

## **APPENDIX 14: Minor Facility Repair Plan (OPTIONAL)**

Provide a request and justification for CSP funds that will be utilized to complete necessary renovations/repairs to the school in support of implementation activities. The request must a minimum clearly outline the specific renovation/repair, the rationale to demonstrate the funding is critical to support the charter school and an analysis of state/local revenue is insufficient to complete the necessary renovation/repair.

**Background:** Under guidelines from ESSA (ESEA § 4303 (h)(3)), charter schools can apply to repurpose a percentage of their monies from their CSP grant for the purpose of minor facility repairs and other necessary renovations.

### **Determining what constitutes a “Minor Renovations/Repair Request”**

Minor facility repairs and necessary renovations cannot add to the permanent value of the property nor significantly prolong its intended life, but rather, keep it in efficient operating condition. In addition, under this program:

1. Total annual expenses on facilities are not to exceed 10% of the annual grant award.
2. The goals of the grant are clearly met and not compromised based on expenditures made related to facility repairs.

Examples Include: Repairing a leak in the roof, replacing/repairing a leaky window, and repairing a furnace or air conditioning unit.

**Instructions:** Applicants are required to complete this form if their application proposes that CSP grant funds be used to make minor facility repairs. Fill in the information below as it applies to your request.

<b>School Name:</b>	
<b>School Facility Contact Name:</b> (Name, Phone and Email)	
<b>Effective Dates of Plan:</b>	

### **RATIONALE FOR EXPENSES**

**Identify any minor facilities repairs and budgeted amounts for each.**

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**Explain why these repairs are considered “minor repairs”.**

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**Identify where these repairs are specified in your project goals and project budget spreadsheet.**

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**Explain why these renovations are “necessary” (note: To be considered a “necessary renovation,” the applicant must provide a citation to statute and/or regulation that demonstrates that the renovation is required).**

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***Be sure to modify your project budget spreadsheet.***

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### **Assurances (please initial before sending)**

- ☐ Charter school acknowledges that any minor facility repairs and any other renovations will be necessary to ensure compliance with applicable statutes and regulations.
- ☐ Charter school acknowledges that any minor facility repairs paid for through CSP funds must be reviewed and approved by the League before funds related to the activity will be released.
- ☐ Charter school acknowledges that expenses are only for minor facility repairs that are non- sustained/one-time associated costs.