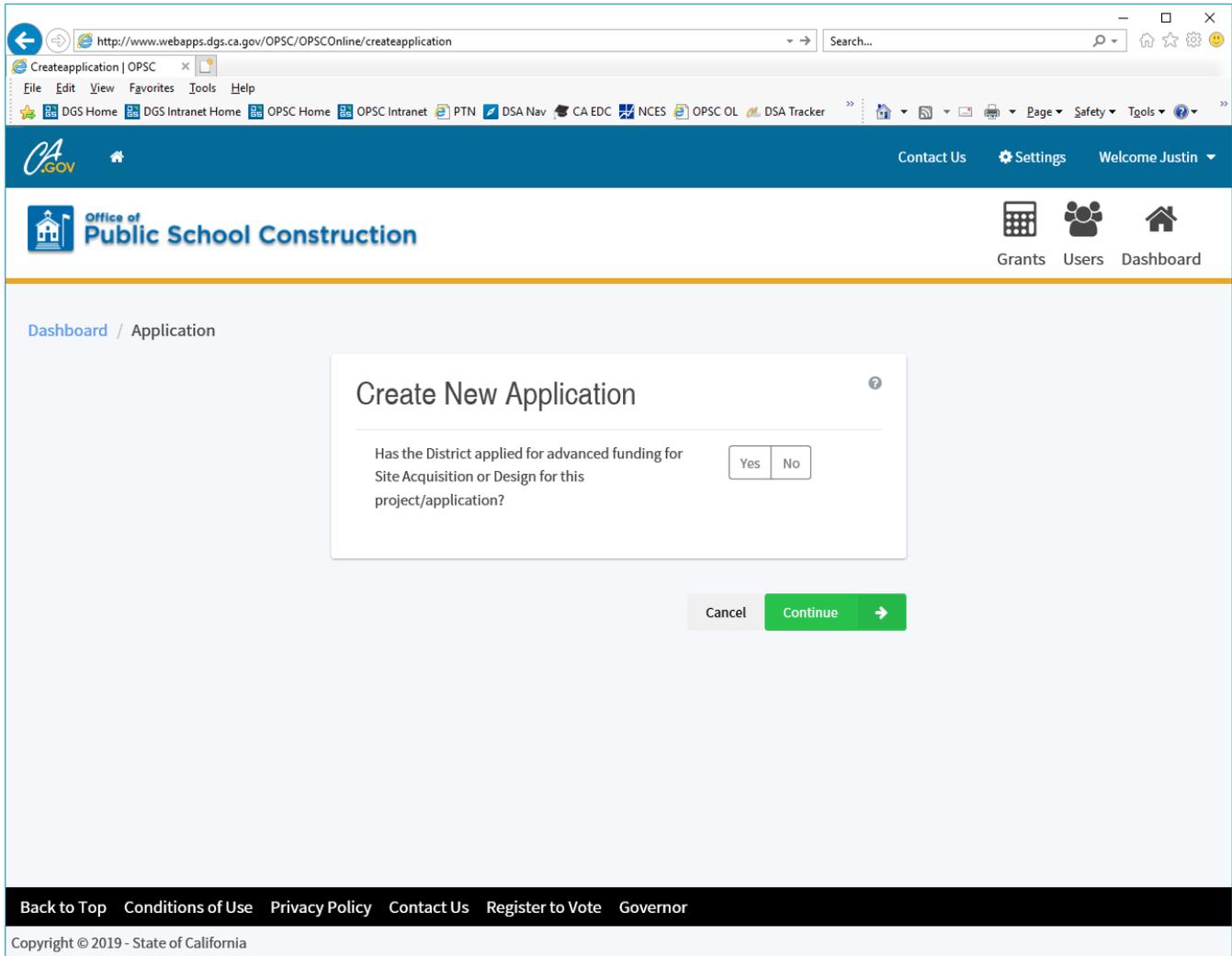
The screenshot shows a web browser window displaying the OPSC Online Dashboard. The page title is "Dashboard | OPSC". The browser address bar shows "http://www.webapps.dgs.ca.gov/OPSC/OPSCOnline/dashboard". The page features a navigation bar with "CA.GOV" logo, "Contact Us", "Settings", and "Welcome Justin". Below the navigation bar is the "Office of Public School Construction" logo and icons for "Grants", "Users", and "Dashboard". The main content area is titled "Dashboard" and "Funding Applications". There is a "Create New Funding Application" button and a search bar with "Filter 12 applications..." and "Search All". A table lists the following applications:

App Name	Prog. Type	Status	OPSC App #	School/Site	District	PTN #	OPSC Received	Last Updated
Haley's Test App Mrs.	CTE MOD	Submitted	59/67439-00-004	Alice Birney	Sacramento City Unified	67439-93	10/31/2019	10/31/2019
CTE NC Test	CTE NC	Draft		Rosemont High	Sacramento City Unified	67439-78		10/31/2019
CTE NC Test HSAA	CTE NC	Submitted	55/67439-01-001	Sam Brannan Middle	Sacramento City Unified	67439-37	10/31/2019	10/31/2019
CTE Mod	CTE MOD	Submitted	59/67439-00-003	C. K. Mcclatchy High	Sacramento City Unified	67439-21	10/31/2019	10/31/2019
CTE NC Test	CTE NC	Submitted	55/67439-00-002	Kit Carson Middle	Sacramento City Unified	67439-20	10/31/2019	10/31/2019

To begin a new application, click on "Create New Application" and proceed to Page 4.

Superintendents and District Representatives can manage users for their respective school district. To manage school district delegates to enable them to complete applications on the school district's behalf, turn to page 49.

## Create New Application



The screenshot shows a web browser window at the URL <http://www.webapps.dgs.ca.gov/OPSC/OPSCOnline/createapplication>. The page header includes the CA.GOV logo, navigation links for 'Contact Us', 'Settings', and 'Welcome Justin', and the 'Office of Public School Construction' logo. A navigation bar contains 'Grants', 'Users', and 'Dashboard' links. The main content area shows a breadcrumb trail 'Dashboard / Application' and a central dialog box titled 'Create New Application'. The dialog box contains the question: 'Has the District applied for advanced funding for Site Acquisition or Design for this project/application?' with 'Yes' and 'No' buttons. Below the dialog box are 'Cancel' and 'Continue' buttons. The footer contains links for 'Back to Top', 'Conditions of Use', 'Privacy Policy', 'Contact Us', 'Register to Vote', and 'Governor', along with the copyright notice 'Copyright © 2019 - State of California'.

After clicking on “Create New Application” a new dialog box opens:

### **Has the District applied for advanced funding for Site Acquisition or Design for this project/application?**

Choose “Yes” if this District is submitting an application for funding for a project that has already received advanced funding for Site Acquisition or Design; otherwise, click “No”.

**“Yes”** – The user is directed to return to the Dashboard. Search for the project that requires an updated Form SAB 50-10 and click anywhere on the row of the desired application.

For purposes of CTEFP, the answer will always be “No”. CTEFP does not provide advance funding for Site Acquisition or Design.

## Create New Application (continued)

Dashboard / Application

### Create New Application

Has the District applied for advanced funding for Site Acquisition or Design for this project/application?  Yes  No

Please Use The Existing Application

You have selected "Yes" because a separate site/or design has previously been requested for this project. You must return to your OPSC Online [Dashboard](#) and select this project from the list of existing applications in order to create an application for funding for the construction phase. For more information, please see the [Help Guide](#).

[Back to Top](#) [Conditions of Use](#) [Privacy Policy](#) [Contact Us](#) [Register to Vote](#) [Governor](#)

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**“No”** – The user will be prompted through a series of questions to complete each step in creating a new application.

Dashboard / Application

### Create New Application

Has the District applied for advanced funding for Site Acquisition or Design for this project/application?

**?**  
 You have selected "No" because this is a brand new application for a project that has never requested a prior separate site and/or design funding approval. The following screens will be a step-by-step guide to completing your application online.

On this first screen, please select the District name, Program Type (e.g. New Construction, Modernization), High School Attendance Area (if applicable), enter the Project Tracking Number, and enter a nickname for the application. The nickname is used to help you with differentiating this from other projects in your Dashboard.

Select the District

Select a funding Program Type   
 Refer to [Section 1859.192](#) for the eligibility criteria

Select High School Attendance Area

**Select the District:**

District Representatives and District Superintendents default to their school district. School district delegates have the option of choosing from a list of school districts that they have been authorized to act on behalf of.

**Select a funding Program Type:**

Currently, OPSC Online only allows “Career Technical Education (NC)” or “Career Technical Education (Mod)” to be selected.

**New Construction Projects**

- The maximum grant is \$3 million per project, per school site.
- The project can be a part of a qualifying SFP New Construction application. If so, the facility must be located at the same school site as the SFP project.
- The project can be a stand-alone project.

**Modernization Projects**

- The maximum grant is \$1.5 million per project, per school site.
- Eligible modernization projects can include reconfiguration, or remodeling an existing building within current confines, or minimally expanding the square footage of an existing building.

## **Create New Application (continued)**

If an application is for equipment only, the maximum grant amount determination is based on the occupancy date of the facility being equipped. If the CTE facility was occupied before May 20, 2006, the project would be considered Modernization. If the equipment is being purchased for a CTE facility that was occupied on or after May 20, 2006, the project would be considered New Construction.

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

### **Select High School Attendance Area:**

Enter the High School Attendance Area. Otherwise, select "District-wide"

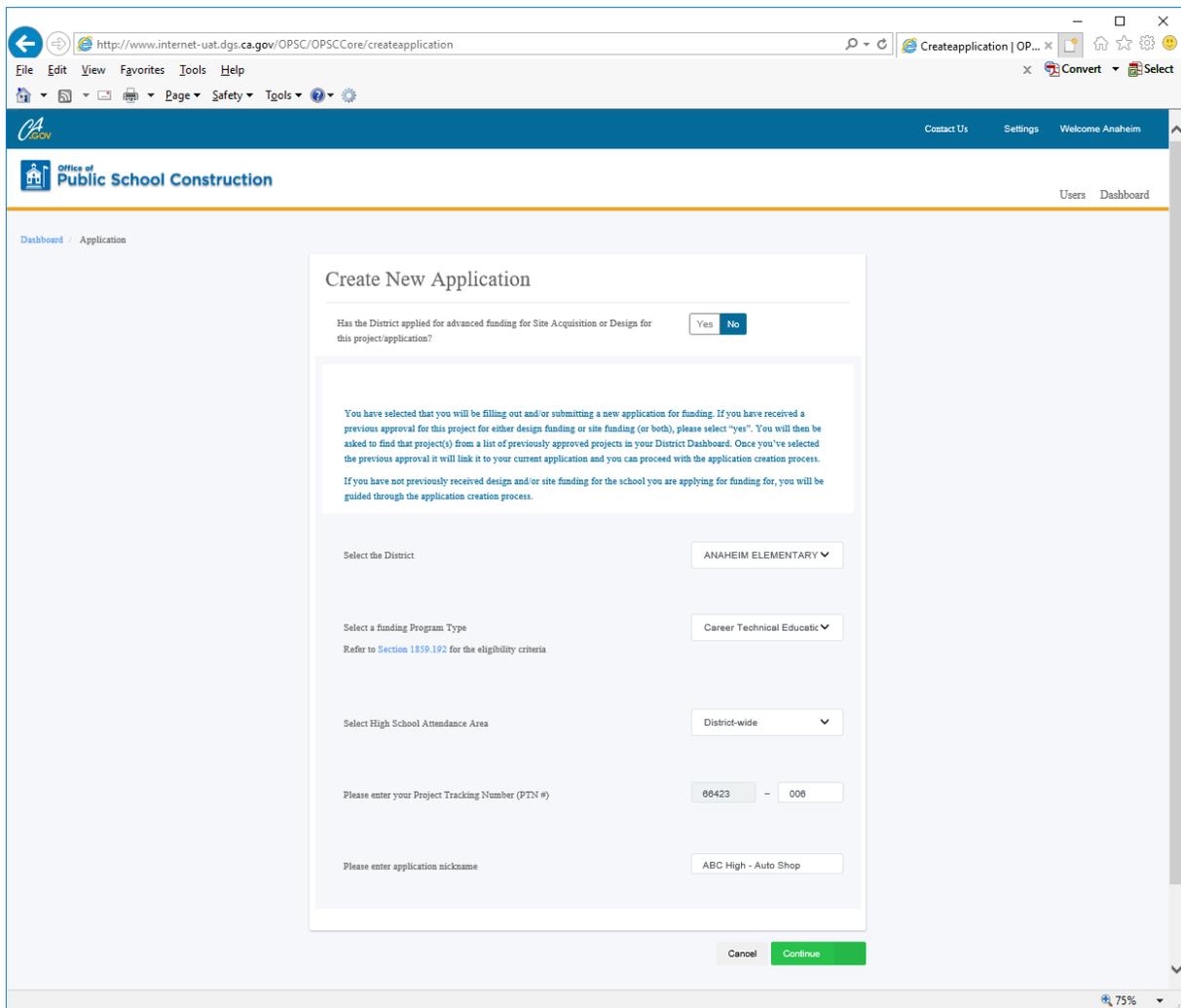
### **Please enter your Project Tracking Number (PTN #):**

Enter the Project Tracking Number (PTN #).

### **Application Name:**

The user should enter a Nickname for this application to assist the user in locating it in the future. Note: editing the Nickname after creation is currently not possible.

The completed section will look like this:



## **Create New Application (continued)**

Once all information has been entered, click “Continue”.

If you selected “Career Technical Education (NC)” continue to the next page.

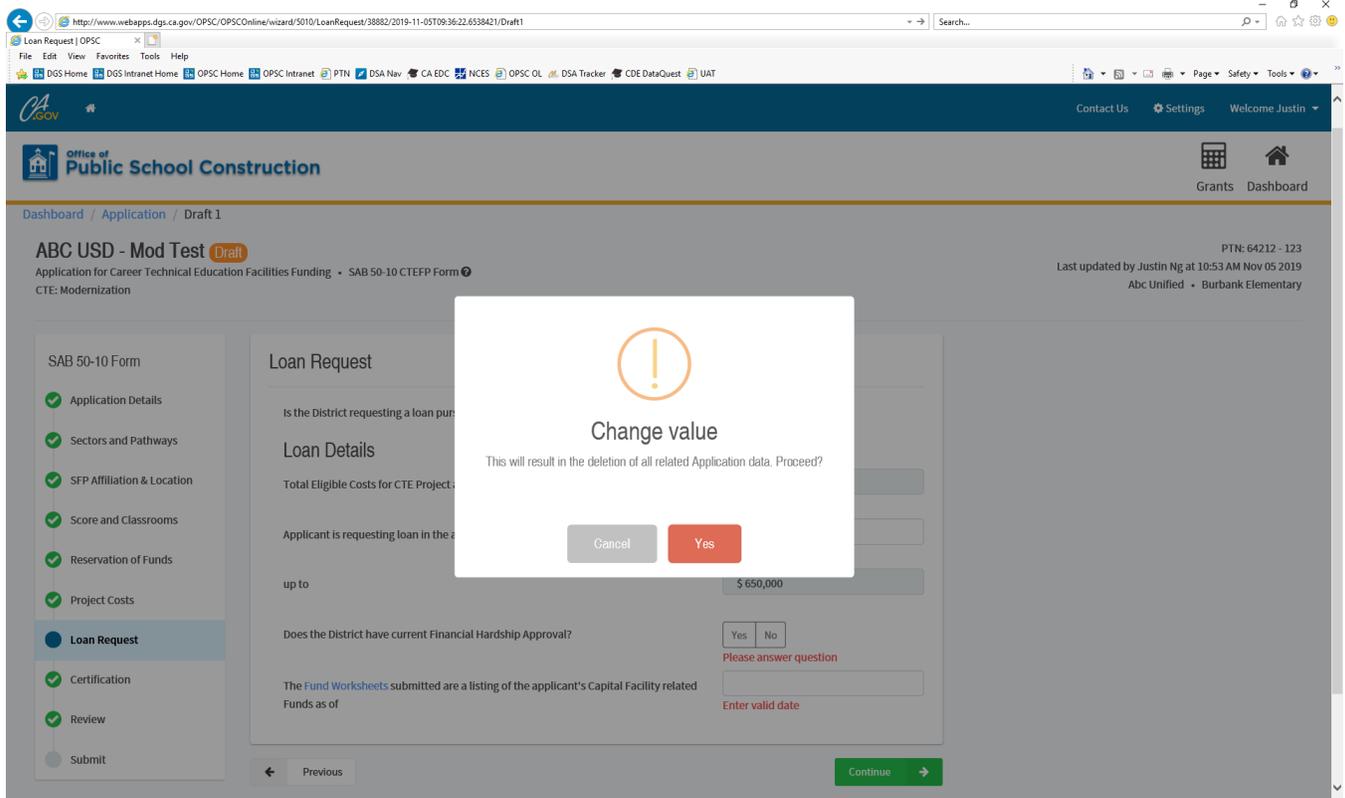
If you selected “Career Technical Education (Mod), the online wizard would use the same prompts as a New Construction application. The key differences are:

- Modernization projects are capped at \$1,500,000 for the State Share.
- Modernization projects are ineligible for Site Development funding.
- Modernization projects will not have an SFP Project Affiliation.

If you have any questions while completing the application for a Modernization project, that are not addressed in this guide, please contact OPSC.

## **IMPORTANT!**

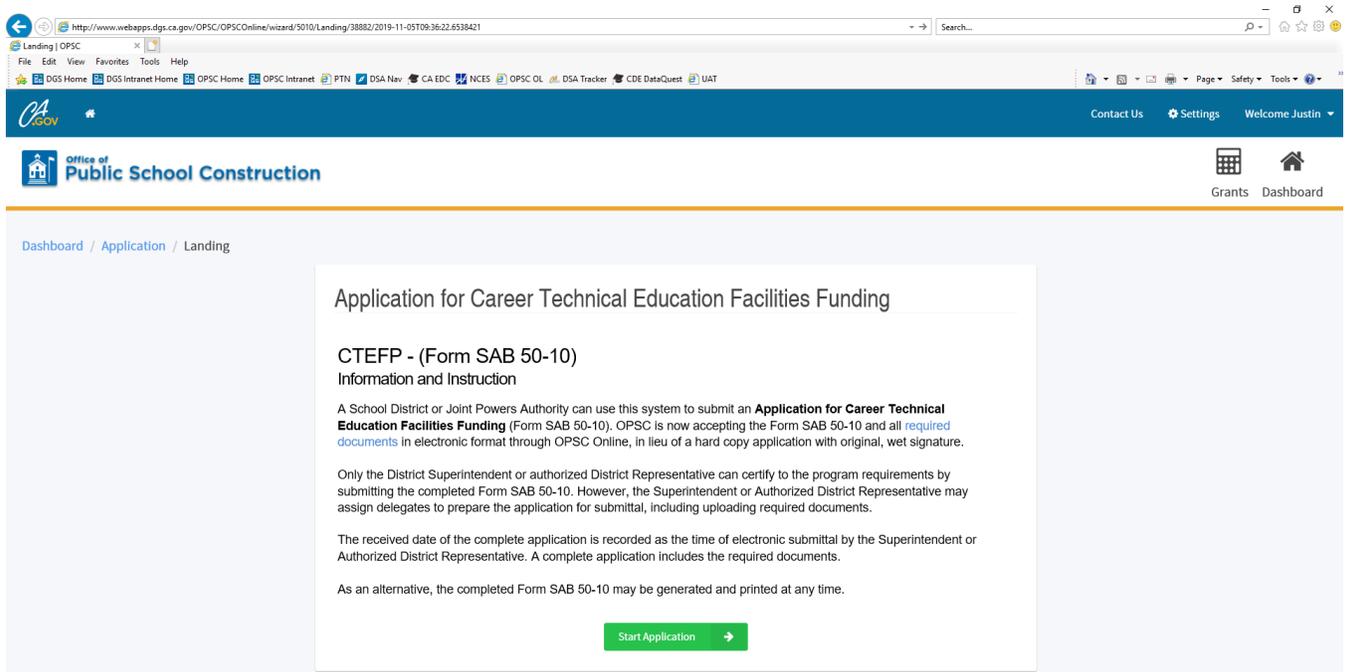
All calculations and project information for the submitted application are dependent on all submitted information. If you return to a previously completed page/section and change information you may receive a warning message similar to below. It is OK to change the information on the page, but you may need to return to other pages/sections to provide additional information based on the changes in circumstances for your project.



The screenshot shows a web browser window displaying a web application for the Office of Public School Construction. The page title is "ABC USD - Mod Test (Draft)" and it is an application for Career Technical Education Facilities Funding. A modal dialog box is centered on the screen with a warning icon and the text "Change value" and "This will result in the deletion of all related Application data. Proceed?". The dialog has "Cancel" and "Yes" buttons. The background application shows a sidebar with navigation options like "SAB 50-10 Form", "Loan Request", "Certification", and "Review". The main content area is titled "Loan Request" and contains form fields for "Total Eligible Costs for CTE Project" (set to \$ 650,000) and "Does the District have current Financial Hardship Approval?" (with "Yes" and "No" radio buttons).

## Application for Career Technical Education Facilities Funding

Because the user selected “Career Technical Education” for the type of application to be created, the user is directed to the beginning of the CTEFP Application Page.



The screenshot shows a web browser window with the URL <http://www.webapps.dgs.ca.gov/OPSC/OPSCOnline/wizard/5010/Landing/38882/2019-11-05T09:36:22.6538421>. The page header includes the CA.GOV logo, "Office of Public School Construction", and navigation links for "Contact Us", "Settings", and "Welcome Justin". The main content area is titled "Application for Career Technical Education Facilities Funding" and contains the following text:

**CTEFP - (Form SAB 50-10)**  
Information and Instruction

A School District or Joint Powers Authority can use this system to submit an **Application for Career Technical Education Facilities Funding** (Form SAB 50-10). OPSC is now accepting the Form SAB 50-10 and all [required documents](#) in electronic format through OPSC Online, in lieu of a hard copy application with original, wet signature.

Only the District Superintendent or authorized District Representative can certify to the program requirements by submitting the completed Form SAB 50-10. However, the Superintendent or Authorized District Representative may assign delegates to prepare the application for submittal, including uploading required documents.

The received date of the complete application is recorded as the time of electronic submittal by the Superintendent or Authorized District Representative. A complete application includes the required documents.

As an alternative, the completed Form SAB 50-10 may be generated and printed at any time.

At the bottom of the content area is a green button labeled "Start Application" with a right-pointing arrow.

Click on “Start Application”.

## Application Details

The application wizard allows users to move sequentially through the application questions. The left-hand navigation bar also allows users to navigate directly to specific sections.

Note: OPSC will continually deploy “bug” fixes to the programming logic when identified. If you encounter a calculation error, you may need to navigate off that page and then return. Clicking “Continue” will also update calculations and validate data.

The screenshot shows a web browser window displaying the 'Application Details' section of the SAB 50-10 Form. The page header includes the 'Office of Public School Construction' logo and navigation links like 'Grants' and 'Dashboard'. The main content area is titled 'Application Details' and contains the following fields:

- Locale:** A dropdown menu with the text 'Please make a selection' and a red error message 'This field is required' below it.
- Division of the State Architect Number (DSA #):** A dropdown menu with the text 'Please make a selecti...' and an adjacent text input field.
- DSA Approval Date:** A text input field.

A green 'Continue' button with a right-pointing arrow is located at the bottom right of the form area. A left-hand navigation menu lists various sections, with 'Application Details' currently selected.

## Locale

Select the applicable Locale for this CTEFP Project.

The locale for each project shall be Urban, Suburban or Rural, as determined by the [National Center for Education Statistics \(NCES\)](#). To determine your locale using NCES, see "[How to Determine Your Locale](#)" (PDF).

### **Division of the State Architect Number (DSA #)**

Enter the Division of State Architect number (if applicable) and DSA Plan Approval Date.

## Application Details (continued)

The completed section will look like this:

The screenshot shows a web browser window displaying the 'Application Details' form. The browser address bar shows the URL: <http://www.webapps.dgs.ca.gov/OPSC/OPSCOnline/wizard/5010/ApplicationDetails/38875/2019-11-01T10:28:34.2170847/Draft1>. The page header includes the 'Office of Public School Construction' logo and navigation links for 'Contact Us', 'Settings', and 'Welcome Justin'. The main content area is titled 'Application Details' and contains the following fields:

- Locale:** A dropdown menu with 'Urban' selected.
- Division of the State Architect Number (DSA #):** A dropdown menu with '02' selected and a text input field containing '123465'.
- DSA Approval Date:** A text input field containing '09/20/2018'.

A green 'Continue' button with a right-pointing arrow is located at the bottom right of the form. On the left side, a vertical navigation menu lists the following sections: 'SAB 50-10 Form', 'Application Details' (highlighted with a blue circle), 'Sectors and Pathways' (with an orange warning icon), 'SFP Affiliation & Location', 'Score and Classrooms', 'Reservation of Funds', 'Project Costs', 'Loan Request', 'Certification', 'Review' (with an orange warning icon), and 'Submit'.

At the bottom of the page, there is a footer with links for 'Back to Top', 'Conditions of Use', 'Privacy Policy', 'Contact Us', 'Register to Vote', and 'Governor'. The copyright notice reads: 'Copyright © 2019 - State of California'.

Click “Continue” to save your progress and advance to the next section.

## CTE Industry Sector and Pathway(s)

The screenshot shows a web browser window displaying the 'Sectors and Pathways' step of the SAB 50-10 Form. The browser address bar shows the URL: <http://www.webapps.dgs.ca.gov/OPSC/OPSCOnline/wizard/5010/SectorsAndPathways/38875/2019-11-01T10:28:34.2170847/Draft1>. The page header includes the 'Office of Public School Construction' logo and navigation links for 'Contact Us', 'Settings', and 'Welcome Justin'. A sidebar on the left lists the form steps: Application Details (checked), Sectors and Pathways (active), SFP Affiliation & Location, Score and Classrooms, Reservation of Funds, Project Costs, Loan Request, Certification, Review (with a warning icon), and Submit. The main content area is titled 'Sectors and Pathways' and contains a form with a label 'Select the Industry Sector: @' and a dropdown menu with the text 'Please make a selection'. Below the form are 'Previous' and 'Continue' buttons. The footer contains links for 'Back to Top', 'Conditions of Use', 'Privacy Policy', 'Contact Us', 'Register to Vote', and 'Governor', along with the copyright notice 'Copyright © 2019 - State of California'.

### Select the Industry Sector from the drop-down menu.

The California Department of Education (CDE) currently recognizes 15 industry sectors; each sector contains several pathways. A complete guide may be found under the CDE's adopted [CTE Framework](#) (link), and additional information is available on the [CDE's website](#) (link).

### Select the Pathway(s)

Select at least one Pathway\*.

\*Note, changing the Industry Sector after selecting the Pathways would delete the previously selected Pathways.

## CTE Industry Sector and Pathway(s) (continued)

The completed section will look like this:

The screenshot shows a web browser window displaying the 'Sectors and Pathways' section of the SAB 50-10 Form. The browser address bar shows the URL: <http://www.webapps.dgs.ca.gov/OPSC/OPSCOnline/wizard/5010/SectorsAndPathways/38875/2019-11-01T10:28:34.2170847/Draft1>. The page header includes the 'Office of Public School Construction' logo and navigation links for 'Contact Us', 'Settings', and 'Welcome Justin'. A sidebar on the left lists the form sections: 'Application Details' (checked), 'Sectors and Pathways' (selected), 'SFP Affiliation & Location', 'Score and Classrooms', 'Reservation of Funds', 'Project Costs', 'Loan Request', 'Certification', 'Review' (with a warning icon), and 'Submit'. The main content area is titled 'Sectors and Pathways' and contains two selection fields: 'Select the Industry Sector:' with a dropdown menu showing 'Transportation', and 'Select the Industry Pathway(s):' with a multi-select box containing 'Operations' and 'System Diagnostics, Service, and Re...'. At the bottom of the form are 'Previous' and 'Continue' buttons.

Click “Continue” to save your progress and advance to the next section.

Note – some pathways will be grayed out and not available for selection. These are inactive pathways from Cycles 1, 2 and 3.

# School Facility Program Project Affiliation

The screenshot shows a web browser window displaying the 'SFP Affiliation & Location' form. The browser address bar shows the URL: <http://www.webapps.dgs.ca.gov/OPSC/OPSCOnline/wizard/5010/SFPAffiliation/38873/2019-11-01T10:28:342170847/Draft1>. The page header includes the 'Office of Public School Construction' logo and navigation links for 'Contact Us', 'Settings', and 'Welcome Justin'. A sidebar on the left lists the application steps: SAB 50-10 Form, Application Details, Sectors and Pathways, SFP Affiliation & Location (highlighted), Score and Classrooms, Reservation of Funds, Project Costs, Loan Request, Certification, Review, and Submit. The main content area is titled 'SFP Affiliation & Location' and contains two sections: 'Is the CTEFP project part of a qualifying SFP Project? Please refer the Help information or to SFP Regulation Section 1859.193.1.' with 'Yes' and 'No' buttons, and 'CTE Project Location' with a dropdown menu labeled 'Please select' and a red error message 'Please select School Site'. Navigation buttons for 'Previous' and 'Continue' are at the bottom of the form.

## School Facility Program Project Affiliation

Is the CTEFP project part of a qualifying SFP Project? Select “Yes” or “No”.

If the CTEFP project is affiliated with an SFP application, the qualifying SFP application must be submitted prior to or concurrently with the CTEFP application. The CTEFP funding receives a deduction for classroom funding included in an SFP New Construction project.

Please refer to [Section 1859.193.1](#) for a definition of a qualifying SFP Project.

If Yes, turn to Page 16.

If No, turn to Page 18.

# School Facility Program Project Affiliation – Yes

The screenshot shows a web browser window displaying the 'SFP Affiliation & Location' form. The browser address bar shows the URL: <http://www.webapps.dgs.ca.gov/OPSC/OPSCOnline/wizard/5010/SFPAffiliation/38873/2019-11-01T10:28:342170847/Draft1>. The page header includes the 'Office of Public School Construction' logo and navigation links like 'Contact Us', 'Settings', and 'Welcome Justin'. A sidebar on the left lists steps: Application Details, Sectors and Pathways, SFP Affiliation & Location (selected), Score and Classrooms, Reservation of Funds, Project Costs, Loan Request, Certification, Review, and Submit. The main content area asks, 'Is the CTEFP project part of a qualifying SFP Project? Please refer the Help information or to SFP Regulation Section 1859.193.1.' with 'Yes' and 'No' buttons. Below this, a table titled 'Please select a project' is shown with a search box and a 'Select' button. The table has columns for Status, OPSC App #, PTN, Type, Site, and Select. One row is visible with the following data:

Status	OPSC App # ^	PTN	Type	Site	Select
PM Complete	50 / 64212 - 02 - 001	64212-2	New Construction	ARTESIA HIGH	<input type="radio"/> Select

At the bottom of the table, it says '1 total'. Navigation buttons for 'Previous' and 'Continue' are located at the bottom of the form area. The footer contains links for 'Back to Top', 'Conditions of Use', 'Privacy Policy', 'Contact Us', 'Register to Vote', and 'Governor', along with the copyright notice 'Copyright © 2019 - State of California'.

## Qualifying SFP Project

If the CTEFP project is affiliated with an SFP application, the qualifying SFP application must be submitted prior to or concurrently with the CTEFP application.

All SFP applications on the associated school site will be displayed. Select the correct associated SFP application from the table.

## School Facility Program Project Affiliation – Yes (continued)

The completed section will look like this:

The screenshot displays the 'SFP Affiliation & Location' section of the SAB 50-10 Form. The left sidebar shows the progress of the form, with 'SFP Affiliation & Location' highlighted. The main content area includes a question: 'Is the CTEFP project part of a qualifying SFP Project? Please refer the Help information or to SFP Regulation Section 1859.193.1.' with 'Yes' and 'No' buttons. Below this, the 'Qualifying SFP Project' section shows the following details:

- OPSC App #: 50 / 64212 - 02 - 001
- Site: ARTESIA HIGH
- Type: New Construction
- PTN: 64212-2
- Status: PM Complete

A table below lists the qualifying projects:

Status	OPSC App # ^	PTN	Type	Site	Select
PM Complete	50 / 64212 - 02 - 001	64212-2	New Construction	ARTESIA HIGH	<input checked="" type="radio"/> Select

The table indicates a total of 1 project. At the bottom of the section, there are 'Previous' and 'Continue' buttons.

Click "Continue" to save your progress and advance to the next section on Page 20.

## School Facility Program Project Affiliation – No

The screenshot shows a web browser window displaying the 'SFP Affiliation & Location' form. The browser address bar shows the URL: <http://www.webapps.dgs.ca.gov/OPSC/OPSCOnline/wizard/5010/SFPAffiliation/38873/2019-11-01T10:28:342170847/Draft1>. The page header includes the 'Office of Public School Construction' logo and navigation links for 'Contact Us', 'Settings', and 'Welcome Justin'. A sidebar on the left lists the form steps: Application Details, Sectors and Pathways, SFP Affiliation & Location (current), Score and Classrooms, Reservation of Funds, Project Costs, Loan Request, Certification, Review, and Submit. The main content area is titled 'SFP Affiliation & Location' and contains three sections: 1. 'Is the CTEFP project part of a qualifying SFP Project? Please refer the Help information or to SFP Regulation Section 1859.193.1.' with 'Yes' and 'No' buttons. 2. 'CTE Project Location' with a dropdown menu labeled 'Please select' and a red error message 'Please select School Site'. 3. 'Indicate if the district is requesting project assistance pursuant to Section 1859.73.1. This grant is available only to a New Construction or Modernization CTE project that is not part of a qualifying SFP New Construction or Modernization project.' with 'Yes' and 'No' buttons and a red error message 'Please answer question'. At the bottom of the form are 'Previous' and 'Continue' buttons. The footer contains links for 'Back to Top', 'Conditions of Use', 'Privacy Policy', 'Contact Us', 'Register to Vote', and 'Governor', along with the copyright notice 'Copyright © 2019 - State of California'.

### School Facility Program Project Affiliation

If the CTEFP project is not affiliated with an SFP application, continue with the application.

### CTE Project Location

Select the appropriate school or site for the CTE project from the drop-down menu.

### Project Assistance

Select “Yes” or “No”.

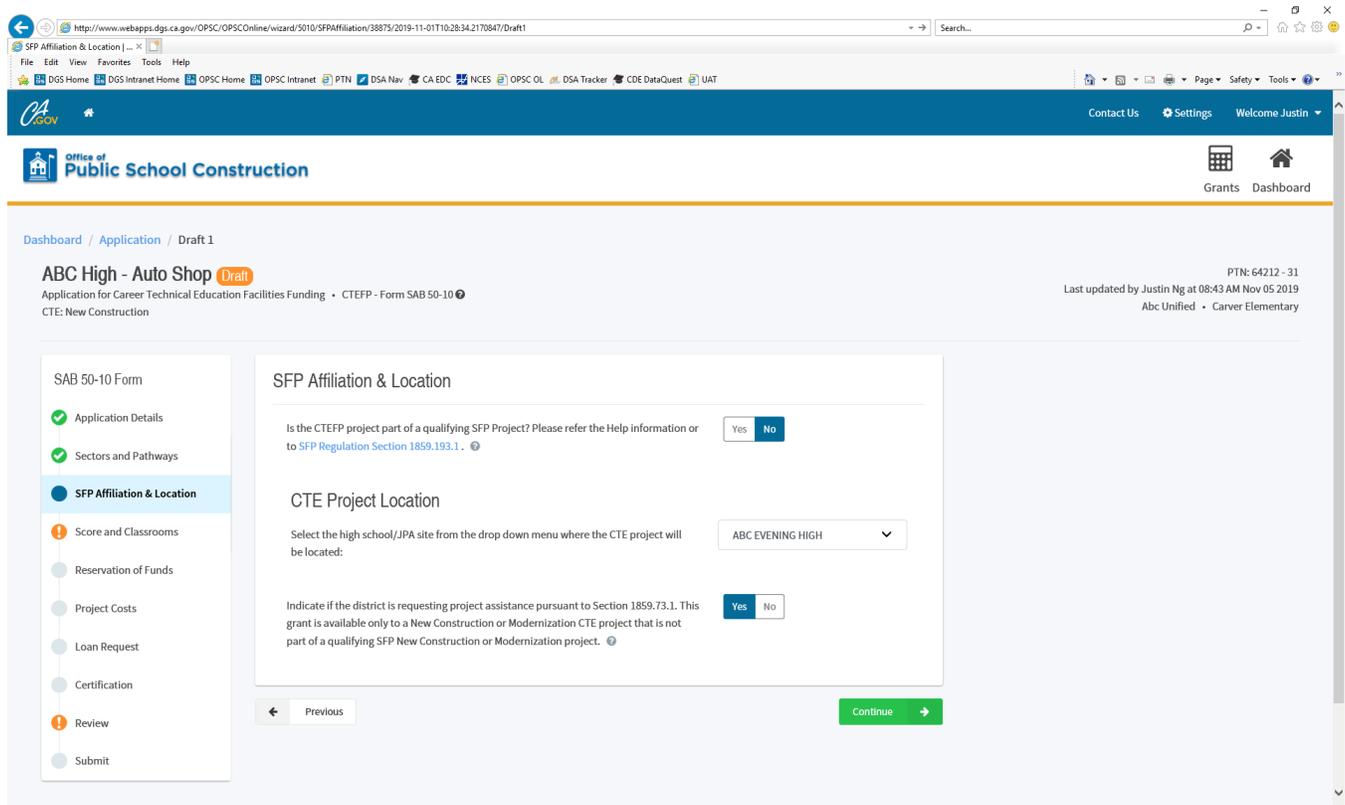
This grant is available only to a New Construction or Modernization CTE project that is not part of a qualifying SFP New Construction or Modernization project.

Project assistance is available to small school districts with enrollment of 2,500 pupils or fewer. The 2019 additional grant, \$7,460 for New Construction projects and \$3,978 for Modernization projects, may be used for costs associated with the preparation and submission of the SFP eligibility and funding applications, including costs related to supporting documentation such as site diagrams. This grant amount is adjusted each year using the Class B Construction Cost Index.

For more information on project assistance refer to SFP Regulation [Section 1859.73.1](#).

# School Facility Program Project Affiliation – No (continued)

The completed section will look like this:



Click "Continue" to save your progress and advance to the next section on Page 20.

## Score, Number of Classrooms and Square Footage

The screenshot shows a web browser window displaying the 'SAB 50-10 Form' for 'Score and Classrooms'. The page is titled 'Office of Public School Construction' and is for 'ABC Unified - Carver Elementary'. The form is part of a wizard with steps: Application Details, Sectors and Pathways, SFP Affiliation & Location, Score and Classrooms (current), Reservation of Funds, Project Costs, Loan Request, Certification, Review, and Submit. The 'Score and Classrooms' section contains three required input fields: 'Enter the score from the California Department of Education CTE score letter for this project. (The applicant must have received a score of at least 105 points, as determined by the CDE pursuant to Section 1859.192(c).)', 'Number of CTE Classrooms in the Application:', and 'CTE Facility Square Footage'. Each field has a red error message 'This field is required'. Navigation buttons for 'Previous' and 'Continue' are visible at the bottom of the form.

**Enter the score from the California Department of Education CTE score letter for this project.**

Enter the score for this project. Note: The score should be extended by two decimal places. The CDE Score must be equal to or between 105 and 141.

The CTE plans must have been reviewed by the CDE, contain all mandatory elements required by the CDE, and have received a score of at least 105 points to be eligible for funding. The applicant must have received a score of at least 105 points, as determined by the CDE pursuant to Section 1859.192(c).

**Number of CTE Classrooms in the Application:**

Enter the number of CTE Classrooms in the Application. Only whole numbers are allowed.

**CTE Facility Square Footage**

Enter the square footage of the CTE Facility. Only whole numbers are allowed.

## Score, Number of Classrooms and Square Footage (continued)

The completed section will look like this:

The screenshot shows a web browser window displaying the OPSC online application form. The browser address bar shows the URL: <http://www.webapps.dgs.ca.gov/OPSC/OPSCOnline/wizard/5010/Score/38875/2019-11-01T10:28:34.2170847/Draft1>. The page header includes the "Office of Public School Construction" logo and navigation links for "Grants" and "Dashboard". The breadcrumb trail reads "Dashboard / Application / Draft 1".

The main content area is titled "ABC High - Auto Shop" with a "Draft" status. Below the title, it says "Application for Career Technical Education Facilities Funding • CTEFP - Form SAB 50-10" and "CTE: New Construction". On the right side, it displays "PTN: 64212 - 31", "Last updated by Justin Ng at 08:44 AM Nov 05 2019", and "Abc Unified • Abc Evening High".

The "Score and Classrooms" section is active and contains the following fields:

- Score and Classrooms** (Section Header)
- Enter the score from the California Department of Education CTE score letter for this project. (The applicant must have received a score of at least 105 points, as determined by the CDE pursuant to Section 1859.192(c).)
- Number of CTE Classrooms in the Application:
- CTE Facility Square Footage

At the bottom of the form, there are two buttons: "Previous" (with a left arrow) and "Continue" (with a right arrow).

On the left side, there is a vertical navigation menu for the "SAB 50-10 Form" with the following items:

- Application Details (checked)
- Sectors and Pathways (checked)
- SFP Affiliation & Location (checked)
- Score and Classrooms** (selected)
- Reservation of Funds
- Project Costs
- Loan Request
- Certification
- Review (with a warning icon)
- Submit

Click "Continue" to save your progress and advance to the next section.

## Reservation of Funds

The screenshot shows a web browser window with the URL <http://www.webapps.dgs.ca.gov/OPSC/OPSCOnline/wizard/5010/ReservationOffunds/38875/2019-11-01T10:28:34.2170847/Draft1>. The page header includes the CA.gov logo and navigation links for 'Contact Us', 'Settings', and 'Welcome Justin'. The main header identifies the user as 'Justin' and provides links for 'Grants' and 'Dashboard'. The breadcrumb trail shows 'Dashboard / Application / Draft 1'. The application title is 'ABC High - Auto Shop' with a 'Draft' status. Below the title, it specifies 'Application for Career Technical Education Facilities Funding • CTEFP - Form SAB 50-10' and 'CTE: New Construction'. A progress sidebar on the left lists steps: Application Details, Sectors and Pathways, SFP Affiliation & Location, Score and Classrooms, Reservation of Funds (current), Project Costs, Loan Request, Certification, Review, and Submit. The main content area is titled 'Reservation of Funds' and contains the question: 'Is the District requesting a reservation of funds pursuant to Section 1859.193(d)?'. Below the question are 'Yes' and 'No' buttons. At the bottom of the question area are 'Previous' and 'Continue' navigation buttons. The top right corner of the application area displays 'PTN: 64212 - 31' and 'Last updated by Justin Ng at 08:45 AM Nov 05 2019'.

### Reservation of Funds

Select “Yes” or “No” to indicate if the school district is requesting a reservation of funds pursuant to [Section 1859.193\(d\)](#).

Applicants have the option of requesting a reservation of funds for its project. SFP Regulation Section 1859.193 allows the State Allocation Board (Board) to reserve funding for a period of up to 12 months for applicants to obtain the necessary Division of the State Architect (DSA) and CDE approvals. The 12-month period begins on the date of Apportionment enabling applicant’s time to acquire the necessary approvals. OPSC’s receipt of the CDE and DSA approved plans and specification initiate the 90-day period for the application to meet the requirements of a priority funding apportionment fund release. If an applicant does not submit the required CDE and DSA approvals within a 12-month period, the apportionment will be rescinded without further Board action and the CTEFP bond authority will be returned to the program for reallocation.

If Yes, click “Yes”.

If No, click “No” and turn to Page 24.

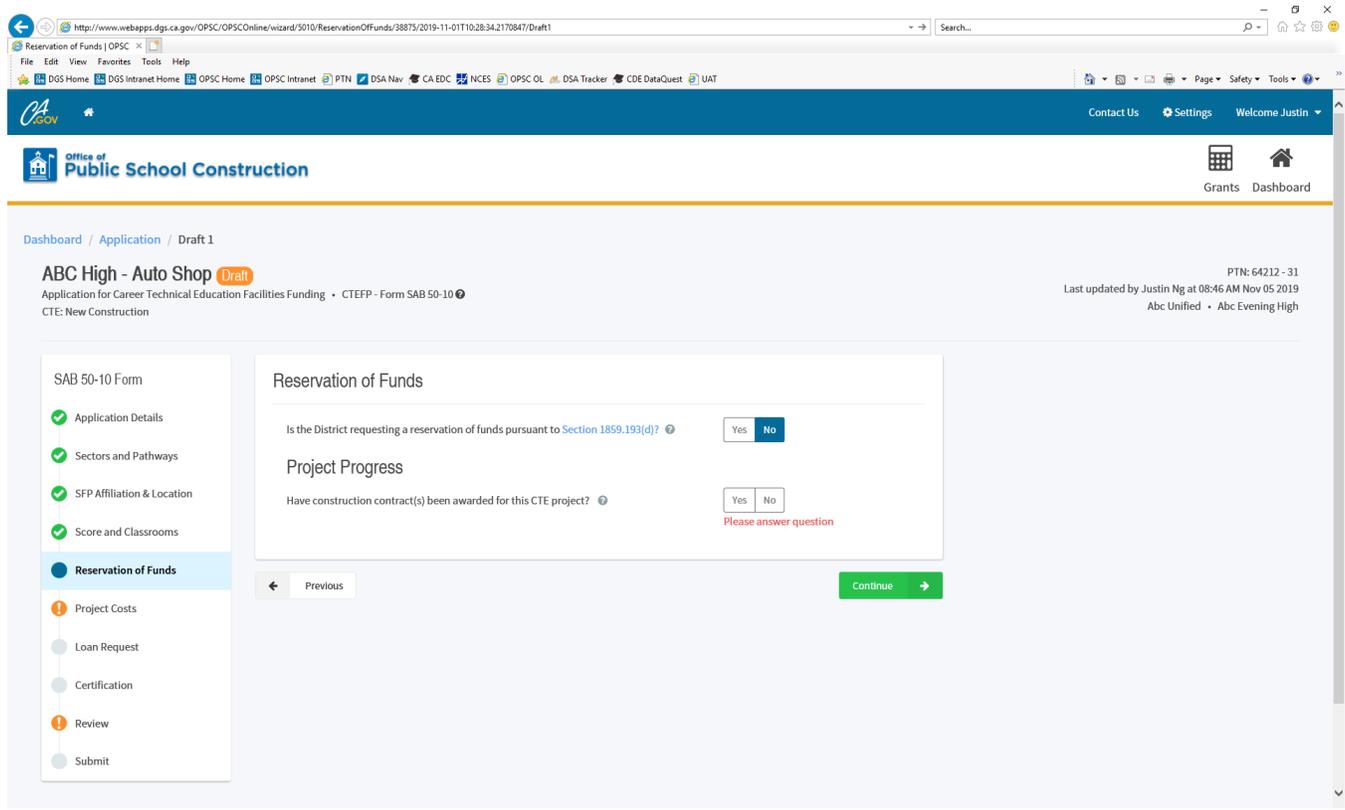
## Reservation of Funds - Yes

The completed section will look like this:

The screenshot shows a web browser window with the URL <http://www.webapps.dgs.ca.gov/OPSC/OPSCOnline/wizard/5010/ReservationOfFunds/38875/2019-11-01T10:28:34.2170847/Draft1>. The browser's address bar and tabs are visible. The page header includes the CA.gov logo and navigation links for 'Contact Us', 'Settings', and 'Welcome Justin'. Below the header is the 'Office of Public School Construction' logo and icons for 'Grants' and 'Dashboard'. The main content area shows a breadcrumb trail: 'Dashboard / Application / Draft 1'. The application title is 'ABC High - Auto Shop (Draft)' with a 'Draft' badge. Below the title, it says 'Application for Career Technical Education Facilities Funding • CTEFP - Form SAB 50-10' and 'CTE: New Construction'. On the right side, there is a 'PTN: 64212 - 31' and a timestamp 'Last updated by Justin Ng at 08:45 AM Nov 05 2019' along with user names 'Abc Unified • Abc Evening High'. The main form area is titled 'Reservation of Funds' and contains a question: 'Is the District requesting a reservation of funds pursuant to Section 1859.193(d)?'. There are 'Yes' and 'No' radio buttons, with 'Yes' selected. Below the question are 'Previous' and 'Continue' buttons. On the left side of the form, there is a vertical navigation menu with the following items: 'SAB 50-10 Form', 'Application Details' (checked), 'Sectors and Pathways' (checked), 'SFP Affiliation & Location' (checked), 'Score and Classrooms' (checked), 'Reservation of Funds' (selected), 'Project Costs' (warning icon), 'Loan Request' (grey), 'Certification' (grey), 'Review' (warning icon), and 'Submit' (grey).

Click “Continue” to save your progress and turn to Page 28.

# Reservation of Funds – No



## Project Progress

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

Select “Yes” or “No” to indicate if the school district has award contract(s) for the project.

If “Yes”, click “Yes” and continue to Page 25.

If “No”, click “No” and turn to Page 29.

# Reservation of Funds – No, Construction Contracts Awarded – Yes

The screenshot shows a web browser window with the URL <http://www.webapps.dgs.ca.gov/OPSC/OPSCOnline/wizard/5010/ReservationOffunds/38875/2019-11-01T10:28:34.2170847/Draft1>. The page title is "Reservation of Funds | OPSC". The breadcrumb trail is "Dashboard / Application / Draft 1". The application name is "ABC High - Auto Shop" with a "Draft" status. The application is for "Career Technical Education Facilities Funding - CTEFP - Form SAB 50-10" and is categorized as "CTE: New Construction". The user is identified as "Justin Ng" and the last update was on "Nov 05 2019".

The main content area is titled "Reservation of Funds" and contains the following sections:

- Is the District requesting a reservation of funds pursuant to Section 1859.193(d)?** (Yes/No buttons)
- Project Progress**
  - Have construction contract(s) been awarded for this CTE project? (Yes/No buttons)
  - Enter the date(s) of the construction contract(s) awarded for this project (Add/Edit Contracts button)
  - Show 5 entries (dropdown menu)
  - Type to filter the name column... (search box)
  - Table with columns: Cont. Name, Contract Type, Amount, Award, Prev. Wage, NTP. The table shows 0 total entries.
  - Note: Prevailing Wage only applies to contracts with an Award Date between 1/1/2012 and 6/19/2014
- Navigation: Previous (left arrow) and Continue (right arrow) buttons.

A sidebar on the left shows the "SAB 50-10 Form" progress: Application Details, Sectors and Pathways, SFP Affiliation & Location, Score and Classrooms, **Reservation of Funds** (selected), Project Costs, Loan Request, Certification, Review, and Submit.

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

Click "Add/Edit Contracts".

## Reservation of Funds – No, Construction Contracts Awarded – Yes (continued)

The following screen will pop up. Enter all known information and Click “Add”.

The screenshot shows a web browser window displaying the 'Add/Edit Contract' modal. The modal is titled 'Add/Edit Contract' and contains a form for adding a new contract. The form fields are:

- Contractor Name (text input)
- Contract Award Date (text input)
- Contract Type (dropdown menu)
- Contract Amount (text input)
- Notice to Proceed Issued Date (text input)
- Construction Method (dropdown menu)

Below the form is a green 'Add Contract' button. Underneath the form is a section titled 'Added Contracts' which includes a 'Show' dropdown set to '5' and a search filter 'Type to filter the name column...'. Below this is a table with the following columns: Cont. Name, Contract Type, Amount, Award, and Prev. Wage. The table currently shows '0 total' entries.

The background of the screenshot shows the 'Office of Public School Construction' interface with a sidebar menu containing items like 'SAB 50-10 Form', 'Application Details', 'Reservation of Funds', and 'Project Costs'. The top navigation bar includes 'Contact Us', 'Settings', and 'Welcome Justin'.

## Reservation of Funds – No, Construction Contracts Awarded – Yes (continued)

The completed section will look like this:

The screenshot displays the 'Add/Edit Contract' form in the OPSC Online system. The form includes the following fields:

- Contractor Name
- Contract Award Date
- Contract Type
- Contract Amount
- Notice to Proceed Issued Date
- Construction Method

A green 'Add Contract' button is located at the bottom right of the form. Below the form, the 'Added Contracts' section shows a table with the following data:

Cont. Name	Contract Type	Amount	Award	Prev. Wage
OPSC Construction Company	General Construction	\$2,000,000.00	01/16/2019	

The table also includes a 'Show 5 entries' dropdown and a search filter 'Type to filter the name column...'. The background shows the 'Reservation of Funds' section of the OPSC website, with a sidebar containing various navigation options like 'Application Details', 'Sectors and Pathways', 'SFP Affiliation & Location', 'Score and Classrooms', 'Reservation of Funds', 'Project Costs', 'Loan Request', 'Certification', 'Review', and 'Submit'.

Continue to add additional contracts if needed, then click “Done”.

## Reservation of Funds – No, Construction Contracts Awarded – Yes (continued)

The completed section will look like this:

The screenshot shows a web browser window displaying the 'Reservation of Funds' form. The browser address bar shows the URL: <http://www.webapps.dgs.ca.gov/OPSC/OPSCOnline/wizard/5010/ReservationOffunds/38875/2019-11-01T10:28:34.2170847/Draft1>. The page header includes the 'Office of Public School Construction' logo and navigation links for 'Contact Us', 'Settings', and 'Log In'. The main content area is titled 'Reservation of Funds' and contains the following sections:

- Application Details:** A question 'Is the District requesting a reservation of funds pursuant to Section 1859.193(d)?' with 'Yes' and 'No' radio buttons. The 'No' button is selected.
- Project Progress:** A question 'Have construction contract(s) been awarded for this CTE project?' with 'Yes' and 'No' radio buttons. The 'No' button is selected.
- Table:** A table with columns: Cont. Name, Contract Type, Amount, Award, Prev. Wage, and NTP. It contains one entry for 'OPSC Construction Company' with a contract amount of \$2,000,000.00 and an award date of 01/16/2019. Below the table, it says '1 total' and includes a note: 'Note: Prevailing Wage only applies to contracts with an Award Date between 1/1/2012 and 6/19/2014'.

Navigation buttons 'Previous' and 'Continue' are located at the bottom of the form. The footer of the page includes links for 'Back to Top', 'Conditions of Use', 'Privacy Policy', 'Contact Us', 'Register to Vote', and 'Governor', along with the copyright notice 'Copyright © 2019 - State of California'.

Click "Continue" to save your progress and turn to Page 30.

# Reservation of Funds – No, Construction Contracts Awarded – No

The screenshot shows a web browser window displaying the 'Reservation of Funds' form on the OPSC Online system. The browser address bar shows the URL: <http://www.webapps.dgs.ca.gov/OPSC/OPSCOnline/wizard/5010/ReservationOffunds/38875/2019-11-01T10:28:34.2170847/Draft1>. The page header includes the 'Office of Public School Construction' logo and navigation links for 'Contact Us', 'Settings', and 'Log In'. The main content area is titled 'Reservation of Funds' and contains two sections: 'Application Details' and 'Project Progress'. The 'Application Details' section includes a question: 'Is the District requesting a reservation of funds pursuant to Section 1859.193(d)?' with 'Yes' and 'No' radio buttons. The 'Project Progress' section includes a question: 'Have construction contract(s) been awarded for this CTE project?' with 'Yes' and 'No' radio buttons. A 'Continue' button is visible at the bottom right of the form. The footer contains links for 'Back to Top', 'Conditions of Use', 'Privacy Policy', 'Contact Us', 'Register to Vote', and 'Governor', along with the copyright notice 'Copyright © 2019 - State of California'.

Click “Continue” to save your progress and turn to Page 30.

## Project Costs: Standalone New Construction Project

The screenshot shows a web browser window displaying the 'Project Costs: Standalone New Construction Project' form. The browser address bar shows the URL: <http://www.webapps.dgs.ca.gov/OPSC/OPSCOnline/wizard/5010/ProjectCosts5010/38875/2019-11-01T10:28:34.2170847/Draft1>. The page header includes the 'Office of Public School Construction' logo and navigation links for 'Grants' and 'Dashboard'. A sidebar on the left lists the steps of the 'SAB 50-10 Form' process, with 'Project Costs' currently selected and highlighted in blue. The main content area contains the following text and table:

Enter the project costs at 100% below in the appropriate category. The program will calculate the resulting 50% State Share grant amount. The State Share grant amount cannot exceed \$3.0 million for new construction.

	Eligible Costs (100%)	State Share (50%)
(A) Construction	\$ 0.00	\$0.00
(B) Equipment	\$	
(C) Site Development	\$	
(D) SFP Allowance (New Const. Only)	N/A	N/A
(E) Total = A + B + C - D	\$0.00	\$0.00
Cost Per Square Foot	\$0.00	
Project Assistance	\$14,920.00	\$7,460.00
Total with Project Assistance	\$14,920.00	\$7,460.00 ✓

At the bottom of the form, there are 'Previous' and 'Continue' buttons.

### Eligible Costs

Enter the cost associated with the CTEFP project at 100% of the total costs. Note: The value must be entered with 2 decimal places.

New Construction projects are limited to \$3,000,000 (State Share), and Modernization projects are limited to \$1,500,000 (State Share), inclusive of equipment and Project Assistance.

The equipment must have a useful lifespan of at least ten years, as indicated by the manufacturer and supported by the Advisory Committee. For example, this precludes spending funds on computers (which ordinarily are outdated and not useful before ten years elapses), unless the computer is just part of a larger item, such as a computer-driven lathe. The District must keep the documentation for the lifespan of the equipment for potential audit purposes.

Grants are limited to the criteria prescribed in Education Code Section 17078.72.

For more information, please see our [Frequently Asked Questions](#).

## Project Costs: Standalone New Construction Project (continued)

The screenshot shows the 'Project Costs' section of the OPSC wizard. The table below summarizes the cost breakdown:

	Eligible Costs (100%)	State Share (50%)
(A) Construction	\$ 5,000,000.00	\$ 2,500,000.00
(B) Equipment	\$ 2,000,000.00	\$ 1,000,000.00
(C) Site Development	N/A	\$ 0.00
(D) SFP Allowance (New Const. Only)		
# Classrooms	1	
x Cost Per Square Feet	\$960.00	
x Replacement Cost	\$398.00	
= Total SFP Adjustment	\$382,080.00	\$191,040.00
<b>(E) Total = A + B + C - D</b>	<b>\$6,617,920.00</b>	<b>\$3,308,960.00</b>
Cost Per Square Foot	\$4,411.95	

**Error Message:** Total State Share cannot exceed the maximum grant amount \$3,000,000. Please adjust Eligible Cost to stay at/under cap.

Note: Because of the cap on funding under the CTEFP, reported costs will need to be amended when funding is requested from OPSC to stay within program limits, after accounting for all grants. The \$3,308,960 above is higher than the \$3,000,000 cap for New Construction projects and would need to be amended.

## Project Costs: Standalone New Construction Project (continued)

The updated and completed section will look like this:

Enter the project costs at 100% below in the appropriate category. The program will calculate the resulting 50% State Share grant amount. The State Share grant amount cannot exceed \$3.0 million for new construction.

	Eligible Costs (100%)	State Share (50%)
(A) Construction	\$ 5,000,000.00	\$2,500,000.00
(B) Equipment	\$ 1,382,080.00	\$691,040.00
(C) Site Development	N/A	\$0.00
(D) SFP Allowance (New Const. Only)		
# Classrooms	1	
x Cost Per Square Feet	\$960.00	
x Replacement Cost	\$398.00	
= Total SFP Adjustment	\$382,080.00	\$191,040.00
(E) Total = A + B + C - D	\$6,000,000.00	\$3,000,000.00 ✓
Cost Per Square Foot	\$4,000.00	

← Previous Continue →

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Click “Continue” to save your progress and advance to the next section.

## Loan Request

The screenshot shows a web browser window displaying the 'Loan Request' form. The browser address bar shows the URL: <http://www.internet-uat.dgs.ca.gov/OPSC/OPSCCore/wizard/5010/LoanRequest/199/2018-12-07T10:37:07.7>. The page header includes the 'Office of Public School Construction' logo and navigation links for 'Contact Us', 'Settings', and 'Welcome Anaheim'. The breadcrumb trail is 'Dashboard / Application / 5010'. The main heading is 'ABC High - Auto Shop Draft'. Below this, it says 'Application for Career Technical Education Facilities Funding · SAB 50-10 CTEFP Form' and 'CTE: New Construction'. A timestamp indicates 'Last updated by Anaheim Representative at 11:39 AM Dec 07 2018' for 'Anaheim Elementary · Westmont/Loara'. The form itself is titled 'Loan Request' and contains the question: 'Is the District requesting a loan pursuant to [Section 1859.194?](#)'. There are two radio buttons, 'Yes' and 'No'. Below the question are 'Previous' and 'Continue' buttons. On the left, a vertical sidebar shows the progress of the application steps: Application Details, Sectors and Pathways, SFP Affiliation & Location, Score and Classrooms, Reservation of Funds, Project Costs, Loan Request (highlighted), Certification, Review, and Submit. The footer contains links for 'Back to Top', 'Conditions of Use', 'Privacy Policy', 'Contact Us', 'Register to Vote', and 'Governor', along with the copyright notice 'Copyright © 2018 - State of California' and a zoom level of 75%.

Select “Yes” or “No” to indicate if the District is requesting a loan pursuant to Section 1859.194.

If matching funds are not immediately available to the applicant, the applicant may enter into a loan agreement with OPSC on behalf of Board for all or part of the required match. The loan repayment term is ten years with interest. All repaid funds will be re-deposited into the CTEFP fund. The Pooled Money Investment Board determines the interest rate, and interest starts accruing on the fund release date. If the applicant is not able to pay within the ten years, a one-time request for a five-year extension is possible, provided the Board approves it. To request a loan, a [CTEFP Funding Availability Worksheet](#) (PDF) must be completed and submitted with the Form SAB 50-10. Non-Financial Hardship districts will need to submit a complete [Funds Worksheet](#) (Excel) for each fund of the district that contains any capital facility related funding.

If “Yes”, continue to Page 34.

If “No”, click “Continue” to save your progress and advance to the next section on Page 36.

## Loan Request - Yes

ABC High - Auto Shop **Draft**

Application for Career Technical Education Facilities Funding • CTEFP - Form SAB 50-10  
CTE: New Construction

PTN: 64212 - 31  
Last updated by Justin Ng at 09:03 AM Nov 05 2019  
Abc Unified • Abc Evening High

SAB 50-10 Form

- Application Details
- Sectors and Pathways
- SFP Affiliation & Location
- Score and Classrooms
- Reservation of Funds
- Project Costs
- Loan Request**
- Certification
- Review
- Submit

**Loan Request**

Is the District requesting a loan pursuant to [Section 1859.194?](#)  Yes  No

**Loan Details**

Total Eligible Costs for CTE Project at 100%:

Applicant is requesting loan in the amount of

up to

Does the District have current Financial Hardship Approval?  Yes  No  
**Please answer question**

The [Fund Worksheets](#) submitted are a listing of the applicant's Capital Facility related Funds as of   
**Enter valid date**

[Previous](#) [Continue](#)

[Back to Top](#) [Conditions of Use](#) [Privacy Policy](#) [Contact Us](#) [Register to Vote](#) [Governor](#)

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### Loan Details

#### Applicant is requesting a loan in the amount of:

Enter the amount of the applicant loan request. The applicant may enter into a loan agreement with OPSC for all or part of the required match.

#### Does the District have current Financial Hardship Approval?

Select "Yes" or "No". If "Yes", enter the expiration date of the approval.

#### The [Fund Worksheets](#) submitted are a listing of the applicant's Capital Facility related Funds as of:

Enter the applicable date. Note that if the District does not have current Financial Hardship Approval, the funds as of date must be within 30 days of application submittal.

Click "Continue" to save your progress and advance to the next section.

## Loan Request – Yes (continued)

The completed section will look like this:

The screenshot shows a web browser window displaying the OPSC Loan Request form. The browser address bar shows the URL: <http://www.webapps.dgs.ca.gov/OPSC/OPSCOnline/wizard/5010/LoanRequest/38875/2019-11-01T10:28:34.2170847/Draft1>. The page title is "Loan Request | OPSC". The navigation bar includes "Contact Us", "Settings", and "Welcome Justin". The main header is "Office of Public School Construction" with "Grants" and "Dashboard" links. The breadcrumb trail is "Dashboard / Application / Draft 1". The application title is "ABC High - Auto Shop (Draft)" with a sub-header "Application for Career Technical Education Facilities Funding • CTEP - Form SAB 50-10" and "CTE: New Construction". The form is titled "Loan Request" and contains the following fields:

- Is the District requesting a loan pursuant to [Section 1859.194](#)?  Yes  No
- Loan Details**
- Total Eligible Costs for CTE Project at 100%:
- Applicant is requesting loan in the amount of
- up to
- Does the District have current Financial Hardship Approval?  Yes  No
- The [Fund Worksheets](#) submitted are a listing of the applicant's Capital Facility related Funds as of

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

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Click "Continue" to save your progress and turn to page 36.

# Certification

The screenshot shows a web browser window displaying the 'Certification' step of the SAB 50-10 Form. The left sidebar lists the form sections: Application Details, Sectors and Pathways, SFP Affiliation & Location, Score and Classrooms, Reservation of Funds, Project Costs, Loan Request, Certification (selected), Review, and Submit. The main content area is titled 'Certification' and contains the following text:

Review the terms and conditions, mark the checkbox at the bottom of the section, and then enter the Governing Board date.

I certify, as the Representative for the School District or JPA, that the information reported on this form is true and correct and that I am the authorized representative of the District or JPA as authorized by the governing board of the district or JPA; and:

- The district has established a "Restricted Maintenance Account" for the exclusive purpose of providing ongoing and major maintenance of school buildings and has developed an ongoing and major maintenance plan that complies with and is implemented under the provisions of Education Code Sections 17070.75 and 17070.77 (refer to Sections 1859.100 through 1859.102); if the applicant is a joint powers authority that is not required to establish a "Restricted Maintenance Account" under the provisions of Education Code Section 17070.75, the applicant certifies that it can maintain its facilities with a lesser annual deposit (refer to Section 1859.101); and,
- The matching funds required pursuant to Section 1859.194 has either been received and expended by the district, deposited in the County School Facility Fund or will be received and expended by the district prior to the notice of completion for the project; and,
- The district has established a "Restricted Maintenance Account" for the exclusive purpose of providing ongoing and major maintenance of school buildings and has developed an ongoing and major maintenance plan that complies with and is implemented under the provisions of Education Code Sections 17070.75 and 17070.77 (refer to Sections 1859.100 through 1859.102); if the applicant is a joint powers authority that is not required to establish a "Restricted Maintenance Account" under the provisions of Education Code Section 17070.75, the applicant certifies that it can maintain its facilities with a lesser annual deposit (refer to Section 1859.101); and,
- The matching funds required pursuant to Section 1859.194 has either been received and expended by the district, deposited in the County School Facility Fund or will be received and expended by the district prior to the notice of completion for the project; and

I verify, I have read and agree to the above terms and certification information

Enter the date on which a resolution or other appropriate documentation supporting this application under Article 13, Chapter 12.5, Part 10, Division 1 commencing with Section 17078.70, et seq., of the Education Code was adopted by the applicant's Governing board:

LEA Representative or LEA Superintendent Phone Number

LEA Representative or LEA Superintendent Name

Navigation buttons: Previous, Continue

## Certification

Check the certification box after you have read and agreed to the terms and certification information.

The inner box contains all of the certifications contained in the *Application for Career Technical Education Facilities Funding* (Form SAB 50-10). The user must scroll to the bottom of the certifications and click the check box to indicate that they have read and agreed to the above terms and certification information.

**Enter the date on which a resolution or other appropriate documentation supporting this application under Article 13, Chapter 12.5, Part 10, Division 1 commencing with Section 17078.70, et seq., of the Education Code was adopted by the applicant's Governing board:**

Enter the date of the school board resolution supporting the application.

## Certification (continued)

The completed section will look like this:

The screenshot shows a web browser window displaying the OPSC Certification form. The browser address bar shows the URL: <http://www.webapps.dgs.ca.gov/OPSC/OPSCOnline/wizard/5010/Certification/38875/2019-11-01T10:28:34:2170847/Draft1>. The page title is "Certification | OPSC". The navigation bar includes "Contact Us", "Settings", and "Welcome Justin". The main content area is titled "Certification" and contains the following text and form fields:

Review the terms and conditions, mark the checkbox at the bottom of the section, and then enter the Governing Board date.

- required to repay all state bond funds received including interest; and,
- The applicant has or will comply with Education Code Section 17078.11 regarding at least a 3 percent expenditure goal for disabled veteran business enterprises; and,
- Funds reserved pursuant to Subdivision (f) of Education Code Section 17078.72 shall be rescinded if, when the necessary Plans and Specifications are submitted, the district has not attained the necessary points pursuant to Section 1859.71.6 or 1859.77.4, as applicable; and,
- The district has considered the feasibility of using designs and materials for the new construction or modernization project that promote the efficient use of energy and water, maximum use of natural light and indoor air quality, the use of recycled materials and materials that emit a minimum of toxic substances, the use of acoustics conducive to teaching and learning, and the other characteristics of high performance schools; and,
- If the district is requesting an additional grant for high performance incentive funding, the school district governing board must have a resolution on file that demonstrates support for the high performance incentive grant request and the intent to incorporate high performance features in future facilities projects; and,
- This form is an exact duplicate (verbatim) of the form provided by the OPSC. In the event a conflict should exist, the language in the OPSC form will prevail; and,
- The statements set forth in this application and supporting documents are true and correct to the best of my knowledge and belief.

I verify, I have read and agree to the above terms and certification information

Enter the date on which a resolution or other appropriate documentation supporting this application under Article 13, Chapter 12.5, Part 10, Division 1 commencing with Section 17078.70, et seq., of the Education Code was adopted by the applicant's governing board:

LEA Representative or LEA Superintendent Phone Number:

LEA Representative or LEA Superintendent Name:

Navigation buttons: Previous, Continue

Click "Continue" to save your progress and advance to the next section.

## Review Pages

The Review page summarizes all information entered by the school district. The school district representatives and delegates may return to correct information, click on “Preview Form SAB 50-10” to view a draft pdf of the completed form or click Continue to the final instructions and application submittal page.

A red “X” will display if the application is missing required application components. The user will need to return to those sections and complete the missing information.

The screenshot displays the 'Review' page for the SAB 50-10 Form. The browser address bar shows the URL: <http://www.webapps.dgs.ca.gov/OPSC/OPSCOnline/wizard/5010/Review/38875/2019-11-01T10:28:34.2170847/Draft1>. The page header includes the 'Office of Public School Construction' logo and navigation links for 'Grants', 'Users', and 'Dashboard'. The main content area is divided into three sections:

- SAB 50-10 Form**: A vertical list of sections with progress indicators. 'Review' is the active section, indicated by a blue circle. Other sections include Application Details, Sectors and Pathways, SFP Affiliation & Location, Score and Classrooms, Reservation of Funds, Project Costs, Loan Request, Certification, and Submit.
- Review**: The main content area, divided into two sections:
  - Application Details**: A section with a green checkmark. It contains the following information:
    - Locale: Urban
    - Please enter your Division of State Architect number (if applicable): 02
    - DSA App ID: 123465
    - DSA Approval Date: 09/20/2018An 'Edit Page' button is located below this section.
  - Sectors and Pathways**: A section with a green checkmark. It contains the following information:
    - Select the Industry Sector: Transportation
    - Select the Industry Pathway(s): Operations, System Diagnostics, Service, and RepairAn 'Edit Page' button is located below this section.
- Options**: A sidebar on the right with the following links:
  - View Grant Calculations
  - Preview Form SAB 50-10
  - Manage Entire Application

# Review Pages (continued)

The screenshot shows a web browser window with the URL <http://www.webapps.dgs.ca.gov/OPSC/OPSCOnline/wizard/5010/Review/38875/2019-11-01T10:28:34.2170847/Draft1>. The browser's address bar and menu bar are visible. The page content is as follows:

**Public School Construction** | Grants | Users | Dashboard

**SFP Affiliation & Location**

- Is the CTEFP project part of a qualifying SFP Project? Please refer the Help information or to [SFP Regulation Section 1859.193.1](#).
- Select the high school/JPA site from the drop down menu where the CTE project will be located:
- Qualifying SFP Project Application Number
- Qualifying SFP PTN
- Indicate if the district is requesting project assistance pursuant to Section 1859.73.1. This grant is available only to a New Construction or Modernization CTE project that is not part of a qualifying SFP New Construction or Modernization project.

[Edit Page →](#)

**Score and Classrooms**

- Enter the score from the California Department of Education CTE score letter for this project. (The applicant must have received a score of at least 105 points, as determined by the CDE pursuant to Section 1859.192(c).):
- Number of CTE Classrooms in the Application:
- CTE Facility Square Footage

[Edit Page →](#)

# Review Pages (continued)

The screenshot shows a web browser window with the URL <http://www.webapps.dgs.ca.gov/OPSC/OPSCOnline/wizard/5010/Review/38875/2019-11-01T11:28:34.2170847/Draft1>. The browser's address bar and menu bar are visible. The page content is as follows:

**Public School Construction** | [Grants](#) | [Users](#) | [Dashboard](#)

**Reservation of Funds** Edit Page →

Is the District requesting a reservation of funds pursuant to [Section 1859.193\(d\)?](#)

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

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

**Project Costs** Edit Page →

Construction	<input type="text" value="\$1,000,000.00"/>
Equipment	<input type="text" value="\$400,000.00"/>
Site Development	<input type="text" value="\$92,540.00"/>

**Loan Request** Edit Page →

Is the District requesting a loan pursuant to [Section 1859.194?](#)

# Review Pages (continued)

Review | OPSC

File Edit View Favorites Tools Help

DGS Home DGS Intranet Home OPSC Home OPSC Intranet PTN OSA Nav CA EDC NCES OPSC OL OSA Tracker CDE DataQuest UAT

Contact Us Settings Welcome Justin

Public School Construction Grants Users Dashboard

### Loan Request

Is the District requesting a loan pursuant to [Section 1859.194](#)?

Loan Details

Total Eligible Costs for CTE Project at 100%:

Applicant is requesting loan in the amount of

up to

Does the District have current Financial Hardship Approval?

If yes, enter the expiration date

The [Fund Worksheets](#) submitted are a listing of the applicant's Capital Facility related Funds as of

[Edit Page](#)

### Certification

Review the terms and conditions, mark the checkbox at the bottom of the section, and then enter the Governing Board date.

I certify, as the Representative for the School District or JPA, that the information reported on this form is true and correct and that: I am the authorized representative of the District or JPA as

# Review Pages (continued)

Review the terms and conditions, mark the checkbox at the bottom of the section, and then enter the Governing Board date.

I certify, as the Representative for the School District or JPA, that the information reported on this form is true and correct and that: I am the authorized representative of the District or JPA as authorized by the governing board of the district or JPA; and,

- The district has established a "Restricted Maintenance Account" for the exclusive purpose of providing ongoing and major maintenance of school buildings and has developed an ongoing and major maintenance plan that complies with and is implemented under the provisions of Education Code Sections 17070.75 and 17070.77 (refer to Sections 1859.100 through 1859.102); if the applicant is a joint powers authority that is not required to establish a "Restricted Maintenance Account" under the provisions of Education Code Section 17070.75, the applicant certifies that it can maintain its facilities with a lesser annual amount (refer to Section 1859.101); and

Yes

I verify, I have read and agree to the above terms and certification information

Enter the date on which a resolution or other appropriate documentation supporting this application under Article 13, Chapter 12.5, Part 10, Division 1 commencing with Section 17078.70, et seq., of the Education Code was adopted by the applicant's Governing board:

08/15/2018

LEA Representative or LEA Superintendent Phone Number (122) 456-7890

LEA Representative or LEA Superintendent Name John Doe

[Edit Page](#)

# Review Pages (continued)

If you choose to "Preview SAB 50-10 Forms", the following documents are generated.

The screenshot displays two pages of a PDF form titled "APPLICATION FOR CAREER TECHNICAL EDUCATION FACILITIES FUNDING" from the "STATE OF CALIFORNIA OFFICE OF PUBLIC SCHOOL CONSTRUCTION".

**Page 1 of 4 (Left Panel):**

- GENERAL INFORMATION:** This form is to be used by a school district/county powers authority (LPA) to request a Career Technical Education Facilities Program (CTEFP) grant. It includes instructions for new construction or modernization projects and lists required documents such as CTE score letters, plan approval letters, and cost estimates.
- SPECIFIC INSTRUCTIONS:** A list of 10 numbered instructions detailing requirements for project tracking numbers, industry sectors, fund reservations, loan requests, CTE classrooms, SFP project numbers, CTE scores, facility square footage, eligible costs, and SFP application numbers.

**Page 2 of 4 (Right Panel):**

- 10. Type of Application:** Instructions on how to enter the cost per square foot by dividing total eligible costs by total square footage.
- 11. CTE Industry Sector and Pathway(s):** Check the box if the district is requesting project assistance pursuant to Section 1829.211.
- 12. Project Progress Dates:** Complete this section for new construction/modernization projects, including start and completion dates.
- 13. Prevailing Wage Monitoring and Enforcement Costs:** Instructions on how to report costs for prevailing wage monitoring and enforcement.
- 14. Additional Grant for High Performance Incentives:** Check the box if the district is requesting an additional grant for high performance incentives.
- 15. Certification:** The district representative must complete this section.

Both pages are marked with a large, diagonal "DRAFT" watermark. The footer of each page reads "Produced by OPSC Online: Justin Ng" and "11/5/2019 9:11 AM".

# Review Pages (continued)

SAB 50-10 Form .pdf - Adobe Acrobat Pro DC

File Edit View Window Help

Home Tools SAB 50-10 Form .pdf x

4 / 4

85.4%

STATE OF CALIFORNIA  
**APPLICATION FOR CAREER TECHNICAL EDUCATION FACILITIES FUNDING**  
 SCHOOL FACILITY PROGRAM  
 SAB 50-10 (REV 10/14)

The school district/JPA named below applies to the State Allocation Board via the Office of Public School Construction for a grant under the provisions of Article 13, Chapter 12.5, Part 10, Division 1, commencing with Section 17079.70, et seq. of the Education Code and Regulations thereon.

SCHOOL DISTRICT/LOCAL AUTHORITY ABC Unified	APPLICATION NUMBER
SCHOOL NAME ABC EVENING HIGH	PROJECT TRACKING NUMBER 64212 - 31
CITY LOS ANGELES	HIGH SCHOOL ATTENDANCE AREA (NAME, IF APPLICABLE)
COUNTY LOS ANGELES	SCHOOL Lytan

1. Type of Application - Check only One  
 New Construction Project - construct new school buildings and/or equipment  
 Modernization Project - reconfigure existing school buildings and/or equipment  
 Separate HPI grant request [Section 1859.107]  
 Add the HPI Grant *Not Applicable*  
 Increase the HPI Grant *Not Applicable*

2. CTE Industry:  
 Sector: Transportation  
 Pathways: Operations, System Diagnostics, Service, and Repair

3. Reservation of Funds:  
 Yes  No

4. Loan Request:  
 Yes  No

5. Number of CTE Classrooms in the CTEFP application: **1**

6. Qualifying SFP Project Application Number:  
 Application Number: # \_\_\_\_\_  
 Project Tracking Number: # \_\_\_\_\_

7. CDE Application Overall Score:  
 Minimum Score: **121.01**  
 CTE Facility Square Footage: **105.00**  
 Eligible Costs: **1,500.00**

8. Eligible Costs:  
 a. 50 Percent Construction: \$ **1,000,000.00**  
 b. 50 Percent Equipment: \$ **400,000.00**  
 c. 50 Percent Site Development: \$ **92,540.00**  
 d. 50 Percent SFP Allowance (New Construction Only): \$ \_\_\_\_\_  
 e. Total (a+b+c+d): \$ **1,492,540.00**

10. Cost Per Square Foot: \$ **1,960.00**

11. Project Assistance:  
 CTE Project only - not part of a qualifying SFP project  
 Total with Project Assistance: \$ **1,500,000.00**

12. Project Progress Dates:  
 a. Construction Contract signed on: **01/16/2019**  
 b. Notice to Proceed issued on: **01/16/2019**  
 (If the scope provided is not sufficient for all applicable contract dates, please list all dates on a separate attachment to this form.)

13. Prevailing Wage Monitoring and Enforcement Costs:  
 If the Construction Contract was awarded on January 1, 2012 through June 19, 2014, please indicate which method was or is being used to meet the prevailing wage monitoring requirements, pursuant to Labor Code Section 1773.3(a), effective on January 1, 2012 through June 19, 2014.  
 Approved, Request CDE  
 District Public Works administration and enforcement

14. High Performance Incentive Additional Grant Request:  
 If the district has received the necessary approval of the plans and specifications from the CDE, indicate HPI points: *Not Applicable*

15. Certification  
 I certify, as the Representative for the School District or JPA, that the information reported on this form is true and correct and that I am the authorized representative of the District or JPA as authorized by the governing board of the district or JPA, and:  
 • A resolution or other appropriate documentation supporting this application under Article 13, Chapter 12.5, Part 10, Division 1, commencing with Section 17079.70, et seq. of the Education Code was adopted by the applicant's Governing board on **01/15/2019**; and  
 • The district has established a "Restricted Maintenance Account" for the exclusive purpose of providing ongoing and major maintenance of school buildings and has developed and approved the provisions of Education Code Section 17079.73 and 17079.77 (refer to Sections 1859.100 through 1859.105); if the applicant is a joint powers authority that is not required to establish a "Restricted Maintenance Account" under the provisions of Education Code Section 17079.75, the applicant certifies that it will maintain its facilities with a lesser annual deposit (refer to Section 1859.101); and  
 • The matching funds required pursuant to Section 1859.104 have either been received and expended by the district, deposited in the County School Facility Fund or will be received and expended by the district prior to the notice of completion for the project; and  
 • The participant has or will receive the necessary approval of the plans and specifications from the Division of the State Architect; and

Produced by OPSC Online: Justin Ng

11/5/2019 9:11 AM

STATE OF CALIFORNIA  
**APPLICATION FOR CAREER TECHNICAL EDUCATION FACILITIES FUNDING**  
 SCHOOL FACILITY PROGRAM  
 SAB 50-10 (REV 10/14)

The participant has or will receive the necessary approval of the plans and specifications from the CDE, and:  
 • The participant has complied with the provisions of Section 1859.76 and that the portion of the project funded by the State does not contain work specifically prohibited in that section; and  
 • If the SFP grant will be used for a CTEFP project on school facilities on leased land, the participant has entered into a lease agreement for the leased property that meets the requirements of Section 1859.25; and  
 • The participant has complied with the CTEFP eligibility criteria as outlined in Section 1859.102; and  
 • The participant will comply with all laws pertaining to the construction of its CTE school building; and  
 • The participant understands that funds not released within 18 months of appointment shall be rescinded and the application shall be denied (refer to Section 1859.197); and  
 • The participant understands that by receiving funds, the applicant must submit the necessary approvals and Plans and Specifications within one year of appointment otherwise the funds will be rescinded without further Board action (refer to Section 1859.197); and  
 • The participant understands that the lack of substantial progress within 18 months of receipt of any funding shall be cause for the rescission of the unexpended funds (refer to Section 1859.198); and  
 • The participant understands that some or all of the State funding for the project must be returned to the State as a result of an audit pursuant to Sections 1859.105 and 1859.106, and that the portion of the project funded by the State does not contain work specifically prohibited; and  
 • All contracts for the service of any architect, structural engineer or other design professional for any work under the project have been obtained pursuant to a competitive process that is consistent with the requirements of Chapter 10, commencing with Section 4225 of Division 2, of Title 1, of the Government Code; and  
 • The participant has not provided to the Public Contract Code regarding all laws governing the use of force account labor; and  
 • If this request is for modernization of CTE facilities, contracts for construction were awarded prior to or after May 20, 2006; and  
 • All equipment was purchased prior to or after May 20, 2006, unless the project is combined with a qualifying SFP new construction project pursuant to Section 1859.191; and  
 • If this request is for new construction projects, the CTE classrooms constructed were not occupied prior to May 20, 2006; and  
 • If the applicant is requesting a loan for the matching share, a CTEFP Loan Agreement will be executed pursuant to the requirements in Section 1859.184; and  
 • The district has contracted with the DFR for Prevailing Wage Monitoring and Enforcement pursuant to Labor Code Section 1773.3(a) in effect on January 1, 2012 through June 19, 2014; the construction contract was awarded on January 1, 2012 through June 19, 2014 and the district has not obtained a waiver for the requirements pursuant to Labor Code Section 1773.3(b) in effect on January 1, 2012 through June 19, 2014; the district understands that if it fails to meet this requirement, all HPI funds received to repair or replace bond funds received including interest; and  
 • The applicant has an agreement with Education Code Section 17079.11 regarding the use of funding for general expenditure for disabled student business enterprise; and  
 • Funds reserved pursuant to Subdivision 11 of Education Code Section 17079.77 shall be recognized if all the regulatory Plans and Specifications are submitted, the district has not expended the necessary points pursuant to Section 1859.71.6 or 1859.77.4, as applicable; and  
 • The district has considered the feasibility of using designs and materials for the less environmentally responsible materials that exempt the student use of energy, the district's minimum on electrical (oil and wood or plastic), the use of recycled materials, site materials, but excluding minimum of toxic substances, the use of asbestos, asbestos in building and heating, and the other characteristics of high performance schools; and  
 • If the district is requesting an additional grant for high performance incentive funding, the school district governing board must have a resolution on file that demonstrates support for the high performance incentive grant request and the grant is to improve high performance features in those facilities projects; and  
 • The form is an exact duplicate (verbalized) of the form provided by the OPSC. In the event a conflict should arise, the language in the OPSC form will prevail; and  
 • The statements set forth in this application and supporting documents are true and correct to the best of my knowledge and belief.

SIGNATURE OF DISTRICT OR JPA REPRESENTATIVE	DATE
NAME OF DISTRICT OR JPA REPRESENTATIVE (PRINT) John Doe	TELEPHONE (123) 456-7890
E-MAIL ADDRESS	

Produced by OPSC Online: Justin Ng

11/5/2019 9:11 AM

## Submission

The screenshot shows a web browser window displaying the OPSC Online Submission Wizard. The URL is <http://www.webapps.dgs.ca.gov/OPSC/OPSCOnline/wizard/5010/Submit/38882/2019-11-05T09:36:22.6538421/Draft1>. The page features a blue header with the CA.gov logo and navigation links for Contact Us, Settings, and Welcome Justin. Below the header is the Office of Public School Construction logo and a navigation menu with icons for Admin, Grants, Reports, Users, District, and Dashboard. The main content area is divided into two sections. On the left is a vertical sidebar titled 'SAB 50-10 Form' with a list of steps: Application Details, Sectors and Pathways, SFP Affiliation & Location, Score and Classrooms, Reservation of Funds, Project Costs, Loan Request, Certification, Review, and Submit. The 'Submit' step is highlighted. The main content area is titled 'Submit' and contains the following text: 'OPSC now accepts State Allocation Board School Facility Program forms to be submitted electronically via this system. Applicants must upload all required documents prior to submittal below.' Below this text is a list of bullet points: 'Applications may only be submitted by a District Superintendent or an authorized District Representative who is signed into OPSC Online with his/her corresponding OPSC Online User ID. Submittal from these authorized accounts is considered to be a unique electronic signature for purposes of application submittal. A printed, wet-signature form is not required to be mailed to OPSC.', 'All required and supporting application documents must be uploaded prior to submitting the funding application.', 'Districts and OPSC staff will be able to access uploaded files at any time and can upload new versions or additional files at any time.', and 'Once an applicant has uploaded a file, the file cannot be removed.' Below the bullet points are two checkboxes. The first checkbox is labeled 'I have uploaded all required application documents per the OPSC Application Submittal Checklist.' and has an 'Upload file(s)' button next to it. The second checkbox is labeled 'I certify, as the Representative for the School District, that I have reviewed the application and that the information reported on this form is true and correct and that: I am the authorized representative of the District as authorized by the governing board of the district.' Below the second checkbox is a green button labeled 'Submit Paperless Application'. At the bottom of the main content area is a 'Previous' button with a left-pointing arrow.

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The submission page is application specific and summarizes the next steps for the school district based on the grants requested. This will be summarized on a cover page of the completed applications after submission.

Upon submittal of the online application by the authorized District Representative or District Superintendent, the application receives an Application Received Date. OPSC will accept the online submittal date as the official Application Received Date.

**The Authorized District Representative or District Superintendent must scroll to the bottom of the certifications and click the checkbox to indicate the following:**

I certify, as the Representative for the School District or JPA, have reviewed the application and that the information reported on this form is true and correct and that: I am the authorized representative of the District or JPA as authorized by the governing board of the district or JPA.

## Submission (continued)

The completed section will look like this:

The screenshot displays a web browser window with the URL <http://www.webapps.dgs.ca.gov/OPSC/OPSCOnline/wizard/5010/Submit/38882/2019-11-05T09:36:22.6538421/Draft1>. The page header includes the California State logo and the text "Office of Public School Construction". A navigation menu at the top right contains links for "Admin", "Grants", "Reports", "Users", "District", and "Dashboard".

The main content area is divided into two sections. On the left is a vertical sidebar titled "SAB 50-10 Form" with a list of steps: Application Details, Sectors and Pathways, SFP Affiliation & Location, Score and Classrooms, Reservation of Funds, Project Costs, Loan Request, Certification, Review, and Submit. The "Submit" step is highlighted with a blue background and a white circle containing a blue dot.

The main content area is titled "Submit" and contains the following text: "OPSC now accepts State Allocation Board School Facility Program forms to be submitted electronically via this system. Applicants must upload all required documents prior to submittal below." Below this text is a bulleted list of instructions:

- Applications may only be submitted by a District Superintendent or an authorized District Representative who is signed into OPSC Online with his/her corresponding OPSC Online User ID. Submittal from these authorized accounts is considered to be a unique electronic signature for purposes of application submittal. A printed, wet-signature form is not required to be mailed to OPSC.
- All required and supporting application documents must be uploaded prior to submitting the funding application.
- Districts and OPSC staff will be able to access uploaded files at any time and can upload new versions or additional files at any time.
- Once an applicant has uploaded a file, the file cannot be removed.

Below the list are two checked checkboxes:

- I have uploaded all required application documents per the [OPSC Application Submittal Checklist](#).
- I certify, as the Representative for the School District, that I have reviewed the application and that the information reported on this form is true and correct and that I am the authorized representative of the District as authorized by the governing board of the district.

There are two buttons: a blue "Upload file(s)" button and a green "Submit Paperless Application" button. A "Previous" button is located at the bottom left of the main content area.

At the bottom of the page, there is a footer with the text "Copyright © 2019 - State of California".

Click on “Submit Application”.

## Additional Documentation

**Congratulations!** You have now officially submitted your application to OPSC and assigned an application number.

The screenshot shows a web browser window displaying the OPSC application submission confirmation page. The browser address bar shows the URL: <http://www.internet-uat.dgs.ca.gov/OPSC/OPSCOnline/wizard/5010/Submit/38875/2019-11-01T10:28:34.2170847/Draft1>. The page header includes the "Office of Public School Construction" logo and navigation links for "Grants", "Users", and "Dashboard". The main content area displays the application details for "ABC High - Auto Shop" (Application # 55/64212-00-002) and confirms its successful submission to OPSC on 11/05/2019. A sidebar on the left lists the application steps, with "Submit" highlighted. A "Success" notification box in the bottom right corner states "Successfully submitted application." The footer contains links for "Back to Top", "Conditions of Use", "Privacy Policy", "Contact Us", "Register to Vote", and "Governor", along with the copyright notice "Copyright © 2019 - State of California".

Dashboard / Application / Draft 1

**ABC High - Auto Shop** Submitted

55 / 64212 - 00 - 002  
Application for Career Technical Education Facilities Funding - CTEFP - Form SAB 50-10  
CTE: New Construction

PTN: 64212 - 31  
Version Received Date: 11/05/2019  
Last updated by Justin Ng at 09:15 AM Nov 05 2019  
Abc Unified - Abc Evening High

SAB 50-10 Form

- Application Details
- Sectors and Pathways
- SFP Affiliation & Location
- Scores and Classrooms
- Reservation of Funds
- Project Costs
- Loan Request
- Certification
- Review
- Submit**

**Submit**

✔ This paperless application was successfully submitted to OPSC.

Your Application #: 55/64212-00-002  
Submittal Date: 11/05/2019

**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 2019-11-05 09:15 AM will lead to the application being rejected.

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

[Previous](#)

**Application Options**

- [Upload file\(s\)](#)
- [Review Required Documents](#)
- [Download Completed Form](#)
- [Go To Application Dashboard](#)

**Success**  
Successfully submitted application.

[Back to Top](#) [Conditions of Use](#) [Privacy Policy](#) [Contact Us](#) [Register to Vote](#) [Governor](#)

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School districts may retrieve their completed application at any time by returning to the Application Dashboard. Once submitted, no changes are permitted. If you must make changes or have any questions, please contact a Project Manager listed on the [CTEFP Services Page](#).

The screenshot shows the OPSC Online Dashboard interface. At the top, there is a navigation bar with the CA.gov logo and the text "Office of Public School Construction". Below this, a "Dashboard" section is visible. The main content area is titled "Funding Applications" and contains a table with 10 columns: App Name, Prog. Type, Status, OPSC App #, School/Site, District, PTN #, OPSC Received, and Last Updated. A search bar at the top right of the table indicates "Filter 19 applications...". The first row of the table is highlighted with a black border. The status of each application is indicated by a colored pill: green for "Submitted", orange for "Draft", and green with a checkmark for "OPSC Reviewing".

App Name	Prog. Type	Status	OPSC App #	School/Site	District	PTN #	OPSC Received	Last Updated
ABC High - Auto Shop	CTE NC	Submitted	55/64212-00-002	Abc Evening High	Abc Unified	64212-31	11/05/2019	11/05/2019
ABC GSP - TEST	CTE NC	Submitted	55/64212-00-001	Abc Evening High	Sacramento City Unified	64212-31	11/05/2019	11/05/2019
GEO TEST	MOD	Draft		Abc Evening High	Abc Unified	64212-12		11/04/2019
NC Test CTE	CTE NC	Submitted	55/67439-00-003	Small High School (Genesis High)	Sacramento City Unified	67439-31	11/01/2019	11/01/2019
Haley's Test App Mrs.	CTE MOD	Submitted	59/67439-00-004	Alice Birney	Sacramento City Unified	67439-93	10/31/2019	10/31/2019
CTE NC Test	CTE NC	Draft		Rosemont High	Sacramento City Unified	67439-78		10/31/2019
CTE NC Test HSAA	CTE NC	Submitted	55/67439-01-001	Sam Brannan Middle	Sacramento City Unified	67439-37	10/31/2019	10/31/2019
CTE Mod	CTE MOD	Submitted	59/67439-00-003	C. K. Mcclatchy High	Sacramento City Unified	67439-21	10/31/2019	10/31/2019
CTE NC Test	CTE NC	Submitted	55/67439-00-002	Kit Carson Middle	Sacramento City Unified	67439-20	10/31/2019	10/31/2019
JHB ABC TEST 1	CTE NC	Submitted	55/64212-00-001	Artesia High	Abc Unified	64212-9652	10/30/2019	10/30/2019
54/67439-00-009 - FINAL Charter - LINKAGE TEST - JS	Final Charter NC	Submitted	54/67439-00-007	1619 N Street	Sacramento City Unified	67439-111	10/24/2019	10/24/2019
Charter NC Prelim TEST LINKAGE - JS	Charter NC	OPSC Reviewing	54/67439-00-009	1619 N Street	Sacramento City Unified	67439-111	10/24/2019	10/24/2019
Charter Final Apprtnmnt - TEST JS	Final Charter NC	Submitted	54/64212-00-001	Wittmann Elementary Yr	Abc Unified	64212-11111	10/23/2019	10/23/2019

# Manage Users

From any screen, click on “Users”.

The screenshot shows the OPSC Dashboard interface. At the top right, there are navigation links for 'Contact Us', 'Settings', and 'Welcome Justin'. Below these, there are three icons: 'Grants', 'Users', and 'Dashboard'. The 'Users' icon is highlighted with a red rectangular box. The main content area shows a 'Funding Applications' section with a table of application details.

App Name	Prog. Type	Status	OPSC App #	School/Site	District	PTN #	OPSC Received	Last Updated
ABC High - Auto Shop	CTE NC	Submitted	55/64212-00-002	Abc Evening High	Abc Unified	64212-31	11/05/2019	11/05/2019
ABC USD - Test	CTE NC	Draft			Sacramento City Unified	67439-31		11/05/2019
GEO TEST	MOD	Draft		Abc Evening High	Abc Unified	64212-12		11/04/2019
NC Test CTE	CTE NC	Submitted	55/67439-00-003	Small High School (Genesis High)	Sacramento City Unified	67439-31	11/01/2019	11/01/2019
Haley's Test App Mrs.	CTE MOD	Submitted	59/67439-00-004	Alice Birney	Sacramento City Unified	67439-93	10/31/2019	10/31/2019
CTE NC Test	CTE NC	Draft		Rosemont High	Sacramento City Unified	67439-78		10/31/2019
CTE NC Test HSA	CTE NC	Submitted	55/67439-01-001	Sam Brannan Middle	Sacramento City Unified	67439-37	10/31/2019	10/31/2019
CTE Mod	CTE MOD	Submitted	59/67439-00-003	C. K. Mcclatchy High	Sacramento City Unified	67439-21	10/31/2019	10/31/2019
CTE NC Test	CTE NC	Submitted	55/67439-00-002	Kit Carson Middle	Sacramento City Unified	67439-20	10/31/2019	10/31/2019
JHB ABC TEST 1	CTE NC	Submitted	55/64212-00-001	Artesia High	Abc Unified	64212-9652	10/30/2019	10/30/2019
54/67439-00-009 - FINAL Charter - LINKAGE TEST - JS	Final Charter NC	Submitted	54/67439-00-007	1619 N Street	Sacramento City Unified	67439-111	10/24/2019	10/24/2019
Charter NC Prelim TEST LINKAGE - JS	Charter NC	OPSC Reviewing	54/67439-00-009	1619 N Street	Sacramento City Unified	67439-111	10/24/2019	10/24/2019

The system will display a list of user current authorized to access the district applications.

The screenshot shows the 'User Management' page. It features a 'Create User' button and a search filter. Below is a table listing the current authorized users.

Name	Email	Phone	Role	Last Login	Active
Anaheim Delegate	Anaheim@Del.com	(121) 212-1212	LEA Delegate(Consultant)	Dec 7, 2018	<input checked="" type="checkbox"/>

Navigation: First Prev 1 Next Last

## Manage Users (continued)

To edit an existing user, click on the row of the desired user.

To add a user, click on “Create User”.

From the Manage Profile screen, Superintendents and Authorized District Representatives have the ability to:

- Edit User Profiles
- Change Access Privileges (Roles)
  - LEA Delegate (Consultant)  
These users can fill out applications online but will be unable to certify the architect’s certification or to submit an application to OPSC.
  - LEA Architect  
These users can fill out applications online and are the only user authorized to complete the architect’s certification. These users cannot submit an application to OPSC.

Dashboard / User Management / Profile

### Manage Profile

Profile

Ms Anaheim Delegate

(212) 212-1212  
(212) 121-2121  
anaheim@del.com

ANAHEIM UNION HIGH  
501 Crescent Way  
Anaheim, CA, 92803

[Edit Profile](#)

[Change User Name](#) [Change Password](#)

#### Access

Ms Anaheim Delegate has access as listed below.

District	Role	Company	Expires	
66423 ANAHEIM ELEMENTARY	LEA Delegate(Consultant)			<a href="#">Edit</a> <a href="#">Delete</a>
66431 ANAHEIM UNION HIGH	LEA Delegate(Consultant)			<a href="#">Edit</a> <a href="#">Delete</a>

2 total

[Add Access](#)

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75%

## All Users

All Users have the ability to update their personal information by selecting “Profile” under their name.

The user will need to click on their name to access the drop-down menu.

Dashboard / User / User Profile

### Manage Your Profile

  
Profile

**Mr Justin Ng**  
☎ (123) 456-7890  
✉ justinriverng@gmail.com

ABC UNIFIED  
16700 Norwalk Boulevard  
Cerritos, CA, 90703

[Edit Profile](#)

[Change User Name](#)

#### Manage Profile

District	Role	Company	Expires
64212 ABC UNIFIED	LEA Delegate(Consultant)		

1 total