

FORM OF AGREEMENT – FY 2024-25
NEEDS-BASED PUBLIC SCHOOL CAPITAL FUND
NORTH CAROLINA EDUCATION LOTTERY

Per North Carolina **GS 115C-546.12.**, a county receiving grant funds through the Needs-Based Public School Capital Fund (NBPSCF) must enter into an Agreement with the Department of Public Instruction detailing the use of the grant funds.

County:	LEA:
Address:	Address:
Contact Person:	Contact Person:
Title:	Title:
Phone:	Phone:
Email:	Email:

Construction Project Title:
Project Location:
Short Description of Construction Project:

Planned Start Date of Construction:	Planned Completion Date:
Amount of Grant Funds Awarded:	Amount of Local Matching Funds:
Source of Local Matching Funds:	

We, the undersigned, agree to abide by the following provisions in order to receive periodic disbursement of grant funds for the referenced construction project in accordance with **G.S. 115C-546.12**:

- 1) We will seek planning assistance and plan review from the School Planning Section of the Department of Public Instruction (DPI) for the project in accordance with **G.S. 115C-521**.
- 2) For each requested grant fund distribution, we will submit a **Distribution Request Form** plus supplementary documentation to describe, at a minimum, the progress of construction, the amount of grant funds expended, and the amount of local matching funds expended. We understand that local matching funds must be expended proportionally along with grant funds as the project progresses.
- 3) Annually, on or before April 1 of each year during the course of the project, we will submit an **Annual Report** detailing the progress of construction, the amount of grant funds expended, and the amount of local matching funds expended. Further, we will submit a **Final Report** within 90 days following completion of the project construction (i.e., after final completion and final payments) to provide a summary of design, construction, and payment activities.
- 4) We certify that the local matching funds are derived from non-State and non-Federal funds.
- 5) We understand that full repayment of grant funds will be required if a grant award is declined or forfeited, in accordance with **G.S. 115C-546.12(c)**.
- 6) We certify that the project site is owned in fee simple by the Board in accordance with **G.S. 115C-521**.
- 7) We understand that project construction must begin within 24 months of the award of grant funds.

(Signature – Chair, County Commissioners)	(Date)
(Signature – Chair, Local Board of Education)	(Date)
(Signature – State Superintendent of Public Instruction)	(Date)