FULL-DAY KINDERGARTEN FACILITIES GRANT PROGRAM

**Presented by
Office of Public School Construction (OPSC)**

December 17, 2018

PROGRAM OVERVIEW

Full-Day Kindergarten Facilities Grant Program (FDKFGP)

- Signed by the Governor on June 27, 2018
- One-time grants to increase the number of full-day kindergarten classrooms by either:
  - Constructing new school facilities; or,
  - Retrofitting existing school facilities
- Allows for funding for existing kindergarteners, not growth
- Applications accepted during specified funding rounds

Application Submittal Funding Rounds

- $100 million, less DGS administrative costs (not to exceed 2.5%)
  - Split into two rounds

Round	Available Funds
First Round: January 2, 2019 - January 31, 2019	$37.5
Second Round: May 1, 2019 – May 30, 2019	$60.0

- $100 million must be encumbered by June 30, 2021

Funding

- FDKFGP base grants will use the most current SFP new construction and modernization K-6 pupil grant amount for FDKFGP projects

- New Construction → 50/50 state and local share

- Retrofit → 60/40 state and local share

Who Can Apply?

- Eligible school districts must meet the following criteria:
  - District currently has or will have a school board resolution approving full-day kindergarten instruction.
  - District lacks facilities to provide full-day kindergarten at the project school site.

Classroom Capacity

- Districts are considered lacking full-day kindergarten facilities if:
  - Site's kindergarten enrollment exceeds site's kindergarten compliant classroom capacity using SFP loading standard of 25 K-6 pupils per classroom

Who Can Apply? (cont.)

- County offices of education, charter schools, joint powers of authority, and the State Department of Education are ineligible to apply.

- School district must hold title to the real property where the facilities will be located.

  - Therefore, projects located on leased lands are not eligible for FDKFGP funding.

Example of Eligible FDKFGP Project

Before FDKFGP project

Original Kindergarten CR #1
50 pupils:25 AM/25 PM

Original Kindergarten CR #2
50 pupils: 25 AM/25 PM
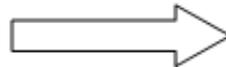
After FDKFGP Project

Original Kindergarten CR #1	New Kindergarten CR #3
25 pupils (Full-day)	25 pupils (Full-day)

Original Kindergarten CR #2	New Kindergarten CR #4
25 pupils (Full-day)	25 pupils (Full-day)

Types of Grants

New Construction

- Increase number of kindergarten classrooms through an addition to an existing school site

Retrofit

- Increase number of kindergarten classrooms through retrofit of an existing facility
  - Must not have met kindergarten design requirements when it was built
  - Must not have been previously retrofitted to meet kindergarten design requirements

Types of Grants (cont.)

New Construction or Retrofit Grants <u>without</u> Advance

- For school districts that have all required supporting documentation
  - Division of State Architect (DSA) plan approval
  - California Department of Education (CDE) final plan approval
  - School board resolution approving full-day kindergarten instruction

New Construction or Retrofit Grants <u>with</u> Advance

- For school districts that have none or only a portion of required supporting documentation
- New Construction
  - Advance funding for design (40% of base grant)
  - Advance funding for site acquisition
- Retrofit
  - Advance funding for design (25% of base grant)

Types of Grants (cont.)

Base grants can be increased by additional grants

New Construction

- Site acquisition
- Hazardous waste removal
- Automatic fire detection/alarm system
- Automatic sprinkler system
- Site development (35%)
- Multilevel classroom construction (12%)
- Project assistance

Retrofit

- Automatic fire detection/alarm system
- Site development (35%)
- 50-year old utilities (15%)
- Project assistance

APPLICATION PROCESS

What Makes a Complete Application?

- Items required for **<u>all</u>** application types
  - *Application for Funding* (Form SAB 70-01)
  - Site map
  - Documentation verifying district's kindergarten enrollment at the site
  - Narrative description of the proposed project must include:
    - Number of kindergarten classrooms before FDKFGP project
    - Number of kindergarten classrooms after project completion
    - Number of kindergarten classrooms for full-day kindergarten instruction after project completion

OPSC Supporting Documentation

Additional Items for New Construction Applications

- New Construction Grant *without* advance release of funds
  - DSA application number
  - DSA final plan approval letter date
  - CDE final plan approval letter date
  - Plans and Specifications (P&S) for the DSA-approved project
  - CDE final site approval letter (site acquisition only)
  - Appraisal of property that is less than six months old (site acquisition only)
- New Construction Grant *with* advance release of funds
  - CDE contingent site approval letter (site acquisition only)
  - Preliminary appraisal of property that is less than six months old (site acquisition only)

OPSC Supporting Documentation

Additional Items for Retrofit Applications

- Retrofit Grant _without_ advance release of funds
  - DSA application number
  - DSA plan approval letter date
  - CDE final plan approval letter date
  - P&S for the DSA-approved project
  - Identify age of the building(s) on site map (50-year old utilities grant only)
- Retrofit Grant _with_ advance release of funds
  - Identify age of the building(s) on site map (50-year old utilities grant only)

Completing the Funding Application

- Filling out the Form 70-01

- Financial Hardship Process

- How to find the Free and Reduced Price School Meal Percentages

Filling Out the Form SAB 70-01

APPLICATION FOR FUNDING

FULL-DAY KINDERGARTEN FACILITIES GRANT PROGRAM

The School District named below applies to the State Allocation Board via the Office of Public School Construction for a grant under the provisions of

Chapter 3, Part 10.5, Division 1, commencing with Section 17375, et seq., of the Education Code and the Regulations thereto.

NAME OF DISTRICT REPRESENTATIVE (PRINT)	TITLE	EMAIL ADDRESS
SCHOOL DISTRICT		APPLICATION NUMBER
SCHOOL NAME	SCHOOL ADDRESS	
COUNTY		PROJECT TRACKING NUMBER (PTN)

Filling Out the Form SAB 70-01

1. **Type of Application—Check Only One**
   a. ☐ New Construction Grant [Section 1860.7(a)]
   b. ☐ New Construction Grant with Advance [Section 1860.7(b)]
      ☐ Design   ☐ Site
   c. ☐ Retrofit Grant [Section 1860.7(c)]
   d. ☐ Retrofit Grant with Advance [Section 1860.7(d)]

2. **Pupil Grant Request and Project Information**
   a. Total Pupils Assigned: _____
   b. Number of Classrooms: _____
   c. DSA application number (if applicable): _____
   d. DSA final plan approval letter date (if applicable): _____
   e. CDE final plan approval letter date (if applicable): _____
      (1) Recommended Site Size (Useable): _____
      (2) Existing Acres (Useable): _____
      (3) Proposed Acres (Useable): _____
   f. CDE final site approval (if applicable) on: _____
   g. CDE contingent site approval (if applicable) on: _____

Filling Out the Form SAB 70-01

3. **Project Priority Funding Order**

   Priority order of this application in relation to other FDKFGP applications submitted by the School District in the same funding round: # _____

4. **Preference Points**

   a. ☐ Financial Hardship

   b. Free and Reduced Price School Meal (FRPM) Percentage of School District:

   _____

Financial Hardship Process

1. District submits funding application, checks box for financial hardship request.
2. OPSC will notify district when 70-01 is scheduled to be processed.
3. District submits financial hardship documents within 30 days.
4. Financial Hardship Approval and Funding Application processed concurrently.

How to find the Free and Reduced Price Meal Percentages

1. Go to https://dq.cde.ca.gov/dataquest/.

How to find the Free and Reduced School Meal Percentages

2. Enter the school district information.

How to find the Free and Reduced School Meal Percentages

3. Select the "Free or Reduced Price Meals" box.

School data

☐ Type of School/District	☐ Grade Span	☐ * Number of Schools	☐ * Pupil Teacher Ratio
☐ * Avg class size			

Socio-economic Indicators

☑ Free or Reduced Price Meals	

Student Data

☐ Enrollment	☐ English Learners (EL)	☐ Fluent-English-Proficient (FEP) students	☐ Students Redesignated FEP

Students by Ethnic Designation - Number and Percent

☐ Hispanic or Latino of Any Race	☐ African American, Not Hispanic	☐ American Indian or Alaska Native, Not Hispanic
☐ Asian, Not Hispanic	☐ Filipino, Not Hispanic	☐ Pacific Islander, Not Hispanic
☐ White, Not Hispanic	☐ Two or More Races, Not Hispanic	☐ None Reported

Graduates Prior Year

☐ Graduates	☐ Grads Completing UC/CSU Classes

Dropouts (Grade 9-12) Prior Year

☐ Number of Dropouts (9-12)	☐ 1 yr dropout rate (9-12)	

Staffing

☐ * FTE Administrators	☐ * FTE Pupil Services	☐ * FTE Teachers	☐ * # Classified staff

Select District:

3467439 -- Sacramento City Unified

How to find the Free and Reduced School Meal Percentages

Selected District Level Data - 3467439--Sacramento City Unified
for the year 2017-18

District	District Code	Free or Reduced Price Meals	Enrollment Used for Meals
Sacramento City Unified	3467439	32,513 (69.8%)	46,595
County Total:		148,221 (60.3%)	245,910
State Totals:		3,739,347 (60.1%)	6,220,826

Filling Out the Form SAB 70-01

5. New Construction Additional Grant Request—New Construction Only

   a. ☐ Automatic Fire Detection/Alarm System

       ☐ Automatic Sprinkler System

   b. ☐ Site Development

   c. Multilevel Classroom(s) Construction: _____

   d. ☐ Project Assistance

6. New Construction Additional Grant Request—Site Acquisition

   a. Site Acquisition:

       (1) 50 percent Actual Cost: $_____

       (2) 50 percent Appraised Value: $_____

       (3) 2 percent (min. $25,000): $_____

       (4) 50 percent actual Relocation Cost: $_____

       (5) 50 percent estimated Relocation Cost: $_____

       (6) 50 percent actual DTSC Fee: $_____

       (7) DTSC Fee 15 percent appraised value: $_____

Filling Out the Form SAB 70-01

b. Hazardous Waste Removal

    (1) 50 percent actual hazardous waste removal: $ _____

    (2) 50 percent estimated hazardous waste removal: $_____

    (3) ☐ Response Action (RA)

7. **Retrofit Additional Grant Request**

    a. ☐ Automatic Fire Detection/Alarm System

    b. ☐ Site Development

    c. ☐ 50-year old utilities

    d. ☐ Project Assistance

8. **Construction Information**

    a. Construction Delivery Method

        ☐ Design-Bid-Build

        ☐ Design-Build

        ☐ Developer Built

        ☐ Lease Lease-Back

        ☐ This project includes or will include piggyback contract(s) as defined in Public Contract Code Section 20118.

        ☐ Other: _____

    b. Construction Contract(s) awarded on: _____

_____

(If the space provided is not sufficient for all applicable contract dates, please list all dates on a separate attachment to this form.)

Completing the Form SAB 70-01

9. **Architect of Record or Licensed Architect Certification**

I certify as the architect of record for the project or as a licensed architect that:

- Any portion of the P&S requiring review and approval by DSA were approved by DSA on _____ (enter DSA approval date).
- Any portion of the P&S not requiring review and approval by DSA meets the requirements of the California Code of Regulations, Title 24, including any handicapped access and fire code requirements.

ARCHITECT OF RECORD OR LICENSED ARCHITECT (PRINT NAME)

SIGNATURE	DATE

10. **Architect of Record or Design Professional Certification**

I certify as the architect of record for the project or the appropriate design professional, that:

- If the request is for a Full-Day Kindergarten Facilities Grant Program (FDKFGP) new construction project, I have developed a cost estimate of the proposed project which indicates that the estimated construction cost of the work in the P&S including deferred items (if any) relating to the proposed project, is at least 60 percent of the total grant amount provided by the State and the School District's matching share, less site acquisition costs. This cost estimate does not include site acquisition, planning, tests, inspection, or furniture and equipment and is available at the School District for review by OPSC.
- If the request is for a Full-Day Kindergarten Facilities Grant Program retrofit project, I have developed a cost estimate of the proposed project which indicates that the estimated construction cost of the work in the P&S, including deferred items and interim housing (if any) relating to the proposed project, is at least 60 percent of the total grant amount provided by the State and the School District's matching share. This cost estimate does not include planning, tests, inspection or furniture and equipment and is available at the School District for review by OPSC.

ARCHITECT OF RECORD OR DESIGN PROFESSIONAL (PRINT NAME)

SIGNATURE	DATE

Completing the Form SAB 70-01

11. Certification

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

- I am an authorized representative of the School District as authorized by the governing board of the School District; and

- The School District will comply with all laws pertaining to the construction or retrofit of its school building; and,

- A resolution or other appropriate documentation supporting this application under Chapter 3, Part 10.5, Division 1, commencing with Section 17375, et. seq., of the Education Code was adopted by the school district's governing board or the designee of the Superintendent of Public Instruction on _____ ; and,

Completing the Form SAB 70-01

- With regards to providing full-day kindergarten instruction as pursuant to Section 1860.5, the School District certifies that:

  - ☐ A resolution allowing the School District to provide full-day kindergarten at the project site was adopted by the school district's governing board (attached) on, _____; or,

  - ☐ Prior to the completion of the project, a resolution allowing the School District to provide full-day kindergarten at the project site will be adopted by the school district's governing board and submitted with the Form SAB 70-03.

FUNDING ORDER

Funding Order

- Preference points are assigned to each application
  - 80 maximum points possible
    - Financial Hardship requirements met: 40 points
    - Low Income: Up to 40 points
      - Percentage of pupils within school district who are eligible for Free and Reduced Price School Meals

Funding Order (cont.)

- 1. Approved applications will be funded based on the district's total preference points and the application's priority order (assigned by the district on Section 3 of the Form SAB 70-01).

  - (A) Districts will have their first priority projects funded in order of total preference points until all districts have had their first priority project funded.

  - (B) Districts with the same total preference points will be placed into a lottery system to determine district funding order.

Funding Order (cont.)

- 2. If sufficient funding remains after the process described in the previous slide, districts with multiple approved applications then will be funded in order of total preference points.
  - (A) The District with the highest total preference points shall have their remaining projects funded in priority order until all projects are funded. Funding shall then be provided to the next District with the highest total preference points.

Funding Order (cont.)

- 2(B) Districts with the same total preference points will be placed into a lottery system to determine District funding order. The highest remaining priority project for each District participating in the lottery will be funded until all projects from each District participating in the same lottery round have been funded.

Partial Funding Order

- 3. If the Board does not have sufficient funding to fully apportion a district's project, that district may elect to either:
  - (A) Accept partial funding for the project; or
    - If partial funding is accepted, the Apportionment shall become full and final.
  - (B) Decline to accept funding for the project.
    - If partial funding is declined, the Board may offer partial funding to the next approved application, based on funding order described in the previous slides.

Funding Order Example

The following five school districts have applied to FDKFGP, and all applications from these school districts were approved for funding. School districts B, C, and D all have the same total preference points, so they were placed into a lottery system, to determine the order within the funding round. School district B was picked first. School district C was picked second. School district D was picked third. This same order was picked for the funding order of the first priority projects, pursuant to 1860.15(c)(1) and for the subsequent funding order lottery, pursuant to 1860.15(c)(2).

School District Name	Total Preference Points	Number of Approved Applications	Position in Lottery
School District A	75	3	N/A
School District B	70	3	1
School District C	70	2	2
School District D	70	4	3
School District E	68	3	N/A

Assuming there is enough funding for all approved applications, the approved applications will be funded in the following order, pursuant to Regulation Section 1860.15(c):

1. School District A's 1st Priority	6. School District A's 2nd Priority	11. School District B's 3rd Priority
2. School District B's 1st Priority	7. School District A's 3rd Priority	12. School District D's 3rd Priority
3. School District C's 1st Priority	8. School District B's 2nd Priority	13. School District D's 4th Priority
4. School District D's 1st Priority	9. School Distict C's 2nd Priority	14. School District E's 2nd Priority
5. School District E's 1st Priority	10. School District D's 2nd Priority	15. School District E's 3rd Priority

FUND RELEASE AND REPORTING

Fund Release Process

New Construction or Retrofit Grants <u>without</u> Advance	**New Construction or Retrofit Grants <u>with</u> Advance**
• Must submit *Fund Release Authorization* (Form SAB 70-02) with all approvals within **180 days** of apportionment	• Must submit *Fund Release Authorization* (Form SAB 70-02) with all approvals within **12 months** of apportionment

• Must execute and submit grant agreement before release of **any** funds.

• Cash proceeds will be made available after apportionment and will be released upon receipt of a Grant Agreement.
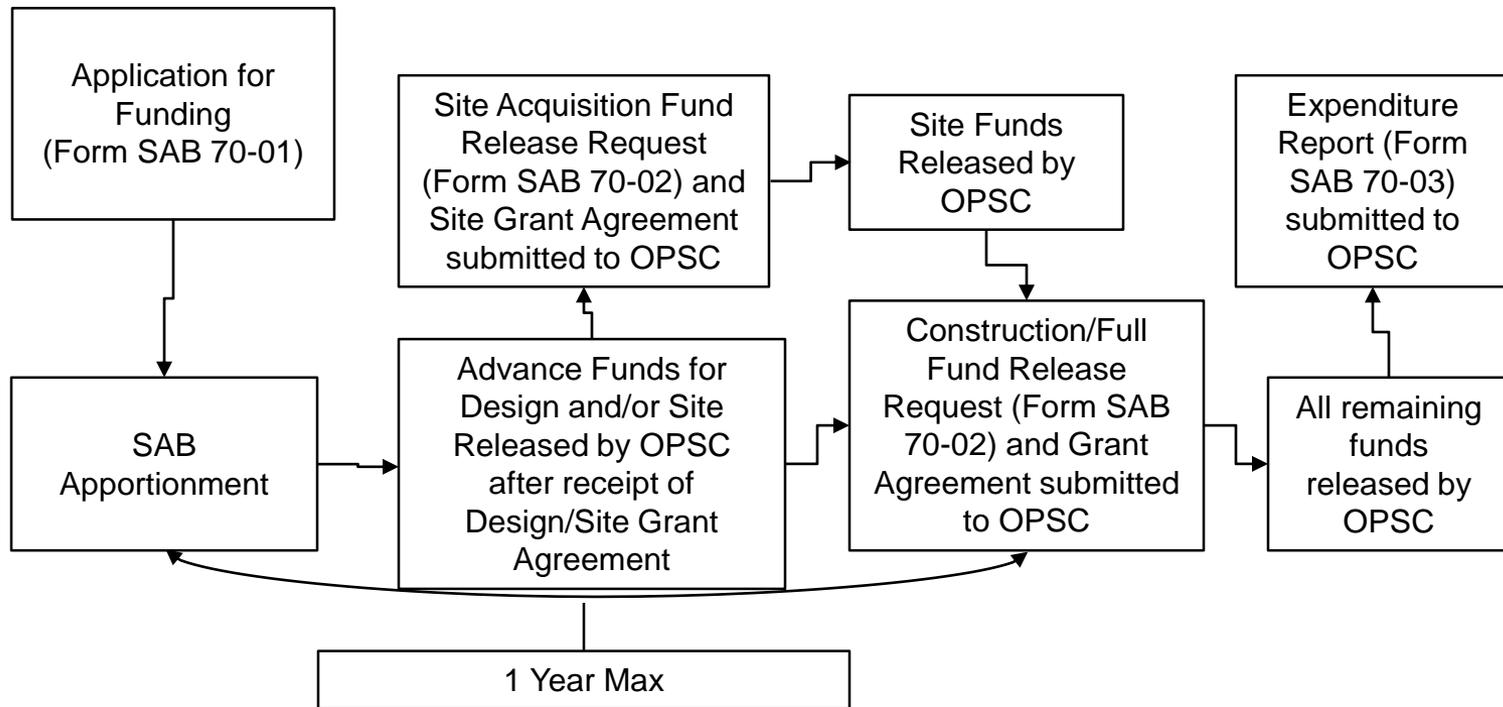
Sample Program Timeline

Projects <u>without</u> advance release of funds
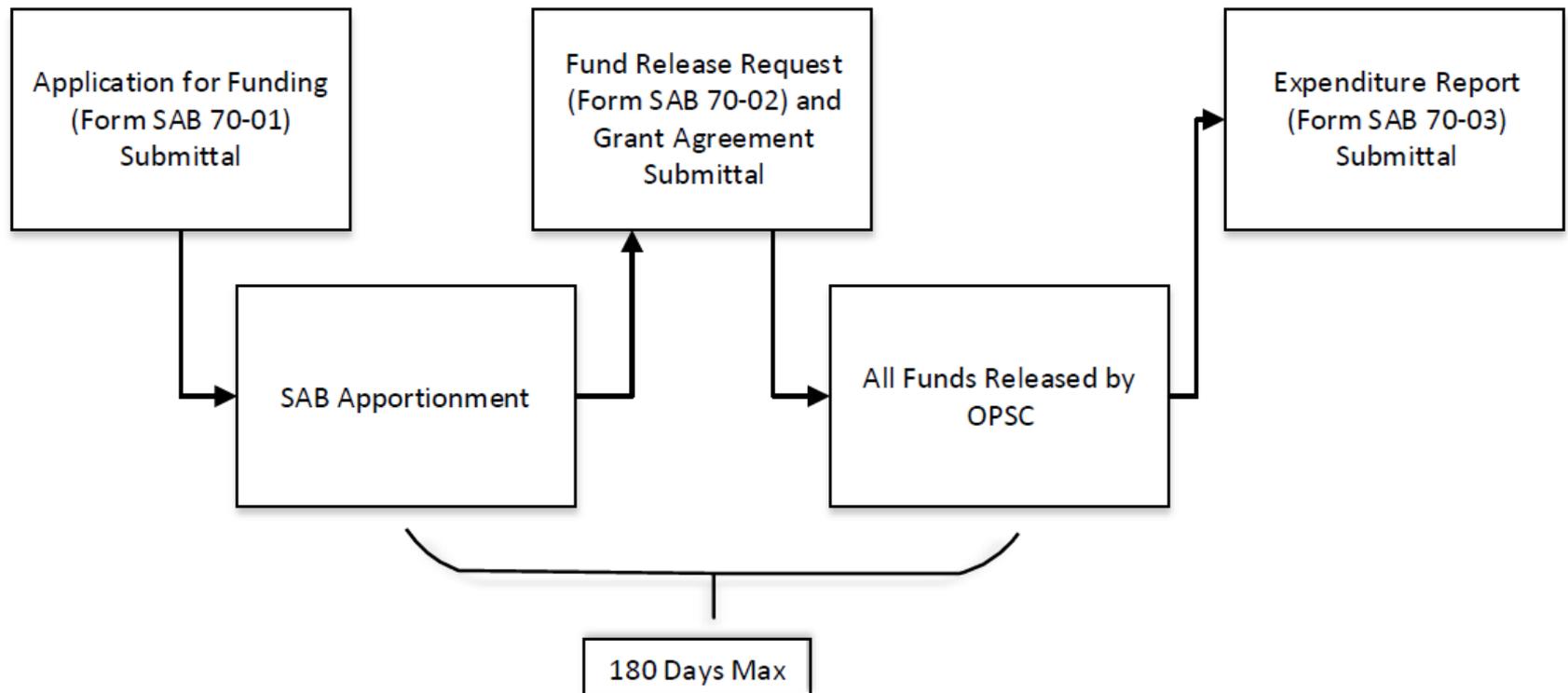
Sample Program Timeline

Projects <u>with</u> advance release of funds

Application for Funding (Form SAB 70-01)

Site Acquisition Fund Release Request (Form SAB 70-02) and Site Grant Agreement submitted to OPSC

Site Funds Released by OPSC

Expenditure Report (Form SAB 70-03) submitted to OPSC

SAB Apportionment

Advance Funds for Design and/or Site Released by OPSC after receipt of Design/Site Grant Agreement

Construction/Full Fund Release Request (Form SAB 70-02) and Grant Agreement submitted to OPSC

All remaining funds released by OPSC

1 Year Max

Program Reporting

- Must submit an *Expenditure Report* (Form SAB 70-03) at project completion.
  - A projects is complete when either of the following occur:
    - Notice of completion for the project has been filed; or
    - One year from the date of the final fund release
- Must report expenditure of project savings within one year from project completion (N/A for financial hardship)
- If receiving financial hardship funding, must return any unexpended funds to the State upon project completion.
- All projects will be subject to a local audit.

OPSC and FDKFGP Websites

- FDKFGP
  - http://www.dgs.ca.gov/opsc/Programs/Full-DayKindergarten.aspx

- PTN Generator and Project Tracker
  - https://www.dgsapps.dgs.ca.gov/OPSC/PT/Ptn/Default.aspx

FDKFGP Contacts

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Questions?