

Needs-Based Public School Capital Fund

2023-24 Grant Application

Application Deadline: January 5, 2024

Rev. 11/13/2022

NEEDS-BASED PUBLIC SCHOOL CAPITAL FUND FY2023-24 GRANT APPLICATION

PROGRAM CRITERIA

Date: 11/20/23

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, 2023 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 6-30-2022)
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 6-30-2022) <u>Revenue</u> : Sum of County Revenues from Property Taxes, Other Taxes, and Sales Tax, FY 2021-22 (NC DOR, Statistical Abstract of North Carolina Taxes 2022, 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: 11/20/23

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

County: Jackson

Primary Contact: Darlene Fox

Title: CFO / Acting County Manager

Address: 401 Grandstaff Cove Rd, Sylva NC, 28779

Phone: 828-586-4055

email: darlenefox@jacksonnc.org

School Unit: Jackson County Public Schools

Primary Contact: Jake Buchanan

Title: Deputy Superintendent

Address: 398 Hospital Dr. Sylva NC, 28779

Phone: 828-506-5733

email: jbuchanan@jcpsmail.org

APPLICATION SUBMITTAL

Submit completed applications and supporting materials by Friday, January 5, 2024, via email to:

Nathan Maune | School Planning Section Chief | 984-236-2919 | nathan.maune@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 FY2023-24 GRANT APPLICATION

PROJECT INFORMATION

Date: 11/20/23

Project Title:

Fairview Cafeteria and Classroom

Location:

Fairview Elementary School

Type of Facility:

New building with classroom and kitchen/lunchroom (16,000 sq ft)

Short Description of Proposed School Construction Project:

Please see attached document

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

Please see attached document

(please attach additional information as necessary)

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PROJECT INFORMATION

Date: 11/20/23

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:
Please see attached document

Will this project replace any existing facilities? YES NO

If YES, which school(s): _____

How many students will be served by this project? 744

Has Advanced Planning been done for this project? YES NO
Conceptual designs are being done by Clarke Nexsen

Have Construction Documents been completed for this project? YES NO

Anticipated or Actual Bid Date: July 15, 2024

Planned Start Date of Construction*: Sept 1, 2024

Planned Completion Date of Construction: March 30, 2027

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

NEEDS-BASED PUBLIC SCHOOL CAPITAL FUND FY2023-24 GRANT APPLICATION

PROJECT BUDGET

Date: 11/20/23

Total NBPSCF Grant funding requested for this project: \$12,805,006

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

Estimated Project Costs	Local (non-State)	NBPSCF Grant Funds	Total
Planning	\$ <u>1,046,826</u>	\$ <u>0</u>	\$ <u>1,046,826</u>
Construction	\$ <u>280,321</u>	\$ <u>12,805,006</u>	\$ <u>13,085,327</u>
Other Costs*	\$ <u>935,559</u>	\$ <u>0</u>	\$ <u>932,559</u>
Total	\$ <u>2,259,707</u>	\$ <u>12,805,006</u>	\$ <u>15,064,713</u>

*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:

Article 40,41 and 46 sales tax

Have any of the Local Matching Funds been expended at the time of application?

YES NO

If YES, provide amount expended: 37,230

If YES, provide description of work: Conceptual Design Work - Clarke Nexsen

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

Total Planned Expenditures	2022-23 or earlier	2023-24	2024-25	2025-26 or later	Total
Local Matching Funds	0	37,230	466,279	746,600	2,259,707
	\$	\$	\$	\$	\$
Requested NBPSCF Grant Funds*	0	0	9,290,583	3,794,744	12,805,006
	\$	\$	\$	\$	\$
Total Estimated Expenditures by Fiscal Year	0	37,230	9,756,862	4,541,344	15,064,713
	\$	\$	\$	\$	\$

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

ADDITIONAL DOCUMENTATIONDate: 11/20/23

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 FY2023-24 GRANT APPLICATION

ASSURANCE PAGE

Date: 11/20/23

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).

(Signature – Chair, County Commissioners)

(Date)

(Signature – Chair, Board of Education)

(Date)

Short Description of Proposed School Construction Project

This project aims to improve upon the deficiencies in three areas at Fairview Elementary School, a K-8 that serves 744 students. First, to provide adequate lunchroom space for students to comfortably eat breakfast and lunch at a reasonable time of day. Second, to provide classroom space for the 6th-grade students at the school. Third, provide adequate kitchen space for staff to produce breakfast and lunch. This project, if funded, would provide 8000 square feet for kitchen and lunchroom space and 8000 square feet for 6th-grade classroom space.

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

Fairview is a K-8 school in Jackson County with a unique setup based on the open classroom concept from the 1970s. The main building consists of 6 different "pods"--round buildings connected by hallways. Each pod is an open round space divided into separate classroom spaces by furniture such as bookshelves or cabinets. Three of these buildings contain seven classrooms each. The fourth building houses eight 5th and 6th-grade classrooms. One building/pod serves as our media center, and the last building has multiple offices and a common area for students. While the school was constructed as an open classroom design concept, research and best practice have moved away from this concept. As a result, it is even more challenging for middle school students. In addition, middle school students from Fairview are at a disadvantage to their peers at other schools because the 6th grade is still following a K-5 model and not preparing students for the transition to high school until 7th and 8th grade.

The school is struggling with a lack of space, especially in our cafeteria, which is very small and can only accommodate three grade levels at a time. The kitchen and dining area come to 4000 square feet. For a school with this enrollment, the kitchen should be 2,208 square feet, and the dining area should be 3,967. Because of the deficiencies in space, the school starts feeding students at 10:30 a.m. and does not finish serving until 1:00 p.m. Two grade levels aren't able to eat in the cafeteria at all and must eat in their classrooms. With the number of students in each building, teachers struggle to keep the noise level contained, and there is no space for students to spread out during instruction. In addition, grade levels are split among buildings, making collaboration and team planning more difficult. Due to limited office space, our support positions are in office areas in the middle of the pods or buildings, which makes it difficult for movement in the building. Currently, half of our enrichment teachers do not have their own classrooms, requiring them to push into other classrooms to provide instruction. As a result,

many teachers don't have planning in their classrooms because students stay in the class during these planning blocks.

Building a new cafeteria with additional classroom space would help the school address all these issues by opening enough classroom space to house one grade per pod with room to spare for support staff. In addition, this will establish a shared space for group activities, provide a space for our interventionists to work, and create additional room for enrichment teachers.

The kitchen space is not only too small by NCDPI guidelines; the layout does not match current industry standards. These insufficiencies include:

- The manager's office is 6 ft. X 6 ft. The office is also very distant from the kitchen.
- There is only one hand sink in the entire kitchen.
- The walk-in cooler and freezer are outside. Anytime the staff needs anything they must leave the building to get it.
- There is no division between the kitchen and cafeteria. This is a potential danger for staff and students.
- There is not enough space for additional equipment such as a reach-in cooler, freezer, and warmer.
- The dish room is tiny, and the drainboard only holds two racks. We have been using styrofoam trays and are unable to have real trays because there is not enough space to hold them.
- The prep area is practically in the dish room.
- There is no space near the point of sale to sell a la carte items.
- There is not enough storage for dry goods and paper products. The student nutrition department recently purchased a shed so they can store paper products; staff must go outside to get anything they need.
- There are limited electrical capabilities which make upgrades and equipment replacement more difficult or impossible.
- There is limited drainage, and there is not a floor drain for the braising pan
- The kitchen/cafeteria facilities are not well insulated. As a result, the water freezes in the mop room in the winter. We also get unwanted rodents due to a lack of insulation.
- The kitchen needs energy upgrades; it is not energy efficient.

Why not in 5 year Plan

For the past ten years, the school system's primary concern has been failing roofs and HVAC systems on all of our seven campuses. This has been reflected in the capital request to the Jackson County Commissioners, and the Facility Needs Surveys for NCDPI. Fortunately, JCPS and the Jackson County Board of Commissioners could secure a QSAB loan for \$10 million to address the failing roof and HVAC needs. After three years of projects, we are happy to report that our roofs and HVAC are up to the needed standards. Since completing those projects, the district has now focused on other capital improvement needs. This is why this project has not appeared on the Facility Needs Survey for the past ten years.



This picture show how crowded the cafeteria is due to its size and the number of students who need to be served each day. Please take note of how close each of the tables are to each other.



This picture show the only inside dry storage for the kitchen.



This picture shows a fifth and a sixth grade classroom separated by bookshelves and filing cabinets.