

## **200X-XX Deferred Maintenance Transfer and Certification Due to County Office November 30, 20XX**

The California Department of Education has certified to the Office of Public School Construction the appropriations for the Deferred Maintenance Match. The attached spreadsheet indicates the maximum district state match requirement based on the statewide average rates and the certified 20XX-XX P-2 ADA for each district. Per Education Code Section 17584, the ADA for a district is taken from the P-2 Attendance Report, excluding adults, including total summer school hours converted to ADA by using a divisor of 700.

The formula for the Deferred Maintenance Match for the 20XX-XX fiscal year was the 20XX-XX Statewide Unaudited Actuals per ADA Expense Rate as calculated by CDE multiplied by the 20XX-XX P-2 Certified ADA as of June 20XX for both District and Charter times 50% for the Match Requirement.

The Office of Public School Construction (OPSC) has revised their procedures to allow school districts with direct funded charter school(s) to exercise an option to have OPSC combine the direct-funded charters' maximums with the district or to exclude the charters' maximums. (Note: OPSC will continue to not allow any charter school to participate in the deferred maintenance program on its own behalf). In exercising the option, the district is required to reflect the match on both the charter and district combined ADA computation. Funds received can only be used on facilities and expenditures reflected in the district's five-year plan.

In order to qualify for deferred maintenance funding, a district must have:

1. Submitted or have on file a five-year plan with OPSC.
2. Transferred/deposited either the district's maximum level calculation (attached Deferred Maintenance Entitlement Formula) OR contributed a lesser amount and submitted a report to the legislature by March 1<sup>st</sup> (E.C. Section 17584.1(c)) explaining how the governing board of a school district plans to meet its current-year facilities deferred maintenance needs without setting aside the funds set forth in Education Code Section 17584. The cash match deposit must be completed by November 22 and the Certification sent to Business Advisory Services, by November 30, 20XX. The two methods of completing the deposit are:
  - **CASH TRANSFER** (Transmittal Form for Inter-fund Transactions)
  - **WARRANT AND DEPOSIT** (Accounts Payable Prelist and Cash Transmittal Form) must be forwarded together.

Attached is a summary of the Maximum 20XX-XX Deferred Maintenance Deposit and Certificated Entitlement Formula Calculation and the October 20XX Deferred Maintenance Certification Form for your district. Please return your district's completed and signed Certification Form to Business Advisory Services.

- **Line C-2** reflects District Allowable Excess Match that may be used to meet the match requirement.
- **Section D** should reflect the district's **DEPOSIT/TRANSFER** amounts made for the match requirements.

- **Line D-1** should reflect the amount of funds transferred from your Ongoing Major Maintenance Account Resource 8150. Education Code Section 17070.75 allows funds deposited in excess of 2 ½ percent to be used towards the district deferred maintenance match (E.C. Section 1866.4.5(a)).
- **Line D-2** is used to record deposits from other accounts. (i.e., Unrestricted Resource 0000)
- **Line E** is used to reflect any funds transferred out of the Deferred Maintenance fund as a reduction to the amount available.
- **Line F** is the sum of Line C-2 plus Line D-3 minus Line E, which reflects the amount of funds the district can apply to its Match.
- **Section G** is for the calculation of the basic match.
- **Line H** reflects the district contributed amount in excess of the Basic Deposit.
- **Line I** must be equal to or greater than the amount calculated for the district in Column D on the Certification Entitlement Formula worksheet.
- Total on **Line F** must equal **Line I**.

Please return your district's completed and signed Deferred Maintenance Certification form to Business Advisory Services, on or before November 30, 20XX. If you have any questions, please do not hesitate to contact Business Advisory Services.