

**SAMPLE GOVERNING BOARD RESOLUTION ON FIVE-YEAR SCHOOL FACILITIES  
MASTER PLAN REQUIREMENT:  
SCHOOL FACILITY PROGRAM NEW CONSTRUCTION AND MODERNIZATION FULL  
FUNDING APPLICATIONS (Revised 5/15/2026)**

RESOLUTION NO. **[insert resolution number here]**

RESOLUTION AUTHORIZING FILING OF APPLICATION(S) FOR STATE  
ALLOCATION BOARD–ADMINISTERED PROGRAMS 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 eligibility determination, file applications for funding, and/or certify information under one or more SAB-Administered Program(s); and

WHEREAS, the **[insert District name]** School District intends to file applications for eligibility determination and/or applications for funding under the School Facility Program (SFP) as provided in Section 17070.10, et seq., of the Education Code; 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 School Facility Program (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 SFP, 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 submittals on or after October 31, 2024; and

NOW, THEREFORE BE IT RESOLVED THAT, pursuant to SFP Regulation Section 1859.18.1(b)(1)(A), as a condition of participation in the SFP New Construction and Modernization programs, for applications submitted through May 4, 2027, the **[insert District name]** School District shall submit a complete and valid master plan within 90 days of the Office of Public School Construction notification of processing the application; and

NOW, THEREFORE BE IT RESOLVED THAT, pursuant to SFP Regulation Section 1859.18.1(b)(1)(B), 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 (b)(1)(A).

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

—END OF SAMPLE RESOLUTION—