



TO: Chief Executive Officers
Chief Business Officers
Facilities Directors
Other Interested Parties

FROM: Ronnie Slimp, Director
Student Housing Unit
College Finance and Facilities Planning Division

RE: Affordable Student Housing Construction Application Guidance

Background

This memorandum provides follow-up guidance to SH 25-01, issued in March 2025, regarding the Affordable Student Housing construction application process. While no new state funding is currently available, the Chancellor's Office remains committed to supporting districts as they address student housing insecurity and will continue advocating for additional student housing financing through the Chancellor's Office consultative budget process for consideration in the 2027-28 California Budget.

Community college districts are encouraged to submit new applications or resubmit applications with updated budgets by the July 1, 2026, deadline. Applications received this cycle will establish a pipeline of eligible, cost-informed projects so California community college applicants are positioned to move forward if funding becomes available through a future budget or financing action. Submitting now helps ensure the Chancellor's Office can present decision-makers with current project costs and a clear picture of need at the colleges seeking to develop affordable student housing.

Application Requirements and Cost Update

To ensure project budgets reflect current construction market conditions, all applications must use the updated escalation indices listed below, consistent with statewide capital outlay standards:

- California Construction Cost Index (CCCI): 10258
- Equipment Price Index (EPI): 5860

Applications must be submitted as a Student Housing project in FUSION. This includes both new applications and resubmitted proposals with updated documentation and cost data. All required components remain consistent with prior cycles and include the following:

- Approval Page – Student Housing Proposal

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- DF-151 Capital Outlay Budget Change Proposal (COBCP)
- Affordable Student Housing Supplemental Application
- JCAF 31 – Analysis of Building Space Use
- JCAF 32 – Cost Summary (with supporting quantity and unit cost documentation)¹
- JCAF 33 – Group 2 Equipment Costs
- Pre-schematic plans: campus plot, site and floor plans, and exterior elevations
- CEQA compliance documentation and status
- Justification of additional costs, if applicable

Only one application may be submitted per college campus. However, a multi-college district may submit a single application for a project that serves its member colleges, provided the application documents this information in its scope, location, and intended student population.

Applicants should complete feasibility planning before submitting an Affordable Student Housing Construction application. Planning may include, but is not limited to, demonstrating student housing demand, assessing overall project feasibility, developing total cost of ownership estimates, and evaluating long-term operational sustainability.

Intersegmental projects involve additional feasibility planning considerations. Applicants proposing an intersegmental project with a California State University (CSU) or University of California (UC) partner should review Education Code section 17201(d)(3).

Intersegmental Applications

For projects developed in partnership between a California Community College district and a CSU or UC campus, applicants may submit a single intersegmental application in FUSION. The application should describe the project scope and how students from each participating institution will be served, including the roles and responsibilities of each partner.

Intersegmental applications must include an executed memorandum of understanding (MOU) that documents the partnership. The MOU must, at a minimum:

- Describe the shared scope of the project and how students from each institution will be served
- Identify each institution's commitments to the shared project, including funding contributions, in-kind services, and other resources
- Be approved by the Board of Trustees of the participating community college district
- Be signed by senior leadership of each partnering institution

¹ For both community college applications and intersegmental applications involving a California Community College, Education Code section 17201(f)(8)(A) requires a 10 percent construction contingency.

Upload the executed MOU in FUSION as part of the application package.

Application Evaluation and Selection Process

The application scoring methodology remains consistent with the approach described in SH 25-01 and is guided by Education Code Section 17201 and input from the California Community Colleges Affordable Student Housing Taskforce. Each application is evaluated based on a composite score of up to 100 points across the following metrics:

- State funding per bed for income-qualifying students
- Rental fees for income-qualifying students below the statutory threshold in Education Code section 17201(f)(2)(A)
- Project readiness to begin construction
- Geographic location
- Unmet demand for housing (highest scoring option selected)
 - Based on student housing waitlist, or
 - Based on county rental vacancy rates
- Intersegmental partnership with a California public postsecondary institution
- Local contribution to project construction
- Student services and ancillary services included in the project
- Project located in a Region of High Need
- Cost of living burden

For the project readiness criterion, applicants should only indicate that construction can begin by December 31 of the award year if that timeline is supported by documentation. The Chancellor's Office will closely review readiness claims, including whether required environmental clearance, key preconstruction approvals, and procurement steps applicable to the selected delivery method are complete or on a credible path. Applicants should be prepared to provide evidence that substantiates the proposed schedule and demonstrates that the project is positioned to begin construction by the stated date.

Some metrics are calculated from information entered directly in FUSION, while others require additional review by the Student Housing Unit to complete the scoring and ranking process. A detailed description of the metrics and the associated data sources is provided in the attached California Community Colleges Affordable Student Housing Construction Scoring Rubric.

The Chancellor's Office will use scoring and ranking outcomes to develop recommendations to the California Legislature. Final project selections are made through the state budget package and are subject to the availability of funding.

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Contact Us

For questions about the Affordable Student Housing application process or program requirements, please contact:

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Attachments

California Community Colleges Affordable Student Housing Construction Scoring Rubric with Data Sources

Memorandum SH 25-01: Affordable Student Housing Construction Applications Are Open