

McMullen, Carla M.

From: Charter Schools <CharterSchools@FLDOE.ORG>
Sent: Tuesday, September 27, 2011 3:59 PM
To: CHARTER-SCHOOL-DISTRICTS-L@LSERV.FLDOE.ORG
Subject: Distribution of Charter School Capital Outlay Funds for Fiscal Year 2011-12
Attachments: 2011-12 Charter_School_Capital_Outlay_Funds Memorandum.pdf

September 27, 2011

MEMORANDUM

TO: School District Finance Officers and Charter School Contacts

FROM: Thomas Inserra

SUBJECT: Distribution of Charter School Capital Outlay Funds for Fiscal Year 2011-12

Specific Appropriation 15A, Chapter 2011-69, Laws of Florida, provides \$55,209,106 to eligible charter schools for certain capital outlay purposes. Section 1013.62, Florida Statutes, establishes eligibility criteria, provides permissible expenditures, and permits the Commissioner of Education to establish procedures for submitting and approving requests for these funds. The attachments to this memorandum list the eligibility criteria and permissible expenditures. The remainder of this memorandum addresses the verification of eligibility and related procedures.

Verification of eligibility is required to receive an initial and continuing allocation of capital outlay funds. This verification is achieved by the Capital Outlay Plan. Beginning with Fiscal Year 2011-12, submission of the Capital Outlay Plan is accomplished online at <https://www.floridaschoolchoice.org>. Sponsors and charter schools will use the same logon credentials as required for the completion and submission of the annual accountability report. After a charter school has completed the online Capital Outlay Plan, the sponsor will review the view-only school content and may provide comments. Upon completion of the sponsor review, the Department will review the Capital Outlay Plan and make the final determination of eligibility.

The deadline for a charter school to submit its component of the online Capital Outlay Plan is **October 28, 2011**. The deadline for a sponsor to review and provide the final submission is **November 30, 2011**.

Distributions are transferred monthly to charter school sponsors. The first allocation of charter school capital outlay funding for Fiscal Year 2011-12 was disbursed to sponsors via electronic funds transfer on July 21, 2011. Distributions occur on the fourth Thursday of each month thereafter, except for November, which will be the fourth Wednesday. Sponsors are to remit the funds to charter schools within 10 days of receipt as provided by Section 1002.33(17)(e), Florida Statutes.

Charter school allocations are recalculated during the fiscal year to reflect revised student membership data; therefore, monthly allocations may vary. Recalculations are prompted by updated student membership data pursuant to the second and third enrollment surveys and reflections of closed charter schools and/or the addition of newly eligible charter schools. Until receipt of the results of the second enrollment survey, allocations of charter school capital outlay funds are based on the final enrollment data of the previous fiscal year (i.e., Fiscal Year 2010-11). April 13, 2012, is the last day for which amendments to enrollment survey data and the inclusion of newly-eligible schools are considered. Fluctuations in funding throughout Fiscal Year 2011-12 are

adjusted when the Office of Educational Facilities conducts the final charter school calculations toward the end of the fiscal year. The final calculations ensure each school receives its actual entitlement of funds for the year.

When a charter school is non-renewed or terminated, any unencumbered funds and all equipment and property purchased with public funds shall revert to the ownership of the sponsor, as provided in Section 1002.33(8)(e) and (f), Florida Statutes. If there are additional local issues such as the shared use of facilities or partial ownership of facilities or property, these issues shall be agreed to in the charter contract prior to the expenditure of funds.

Please contact the Office of Educational Facilities with questions concerning the allocation of capital outlay funding at (850) 245-0945, or by e-mail at chartercapital@fldoe.org. For questions concerning the online Capital Outlay Plan, please contact the Office of Independent Education and Parental Choice at (850) 245-0502, or by e-mail at charterschools@fldoe.org.