



Oregon

Kate Brown, Governor



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DEPARTMENT OF
EDUCATION

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Colt Gill

Director of the Oregon Department of Education

November 10, 2020

Randy Trani
Superintendent
Corbett SD 39

Dear Randy,

Congratulations on getting your bond measure passed! This is the culmination of a lot of work by district staff and volunteers to encourage your local community to invest in your school facilities. Your District is now qualified to receive a matching grant of \$4,000,000.00 from the Department of Education's (ODE) Oregon School Capital Improvement Matching (OSCIM) Program. We want to inform you of the next steps in the process.

The next steps are to authorize and sell your District's bonds within nine months of your successful election. Your District also needs to authorize and sign the Grant Agreement with the State. There are four components of the Grant Agreement that require specific action by your District, each of which are described below. Although the list may seem long, almost all of the documents, or information required, are generated as part of the process of issuing your District's bonds.

Grant Agreement - Exhibit A

Exhibit A to the Grant Agreement identifies the project. In filling out this portion of the Grant Agreement, it is recommended your District provide a broad description of the projects to be completed at each school. However, you only need to include information about the projects themselves and not any of the financial information. Also please use definitive language such as "the district **will use OSCIM Program grant funds** to finance capital costs within the district" as opposed to "the district **anticipates using OSCIM Program grant funds** to finance capital costs within the district."

Grant Agreement - Exhibit A-1

Exhibit A-1 is a project budget. ODE strongly recommends that your District list project budgets on a school basis. The following is an example of what ODE is looking for in terms of a project budget:

Project Component	Local Bond Budget	OSCIM Grant Portion	Total Budget
High School Renovations and Additions	\$4,000,000	\$2,500,000	\$6,500,000
Elementary School Renovations	\$2,500,000	\$1,500,000	\$4,000,000

Grant Agreement - Exhibit B

Exhibit B is one of the most critical Exhibits of the Grant Agreement. Exhibit B is a list of all documents that your District must submit to prove that your District had a valid election and approves the OSCIM Grant Agreement. The good news is that, with the exception of two documents noted below as “Grant Agreement Required Documents,” all of the documents requested by ODE are required and generated as part of the process of issuing your District’s bonds.

Best practice would be to request that your Bond Counsel provide you with a PDF copy of these documents as part of the closing of your District’s bonds, so that you can forward them on to ODE for our review and review by our Bond Counsel. We cannot provide funds to your District until all of these documents are submitted. To provide as much clarity as possible, please submit your documents in the order listed in Exhibit B, and set forth below for reference. Here is the list of required documents:

Local GO Bond Documents

1. Board Resolution calling the Ballot Measure Election;
2. Sample Official Ballot;
3. Abstracts of Votes from county elections officer(s);
4. District’s Determination of Election Results;
5. Board Resolution authorizing the issuance of Local GO Bonds;
6. Certificate of District evidencing compliance with debt limitations and capacity; and
7. Executed copy of Approving Opinion of Bond Counsel with Reliance Letter addressed to the State

Grant Agreement Required Documents (See Discussion Below of Section 4. C. of Grant Agreement for More Details)

1. Board Resolution authorizing the execution of the Grant Agreement; and
2. Opinion of Grantee’s Counsel required by Section 4. C. of the Grant Agreement

Section 4. C. of the Grant Agreement

Please carefully review Section 4. C. of the Grant Agreement. Your District needs to obtain certain legal opinions concerning the District’s Bonds, the Grant, and the Grant Agreement. Your Bond Counsel will deliver an opinion as to the validity of the District Bonds and should provide a reliance letter addressed to the State on the opinion. (See Section 4. C. (i) for the specific requirements). Additionally, your District will need to obtain an opinion from your District’s general counsel that the Grant Agreement has been duly executed by the District and is a valid and binding obligation of the District. (See Section 4. C. (ii) for the specific requirements). ODE will need both legal opinions before grant proceeds can be disbursed.

All of these documents support the valid issuance of the state’s general obligation bonds because they provide evidence of your District’s voter approval of general obligation bonds, which is required by the constitutional provision that authorizes the issuance of these bonds. The bond sale provides the necessary funds for the matching OSCIM Grant. By providing this information in the format requested, the process becomes more efficient for all parties. ODE will only disburse grant moneys to your District once it has received and reviewed all of the required documentation.

We are pleased to support your school and community with the OSCIM Program Grant. We look forward to our partnership with you on this exciting grant opportunity. Please do not hesitate to contact [Michael Elliott](#) by email or at (503) 947-5627 with any questions, or if you need any further information.

Sincerely,

A handwritten signature in blue ink, appearing to read "Rick Crager", followed by a long horizontal flourish.

Rick Crager, CFO
Assistant Superintendent