

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 **(Enter Name of District)** and its governing board of education that **(Enter Legal Name of Applicant)** intends to file an application for rehabilitation funding for its **(Enter Name of 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, **(Enter Legal Name of Applicant)** 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 that will be housed in the charter school project, and that owns the site of the prospective project, of its intent to apply 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 July 3, 2025, and ending on October 30, 2025. **(Enter Legal Name of Applicant)** intends to file a Form SAB 50-09 for rehabilitation funding for its **(Enter Name of Charter School)**. This project is located at the district owned **(Enter Name of District School)** 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 **(Enter Name of District)** begin this process with **(Enter Legal Name of Applicant)** if not already completed.

If you have any questions or require additional information about this notification of intent to file, please contact **(Enter Charter Representative Name)** at **(Enter Phone Number)**, or **(Enter Email Address)**. You may also contact Erin Cunneen at OPSC at erin.cunneen@dgs.ca.gov or (279) 946-8440.

Sincerely,

(Charter Representative Signature)