



Community Use Fee Schedule

Effective July 1, 2023

Application Fee: \$15.00 (due at time of application); non-refundable unless application is denied.

GDI Buildings

Building Engineer \$38.88
Custodian \$21.63

RNA Buildings

Building Engineer \$42.03
Custodian \$24.41

Building Engineer hours are 6:00 am – 2:00 pm Monday – Fridays

***Refer to Appendix A. for a list of GDI and RNA buildings**

Overtime Rates Apply for Saturday and Sundays

GDI Rates

Building Engineer \$58.32
Custodian \$32.44

RNA Rates

Building Engineer \$63.05
Custodian \$36.62

Other Personnel Hourly Community Use Rates include:

- Audiovisual Technician \$22.38 per hour
- Kitchen Helper \$20.00 per hour

Overtime rates for DPSCD, Police and other security personnel is as follows:

- DPSCD, Campus Security Police Officers (CSPO) \$27.00 per hour
- DPSCD, Police Officer \$31.12 per hour
- DPSCD, Sargent (Supervisor-on-Location) \$42.93 per hour
- Security Officer \$25.00 per hour

Note: A four-week advance notice of an event is needed in order to ensure the presence of a DPSCD, Police personnel.

Overtime rates are subject to change according to salary adjustments.

The Office of Community Use of Schools shall determine the appropriate personnel and the hours of work required to support each Community Use activity. Activities that require the use of multiple rooms within a school building, involve dinner meetings of groups larger than 25 persons, or are open to community members at-large will require the presence of School District Police Officers and the user will be charged labor hourly rates in addition to the room rental rate at a minimum of three (3) hours.

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Kitchen Rental

Food Service employees must be present at all times whenever the kitchen is in use. Labor hourly rates will be charged in addition to the room rental rate with at a minimum of three (3) hours.

Auditorium Rental

School Technician (Audiovisual Technician) employees must be present at all times whenever the auditorium is in use. An additional hour before and after using the auditorium will also be charged to handle set-up and tear down equipment. Labor hourly rates will be charged in addition to the room rental rate with at a minimum of three (3) hours for external events.

Athletic Field Rental

Middle and High School playing fields are available for use when not in use for District sponsored activities and unless closed for repairs/maintenance. Refunds will not be issued due to inclement weather.

- * Per Hour
- ** Per Event

ELEMENTARY SCHOOLS

| | Rooms/Outdoor Fields | External Non-District User | Internal District Users |
|----|-----------------------------|-----------------------------------|--------------------------------|
| * | Classrooms | \$80.00 | NC (Labor Hourly Rates Only) |
| * | Gym Elem. | \$58.00 | NC (Labor Hourly Rates Only) |
| * | Cafeteria Elem. | \$20.00 | NC (Labor Hourly Rates Only) |
| * | Media Center Elem. | \$25.00 | NC (Labor Hourly Rates Only) |
| * | Kitchen Elem. | \$50.00 | NC (Labor Hourly Rates Only) |
| * | Specialty Rooms | \$20.00 | NC (Labor Hourly Rates Only) |
| * | Baseball Field Elem. | \$25.00 | NC (Labor Hourly Rates Only) |
| * | Soccer/Football Field Elem. | \$25.00 | NC (Labor Hourly Rates Only) |
| ** | Parking Lot Elem. | \$25.00 | NC (Labor Hourly Rates Only) |



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- * Per Hour
- ** Per Event

MIDDLE SCHOOLS

| | Rooms/Outdoor Fields | External Non-District User | Internal District Users |
|----|----------------------------|----------------------------|------------------------------|
| * | Classrooms | \$80.00 | NC (Labor Hourly Rates Only) |
| * | Main Gym M.S. | \$58.00 | NC (Labor Hourly Rates Only) |
| * | Cafeteria M.S. | \$35.00 | NC (Labor Hourly Rates Only) |
| * | Media Center M.S. | \$25.00 | NC (Labor Hourly Rates Only) |
| * | Kitchen M.S. | \$50.00 | NC (Labor Hourly Rates Only) |
| * | Auditorium M.S. | \$100.00 | NC (Labor Hourly Rates Only) |
| * | Baseball Field M.S. | \$25.00 | NC (Labor Hourly Rates Only) |
| * | Soccer/Football Field M.S. | \$25.00 | NC (Labor Hourly Rates Only) |
| ** | Parking Lot M.S. | \$35.00 | NC (Labor Hourly Rates Only) |

- * Per Hour
- ** Per Event

HIGH SCHOOLS

| | Rooms/Outdoor Fields | External Non-District User | Internal District Users |
|----|----------------------------|----------------------------|------------------------------|
| * | Classrooms | \$100.00 | NC (Labor Hourly Rates Only) |
| * | Main Gym H.S. | \$80.00 | NC (Labor Hourly Rate Only) |
| * | Aux Gym H.S. | \$80.00 | NC (Labor Hourly Rate Only) |
| * | Cafeteria H.S. | \$75.00 | NC (Labor Hourly Rate Only) |
| * | Media Center H.S. | \$25.00 | NC (Labor Hourly Rate Only) |
| * | Kitchen H.S. | \$50.00 | NC (Labor Hourly Rate Only) |
| * | Rehearsal Room | \$30.00 | NC (Labor Hourly Rate Only) |
| * | Dressing Rooms | \$30.00 | NC (Labor Hourly Rate Only) |
| * | Large Conference Room | \$75.00 | NC (Labor Hourly Rate Only) |
| * | Premier HS Auditorium | \$250.00 | NC (Labor Hourly Rate Only) |
| * | Auditorium H.S. | \$130.00 | NC (Labor Hourly Rate Only) |
| * | Black Box Theatre | \$150.00 | NC (Labor Hourly Rate Only) |
| * | Pool | \$125.00 | NC (Labor Hourly Rate Only) |
| * | Baseball Field H.S. | \$50.00 | NC (Labor Hourly Rate Only) |
| * | Soccer/Football Field H.S. | \$125.00 | NC (Labor Hourly Rate Only) |
| * | Track H.S. | \$80.00 | NC (Labor Hourly Rate Only) |
| * | Stadium | \$125.00 | NC (Labor Hourly Rate Only) |
| ** | Parking Lot H.S. | \$150.00 | NC (Labor Hourly Rate Only) |

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DPSCD does not discriminate based on race, color, national origin, sex, disability and/or religion
 Contact Compliance for more information at (313) 240-4377 or detroitk12.org/admin/compliance.

Commercial General Liability Insurance

1. An occurrence policy of Commercial General Liability Insurance in the amount of no less than One Million Dollars (\$1,000,000) combined single-limit per occurrence shall be required of all activities. The policy shall specifically cover any damage to the School District's premises and property as well as contractual liability, independent contractor liability, personal injury perils, broad form property damage, completed operations and products liability exposure.
2. Such policy shall be (i) evidenced by a Certification of Insurance naming Detroit Public Schools Community District, School District of the City of Detroit, its officers, employees and agents as additional insured and (ii) bear a restrictive endorsement which provides that the policy applies only to the particular premises to be used by the applicant and for claims arising out of injuries or damage occurring on the specific date(s) of the intended use.

The Certification of Insurance Policy period must be current for the dates of usage and/or period of access and shall contain the following information:

- a. Name and address of entity
 - b. Name of insurance carrier(s) and effective date of coverage
 - c. Limits of liability amounts
 - d. Detroit Public Schools Community District (Fisher Bldg., 10th Floor, 3011 West Grand Blvd. Detroit, MI 48202) shown as additional insured
 - e. Name, address and phone number of the agent
 - f. Description of event and location of DPSCD facility
3. Such policy shall be endorsed to state that coverage shall not be suspended, voided, cancelled or reduced unless five (5) days prior written notice by certified mail has been given to the School District of the City of Detroit.
 4. The user shall furnish the School District with a satisfactory Certificate of Insurance reflecting the required insurance and cancellation notice endorsement no less than five (5) business days prior to the use of the School District's property.
 5. Indemnification Addendum

As part of the Application for Use, the requesting group shall agree to indemnify and hold harmless Detroit Public Schools, its officers, employees, and agents from all claims, demands, judgments, costs, and expenses, including attorney fees brought or asserted for injuries to any participant's property or person, including death, arising

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- out of, related to, or in any way connected with any participant's participation in any activity under the District's Community Use Program notwithstanding any tortious misconduct or negligent act or omission on the part of the District, its officers, employees, or agents or the condition of District facilities.”
6. The insurance shall be placed with insurers lawfully authorized to do business in the State of Michigan. The user is responsible for informing the School District of any exception. Prior approval must be obtained from the School District for the use of foreign insurers.
 7. The company or agency which issues the Certificate of Insurance must provide a complete street address where it can be served notice (NO POST OFFICE BOX ADDRESS WILL BE ACCEPTED) and telephone number. The company or agency must certify that it is an agent of the insurance company issuing the policy and that its statement is subject to the penalties of the State of Michigan relating to unsworn falsification to authorities.
 8. The School District will not accept any policy (1) written on claims made basis, (2) which is written only on an “excess” or “umbrella” basis or carries any deductible or self-insured retention over \$100.

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Appendix A.

| GDI Serviced Schools | | | RNA Serviced Schools |
|--|--|---|---|
| Academy of the Americas | Denby High School | Mackenzie Elementary-Middle School | Bagley Elementary School of Journalism and Technology |
| Academy of the Americas @ Logan Elementary School | Detroit Collegiate Preparatory High School at NW | Mann Learning Community | Bates Academy |
| Ann Arbor Trail Magnet School | Detroit International Academy for Young Women | Marion Law Academy | Brenda Scott Academy |
| Banks-Williamson, Diann Education Center | Detroit Lions Academy | Marquette Elementary-Middle School | Communication and Media Arts High School |
| Barton Elementary School | Detroit School of Arts | Marshall, Thurgood | Coleman A. Young Elementary School |
| Bennett Elementary School | Dixon Educational Learning Academy | Mason Academy | Davis Aerospace & Golightly CTC |
| Bethune Elementary Middle | Douglass Academy for Young Men | Maybury Elementary School | Dossin Elementary-Middle School |
| Blackwell Institute | Drew, Charles R. Transition Center | Mumford High School | F.L.I.C.S. |
| Breithaupt Career and Technical Center | Duke Ellington | Munger Elementary-Middle School | Fisher Magnet Lower Academy |
| Brewer Academy | Earhart Elementary-Middle School | Neinas Dual Language Learning Academy | Fisher Magnet Upper Academy |
| Brown, Ronald Academy | East English Village Preparatory Academy | Nichols Elementary-Middle School | Hutchinson Elementary-Middle School at Howe |
| Bunche Preparatory Academy | Edison Elementary School | Noble Elementary-Middle School | Jerry L. White Center |
| Burns Elementary-Middle School | Edmonson Elementary School | Nolan Elementary-Middle School | John R.King Academy |
| Burton International Academy | Emerson Elementary-Middle School | Pershing High School | Osborn High School |
| Carleton Elementary School | Field, Moses Center | Priest Elementary-Middle School | Palmer Park Preparatory Academy |
| Carson, Benjamin High School of Science and Medicine | Gardner Elementary School | Pulaski Elementary-Middle School | Pasteur Elementary School |
| Carstens Academy of Aquatic Science at Remus | Garvey Academy | Robeson, Paul Malcolm X Academy | Randolph Career and Technical Center |
| Carver STEM Academy | Golightly Education Center | Sampson-Webber Leadership Academy | Renaissance High School |
| Cass Technical High School | Gompers Elementary-Middle School | Schulze Academy for Technology and Arts | Southeastern High School |
| Central/Durfee Academy and High School | Greenfield Union Elementary-Middle School | Spain Elementary-Middle School | The School at Marygrove |
| Chrysler Elementary School | Hamilton Elementary-Middle School | Thirkell Elementary-Middle School | Turning Point Academy |
| Clark, J.E. Preparatory Academy | Harms Elementary School | Twain, Mark School for Scholars | |
| Clemente, Roberto Learning Academy | Henderson Academy | Vernor Elementary School | |
| Clippert Multicultural Magnet Honors Academy | Henry Ford High School | Virtual School | |
| Cody High School | Holmes, A.L. Academy of Blended Learning | Wayne Elementary School | |
| Cooke STEM Academy | Keidan Special Education Center | West Side Academy | |
| Davison Elementary-Middle School | King, Martin Luther, Jr. Senior High School | Western International High School | |
| | Legacy Academy | Wright, Charles Academy of Arts and Science | |