

# Needs-Based Public School Capital Fund

## 2024-25 Grant Application

**Application Deadline: September 13, 2024**

Rev. 7/30/2024

# NEEDS-BASED PUBLIC SCHOOL CAPITAL FUND      FY2024-25 GRANT APPLICATION

## PROGRAM CRITERIA

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

### BACKGROUND

The Needs-Based Public School Capital Fund was established to assist counties with their critical public school building capital needs. Grants from the NBPSCF are funded with revenue from the NC Education Lottery. Grant funds are available to eligible counties for construction of new school buildings and additions, repairs, and renovations of existing school facilities.

### APPLICATION TIMELINE

- Guidance Issued                      July 30, 2024
- Application Opens                    August 1, 2024
- Application Deadline                September 13, 2024

### ELIGIBILITY

Counties with an adjusted market value of taxable real property of less than \$40 billion are eligible to apply for a grant under the NBPSCF program. The list of eligible counties is published by DPI annually prior to the NBPSCF application period. The list of eligible counties for FY2024-25 is available here: [FY24-25 Eligibility](#)

Grant funds must be used only for construction of new school buildings and additions, repairs, and renovations. Grant funds cannot be used for real property acquisition or for capital improvements to administrative buildings.

### PROGRAM FUNDING

Funding appropriated for NBPSCF Grant awards exceeds \$258 million for FY2024-25.

### MATCHING FUNDS

Counties receiving a grant are required to provide local matching funds from county funds, other non-state funds, or a combination of these sources, in accordance with G.S. 115C-546.11.(a). Local matching fund requirements range from 0% to 35% of the grant amount, and are published by DPI annually prior to the NBPSCF application period. The local match requirement applicable to the project is the published local match requirement in effect at the time of the grant award. Local matching requirements for FY2024-25 grant applicants are available here: [FY24-25 Local Matching Requirements](#)

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**MAXIMUM AWARD** Grant award maximums are as follows:

- Up to \$42 million for an Elementary School
- Up to \$52 million for a Middle School
- Up to \$62 million for a High School

An applicant may not apply for projects that exceed an aggregate amount greater than the maximum grant award amounts listed above in any single year.

Applications will be reviewed in the context of projected enrollment to evaluate the reasonableness of project size and scope.

## REPORTING

Grant recipients are required to submit a report by April 1 of 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.

## 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 G.S. 115C-546.12.(a). DPI will provide grant recipients with Agreement Forms following announcement of awards. Signed Agreements are due within 60 days of award announcement.

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## EVALUATION

Applications are evaluated on critical needs, budget detail, and the following criteria per G.S. 115C-546.10.:

Prioritization	Definition/Calculation/Data Source
Tier Designation	Counties designated as development tier one areas. (NC Department of Commerce, 2024 NC Development Tier Designations)
Ability to Generate Tax Revenue	Total revenue generated by a one-cent per \$100 valuation increase in the county property tax rate. (NC State Treasurer, Analysis of Debt of North Carolina Counties 6-30-2023)
Ratio of Debt to Tax Revenue	<u>Debt</u> : Sum of County Debt from [General Obligation Bonds, Installment Purchase Debt, Special Obligation Bonds, QZABs and QSCBs, Certificates of Participation] (NC State Treasurer, Analysis of Debt of North Carolina Counties 6-30-2023)  <u>Revenue</u> : Sum of County Revenues from Property Taxes, Other Taxes, and Sales Tax, FY 2022-23 (NC DOR, Statistical Abstract of North Carolina Taxes 2023, Advance Edition)
Critical Deficiency	The extent to which a project will address critical deficiencies in adequately serving the current and future student population.
Facility Construction	Projects with new construction or complete renovation of existing facilities.
Facility Replacement	Projects that will consolidate two or more schools into one new facility.
Applicant Status	Counties that have not received a grant in the previous three years.

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## CONTACT INFORMATION

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: \_\_\_\_\_

## APPLICATION SUBMITTAL

Submit completed applications and supporting materials by Friday, September 13, 2024, via email to:

Nathan Maune | School Facilities Director | 984-236-2919 | [SchoolPlanning-NBPSCF@dpi.nc.gov](mailto:SchoolPlanning-NBPSCF@dpi.nc.gov)

## SUBMITTAL CHECKLIST – SUBMIT ALL FILES IN PDF FORMAT

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

NEEDS-BASED PUBLIC SCHOOL CAPITAL FUND      FY2024-25 GRANT APPLICATION

PROJECT INFORMATION

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

Project Title:

\_\_\_\_\_

Location:

\_\_\_\_\_

Type of Facility:

\_\_\_\_\_

Short Description of Proposed School Construction Project:

\_\_\_\_\_

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\_\_\_\_\_

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\_\_\_\_\_

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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)*

# NEEDS-BASED PUBLIC SCHOOL CAPITAL FUND      FY2024-25 GRANT APPLICATION

## PROJECT INFORMATION

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

Was this project identified in the 5-year plan in the 2020-21 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: \_\_\_\_\_

Planned Start Date of Construction\*: \_\_\_\_\_

Planned Completion Date of Construction: \_\_\_\_\_

\*Construction must begin within 24 months of grant award under G.S. 115C-546.12.(b) .

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PROJECT BUDGET Date: \_\_\_\_\_

Total NBPSCF Grant funding requested for this project: \_\_\_\_\_

Minimum NBPSCF Grant funding for project to proceed (optional): \_\_\_\_\_

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

\*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 Planned Expenditures	2023-24 or earlier	2024-25	2025-26	2026-27 or later	Total
Local Matching Funds	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
Requested NBPSCF Grant Funds*	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
Total Estimated Expenditures by Fiscal Year	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____

\*Total requested grant funding cannot exceed maximum allowed under G.S. 115C-546.11.(c) .



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## ADDITIONAL DOCUMENTATION

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

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 design review is required. Design documents must be submitted at appropriate intervals during design – SD, DD, and CD. 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 must include the form at: <https://www.dpi.nc.gov/documents/schoolplanning/project-submittal-form/download>
- 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://www.dpi.nc.gov/documents/schoolplanning/facility-design-guidelines/download>
- DPI School Science Facility Requirements can be found at: <https://www.dpi.nc.gov/documents/schoolplanning/science-facilities-planner/download>  
<https://www.dpi.nc.gov/documents/schoolplanning/science-safety-checklist/download>
- For projects involving the closing of an existing school, the LEA must follow these procedures: <https://www.dpi.nc.gov/documents/schoolplanning/school-closing-procedure/download>
- For projects involving the demolition of an existing school building, the LEA must follow the closing procedure noted above and must submit a Feasibility and Cost Analysis: <https://www.dpi.nc.gov/documents/schoolplanning/costfeas-1/download>
- DPI Lottery Capital Funding FAQ can be found at: <https://www.dpi.nc.gov/documents/schoolplanning/lottery-capital-funding-faq-document/download?attachment>

# NEEDS-BASED PUBLIC SCHOOL CAPITAL FUND      FY2024-25 GRANT APPLICATION

## ASSURANCE PAGE

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

By signing below, we assure the North Carolina Department of Public Instruction that we are officials of our respective organizations and we are authorized to submit this application on behalf of these organizations.

We certify the following:

- The information provided in this proposal is correct and complete.
- The project described in the application is within the parameters of the Needs-Based Public School Capital Fund as required in Article 38B of G.S. 115C-546, and that all of the required local funding is available and designated as a match for this project.
- All Needs-Based Public School Capital Fund grant proceeds and the required Local Matching funds will be used for the construction project described in the application.
- We will work cooperatively with the North Carolina Department of Public Instruction in monitoring and evaluating the progress of the project to meet statutory reporting requirements. We will report on project status and State and local funds expended by April 1 of each year, at the time of each distribution request, and within 90 days of project completion.
- Within 60 days of receiving a Needs-Based Public School Capital Fund grant award, we will enter into an agreement with the Department of Public Instruction detailing the use of grant funds, in accordance with G.S. 115C-546.12.(a).
- 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.
- Generally accepted fiscal control and accounting procedures will be followed to ensure proper disbursement and accounting of funds from the Needs-Based Public School Capital Fund grant proceeds and required Local Matching funds.
- All Needs-Based Public School Capital Fund grant proceeds are subject to forfeiture provisions, requiring full repayment, in accordance with G.S. 115C-546.12.(c).

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(Signature – Chair, County Commissioners)

(Date)

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(Signature – Chair, Board of Education)

(Date)