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Gary Chartrand
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MEMORANDUM

DATE: June 15, 2018

TO: District School Finance Officers
District School Charter School Contacts
Charter School Administrators

FROM: Suzanne Pridgeon 

SUBJECT: **Distribution of Charter School Capital Outlay Funds for 2018-19 Fiscal Year**

Section 1013.62, Florida Statutes (F.S.), establishes eligibility criteria for charter school capital outlay funding, specifies the purposes for which charter school capital outlay funds may be expended and directs the Commissioner of Education to establish procedures for the submission and approval of charter school capital outlay plans.

Charter school capital outlay plans must be submitted to the Florida Department of Education online by July 1, 2018, and each sponsoring district must review and recommend its charter schools' plans by July 23, 2018. The commissioner will make the final determination of eligibility following receipt of capital outlay plans and district recommendations. The online application allows sponsoring districts to view a charter school's plan and provide comments that will be considered by the commissioner in determining eligibility. In the event that additional information becomes known during the 2018-19 fiscal year that may affect a charter school's eligibility, the affected district and charter school are required to forward such information to the commissioner.

Each charter school is required to submit its capital outlay plan online at <http://app4.fldoe.org/csa/>. Please use the same login credentials as required for the completion and submission of the charter school annual accountability report.

The 2018-19 appropriation for charter school capital outlay is \$145,286,200, pursuant to Specific Appropriation 21, Chapter 2018-9, Laws of Florida. Attached are two lists: the 2018-19 eligibility criteria and the authorized uses of charter school capital outlay funds.

Charter school sponsors will receive two distributions in August 2018 and a monthly distribution thereafter. Monthly distributions are made via electronic fund transfers occurring on the fourth Thursday of each month, except for November, when the distribution will be on the fourth

Linda Champion
Deputy Commissioner, Finance and Operations

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Wednesday. Distributions will vary, as allocations are recalculated during the fiscal year to reflect revised student enrollment data and charter school eligibility. Sponsoring school districts must distribute the funds to charter schools within 10 working days of receipt, pursuant to section 1002.33(17)(e), F.S.

When a charter school is not renewed or is terminated, the school shall be dissolved under the provisions of law under which it was organized. Any unencumbered public funds from the charter school, except for capital outlay funds and federal Charter School Program (CSP) grant funds, shall revert to the sponsor. Capital outlay funds provided pursuant to section 1013.62, F.S., and CSP grant funds that are unencumbered shall revert to the Florida Department of Education. All equipment and property purchased with public funds shall revert to the sponsor, pursuant to section 1002.33(8)(d), F.S. Additional property ownership arrangements, such as the shared use of facilities or partial ownership of facilities or property, shall be agreed to in the charter contract prior to the expenditure of funds.

If you have questions about the allocation of capital outlay funding, please contact the Fixed Capital Outlay Office at 850-245-9245 or askFCO@fldoe.org. If a charter school does not have login credentials or has other questions concerning the submission of its online capital outlay plan, please contact LaCrest Reed in the Office of K-12 School Choice at 850-245-0502 or LaCrest.Reed@fldoe.org.

SP/gj

Attachments

cc: Adam Miller
Adam Emerson
Gina Jones
LaCrest Reed