



Capital Improvement Project (CIP) Annual Review and Ranking Process

The Department of Education & Early Development (DEED) annually reviews and prioritizes capital improvement project applications submitted by the school districts. Project applications are submitted on a form furnished by the department. Below is the schedule of the CIP review and ranking process:

- ❖ September 1 – Applications and eligibility information due to DEED. AS 14.11.011(b)(1)
- ❖ September 1-October 31 – Rating team of three DEED staff review, evaluate, and establish priority lists for School Construction and Major Maintenance CIP projects. The rating process evaluates and scores projects in nine formula-driven and eight evaluative elements. These factors are designed to establish the priority of need based on facility conditions and adequacy of space as well as the likelihood a district has and will adequately maintain and operate their schools. AS 14.11.013 and 4 AAC 31.022
- ❖ November 1 – DEED submits initial priority lists for School Construction and Major Maintenance CIP projects to the Governor. AS 14.11.013(a)(3)
- ❖ November 5 – DEED publishes initial priority lists for School Construction and Major Maintenance CIP projects and notifies school districts of their project priority ranking. AS 14.11.013(e) and 4 AAC 31.026(a)
- ❖ By November 15 – DEED provides notice to school districts of a public hearing to be undertaken no later than December 1, for the purpose of receiving oral and written comments regarding a request for reconsideration of the priority ranking of a school district's project. 4 AAC 31.026(a)
- ❖ December – Bond Reimbursement and Grant Review (BR&GR) Committee reviews the department's priority lists for grants. BR&GR makes recommendations to the State Board of Education & Early Development concerning school construction and major maintenance grants. AS 14.11.014(b)(1) and (2)
- ❖ By December 19 – DEED issues a written decision to each school district regarding their reconsideration request and publishes reconsideration priority lists for School Construction and Major Maintenance CIP projects based on reconsideration decisions. 4 AAC 31.026(b)
- ❖ Early January – School district's dissatisfied by DEED's reconsideration decision can file an appeal with the commissioner within 15 calendar days after receipt of the decision. 4 AAC 31.026(c)
- ❖ Mid-January – Within 10 working days after filing of an appeal, the chief administrative law judge will appoint a hearing officer to hear the case. AS 14.11.016(b)
- ❖ Late January – Within 5 working days after appointment, the hearing officer shall determine whether the appeal does not raise an issue of law or fact. 4 AAC 31.026(e)
- ❖ Early February – Within 15 working days after appointment, the hearing officer shall hear the school district's appeal. 4 AAC 31.026(f)
- ❖ Early March – Within 60 calendar days after the filing of the school district's appeal, the hearing officer shall deliver the proposed decision to the State Board of Education. 4 AAC 31.026(h)
- ❖ Date to be determined – At the State Board of Education's next regularly scheduled meeting after the receipt of the hearing officer's decision, the board will adopt all, part, or none of the hearing officer's decision. AS 14.11.015(a) and 4 AAC 31.026(i)