

California School Finance Authority

SB 740 Invoice Webinar



April 2nd 2015

10:30-11:30 a.m. PDT

- For technical issues, contact GoToWebinar (GoToMeeting) at 1-800-263-6317 or <http://support.citrixonline.com/gotomeeting/>
- Presentation slides are available to download at <http://www.treasurer.ca.gov/csfa/csfgp/webinars/20150402.pdf>
- Live captioning is available at www.streamtext.net/text.aspx?event=CDIAC

Agenda



- Program Overview
- Invoice Wizard
- Program Updates

Amount of funding disbursed by CSFA since October 2013			
2011-12	2012-13	2013-14	2014-15
\$4,305,781.00	\$35,882,214.91	\$65,883,713.51	\$44,900,664.40

TOTAL: \$150,972,373.82

Program Overview



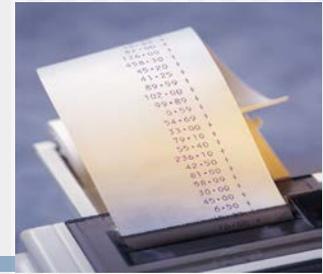
- State funded grant program to reimburse charter schools for facilities cost, including:
 - Rent or Lease
 - Reimbursement: Deferred Maintenance, remodeling, etc.
- \$92 million for fiscal year 2014-2015
- Reimbursement based on charter school Average Daily Attendance (ADA)
- Disbursements in August, March, and June/July

Program Eligibility



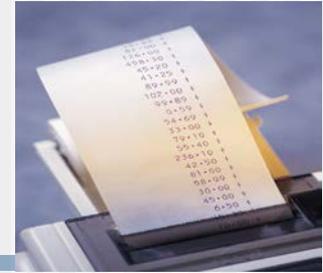
- Charter in place
- Meets low-income criteria of:
 - At least 70% students meet FRPM criteria,
or
 - Located in attendance area of an elementary school with at least 70% FRPM students
- Classroom-based instruction

Maximum Grant Calculator



- “Lesser-of-two” calculation
 - 75% of annual facility costs **OR**
 - Award amount ADA(per pupil) times \$750

Other Costs



- Remodeling Buildings
- Deferred Maintenance
- Installation
- Materials
- Maintaining/Repairing Common Areas

Section 10170.4. Eligible Costs (d)

~~Grant funds may not be applied toward insurance, property taxes and other assessments against the property, or utility charges.~~

Section 10170.4. (b) Grant funds may not be apportioned for any of the following:

(5) Costs incurred for instructional costs including but not limited to salaries and benefits paid to teachers, instructional aides, its educational management organization or charter management organization, or the chartering authority and existing district personnel.

Invoice Wizard



Click & 

CSFA Invoice Template Wizard

Fill in all applicable fields starting with CDS Code

STEP 1 → **County-District-School (CDS) Code:** - -

Charter School Name: _____

Charter School Number _____

Contact Person Name: _____

Phone Number: _____

E-mail Address: _____

Address of Facility(ies) claiming additional costs

Facility 1 F1 _____

Facility 2 F2 _____

Facility 3 F3 _____

↓ F4 _____

F5 _____

F6 _____

F7 _____

F8 _____

F9 _____

F10 _____

F11 _____

F12 _____

F13 _____

F14 _____

F15 _____





Click

Enable Content

&

Enable Macros



CSFA Invoice Template Wizard

Fill in all applicable fields starting with CDS Code

Next

STEP 1 →

County-District-School (CDS) Code:

19 - 12345 - 1234567

Charter School Name:

My School

Charter School Number

1234

Contact Person Name:

Mr. Smith

Phone Number:

(123) 456-7890

E-mail Address:

mr.smith@smthy.com

Address of Facility(ies) claiming additional costs

1234 School Ln, Los Angeles, CA 90009

Facility 1 F1

Facility 2 F2

1234 Apple St, LA 90009

Facility 3 F3



F4

F5

F6

F7

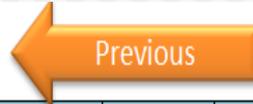
F8

F9

F10



Invoice Wizard



Instructions

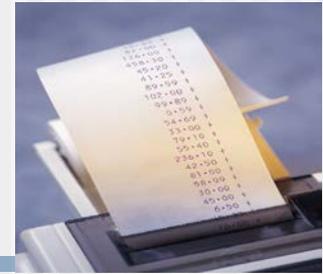


7/1/2014
6/30/2015

Invoices 14-15 True Up

PDF Page(s)	Invoice #	Invoice Date	Vendor	Facility (Drop-down)	Project Description	Project Type (Drop-down)	Requested Costs	Comments/ Further Project Description		Eligible Cost Cost (Y/N)	Authority Comments
1						<input type="text" value=""/>			AUTHORITY USE ONLY		
2											
3											
4											
5											
6											
7											
8											
9											
10											
11											
12											
13											
14											
15									NLY	10	

Invoice Instructions



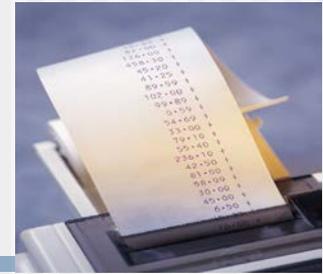
Invoice must clearly state:

- **Date of service** 7/1/14-6/30/15
- **Vender**
- **Project description**
- **Location of project completed**

Copies of receipts and Bank statements:

- **Provide brief description of project and location**

Invoice Instructions



Vendor

GILL'S ELECTRIC CO., INC.
 2410 WEBSTER STREET
 OAKLAND, CA 94612
 (510) 451-2929 Fax (510) 834-2192

CUSTOMER #: [REDACTED]
 INVOICE #: 167762
 INVOICE DATE: 08/06/13
 DUE DATE: 09/05/13

Invoice #

Date of Completion

BILL TO:



ELECTRICIAN: WILL HENRY

JOB: 167762



Project's Location

AUTHORIZATION#: RUBY PELAYO

DESCRIPTION	AMOUNT
WILL H: <u>INSTALLED</u> RECEPTACLE FOR USE WITH PROJECTOR AS NEEDED AND DIRECTED BY RUBY.	
LABOR (4.5 HOURS AT \$139.50/HR):	627.75
MATERIALS (50' MC, CONNECTORS, RING, BAR, CLIPS):	133.12
Requested Cost	760.87

PDF Page(s)	Invoice #	Invoice Date	Vendor	Facility (Drop-down)	Project Description	Project Type (Drop-down)	Requested Costs
1	1	167762	Gill's Electro Co Inc	F1	Installation receptical for classroom projector	Installation ▼	\$ 760.87
2							
3							
4							

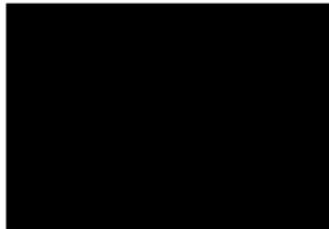
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BILL TO:



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 JOB: 167762
 [REDACTED]

Project's Location

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MATERIALS (50' MC, CONNECTORS, RING, BAR, CLIPS):	133.12
Requested Cost	760.87

My School

Invoices 14-15 True Up



	PDF Page(s)	Invoice #	Invoice Date	Vendor	Facility (Drop-down)	Project Description	Project Type (Drop-down)	Requested Costs	Comments/ Further Description
1	1	167762	8/6/2014	Gill's Electro Co Inc	F1	Installation receptical for classroom projector	Installation	\$ 760.87	
2	2-3	Receipt 1	8/22/2014	Kent Security	F1	Install security systems	Installation	\$ 966.44	
3	4-6	13765285	9/5/2014	Petty Cash	F1	Curtains for Staff Kitchen	Materials	\$ 76.91	
4	7	13757452	6/30/2014	Kelly Moore Paint Co. Inc.	F2	Paint for Staff Kitchen	Materials	\$ 14.38	
5	8-9	13757893	10/10/2014	Kelly Moore Paint Co. Inc.	F1	Sealing for Southwest Wall and Painting	Deferred Maintenance	\$ 91.90	
6	10-15	13757897	1/16/2015	Smith Painting	F1	Painted Common Area	Deferred Maintenance	\$ 358.58	
7	16-19	13758513	3/20/2015	Bridges Construction	F2	1st Grade paint for West Wall	Remodeling	\$ 50.33	
8	20	Receipt 2	4/10/2015	Kelly Moore Paint Co. Inc.	F1	Paint for Shade Deck	Maintaining/Repairing Common Areas	\$ 40.52	
9	21	13758518	8/15/2014	Friedman's Home Improvement	F1	Plumbing, Landscaping and Lightbulbs	Deferred Maintenance	\$ 525.00	
10	22-28	13759651	8/15/2014	Jim Jones	F2	Install toilets	Installation	\$ 39.15	
11	29-31	13760323	8/15/2014	Jim Jones	F1	Library Bookcases	Installation	\$ 180.00	
12	30	13760335	9/5/2014	Stanley Steemer	F1	Cleaning School Carpets	Maintaining/Repairing Common Areas	\$ 1,331.84	
13	31-35	13763359	9/19/2014	Home Depot	F2	Removed dead tree from parking lot	Remodeling	\$ 32.32	
14	36	13763361	10/10/2014	Friedman's Home Improvement	F1	Drinking Fountain Replacement and Parts	Deferred Mintennce	\$ 180.00	
15	37-39	13763362	10/17/2014	Home Depot	F1	Painted Mural	Deferred Maintenance	\$ 1,331.84	
16	40	13765297	11/7/2014	Friedman's Home Improvement	F1	5th,6th, 7th and 8th grade classroom and Pipe Insulation	Maintaining/Repairing Common Areas	\$ 32.32	
17	41	13765820	11/7/2014	Pace Suply Corporation	F1	Tools for plumbing project in boy's bathroom	Maintaining/Repairing Common Areas	\$ 180.00	

**Charter School Facility Grant Program
2014–15 Facility Invoice Expenditure Report**

To request final reimbursement for additional fiscal year **2014–15** facility expenditures
(Education Code Section 47614.5)

SECTION 1. CHARTER SCHOOL INFORMATION:

Charter School Name: _____ My School
County-District-School (CDS) Code: _____ 19-12345-1234567
Charter School Number: _____ 1234
Contact Person Name/Title: _____ Mr. Smith
Phone Number: _____ (123) 456-7890
E-mail Address: _____ mr.smith@smthy.com

SECTION 2. 2014–15 TOTAL EXPENDITURES CLAIMED FOR REIMBURSEMENT

I hereby certify that to the best of my knowledge and belief, categories A through E below, report the actual amount of expenditures incurred during fiscal year 2014–15 and are not representative of facility's lease rent costs. Each expenditure in the report is accompanied by an evidence of expenditure and payment including but not limited to, copies of invoices, canceled checks, bank statements. I understand the information provided on this report is subject to audit.

	<u>Expenditure Amount</u>
A. Remodeling	\$ <u>625.38</u>
B. Deferred Maintenance	\$ <u>2,307.32</u>
C. Installation	\$ <u>2,126.46</u>
D. Materials	\$ <u>76.91</u>
E. Maintaining/Repairing Common Areas	\$ <u>1,584.68</u>
Total:	\$ <u>6,720.75</u>

Signature of Principal, CEO, or Lead Administrator

Date

Complete All Steps to Submit Invoices

STEP 1

Review the
Signature Page

STEP 2

Click here

Print &
Sign

STEP 3

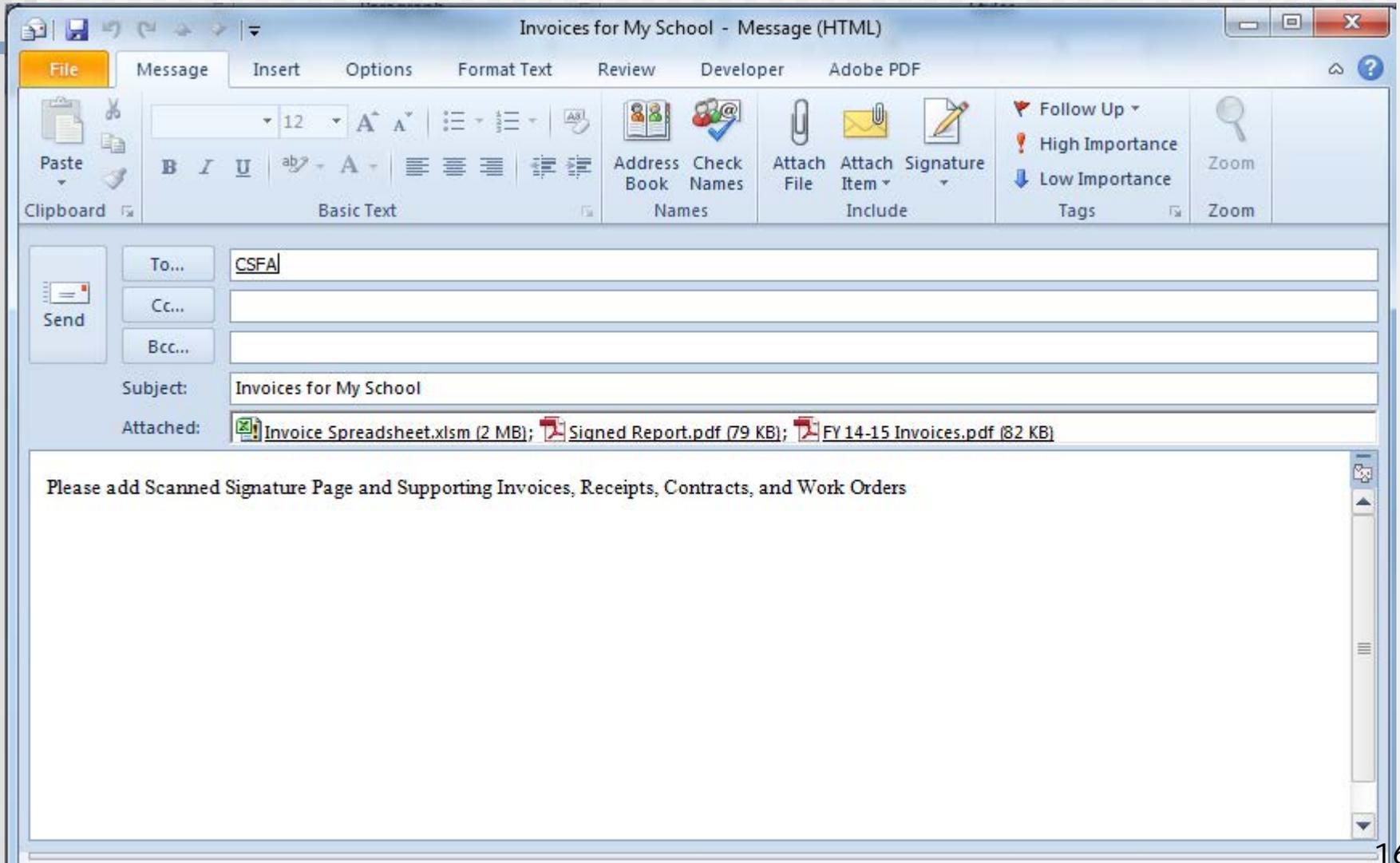
Click here

Email Excel Spreadsheet and
attach scanned Signature page

If the above button doesn't work, simply email this excel file to
CSFA@treasurer.ca.gov with the following Attachments:

- Signed Signature page
- Supporting Invoices, receipts, Contracts, and work orders

Invoice Template Submission



Upcoming Dates



- April 9, 2015 - Application Webinar
10:00 am - 11:00 am
- 2015-16 Application Available later this Month
- May 1, 2015 - Invoices Due



California State Treasurer
John Chiang



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CALIFORNIA SCHOOL FINANCE AUTHORITY

About CSFA

- [CSFA Overview](#)
- [Authority Members](#)
- [Helpful Links](#)
- [Bond and Note Financings](#)

The California School Finance Authority (CSFA) was created in 1985 to finance educational facilities and provide school districts and community college districts access to working capital. Since its inception, the Authority has developed a number of school facilities financing programs and most recently is focused on assisting charter schools to meet their facility needs.

Programs

[Charter School Facilities Program](#): A \$900 million program that provides low-cost financing for charter school facilities; fifty percent grant, fifty percent loan.

[Charter School Facility Grant Program](#): A grant program that provides annual assistance with facilities rent and lease expenditures for charter schools that meet specific eligibility criteria.

[Charter School Facilities Credit Enhancement Grant Program](#): An \$8.3 million program that serves to fund debt service reserves for the financing of acquisition, renovation, or construction of charter school facilities, or the refinancing of existing charter school facility debt.

[State Charter School Facilities Incentive Grants Program](#): A federal grant program designed to assist California charter schools in meeting their facility needs.

[Charter School Revolving Loan Fund](#): A program that provides low-interest loans of up to \$250,000 to new charter schools.

East Facts as of January 1, 2015

Quick Links

- [Audits/Financial Disclosure Reports](#)
- [Sign Up to Receive CSFA Information](#)

Authority Meetings

- [Agendas, Staff Reports and Minutes](#)

Popular Pages

- [Charter School Facility Grant Program](#)
- [State Charter School Facilities Incentive Grants Program](#)
- [Meeting Agendas, Staff Reports and Minutes](#)
- [Charter School Facility Grant Program Regulations](#)
- [Charter School Facilities Program](#)

Program Updates

- [April 2, 2015 Incentives Grant Application /Senate Bill \(SB\) 740 Invoice Training Webinar](#)
Updated 3/16/15
- [April 9, 2015 SB740 2015-16 Application Submission Webinar](#)
Updated 3/16/15
- [April 7, 2015 SB 740 2015-16 Application Open](#)
Updated 3/16/15

Contact Information



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