



CALIFORNIA SCHOOL FINANCE AUTHORITY

Charter School Facility Grant Program Application

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Charter School Facility Grant Program CHECKLIST

Place a check mark (✓) in the space provided. If an item does not apply, please enter "n/a", attach an explanation, and submit together with the Application. Include this application checklist to your application package.

A complete Application Package must contain one original with original executed signatures and one photocopy of all of the following applicable items listed below.

<u>Original</u>	<u>Copy</u>	<u>Applicable Items</u>
<input type="checkbox"/>	<input type="checkbox"/>	Checklist CSFA Form 740-01 (rev. 2/11/15)
<input type="checkbox"/>	<input type="checkbox"/>	Application CSFA Form 740-01 (rev. 2/11/15)
<input type="checkbox"/>	<input type="checkbox"/>	Legal Status Questionnaire
<input type="checkbox"/>	<input type="checkbox"/>	Charter School Certification
<input type="checkbox"/>	<input type="checkbox"/>	Updated School Charter or Lease Contract

The following items may be submitted via hard-copy, CD Rom, or flash drive. Please note schools reapplying do not need to submit: 1) current valid charter agreements/ authorizing board adoptions valid through the 2015-16 school year and on file with the Authority; and/ or 2) lease or rental agreements valid through the 2015-16 school year and on file with the Authority.

On File with the Authority	New	
<input type="checkbox"/>	<input type="checkbox"/>	Copy of current valid charter agreement
<input type="checkbox"/>	<input type="checkbox"/>	Copy of approved Authorizer Board Adoption
<input type="checkbox"/>	<input type="checkbox"/>	Copy of current lease contract, amendments or other documentation verifying required payments shall include charter name, charter address and evidence of agreement terms match or exceed the anticipated grant terms with supporting signature page.
<input type="checkbox"/>	<input type="checkbox"/>	Copy of Current Board Members, Board of Directors or Governing Board of Charter Schools

Completed applications must be received by 5:00 p.m. on May 12, 2015 to:

California School Finance Authority's Los Angeles or Sacramento Office:

304 South Broadway, Suite 550, Los Angeles, CA 90013

915 Capitol Mall, Suite 101, Sacramento, CA 95814

Charter School Facility Grant Program APPLICATION

(Education Code Section 47614.5 and California Code of Regulations, Title 4, Sections 10170.1-10170.15)

The grant program is intended to provide assistance with facilities rent and lease costs for California charter school pupils. Grant funds may not be appropriated for any of the following: (1) units of average daily attendance generated through non classroom-based instruction; (2) charter schools occupying existing school district or county office of education facilities; or (3) charter schools receiving reasonably equivalent facilities from their chartering authorities pursuant to Section 47614.

Attach additional pages if necessary.

Charter School Information

Official Name of Charter School:	Charter #:	County District-School Code:	
Primary Contact Person:	Phone Number:	Email Address:	

Mailing Address:	City:	State:	Zip:
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Current Charter Start Date:	Expiration Date:
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Current Authorizing Board:	Expiration Date:
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Facility 1 Street Address:	City:	State:	Zip:
Facility 1 Monthly Base Rent:	Facility 1 Lease Expiration Date:		

Facility 2 Street Address:	City:	State:	Zip:
Facility 2 Monthly Base Rent:	Facility 2 Lease Expiration Date:		

Facility 3 Street Address:	City:	State:	Zip:
Facility 3 Monthly Base Rent:	Facility 3 Lease Expiration Date:		

Does the charter school anticipate other facility-related expenditures in 2015-16, such as remodeling buildings, deferred maintenance, site improvements, or installation or extension of service systems or built-in equipment?	
<input type="checkbox"/> Yes <input type="checkbox"/> No	

***Please type or print all responses.
Incomplete applications may not be considered.***

Eligibility

Charter schools must meet the free or reduced price meal (FRPM) eligibility requirement listed below.

At least 60% of the charter school's 2015-2016 pupil enrollments in grades K-12 or ages 5-17 are eligible for FRPM. Yes No

The school intends to report 2015-16 FRPM eligibility data to CDE through CALPADS. Yes No

The charter school site is physically located in the attendance area of a public elementary school in which 70% or more of the pupil enrollment is eligible for FRPM. Yes No
The Charter also gives a preference in admissions to pupils who are currently enrolled in that public elementary and to pupils who reside in the school's attendance area.

Is any portion of the rent or lease payment attributable to the purchase of a facility? Yes No
If yes, detail the amount attributable to the purchase. Lease payments attributable to the purchase of a facility are not allowable costs under the program:

Does the Charter School anticipate receiving or has applied for Incentive Grant funds for the 2015-16 Fiscal Year? Yes No

Related Parties

1. Identify the owner of the property covered by the lease(s) for which you are seeking a grant.

2. Is the property owner related in any way to the charter school, or an employee or officer of the charter school or a member of the charter school's Governing Board? If so, how are the parties related?

3. If the property owner is related in any way to the charter school, or an employee or officer to the charter school or a member of the charter school's Governing Board, was the property owner formed solely for the purpose of managing or supporting the charter school or a group of charter schools?

4. If the answer to **Question #3** is **Yes**, please provide documentary evidence that supports the sole purpose of the property owner (for example, by –laws or other organizational documents describing the organization's purpose)

5. If the answer to **Question #3** is **No**, please answer the following:
 - a. Provide the names and roles of the individuals who are related to both the charter school and the property owner.

 - b. Provide evidence that the related party or parties recused themselves from the charter school's decision to enter into the lease and apply for the grant.

 - c. Provide evidence that the related party's interest in the property was disclosed to the charter school's governing board.

 - d. Provide evidence that the lease payment is at or below market rate or that, the Governing Board, in approving the lease, made a finding that it was reasonable under the circumstances.

**Charter School Facility Grant Program
LEGAL STATUS QUESTIONNAIRE**

1. Disclose material information relating to any legal or regulatory proceeding or investigation in which the applicant/borrower/project sponsor is or has been a party and which might have a material impact on the financial viability of the project or the applicant/borrower/project sponsor. Such disclosures should include any parent, subsidiary, or affiliate of the applicant/borrower/project sponsor that is involved in the management, operation, or development of the project.

Response: _____

2. Disclose any civil, criminal, or regulatory action in which the applicant/borrower/project sponsor, or any current board members (not including volunteer board members of non-profit entities), partners, limited liability corporation members, senior officers, or senior management personnel has been named a defendant in such action in the past ten years involving fraud or corruption, or matters involving health and safety where there are allegations of serious harm to employees, the public, or the environment.

Response: _____

Disclosures should include civil or criminal cases filed in state or federal court; civil or criminal investigations by local, state, or federal law enforcement authorities; and enforcement proceedings or investigations by local, state or federal regulatory agencies. The information provided must include relevant dates, the nature of the allegation(s), charters, complaint or filing, and the outcome.

Signatures on behalf of (school name): _____

I/We attest that we have provided full disclosure *as indicated* in response to the items 1 and 2 above.

Signature of Principal, CEO, or Lead Administrator

Date

Print or Type Name:

Signature of President or Chair of Governing Board

Date

Print or Type Name

**Charter School Facility Grant Program
CHARTER SCHOOL CERTIFICATION**

I/We hereby certify that to the best of my knowledge and belief, this data is true and correct and that all data reported on this application have been compiled and reported in accordance with state and federal laws, regulations, general legal assurances, and instructions to prepare this report form. I/We further certify that the Charter School will comply with all program requirements as outlined in Education Code section 46714.5 and Article 1.5 of Division 15 of Title 4 of the California Code of Regulations (commencing with section 10170.1). I/We attest we have provided full disclosure and understand misrepresentation can cause ineligibility to participate in the Charter School Facility Grant Program.

Signature of Principal, CEO, or Lead Administrator

Date

Print or Type Name

Signature of President or Chair of Governing Board

Date

Print or Type Name

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