CSU Systemwide Revenue Bond Program, State of California General Obligation Bond and State Public Works Board Lease Revenue Bonds

Facilities and Property Survey Private Use Checklist

The checklist is intended to help comply with IRS reporting procedures for potential private business use regarding academic and self-support tax-exempt bond-funded facilities, and with bond and tax covenants. Please note the questions in this checklist may require additional forms in reporting potential private use.

For purposes of this checklist, the term "Project" means the project that will be financed with the bond proceeds. The term "Private Entity" means any person or entity, other than a State Entity or a Local Governmental Entity. Please note: "Private Entity" also includes the federal government and 501(c)(3) nonprofit organizations.

A "yes" answer to any question below indicates that there is potential private use of the Project. Please contact the CO if you have any questions.

Campus Name -	**Funding Source(s):** **(Select all that apply)** ☐ SRB__________ ☐ Reserves ☐ GO ☐ Donor ☐ LRB ☐ Grant ☐ Other __________		
Facility Number	**C.O. Project Ref. Number**	**Campus Project Ref. Number**	**Project Type** ☐ Enterprise ☐ Academic ☐ Auxiliary
Project Name			**Date Prepared**

1. Sale or Transfer. Has the Project, or any portion of the Project, been sold or transferred, or will it be sold or transferred, to any Private Entity? Provide summary of transactions as attachments.	☐ Yes ☐ No
2. Lease or Rent. Is any Private Entity currently leasing or renting, or will lease or rent the Project or a portion of the Project? Relevant leases can be long-term, such as leasing out office space or commercial space, or short-term, such as renting out a facility for specific events. If YES, please complete a CPDC Form 4-2 to provide leasing information. Certain types of leases can be excluded, including: a) Leases negotiated at arm's-length and for 50 days or fewer (cumulative, and including any renewal options). Examples of such leases are: (i) the rental of a multi-purpose room to a local non-governmental organization for use every Saturday for up to 50 weeks (for a total of 50 days of use); (ii) the lease of a conference center to a business for one week, with an option to lease the same week each year for five years (for a total of 35 days of use); or (iii) the lease of a sports field to a local sports team for practices held every weekday for ten weeks (for a total of 50 days). b) Leases of space for vending machines, pay phones, kiosks, ATMs, or similar spaces. c) Leases of space to members of the general public (individuals), such as a facility used by the general public on a per-person charge.	☐ Yes ☐ No
3. Operations & Management. Does any Private Entity currently have, or will it have, a franchise agreement or contract to operate, manage, or provide any exclusive services with respect to the Project at any time? Examples include management contracts for food services operation of a portion of the Project. If YES, please complete a CPDC Form 4-2 to provide operations & management information. For purposes of this question, you may ignore contracts for services that are incidental to the primary use of the Project, such as contracts for janitorial services, office equipment repairs, or billing services.	☐ Yes ☐ No
4. Energy & Output. If any portion of the Project will be used for electrical generation, transmission or distribution, or for water facilities, has the electricity or water been sold, or will it be sold, to any Private Entity? If YES, please complete a CPDC Form 4-2; provide energy/water sale information. For the purposes of this question, you may ignore sales that total less than 10 percent of total production.	☐ Yes ☐ No
5. External Sponsorships. Is there, or will there be, any research or academic studies conducted at the Project, where that research or study is funded, sponsored or financially supported by a Private Entity, including research sponsored by a federal grant or a private business? If YES, please complete CPDC form 4-4. This question includes all basic or sponsored research, and academic studies sponsored by outside parties.	☐ Yes ☐ No
6. Other than the above, does any Private Entity have, or will it have, a special legal entitlement or special arrangement to use or benefit from the Project? Examples include, but are not limited to contractual parking arrangements (greater than 50 days), affiliation agreements, naming rights, photovoltaic installations, and direct economic benefits derived from the Project. Provide a summary.	☐ Yes ☐ No

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VP for Administration & Finance/CFO **Date**

March 5, 2019