

**TITLE 7. EDUCATION**  
**CHAPTER 1. ~~EXPIRED~~ DIVISION OF SCHOOL FACILITIES**

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**ARTICLE 1. BUILDING RENEWAL GRANTS**

**R7-1-101. Request for a Building Renewal Grant**

- A.** A school district is eligible to request monies from the Building Renewal Grant Fund established under A.R.S. § 41-5731 if the building or part of a building for which monies are requested:
1. Is in the Division's database maintained under A.R.S. § 41-5702(A)(2);
  2. Is owned by the school district;
  3. Is used for student instruction or other academic purpose; and
  4. Has received routine preventative maintenance, as defined at A.R.S. § 41-5731(N), and the school district has submitted an annual preventative maintenance plan to the Division;
- B.** Grant request. To receive monies from the Building Renewal Grant Fund, a school district shall submit to the Division:
1. A complete and accurate request using a form that is available online. The school district shall ensure the following information is included in the request:
    - a. Identifying information.
      - i. Name of school district;
      - ii. Name and location of the building or part of a building for which monies are requested;
      - iii. Name, telephone number, and e-mail address of the superintendent of the school district; and
      - iv. Name, telephone number, and e-mail address of the school district contact person;
    - b. Project information.
      - i. A detailed description of the manner in which the building or part of a building referenced in subsection (B)(1)(a) fails to meet the Minimum School Facility Guidelines, established at 7 A.A.C. 6, Article 2;
      - ii. A summary of the conclusions from any completed professional study regarding the information provided under subsection (B)(1)(b)(i);
      - iii. Any citations by or reports from a governmental entity regarding the information provided under subsection (B)(1)(b)(i);
      - iv. Actions the school district proposes to take to address issues identified in subsection (B)(1)(b)(i) and that are consistent with A.R.S. § 41-5731(C);
      - v. Calculated cost of the actions proposed in subsection (B)(1)(b)(iv);
      - vi. A description of any local funding that will be used for the proposed project; and
      - vii. Amount of monies requested from the Building Renewal Grant Fund.
  2. The school district shall attach the following to the request:
    - a. A copy of any professional study referenced under subsection (B)(1)(b)(ii);
    - b. A copy of any citation or report referenced under subsection (B)(1)(b)(iii); and
    - c. A copy of any vendor bids, quotes, or proposals used to determine the cost under subsection (B)(1)(b)(v).
- C.** Technical assistance. As required under A.R.S. § 41-5702, the Division shall allow a school district to submit an incomplete request for monies from the Building Renewal Grant Fund and provide technical assistance to complete the request.
- D.** Division action on request for monies.
1. Within 15 days after receiving a request for monies submitted under subsection (B), the Division shall provide notice to the school district through the Division's grants management system of the Division's determination that the request:
    - a. Is complete or incomplete, or
    - b. The proposed project does not meet eligibility criteria. A school district may appeal a determination of ineligibility.
  2. If the Division determines the submitted request is incomplete, the Division shall include in the notice provide under subsection (D)(1) a description the manner in which the request is incomplete, additional information needed, and the availability of technical assistance.
  3. Except as provided under A.R.S. § 41-5702(A)(5)(h), the Division shall not act on a request for monies until the request is complete as described in subsection (B). If the school district fails to submit a complete request within 60 days after notice is provided under subsection (D)(2), the Division may deny the request.
  4. When a request for monies is complete, the Division shall determine whether the need for monies is critical or non-critical as described in A.R.S. § 41-5731(G). The Division shall give priority to critical projects.
  5. The Division shall distribute monies from the Building Renewal Grant Fund only after the Division and school district agree to the terms and conditions governing the grant of monies. Both the Division and school district shall comply with the agreed terms and conditions.
  6. The Division shall distribute monies from the Building Renewal Grant Fund on a reimbursement basis. To be reimbursed for incurred expenses, a school district shall submit a complete and accurate financial report through the Division's grant manage-

ment system. The Division shall reimburse the amount incurred within 20 days after a financial report is received in the Division's grants management system and accepted by the Division Administrator.

7. The Division shall provide status updates to the school district through the Division's grants management system.

## **ARTICLE 2. VALIDATION OF ADJACENT WAYS PROJECT**

### **R7-1-201. Validation of Adjacent Ways Project**

- A.** A school district that has monies from a special assessment on the taxable property in the school district for improvements necessary to ensure the safe ingress to and egress from school property to the public way may, as specified in A.R.S. § 15-995, use the monies for the following:
1. To construct, maintain, or improve a public way adjacent to a parcel of land owned or leased for school purposes by the school district;
  2. To construct sidewalks, sewers, utility lines, roadways, and other improvements along streets and intersections adjacent to a parcel of land owned or leased for school purposes by the school district;
  3. To ensure the safe ingress and egress of buses and fire equipment from the public way to a parcel of land owned or leased for school purposes by the school district; and
  4. To maintain fire and bus lanes, including signage and striping, on any parcel of land owned or leased for school purposes by the school district.
- B.** Before expending funds from the special assessment on an adjacent ways project, a school district shall file with the Division a complete and accurate description of the project using a form that is available online. The school district shall ensure the following information is included in the description:
1. Name and address of the school facility to be benefited by the project;
  2. Name of the school district;
  3. Name, telephone number, and e-mail address of the school district superintendent;
  4. Name, telephone number, and e-mail address of the school district contact person;
  5. A description of the proposed adjacent ways project including:
    - a. A designation of the category listed in subsection (A) applicable to the project; and
    - b. A summary of the conclusions from any completed professional study regarding need for the project; and
  6. Calculated cost of the proposed project.
- C.** A school district shall attach the following to the description filed under subsection (B):
1. A map showing the parcel of land owned or leased by the school district and the manner in which the proposed adjacent ways project will be placed on the parcel of land;
  2. A copy of any professional study referenced under subsection (B)(5); and
  3. A copy of any vendor bids, quotes, or proposals used to determine the cost provided under subsection (B)(6).
- D.** A school district that proposes an adjacent ways project with expenditures less than \$50,000 may begin the project after filing the complete and accurate description required under subsections (B) and (C).
- E.** Except as provided in subsection (D), the Division shall validate or invalidate a school district's proposed adjacent ways project within 60 days after receiving a complete filing under subsections (B) and (C). The Division shall validate a proposed adjacent ways project only if the Division determines the project:
1. Complies with all state laws relating to adjacent ways projects, and
  2. Does not contain work outside the scope of an adjacent ways project as described at A.R.S. § 15-995(A).