Establishing or Updating
Modernization Eligibility (4/24)

SCHOOL DISTRICT	DISTRICT CODE*
HSAA NAME	COUNTY
DISTRICT CONTACT	PHONE / EMAIL

*Enter the five-digit District Code and the two-digit High School Attendance Area (HSAA) number assigned by OPSC. For most school districts, modernization eligibility shall be established under Districtwide HSAA, and the District shall enter "00" for the HSAA number.

GENERAL INSTRUCTIONS

The following checklist is designed to guide the school district through the process to establish or update School Facility Program (SFP) modernization eligibility for a specific site. This is only a list of documents required, for more detailed information please contact your OPSC Project Manager. Additionally, more information about the Modernization Funding Program, including eligibility, can be found at: https://www.dgs.ca.gov/OPSC/Services/Page-Content/Office-of-Public-School-Construction-Services-List-Folder/Apply-for-Modernization-Funding.

The school district is encouraged to use the OPSC Online System to submit all forms and to upload any required supporting documentation. OPSC advises the district to have these documents available in digital format when they are ready to submit the application in OPSC Online so they can be uploaded with the application. Additional information and access to the OPSC Online System is available on the OPSC Online Application Tools for School Construction Projects page at: https://www. dgs.ca.gov/OPSC/Resources/Page-Content/Office-of-Public-School-Construction-Resources-List-Folder/Online-Application-Links. Alternately, the school district may submit required forms and supporting documents in pdf format via email to OPSCApplicationReviewTeam@dgs.ca.gov. Hard copy forms and documents are not required; electronic signatures are acceptable.

For additional instruction, please view Eligibility Applications (in OPSC Online) - March 26, 2021. The video is available online at https://www.youtube.com/watch?v=rOQ9Gg1sXfk.

If you have questions, please contact your OPSC Project Manager. Contact information for OPSC Project Managers is available in the Resources tab in OPSC Online at https://www.webapps.dgs.ca.gov/OPSC/OPSCOnline/resources.

Required documents to Establish Modernization Eligibility

☐ *Eligibility Determination*, Form SAB 50-03. Please fill out Parts I and III only. For Part III, please fill in the information for both Option A and Option B as this will allow the school district and OPSC to evaluate which option yields higher eligibility.

☐ A site diagram that includes all of the following:

    ☐ The total number of permanent classrooms. For modernization eligibility, the classroom count includes all of the following:

        o Classrooms that are used for non-classroom purposes, including storage, administration, conference rooms, or libraries.

        o Classrooms for which a contract was signed for construction or acquisition of facilities for which construction work has commenced at the time the eligibility application is submitted to OPSC.

        o Science labs, shops, computer classrooms, etc.

        o Any undersized Resource Specialist Program or Pull-Out rooms

        o Pre-school classrooms and community school classrooms.

    ☐ The total number of portable classrooms.

    ☐ The original Division of the State Architect (DSA) plan approval date for each building on the site. If the original DSA plan approval date is unknown, the school district may substitute the year the building was originally constructed in lieu of the plan approval date. Pursuant to SFP regulations section 1859.60, the age of the classroom or square footage shall begin 12 months after the plans for the building were approved by DSA.

    ☐ If any buildings on the site received State funding for modernization under the Lease Purchase Program (pre-1999), please include the date the project received an apportionment for the construction phase of the project.

    ☐ The grade level of each classroom, i.e., K–6, 7–8, 9–12, non-severe, or severe.

    ☐ The square footage of each facility on the site, if requesting eligibility based on square footage (square footage is not required, but it may yield higher eligibility than classroom count alone).

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Required documents to Update Modernization Eligibility

For modernization eligibility, a school district is permitted to update enrollment data as reported to the California Basic Educational Data System (CBEDS) for a site when enrollment has increased in the reporting year, but if the CBEDS for the site remains the same or has decreased, the school district may choose to keep the CBEDS reported on the previous Form SAB 50-03. In most cases a school district should only update its modernization eligibility for a given site to report additional permanent buildings reaching 25 years of age or portable buildings reaching 20 years of age, or in a year in which enrollment has increased. Please note that even when reporting additional facilities of age, a district is not required to update the enrollment if it has not increased and may instead use the last reported enrollment on file with OPSC.

☐ *Eligibility Determination*, Form SAB 50-03. Please fill out Parts I and III only. For Part III, please fill in the information for both Option A and Option B as this will allow the school district and OPSC to evaluate which option yields higher eligibility.

- For Updates to the Enrollment Reporting, only the Form SAB 50-03 is required

For updates to the facilities reporting when additional permanent buildings have reached 25 years of age and/additional portable buildings have reached 20 years of age (Pursuant to SFP regulations section 1859.60, the age of the classroom or square footage shall begin 12 months after the plans for the building were approved by DSA):

☐ A copy of the original site diagram that indicates the original DSA plan approval date (or date constructed if the DSA approval date is unknow)) for each building on the site and identifies which buildings have come of age since the eligibility was established or last updated.