



FACILITIES ASSESSMENT PROGRAM - GUIDELINES

A program for school districts to request an assessment of their classroom facility needs before eligibility for state assistance

➤ **Application**

Pursuant to Ohio Revised Code, Section 3318.022, any school district may request an assessment of the current conditions of their classroom facilities. School districts wishing to request such an assessment shall apply to the Commission by submitting a Facilities Assessment Application Form requesting the Commission to assess the current conditions of the classroom facility needs of the school district.

➤ **Notification**

Upon receipt of the application form by the Commission, the school district will be contacted to schedule the onsite evaluation of their facility assessments. The Commission will perform a facilities assessment no later than two (2) years following the receipt of the assessment request by the school district.

➤ **Assessment**

The Commission will report the results of the facilities assessment to the school district. This assessment process does not constitute any agreement between the Commission and the School District as to the basic project cost of the school district's classroom facilities needs.

The assessment will include the following:

- On-site evaluation of all classroom facilities
- A summary of the assessment in narrative form
- An initial master plan*
- An estimate of the basic project cost*

** Any provided master facility plan and estimated basic project is not a final product. The intent of the facility assessment program is simply to provide data related to facility needs. Once a school district is eligible for a Commission program (Classroom Facilities Assistance, Exceptional Needs or the Expedited Local Partnership), the Commission and the school district will collaborate to agree upon a final master facility plan. Upon completion of the final master facility plan, the Commission will determine the basic project cost of the school district's classroom facilities needs.*

➤ **Contact Information**

If you have any questions regarding the Facilities Assessment Program, please feel free to contact the Commission by phone at (614) 466-6290 or e-mail at program.info@ofcc.ohio.gov.