

State of New Mexico
Public School Capital Outlay Council

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Public School Facilities Authority

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M E M O R A N D U M

Date May 13, 2014

To: School Districts and Charter Schools

From: 
Robert A. Gorrell, Director, PSFA

Subject: 2014-2015 PSCOC Lease Assistance Grant Application

New Mexico state law provides that the Public School Capital Outlay Council (PSCOC) may approve lease assistance awards for the purpose of making reimbursements to school districts and charter schools for leasing classroom facilities.

Each application submittal **must** include a new Conflict of Interest Questionnaire and a copy of the school district or charter school conflict of interest policy. Any substantive changes to the lease, terms, conditions or parties must be reported to the Public School Facilities Authority (PSFA) within 30 days of the event. The Application and Questionnaire are available at the PSFA website at:

http://www.nmpsfa.org/funding/special_funding.htm

Please be advised that the applications for locally chartered charter schools must be submitted through and signed by the superintendent of the chartering school district. In the event the school district fails to submit or sign an application on behalf of a charter school, the charter may submit its application directly to the Public School Facilities Authority (PSFA). State chartered charter schools may submit their applications directly.

Please be advised that after July 1, 2015, a new charter school shall not open and an existing charter shall not be renewed (or eligible for lease assistance) unless certain criteria are met. Criteria are pursuant to 22-8B-4.2(D) NMSA (attached).

The **deadline for submission of completed applications is 5:00 p.m. on June 6, 2014.** Awards for lease payment assistance are tentatively scheduled for the July 22nd PSCOC meeting. Quarterly reimbursement payments will begin October 1, 2014.

Mail completed applications to:

Public School Facilities Authority
1312 Basehart Drive SE, Suite 200
Albuquerque, New Mexico 87106

Mrs. Denise Irion, PSFA Chief Financial Officer, will be managing the application process and is available for any of your questions at 505-843-6272 extension 1109, (fax 505-843-9681) or by email at: dirion@nmpsfa.org.

RG/je