

# 2023-24 PHYSICAL PLANT AND INSTRUCTIONAL SUPPORT BLOCK GRANT CERTIFICATION FOR EXPENDITURES

This district certifies that all funds received for the Physical Plant and Instructional Support Block Grant will be spent in accordance with the provisions and guidelines below.

<b>Certification Field</b>	
<b>Signature, Chief Executive Officer:</b>	(Sign here)
<b>Printed Name:</b>	(Print here)
<b>Date:</b>	(Date here)
<b>District:</b>	(Enter district name)

## AUTHORITY: REVISED 2023-24 BLOCK GRANT FOR 2023-24

[SB 117, SEC. 20, 2023]

## CERTIFICATION

For the 2023-24 fiscal year, districts are required to submit a certification form containing information on the revised 2022-23 block grant allocation (A), the 2023-24 block grant allocation (B), other fund sources (C), and total 2022-23 Project Funding Proposal (PFP) funding (D), which is a sum of A, B, and C. The total funds shown in column D must equal the state funds of the total 2022-23 PFPs that will be submitted alongside each district's 2023-24 Scheduled Maintenance Five Year Plan within FUSION. Districts are to certify that they will spend their Physical Plant and Instructional Support Block Grant allocations in accordance with the program(s) guidelines and requirements. This certification and the supporting PFPs are required as a condition for the receipt and expenditure of the funds, which will be allocated through the general apportionment process.

The PFP funding limits are identical to what was present in the 2022-23 Physical Plant and Instructional Support program. For energy efficiency projects funded under the Physical Plant and Instructional Support Block Grant, the Chancellor's Office recommends these projects follow the "loading order" as seen in the Physical Plant and Instructional Support Guidelines.

Return the signed certification via email to:

Facilities Planning Analyst: Druv Bhat

Email: [dbhat@cccco.edu](mailto:dbhat@cccco.edu)

A11Y 8/16/23

## **CALIFORNIA COMMUNITY COLLEGES GUIDELINES FOR 2023-24**

The Higher Education Trailer Bill (SB 117, SEC. 20, 2023) reduced the original 2022-23 allocation of \$840,655,000 for California Community Colleges to \$340,642,000 and established a 2023-24 block grant of \$5,732,000. These grants are intended for use by community colleges for physical plant, instructional support, water conservation, and energy efficiency. These physical plant allocations may be used for high priority scheduled maintenance and special repairs (provided a district maintains its operations and maintenance expenditure equal to or greater than the 1995-96 fiscal year level), architectural barrier removal, hazardous substances abatement, seismic retrofit, water conservation projects, and energy efficiency projects.

Architectural barrier removal and seismic retrofit projects retain their maximum cost limit of \$929,000. The instructional support allocation may be used for instructional equipment and library materials. The water conservation allocation may be used for replacement of water-intensive landscaping with drought-tolerant landscaping, synthetic turf, provided that the turf is used only in non-athletic areas, and other non-plant materials; drip or low-flow irrigation systems; building improvements to reduce water usage; and installation of meters for wells to allow for monitoring of water usage. Appropriations from this block grant for the purposes of energy efficiency aim to support energy efficiency projects in-line with the California Community Colleges Chancellor's Office Board of Governors' Climate Action and Sustainability Framework goals.

### **ACCOUNTABILITY**

State funds allocated pursuant to the above referenced legislation shall be accounted for in either the Restricted General Fund in the case of instructional equipment or the Capital Outlay Fund in the case of scheduled maintenance, architectural barrier removal, seismic retrofit, hazardous substances abatement projects, water conservation projects, and energy efficiency projects. The revenue shall be recorded as State Revenue, Categorical Apportionment (Controlling Account 8620) - Other Categorical Apportionment. The expenditure of this money shall be recorded in accordance with the California Community College's Budget and Accounting Manual.

Districts are to advise the Chancellor's Office of any subsequent changes to the proposed spending plan and Project Funding Proposals.

### **AUDIT**

District expenditures of the moneys shall be reviewed as part of the district's annual contracted audit (pursuant to requirements in the Budget Act). Noncompliance with block grant terms may result in repayment of funds.

### **DEFINITIONS**

1. "Instructional" shall mean equipment purchased for instruction and/or library/learning resource center activities involving presentations and/or hands-on experience to enhance student learning and skills development.

- 2.** "Equipment" shall mean tangible district property (excluding land and/or buildings and improvements thereon and licensed motor vehicles) of a more or less permanent nature that cannot be easily lost, stolen or destroyed; but which replaces, modernizes or expands an existing instructional program. Furniture and computer software, which is an integral and necessary component for the use of other specific instructional equipment, may be included.
- 3.** "Library Materials" shall mean books, periodicals, related ordering, processing, cataloging or binding costs or services, reference databases, cataloging and/or security systems, maps, documents, microforms, computer software, or prerecorded audio-visual resources for the benefit of student learning.
- 4.** "Purchase" shall mean the acquisition of applicable instructional equipment, library materials through outright purchase, subscription service or lease-purchase agreements and any associated costs (other than district personnel salary or benefits, personal services costs or operating expenses). For the 2022-23 Physical Plant and Instructional Support program, only lease/purchase agreements for applicable instructional equipment received on or after July 1, 2022 or that is a continuation of a prior year's Instructional Equipment Program funded lease-purchase agreement shall qualify under this program. When the equipment/materials are not exclusively used for instructional activities, the applicable cost must be prorated to instructional activities and adequately documented and/or justified.
- 5.** "Scheduled Maintenance/Special Repairs" shall mean expenditures related to the non-recurring repair, maintenance or replacement of a community college's infrastructure or building component.
- 6.** For additional information, please refer to *2023-24 Physical Plant and Instructional Support Guidelines*.

## DISTRICT'S PROPOSED 2023-24 SPENDING PLAN

Program	2022-23 Revised State Block Grant (A)	2023-24 State Block Grant (B)	Other Fund Sources (C)	Total 2022-23 PFP Funding (D=A+B+C)
	<b>Instructional Support</b>			
Instructional Equipment	\$	\$	\$	\$
Library Materials	\$	\$	\$	\$
	<b>Physical Plant*</b>			
Scheduled Maintenance/Special Repairs	\$	\$	\$	\$
Architectural Barrier Removal	\$	\$	\$	\$
Hazardous Substance	\$	\$	\$	\$
Seismic Retrofit	\$	\$	\$	\$
	<b>Water Conservation*</b>			
Landscaping/Synthetic Turf	\$	\$	\$	\$
Drip/Low-flow Irrigation System	\$	\$	\$	\$
Building Improvement	\$	\$	\$	\$
Well Meter Installation	\$	\$	\$	\$
	<b>Energy Efficiency*</b>			
Conservation and Efficiency	\$	\$	\$	\$
Renewable Energy Resources and Distributed Generation	\$	\$	\$	\$
<b>Total</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>

\* PFPs will need to be completed in FUSION for projects under these categories.