

## Important Announcement for all Charter Schools Wishing to Access BEST Funding.

To: Charter School Directors, Superintendents, Business Managers, and Grant Writers

Re: Eligibility Requirements for the CDE Capital Construction Assistance FY12-13 BEST Grant Cycle

Pursuant to 22-43.7-103(7) C.R.S., an eligible charter school means a charter school as described in section 22-54-124 (1)(f.6)(I)(A) or (1)(f.6)(I)(B) C.R.S., that has been chartered for at least five years on the date its authorizer forwards an application for financial assistance to the Board on behalf of the charter school.

### **AND**

Pursuant to 22-43.7-109(3) C.R.S., a charter school shall notify its authorizer that it intends to apply for financial assistance at least three months prior to the application submission deadline. The charter school shall forward its application for financial assistance to its authorizer, which shall forward the application to the board together with a letter indicating the authorizer's position on the application.

The Division of Capital Construction encourages charter schools to notify their authorizers immediately if they intend to apply for BEST funds even if they aren't sure at this time. Doing so will ensure the charter school will be eligible to apply when the grant become available.

The deadline for submitting your letter of intent for the BEST FY12-13 Grant Cycle is **December 2, 2011**. Please get your letter submitted as soon as possible to avoid missing the three month deadline.

The notice of intent should include at a minimum:

- A one sentence letter or email which states that “[*Insert name of charter school*] intends to apply for BEST funds when the application becomes available”;
- Contact information;
- What type of capital construction project you are considering applying for.

Please provide the Division of Capital Construction Assistance at CDE a copy of the notification.

For more information or to submit your letter of intent contact:

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