

North Carolina State Superintendent

Needs-Based  
Public School Capital Fund

2020 Grant Application

**Application Deadline: September 15, 2020**

**Grant Award Announcements: October 1, 2020 (or later)\***

**Submit Application to: [nathan.maune@dpi.nc.gov](mailto:nathan.maune@dpi.nc.gov)**

\* Announcement of Grant Awards will occur following certification of the 2020-21 State Budget

## Description of NBPSCF Grant Program

The Needs-Based Public School Capital Fund was established by S.L. 2017-57, Sec. 5.3., modified by S.L. 2017-212, Sec. 1.1, and modified by S.L. 2018-5, Sec. 5.3. The purpose of the Fund is to assist lower wealth counties (development tier one and tier two counties) with their critical public school building capital needs. Grant funds must be used for construction of new school buildings only, and cannot be used for real property acquisition.

	FY 2020-21	FY 2021-22
<b>Timeline:</b>		
<b>Guidance Issued</b>	Jul. 31, 2020	+/- Jul. 31, 2021
<b>Application Deadline</b>	Sep. 15, 2020	+/- Sep. 15, 2021
<b>Awards Announced</b>	Oct. 1, 2020 (or later)	+/- Oct. 1, 2021
<b>County Eligibility:</b> <sup>1</sup>	Tier 1 Counties Tier 2 Counties	Tier 1 Counties Tier 2 Counties
	County cannot have received an aggregate amount greater than \$8.75 M from the Public School Building Capital Fund from FY 2012-13 to FY 2016-17, inclusive. <sup>2</sup>	
	<u>No county may receive Needs-Based Capital Grant Funds more than once every five (5) years.</u>	
<b>Project Eligibility:</b>	Projects must be “new school buildings,” defined as new facility construction.	
	Only projects that address critical deficiencies will be considered.	
<b>Available Funding:</b>	\$75 M <sup>3</sup>	\$75 M <sup>4</sup>
<b>Maximum Award:</b>	\$15 M (Tier 1) / \$10 M (Tier 2)	\$15 M (Tier 1) / \$10 M (Tier 2)
<b>Matching Funds Required:</b>	Tier 1 --- \$1 in local funds for every \$3 in grant funds	
	Tier 2 --- \$1 in local funds for every \$1 in grant funds	

<sup>1</sup> Tier 2 Counties are eligible beginning in 2018-19, per S.L. 2018-5, Sec. 5.3.

<sup>2</sup> For purposes of this determination, the total funding of the county LEA plus the city LEA(s) will be calculated. Records of these allotments are available on the School Planning website at:

<https://www.dpi.nc.gov/districts-schools/district-operations/school-planning/capital-funding>

<sup>3</sup> Anticipated total available grant funding for FY 2020-21 (pending budget certification)

<sup>4</sup> Anticipated total available grant funding for FY 2021-22 (pending budget certification)

**NOTE:** If a county receives a grant fund award from the Needs-Based Public School Capital Fund, that county will be ineligible to receive allocations from the Public School Building Capital Fund that are appropriated during a five-year period beginning with the fiscal quarter following grant award.

**For FY 2020-21 Grant Recipients, this five-year period will run from Oct. 1, 2020 through Sep. 30, 2025.**

## Program Criteria and Guidelines

For 2020-21, projects will be evaluated based on narrative and budget detail submitted by the applicant, and based on the following measures of county characteristics:

Measures	Definition/Calculation/Data Source
Ability to Generate Tax Revenue	<p>Total revenue generated by a one-cent per \$100 valuation increase in the county property tax rate, based on FY 2018-19 tax rates and assessment valuation.</p> <p>(Source: State Treasurer, Analysis of Debt of North Carolina Counties 6-30-2019, Revised: 01/28/2020)</p>
Ratio of Existing Debt to Tax Revenue	<p><u>Debt</u>: Sum of County Debt from [General Obligation Bonds, Installment Purchase Debt, Special Obligation Bonds, QZABs and QSCBs, Certificates of Participation]</p> <p>(Source: State Treasurer, Analysis of Debt of North Carolina Counties 6-30-2019, Revised: 01/28/2020)</p> <p><u>Revenue</u>: Sum of County Revenues from Property Taxes, Other Taxes, and Sales Tax, FY 2018-19</p> <p>(Source: State Treasurer, County Revenues and Expenditures Financial Profile, 6/30/2019)</p>
Critical deficiency	<p>Project addresses a deficiency identified in the 2015-16 School Needs Survey in the five-year horizon, or other equivalent documentation and an explanation as to why the project was not included in the 2015-16 School Needs Survey</p>

### Required Reporting

Grant recipients are required to submit a report by April 1 each year, with each grant funds distribution request, and upon completion of the project, detailing: the use of grant funds, progress on the project, and impact of the project on the county's school capital plan.

Grant funds will be disbursed in a series of payments based on the progress of the project. To receive a distribution, the grant recipient must submit a request for distribution, along with documentation of the expenditures for which the distribution is requested, and evidence that the matching requirement has been met. DPI will provide grant recipients with Reporting and Distribution Request forms following announcement of awards.

### Required Agreement

A county receiving Needs-Based grant funds is required to enter into an agreement with the Department of Public Instruction detailing the use of grant funds, in accordance with S.L. 2018-5. DPI will provide grant recipients with Agreement forms following announcement of awards.

**APPLICATION – CONTACT INFORMATION  
NEEDS-BASED PUBLIC SCHOOL CAPITAL FUND**

Date: \_\_\_\_\_

SUBMIT ONE APPLICATION PER SCHOOL CAMPUS – A PROJECT MAY INCLUDE MULTIPLE BUILDINGS

County: \_\_\_\_\_

Primary Contact: \_\_\_\_\_

Title: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

email: \_\_\_\_\_

School Unit: \_\_\_\_\_

Primary Contact: \_\_\_\_\_

Title: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

email: \_\_\_\_\_

**Required Application Materials**

Completed applications must include the below-listed materials and be submitted by 5:00 p.m. on Tuesday, September 15, 2020 via email to:

Nathan Maune | School Planning Section Chief | 984-236-2919 | [nathan.maune@dpi.nc.gov](mailto:nathan.maune@dpi.nc.gov)

**Application Materials Checklist - submit all files in PDF Format**

- Contact Information
- Application Form
- Project Narrative
- Budget Estimate
- Additional Documentation (as appropriate)
- Signed Assurance Page

**APPLICATION – NARRATIVE**  
**NEEDS-BASED PUBLIC SCHOOL CAPITAL FUND**

Date: \_\_\_\_\_

Project Title:

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Location:

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Type of Facility:

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Short Description of School Construction Project:

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Describe the critical need this project addresses and the impact on student outcomes:

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*(please attach additional information as necessary)*

**APPLICATION – NARRATIVE**  
**NEEDS-BASED PUBLIC SCHOOL CAPITAL FUND**

Date: \_\_\_\_\_

Was this project identified in the 5-year plan in the 2015-16 Facility Needs Survey?      \_\_\_ YES    \_\_\_ NO

If not, provide explanation and attach equivalent information:

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Will this project replace any existing facilities?      \_\_\_ YES    \_\_\_ NO

If YES, which school(s): \_\_\_\_\_

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How many students will be served by this project? \_\_\_\_\_

Has Advanced Planning been done for this project?      \_\_\_ YES    \_\_\_ NO

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Have Construction Documents been completed for this project?      \_\_\_ YES    \_\_\_ NO

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Anticipated or Actual Bid Date: \_\_\_\_\_

Estimated Start Date of Construction: \_\_\_\_\_

Estimated Completion Date of Construction: \_\_\_\_\_

**APPLICATION – BUDGET**  
**NEEDS-BASED PUBLIC SCHOOL CAPITAL FUND**

Date: \_\_\_\_\_

Estimated Project Costs	Local (non-State)	NBPSCF Grant Funds	Total
Planning	\$ _____	\$ _____	\$ _____
Construction	\$ _____	\$ _____	\$ _____
Other Costs*	\$ _____	\$ _____	\$ _____
<b>Total</b>	\$ _____	\$ _____	\$ _____

\*Project costs normally categorized as ‘owner’s direct costs’ on a construction project – may include items such as site surveys, materials testing, site utilities, geotechnical reports, etc. Land acquisition costs are not eligible.

**Source(s) of required Local Matching Funds:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Have any of the Local Matching Funds been expended at the time of application?**      \_\_\_ YES    \_\_\_ NO

If YES, provide amount expended: \_\_\_\_\_

If YES, provide description of work: \_\_\_\_\_

**Estimated Project Expenditures by Fiscal Year** (show estimated period over which funds will be spent by Fiscal Year)

Total Expenditures	2019-20 or earlier	2020-21	2021-22	2022-23 or later	Total
Local Match (Non-State Funds)	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
Requested NBPSCF Grant Funds*	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____

\*Total requested grant funding cannot exceed \$15 M (Tier 1) or \$10 M (Tier 2)

## **Additional Documentation Prior to Disbursement of Funds**

Any project funded with a grant from the Needs-Based Public School Capital Fund must follow the same review process as any other LEA capital project.

- A registered Architect and/or registered Engineer shall prepare the drawings and specifications in accordance with G.S. 133-1 through 133-4.1, as applicable.
- School Planning review is required for new school buildings. Design documents shall be submitted at appropriate phases of the design; neither the LEA nor the County shall invest any funds in construction of the project until the review process is completed.
- Transmittal of drawings and specifications to School Planning shall include the form at: <https://files.nc.gov/dpi/documents/schoolplanning/project-submittal-form.pdf>
- Design of the project should be in compliance with DPI School Planning Guidelines: <https://www.dpi.nc.gov/districts-schools/district-operations/school-planning>
- DPI Facility Design Guidelines can be found at: <https://files.nc.gov/dpi/documents/schoolplanning/facility-design-guidelines.pdf>
- DPI School Science Facility Requirements can be found at: <https://files.nc.gov/dpi/documents/schoolplanning/science-facilities-planner.pdf>
- For projects involving the closing of an existing school, the LEA shall follow these procedures: <https://files.nc.gov/dpi/documents/schoolplanning/school-closing-procedure.pdf>
- For projects involving the demolition of an existing school building, the LEA shall follow the procedure noted above and submit the require analysis at: [https://files.nc.gov/dpi/documents/schoolplanning/costfeas\\_1.pdf](https://files.nc.gov/dpi/documents/schoolplanning/costfeas_1.pdf)



**Assurance Page**

By signing below, we assure NCDPI that we are officials of the organization and authorized to bind the organization. We certify the following:

- The information provided in this proposal is correct and complete.
- The project herein described is within the parameters of the Needs-Based Public School Capital Fund established in S.L. 2017-57, modified by S.L. 2017-212, and modified by S.L. 2018-5, and that all of the required local funding is available and designated as a match for this project.
- All funds will be used for the construction project described in the approved application.
- We will work cooperatively with the North Carolina Department of Public Instruction in monitoring and evaluating the project to meet reporting requirements. We will report on project progress and State and local funds expended by April 1 of each year, at the time of each distribution request, and upon project completion.
- Upon receiving a Needs-Based grant award, we will enter into an agreement with the Department of Public Instruction detailing the use of grant funds, in accordance with S.L. 2018-5.
- All applicable federal and state laws will be adhered to, including promotion of equal opportunity without regard to race, color, religion, gender, age, disability, political affiliation, or national origin.
- Fiscal control and accounting procedures for proper disbursement of and accounting for the grant funds will be established and followed.

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(Signature – Chair, County Commissioners)

(Date)

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(Signature – Chair, Board of Education)

(Date)