

**DISTRIBUTION REQUEST  
NEEDS-BASED PUBLIC SCHOOL CAPITAL FUND  
NORTH CAROLINA EDUCATION LOTTERY**  
Date of Request: \_\_\_\_\_

DPI USE ONLY
Approved: _____
Date: _____

County: \_\_\_\_\_  
Address: \_\_\_\_\_  
LEA: \_\_\_\_\_  
Address: \_\_\_\_\_

Contact Person: \_\_\_\_\_  
Title: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Email: \_\_\_\_\_

Project Title: \_\_\_\_\_  
Project Address: \_\_\_\_\_

The Needs-Based Public School Capital Fund is governed by Article 38B of GS 115C-546. The purpose of the NBPSCF is to assist counties with their critical public school building capital needs. Grant funds may be used for construction of new public school buildings, as well as additions, repairs, and renovations to existing public school buildings. Grant funds cannot be used for real property acquisition, or for capital improvements to administrative buildings. Grant funds may be utilized for a lease agreement per GS 115C-546.13. **Do Not use this Distribution Request Form for lease payments.**

Total Project Costs (per signed agreement)	State Grant		Local Match		Total
Planning / Design	\$ _____	+	\$ _____	=	\$ _____
Construction	\$ _____	+	\$ _____	=	\$ _____
Other	\$ _____	+	\$ _____	=	\$ _____
Total	\$ _____	+	\$ _____	=	\$ _____

Design Firm: \_\_\_\_\_  
Date of Design Contract: \_\_\_\_\_ Bid Date ( \_\_ actual \_\_ estimated): \_\_\_\_\_  
General Contractor: \_\_\_\_\_ Date of Construction Contract: \_\_\_\_\_  
Construction Start Date ( \_\_ actual \_\_ estimated): \_\_\_\_\_ Completion Date ( \_\_ actual \_\_ estimated): \_\_\_\_\_

**Local Matching Fund Requirement:** \_\_ 1:1 | \_\_ 1:3 ---- or ---- \_\_ 0% | \_\_ 5% | \_\_ 15% | \_\_ 25% | \_\_ 35%

Source(s) of matching funds: \_\_\_\_\_

Project Costs (as of date): _____	State Grant		Local Match		Total
Planning / Design	\$ _____	+	\$ _____	=	\$ _____
Construction	\$ _____	+	\$ _____	=	\$ _____
Other	\$ _____	+	\$ _____	=	\$ _____
Total	\$ _____	+	\$ _____	=	\$ _____

Grant Funds Requested	All Prior Requests		This Request		Total
Planning / Design	\$ _____	+	\$ _____	=	\$ _____
Construction	\$ _____	+	\$ _____	=	\$ _____
Other	\$ _____	+	\$ _____	=	\$ _____
Total	\$ _____	+	\$ _____	=	\$ _____

**Supporting Documentation:** At DPI's request, submit documentation to DPI substantiating project expenditures identified here.

**Reporting Requirements**

We, the undersigned, agree to submit a report describing the progress of this project, including State and Local amounts expended, as follows: 1) with each distribution request; 2) annually on or before April 1 of each year; and 3) within 90 days following completion of the project (final payment). We certify that the project herein described is within the parameters set forth in Article 38B of GS 115C-546, and that all the required local funding is available and designated as a Local Match for this project. We certify that Local Matching Funds are derived from non-State and non-Federal funds and will be expended along with Needs-Based Grand funds as the project progresses.

\_\_\_\_\_  
(Signature - Chair, County Commissioners) (Date)

\_\_\_\_\_  
(Signature - Chair, Board of Education) (Date)