



MEMORANDUM

March 28, 2025

SH 25-01 | Via Email

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 Applications Are Open

Background

The California Community Colleges Affordable Student Housing (ASH) Construction Program was established to expand access to low-cost housing for income-qualifying students enrolled at California's community colleges. Launched in 2021 as part of a broader effort to address student housing insecurity across the state's public higher education systems, the ASH Construction Program supports the development and expansion of housing projects operated by community colleges.

Initially funded through General Fund appropriations, the ASH Construction Program has since evolved in response to the state's fiscal landscape. In 2024, the Statewide Lease Revenue Bond (SLRB) framework was established to finance selected ASH construction projects previously approved by California Legislature. Through this structure, the State Public Works Board is authorized to issue bonds to support project delivery, while the California Community Colleges Chancellor's Office (Chancellor's Office) provides programmatic oversight.

The Chancellor's Office is transitioning from accepting applications in individual "rounds" to an annual application cycle to better assess statewide housing needs and maintain a pipeline of eligible project proposals. The ASH Construction applications submitted in this annual cycle will inform the consultative budget process for the 2027-28 California Budget regarding advocacy for additional SLRB funding.

Submission Deadline

The Chancellor's Office will receive **ASH Construction application submissions by the July 1, 2026, deadline** to give applicants ample time to plan their projects. This date aligns with the submission of next year's Five-Year Construction Plans; however, you can begin updating or creating new ASH Construction applications in FUSION now. Again, these applications will inform the consultative budget process for the 2027-28 California Budget.

Continued Advocacy for Affordable Student Housing

Although no new funding is currently available for additional student housing projects, the Chancellor's Office remains committed to supporting the development of affordable housing and to continue advocating for long-term solutions to meet statewide low-cost student housing

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needs. The Chancellor's Office will continue to accept ASH Construction applications to maintain a pipeline of eligible, cost-informed proposals. These applications will help identify the unmet need for student housing across the system and inform state-level budget and policy discussions.

Application Requirements and Submission in FUSION

Applicants must submit complete applications through the FUSION Student Housing module. All components of the application must be entered or uploaded into the platform. Each application will include the following components:

- Approval Page – Student Housing Proposal
- DF-151 Capital Outlay Budget Change Proposal (COBCP)
- Higher Education Student Housing Grant Program Supplemental Application
- JCAF 31 – Analysis of Building Space Use
- JCAF 32 – Cost Summary (with supporting quantity and unit cost documentation)
- JCAF 33 – Group 2 Equipment Costs
- Pre-schematic plans: campus plot, site and floor plans, and exterior elevations
- CEQA documentation or demonstration of exemption under CA Public Resource Code Section 21080.58
- Justification of additional costs, if applicable

All previously unfunded ASH applications in FUSION have had their project statuses set to “Needs Resubmission.” This will allow your team to begin adjusting your housing applications now.

Applications must reflect current project costs using the most recent escalation indices published by the Chancellor's Office. Consistent with the Chancellor's Office Facilities Planning Memo FP 25-04, the California Construction Cost Index (CCCI) of 9876 and the Equipment Price Index (EPI) of 5455 must be used. As noted above, the application submission will align with next year's Five-Year Construction Plan submission. In a subsequent memo, the Chancellor's Office will provide the new CCCI and EPI when they are updated.

In accordance with California Education Code Section 17201(f)(8)(A), all applications must include a sufficient project contingency. For California Community College projects, the required contingency is 10 percent of total construction costs. Applications must also identify potential fund sources to address any cost increases beyond those identified in the new or updated proposal.

Applicants are strongly encouraged to conduct total cost of ownership analyses and to estimate operational and staffing costs to the extent possible. These estimates should include projected cost-of-living adjustments to reflect anticipated salary and benefit increases over time.

Application Evaluation and Selection Process

The application evaluation method aligns with application scoring and ranking metrics prescribed in California Education Code Section 17201 as well as the administrative entity scoring metrics identified by the California Community Colleges Affordable Student Housing Taskforce. The scoring methodology used for ASH construction applications remains consistent with the

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approach applied in the most recent application round, Round 3. Applications are evaluated using a composite score based on the following metrics:

- State funding per bed for low-income students
- Rental fees for low-income students below statutory threshold
- 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

Additionally, the Chancellor's Office strongly encourages community college applicants to connect with California State University and University of California campuses in your region to determine if an intersegmental project may be possible.

Some scoring metrics are calculated from the data submitted in FUSION, while others require additional review by the Chancellor's Office Student Housing Unit to complete the scoring and ranking process. Since this cycle of applications will be used to inform the Chancellor's Office consultative budget process, the overall ranking of applications will be applied later. For more information on how applications are evaluated, please see the attached California Community Colleges Affordable Student Housing Construction Scoring Rubric.

As a reminder about final application selection, the Chancellor's Office will use scoring and ranking outcomes to develop recommendations to the California Legislature. However, final project selections are determined by California Legislature through the state budget process.

Contact Us

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

Student Housing Unit

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Attachments

California Community Colleges Affordable Student Housing Construction Scoring Rubric