

Question	Answer
1. Incentive Grants Program Eligibility	
1a.	Please describe the Incentive Grants Program (Program)? The Program is federally funded and provides 3-year grants to charter schools to offset on-going facility costs (see Eligible Costs in Section 5).
1b.	I am a past recipient of an Incentive Grant. Can I apply again? <u>Yes</u> ; recipients who received an award <u>prior</u> to Round 13 may apply. However, current subgrantees (Rounds 13 & 14) are not eligible to apply for Round 15.
1c.	How does the Authority determine whether an Applicant meets the "site-based instruction" eligibility criteria? Authority staff will compare prior Fiscal Year Enrollment and classroom based P-2 Average Daily Attendance (ADA) reports to confirm site-based instruction. At least 80% of the instructional time offered by the charter school must be at the school site based on Program Regulations Section 10177(f).
1d.	What does good standing mean? The charter school must be in good standing with its Charter Authorizer and in compliance with the terms of its charter at the time of application submission, and without interruption throughout the term of the grant. Authority staff will seek the required verification directly from the Charter Authorizer. If the Authority is unable to obtain the requested information, the applicant will be notified regarding the deficiency. Please note: while the Authority requests subgrantees' Good Standing Letters (GSLs) on behalf of subgrantees, it is ultimately the subgrantees' responsibility to obtain the GSL. The Authority will notify subgrantees when they do not receive a response from the authorizer.
1e.	Is the school eligible if it is in default with other Authority programs? A charter school and its Charter/Management Organization, if applicable, must be in good standing with all of the programs administered by the Authority. For example, a school cannot be delinquent on their payments to the Charter School Revolving Loan Fund Program or owe back grant funds to another program administered by the Authority to receive an award under this Program.
1f.	How much funding was available for Round 14 last year? How much is available for Round 15? Round 14 awardees were awarded \$11 million in grants. The award amount available for Round 15 will be approximately \$11 million.

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<p>1g. 1) Can a school apply that is currently in its first year of operations?</p> <p>2) This is my school's first year of operation which won't be completed until June 13, 2018. Does this mean we cannot apply for the 2018-19 funding under this grant and must wait until next April to apply?</p>	<p>No; the charter school must have completed at least one school year of instructional operations at time of application before the charter school can apply per Program Regulation Section 10177(c).</p>
<p>1h. If a school does not have 55% Free and Reduced-Price Meals (FRPM), do you look at lottery preference in attendance area?</p>	<p>The 55% FRPM requirement is unrelated to Program eligibility. The FRPM is used as an evaluation criteria when scoring applications. Schools with 55% FRPM get up to 60 preference points. See Program Regulations Section 10182(a) for scoring criteria related to FRPM. However, Program Regulations Section 10177(h), does state that applicants must admit students by lottery in the event more students want to attend the school than it can accommodate to be eligible for the Program.</p>
<p>1i. If we are leasing for 30 years and are doing \$5 million in construction then we do not qualify as we are not purchasing the site. Is that correct?</p>	<p>Based on the limited information provided, the school would be eligible to apply for this grant. All of the costs listed below are eligible under this grant:</p> <p>Base Rent/Lease payments; Proposition 39 pro-rata payments; Mortgage/Debt Service payments; Purchase/acquisition, design, construction, or renovation of a facility.</p>
<p>1j. Does a school have to be a non-profit organization?</p>	<p>Yes; the charter school, charter management organization, education management organization, or any operator of a charter school must be a non-profit organization.</p>
<p>2. Application Submission</p>	
<p>2a. What if our school misses the application deadline?</p>	<p>Late applications cannot be accepted (Program Regulations Section 10180(a). All applications must be received by the Authority no later than <u>5:00 p.m. on Friday April 19, 2019.</u></p>

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<p>2b. 1) Is it necessary to submit a hardcopy of the application in addition to the online application?</p> <p>2) For the legal questionnaire included in the application, do you have a requirement for ink color?</p> <p>3) Does the wet copy have to be mailed or is a scanned copy ok?</p>	<p>Applications are available online this funding round. A link to the online application can be found on the Authority's webpage.</p> <p>Blue ink is preferable, but not required, for all signatures.</p> <p>The legal status questionnaire and certification forms contained in the online application must be signed, scanned and uploaded, <u>and</u> a hardcopy of those two documents only must be received in the Sacramento or Los Angeles office of the Authority no later than 5:00PM on Friday, April 19, 2019.</p>
<p>2c. If I am a current Subgrantee, do I need to submit an Application?</p>	<p>No; the Incentive Grants is a three year award. Current Subgrantees (Rounds 13 & 14) do not need to submit a new application in order to continue to receive grant funds during the term of their grant award.</p>
<p>2d. Are we able to submit leases, charter agreements, and other docs via USB?</p>	<p>All required documentation should be submitted through the online application. If the document(s) exceeds the 5 MB of the online application's allowable size, please contact the Authority for instructions at: IncentiveGrants@treasurer.ca.gov or call (916) 651-7710.</p>

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2e. Does the application need to be approved by our board before sending it in or can it be ratified during our May meeting?	The school's board does not need to ratify the application submission. If a school receives an award, the school's board will be required to approve acceptance of the grant in a board meeting. A copy of the board resolution will be required before a grant agreement can be executed.
3. Preference Points	
3a. How are Low-Income Preference points determined? (Up to 60 points)	<p>The low-income preference points will be based on the charter school's current Free and Reduced Price Meals (FRPM) percentage, as provided by the California Department of Education (CDE). Points shall be assigned on a sliding scale (see Program Regulations Section 10182 (a)).</p> <p>If there is an error in the percentage reported for your charter school or current information is not available, you will be responsible for contacting CDE to correct their records prior to receiving any points in this category.</p>
3b. Can we rely on our attendance area elementary school's FRPM data to qualify for FRPM preference points?	No, the Applicant cannot rely on another school's FRPM data.
3c. How are Overcrowded Preference points determined? (10 Points)	<p>Charter schools physically located within the driving distance of any public school eligible for either (1) Overcrowding Relief Grant or (2) Critically Overcrowded School Grant will receive Overcrowded Preference points.</p> <p>The Applicant's driving distance from the overcrowded public school will be determined by the Locale Code assigned by U.S. Department of Education (see National Center for Education Statistics (NCES) website) https://nces.ed.gov/</p> <p>City/Urban: 3 miles (from public school) Suburban: 10 Miles (from public school) Town/Rural: 15 Miles (from public school)</p> <p>Note: If no data is available on the NCES website for the applicant charter school, no points will be awarded under this category.</p>

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3d. How are Nonprofit Entity Preference points determined? (20 Points)	The school or entity operating the charter school must meet the definition of a non-profit entity. A charter school's non-profit status can be documented by either a 501(c)(3) letter from the Internal Revenue Service or verification from the California Secretary of State that reflects its non-profit status.
3e. How are First-Time Award Preference points determined? (20 Points)	The charter school has not previously received an executed grant under the State Charter School Facilities Incentive Grants Program. Even if a charter school received an award in a previous funding round, but did not draw down any funds, the school will be considered to have received an award and will receive 0 points under this category. However, if the school received a grant award but the grant was never executed they will be considered a first-time awardee.
3f. How will Student Performance and Student Choice be calculated with the state's change to Common Core?	<p><i>Student performance:</i> 20 preference points will be awarded if 60% of the charter school's students meet or exceed either the Smarter Balanced Assessment – English Language Arts/Literacy standard <u>or</u> the Smarter Balanced Assessment – Mathematics standard. Preference points will be based on data provided by the CDE.</p> <p><i>School Choice:</i> If the charter school is providing a school choice option in a community of greatest need, it may receive up to 20 points through the following two options: the charter school may receive 10 points pursuant to subsection (e)(1) and 10 preference points pursuant to subsection (e)(2), to the extent data is available from CDE for all grades and a minimum of 50% of the same grade levels assessed has been met.</p>

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3g. What is the minimum number of preference points required to receive an award?	In last year's funding round, grants were awarded to schools receiving 108 preference points or higher.
3h. Is there a way to check if the school qualifies for overcrowding or school choice preference points?	Once the applicable data is available on the California Department of Education's website, a school could compare the data to the formula listed in Incentive Grants Program regulations Section 10182(d) and (e) and potentially determine if the school would qualify for the preference points. Likewise, a school could utilize the U.S. Department of Education's National Center for Education Statistics' webpage and compare the information to program regulations section 10182(b). However, the Authority would encourage the school to apply and let Authority staff provide the calculations for the school.
4. Maximum Grant Awards	
4a. How is the award calculated for applicants requesting: <ul style="list-style-type: none"> • Base Rent/Lease • Prop 39 • Mortgage/Debt Service 	Annual grant awards are calculated based on the lesser-of-the-three calculation: <ul style="list-style-type: none"> • Current Enrollment multiplied by \$750; or • 75% of the school's annual facility cost; or • \$250,000 Example: Enrollment: $121 \times \$750.00 = \$90,750$ Lease: $\$125,000.00 \times 75\% = \$93,750$ \$250,000 Cap The Annual award is \$90,750 (lesser-of-the-three calculation) TOTAL AWARD: Annual award x 3-years = \$272,250
4b. How is the award calculated for applicants requesting: <ul style="list-style-type: none"> • Purchase/Acquisition • Design • New Construction 	Annual grant awards are calculated based on the lesser-of-the-three calculation: <ul style="list-style-type: none"> • Current Enrollment multiplied by \$1,000; or • 75% of the Project cost/ 3-years; or • \$500,000 Example:

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<ul style="list-style-type: none"> • Renovation 	Enrollment: $121 \times \$1,000.00 = \$121,000$ Purchase: $(\$2,500,000 \div 3) \times 75\% = \$625,000$ \$500,000 Cap The Annual award is \$121,500 (lesser-of-the-three calculation) TOTAL AWARD: Annual award x 3-years = \$363,000
4c. How does the Authority determine an Applicant's enrollment?	The Authority shall review current year enrollment as reported by the California Department of Education (CDE). If current year data is not available, prior year enrollment will be used (Program Regulations Section 10179(a)(1).)

Question	Answer
4d. Per pupil enrolled on Census Day or per pupil ADA?	ADA is not utilized for calculations under this Program. The Authority reviews enrollment as reported by the California Department of Education (CDE) in October of each year (census day). If current year data is not available prior year enrollment will be used (Program Regulations Section 10179(a)(1)).
4e. Per pupil means enrollment, correct? vs. ADA? Is that based on enrollment in 17/18 SY or 18/19 SY? Or varies by year? What happens if enrollment drops or grows within the grant period?	Per pupil generally means enrollment. ADA is not utilized for calculations under this Program. The Authority reviews enrollment as reported by the California Department of Education (CDE) in October of each year (census day). If current year data is not available, prior year enrollment will be used (Program Regulations Section 10179(a)(1)). Program Regulations Section 10187(h) requires Subgrantees to notify the Authority within 30 days of any material changes to the charter school's enrollment. In addition, as part of the semi-annual eligibility certification process (see question 6a), annual enrollment, as reported by CALPADS or CBEDS must be reported to the Authority. Increases in enrollment have no impact on the award. However decreases in enrollment will result in a reduced award and an amended grant agreement.
5. Eligible Costs	
5a. What costs are eligible for reimbursement?	The following items are eligible costs for reimbursement:
	<ul style="list-style-type: none"> Base Rent/Lease payments Proposition 39 pro-rata payments Mortgage/Debt Service payments Purchase/acquisition, design, construction, or renovation of a facility
5b. What is the difference between new construction and renovation?	New Construction: (1) construction of a new facility; or (2) modifying/extending/remodeling a structure that is not currently being used as a school site, for the purposes of developing educational facilities. Renovation: modifying/extending/remodeling the structure of an existing school facility.
5c. Will schools that receive funding through this Program for construction or renovation projects be required to comply with Davis-Bacon prevailing wage levels?	<p>Yes; the Davis-Bacon Act requires that any federally funded or assisted construction project pay prevailing wages to laborers (if the contract exceeds \$2,000). This is required even when the grant is not paying for the entire project.</p> <p>The "project" under this Program will refer to the project description submitted at time of application and approved by the Authority's Board.</p>

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5d. Since architects are not subject to Davis-Bacon does the design contract need to have the Davis-Bacon clause in it?	No; architects, engineers, inspectors, and timekeepers as well as bona fide executive, administrative, and professional employees, as defined by the Fair Labor Standards Act (FLSA), are not subject to the prevailing wage requirements. Please note that if the contract employs any laborer, etc. as defined by the FLSA, the entire contract must contain Davis-Bacon requirements.
5e. Will charter schools that receive these federal funds for a construction project be required to comply with federal requirements, such as the National Environmental Protection Act (NEPA)?	For the purposes of this grant Program, all charter schools that receive an award of grant funds will be required to meet all applicable federal, state, and local health and safety requirements.
5f. What information is required for applicants requesting an award for construction, renovation, or purchase costs?	<p>To meet the federal guidelines, eligible projects need to directly benefit the students and be related to the classroom facility. Applications for funding will need to include:</p> <ul style="list-style-type: none"> • A description of the construction or purchase project including a line-item breakdown of the anticipated costs, and; • A description of how the project will directly benefit the students.
5g. What if I'm not starting construction until next year?	<p>Subgrantees that receive an award for purchase, construction, or renovation must provide verification that the approved project has been initiated within one-year of the award date.</p> <p>A minimum of one-third of the total grant must be drawn down annually or will revert to the Authority.</p>
5h. 1) Can I get early construction / planning costs? 2) If debt is already incurred and being paid is our school still eligible?	Design and planning costs are eligible but this is a reimbursement program. No advances will be authorized. In addition, the Program will not reimburse any costs incurred prior to the grant award date. This includes debt already incurred unless it is specifically related to debt service payments.
5i. Are Charter School Facilities Program (CSFP) costs eligible?	Per Program Regulations Section 10178(e) grant funds may not be used to: 1) supplement any project funded through the Charter School Facilities Program; 2) make Charter School Facilities Program payments to the State; or 3) satisfy a Charter School Facilities Program recipient's local matching share.

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5j. When the program refers to renovations, does this include tenant improvements?	Tenant improvements may be an eligible cost under the Program provided that those improvements are paid for by the Subgrantee, not the landlord. When considering renovations, it is also important to keep in mind that a school may not receive renovation costs under the Program for a site for which it is also receiving lease costs under the SB740 Program.

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5k. When the program requires project to relate to the "classroom facility" does this include projects such as remodeling bathrooms and retrofitting front doors with updated security hardware?	Yes; renovations and improvements to the overall facility that are to the benefit of or support the provision of educational services to students are eligible under the Program. This includes projects such as renovation of restroom facilities, installation and maintenance of signage and fencing, and resurfacing and painting of parking lots among other things.
5l. 1) Can a school be reimbursed for more than one-third of it's total award in a year? 2) Following the requirement to draw down one-third of renovation awards each year, can we spend more than one-third in a year?	Yes; a <i>minimum</i> of one-third of the total grant must be drawn down annually, however schools may be reimbursed for up to their total award in a single year.
5m. 1) Can a charter school choose multiple eligible costs? 2) Can our school apply this grant for a project that includes both renovations of our facility and construction of a modular classroom? Or can our application only be for one: construction OR renovation?	No; Program Regulations Section 10178(a) requires Applicants to choose between either: 1) base rent, lease, mortgage, debt service, or Proposition 39 pro-rata payments for existing or new facilities; OR 2) purchase, acquisition, design, construction, or renovation of a facility. However, within these two options, Applicants may choose multiple eligible costs. For example, an Applicant MAY lease multiple sites or may both purchase and renovate a modular classroom. An Applicant MAY NOT request reimbursement for both lease costs and renovation, for example.
5n. If the school's facilities agreement for the district facility is outside of Prop 39, can that agreement be submitted?	Yes; that lease would be eligible for reimbursement if awarded a grant.
6. Continuing Eligibility Requirements	
6a. Are there any continuing eligibility requirements for schools that are awarded grants under the Program?	Yes; subgrantees must re-certify eligibility twice annually in February and August. Failure to do so will result in the loss of grant funds and can result in the award being rescinded per Program Regulation Section 10188(H).

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6b. Will charter schools that receive these federal funds be required to comply with any audit requirements?	Subgrantees that receive more than \$750,000 in federal funds in any year, in combination through this Program and with any other federal funding program, will be required to conduct an audit as required by OMB Uniform Guidance (formerly A-133). Additionally, schools that receive a grant award must be actively registered with the U.S. System for Award Management (SAM) and have an active DUNS number (Dunn and Bradstreet number).

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7. Supplant/Supplement	
7a.	Are charter schools eligible to apply for funding from both the Charter School Facility Grant Program (SB 740) and this Program?
7b.	What if SB740 does not cover up to 75% of the lease costs. Would we still be able to apply for both programs?
7c.	If a school applies for remodel/renovation costs under SB740 and this Program can it receive funding under both Programs?
8. Miscellaneous Questions	
8a.	Will this webinar (recorded) be made available? If so, what will the link be?
8b.	Which Proposition 39 program is referred to on the overview slide? The energy program or the charter school facilities from districts program?
8c.	What happens if I can't finish the online application in one session?

Question	Answer
8d. When the online application asks for costs, do I enter my actual costs or only 75% of my costs?	Please enter the full 100% of the costs you are claiming. Authority staff will calculate your eligible costs.
8e. Is the funding source for this program from Prop. 51?	No; the funding for this grant is federal funding (CFDA#84.282D).
8f. Can a newly approved charter (opening Fall 2019) apply for SB740 funds?	Yes; Program Regulations Section 10170.(c) details the requirements under the SB740 program. A webinar specific to SB740 will be conducted on May 15, 2019 at 10:00AM.
8g. Where can I find the Program regulations?	To view the full text please click on the link below:
	Program Regulations