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Executive Director

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To: School District Personnel
From: Arizona School Facilities Board Staff
RE: Introduction of BoardDocs and Tracking Open BRGs

SFB staff began using 'BoardDocs' at the September 2019 Board meeting. The board packet software is familiar to many school districts who have been using it for years. The transition to BoardDocs has been successful and we look forward to using this product to facilitate future board meetings.

Also, with the many changes to the SFB website, it's now easier than ever for school districts to track their open Building Renewal Grants (BRGs). The tracking system has been available to districts for some time but, as a reminder, here are the steps to track any open BRG project:

1. Go to www.azsfb.gov and click DISTRICT ACCESS
2. Under MAIN, login and choose your district
3. Under GRANTS, click BRG APPLICATION
4. Click on any open BRG project (status of submitted, re-submitted, or approved)

Once you click on an open BRG project you will see, at the bottom of the page, your Liaison, status history, SFB requests for information, and any documents attached to the BRG application. Also, if you click on VIEW PROJECT ACCOUNT, you will find the total funding awarded (under budget), payments made from the award, and the award's remaining balance.

If districts have any questions on how to track open BRGs, please contact your Liaison.

About the Arizona School Facilities Board

Created in 1998, the Arizona School Facilities Board (AZSFB) is a cabinet-level, state-government agency managing nearly \$300 Million in state funding appropriated for K-12 school district facilities. The 10-member board meets monthly to grant funding for new school construction and to correct deficiencies at existing school facilities. AZSFB staff is a partner and advocate for school districts in facilitating successful grant requests.