

Subject: Notification of Intent to File *Application for Charter School Preliminary Apportionment (Form SAB 50-09)* with Office of Public School Construction for the Charter School Facilities Program for **Rehabilitation Funding**

Dear:

I am writing to notify the superintendent of **ABC School District** and its governing board of education that **123 Charter Schools** intends to file an application for rehabilitation funding for its **Number One Elementary Charter School** with the Office of Public School Construction (OPSC) under the Charter School Facilities Program (CSFP) as provided under Article 12, Chapter 12.5, Part 10, Division 1, Title 2, commencing with Section 17078.50, et seq., of the Education Code (EC).

Per EC 17078.53 and School Facility Program (SFP) Regulation Section 1859.162, **123 Charter Schools** is required to notify the district superintendent and governing board of education of the school district, in which a charter school project will be located and that serves the same grade level as the charter school, and that owns the site of the prospective project, at least (30) days prior to submittal of an *Application for Charter School Preliminary Apportionment* (Form SAB 50-09) to OPSC. Applications may be submitted beginning **February 6, 2017 and ending at 5:00 p.m. on June 5, 2017**. **123 Charter Schools** intends to file a Form SAB 50-09 for rehabilitation funding for its **Number One Elementary Charter School**. This project is located at the district owned **School Name** site.

Per SFP Regulation Section 1859.163.4, as part of the application process for a CSFP rehabilitation preliminary apportionment, the application must include an agreement between the school district and the charter school for the use of the facilities to be rehabilitated. The agreement must be approved prior to the submittal of the application and must have been discussed and approved at the school district board meeting. Therefore, I respectfully request that **ABC School District** begin this process with **123 Charter Schools** if not already completed.

If you have any questions or require additional information about this notification of intent to file, please contact **charter representative name** at **charter representative phone number**, or **charter representative email address**. You may also contact Erin Cunneen at OPSC at (916) 375-4741, or erin.cunneen@dgs.ca.gov.

Sincerely,

Charter Representative Signature