

**SAMPLE GOVERNING BOARD RESOLUTION ON THE FIVE-YEAR SCHOOL
FACILITIES MASTER PLAN REQUIREMENT
FOR
SCHOOL FACILITY PROGRAM CAREER TECHNICAL EDUCATION FACILITIES
PROGRAM FUNDING APPLICATIONS (Revised 5/15/2026)**

RESOLUTION NO. **123456789**

RESOLUTION AUTHORIZING FILING OF APPLICATION(S) FOR STATE
ALLOCATION BOARD–ADMINISTERED CAREER TECHNICAL EDUCATION
FACILITIES PROGRAM FOR THE **[insert District name]** SCHOOL DISTRICT ON
[insert date here],

WHEREAS, Education Code established multiple programs to be administered by the Department of General Services (DGS) as staff to the State Allocation Board (SAB); and

WHEREAS, the **[insert District name]** School District intends to file applications for funding, and/or certify information under the Career Technical Education Facilities Program (CTEFP), a program within the School Facility Program (SFP); and

WHEREAS, the **[insert District name]** School District is aware that all application submittals on or after October 31, 2024, are subject to Section 17070.54 of the Education Code and SFP Regulation Section 1859.18; and

WHEREAS, the **[insert District name]** School District is aware of the minimum requirements for the five-year school facilities master plan as outlined in Section 17070.54 of the Education Code and SFP Regulation Section 1859.18; and

NOW, THEREFORE BE IT RESOLVED THAT, as a condition of participating in the CTEFP, as administered by the SAB, the **[insert District name]** School District shall submit to the DGS a five-year school facilities master plan, updated five-year school facilities master plan, or a governing board resolution updating the required components of the master plan that were materially affected and a description of what changed, approved by the governing board of the **[insert District name]** School District for all *Application for Career Technical Education Facilities Funding* (Form SAB 50-10) submittals on or after October 31, 2024, pursuant to SFP Regulation Section 1859.18; and

NOW, THEREFORE BE IT RESOLVED THAT, pursuant to SFP Regulation Section 1859.18.1(c)(1), the **[insert District name]** School District, as a condition of SFP funding, must submit a five-year school facilities master plan within 18 months of fund release, or concurrently with submittal of the 100 percent complete *Expenditure Report* (Form SAB 50-06) if submitted less than 18 months following fund release; and

NOW, THEREFORE BE IT RESOLVED THAT, pursuant to SFP Regulation Section 1859.18.1(c)(2), the **[insert District name]** School District acknowledges that the Apportionment may be rescinded for failure to submit a complete and valid master plan within the timeline specified in (c)(1).

PASSED AND ADOPTED on **[insert date here]** by the **[insert District name]** School District Board of Trustees by the following vote:

AYES:

NOES:

ABSENT:

ABSTENTION:

Date: _____

[Insert name], Board President
[Insert District name] School District

CERTIFICATION

I, **[Board Secretary/Clerk name]**, certify that the foregoing is a correct copy of a resolution passed and adopted by the **[insert District name]** School District on **[insert date here]**.

Date: _____

[Insert name], Board Secretary/Clerk
[Insert District name] School District

—END OF SAMPLE RESOLUTION—