



TO: Chief Business Officers
Facilities Directors

FROM: Hoang Nguyen, Director of Facilities Planning
Facilities Planning Unit, College Finance and Facilities Planning Division

RE: 2021-22 Physical Plant and Instructional Support - Certification and Allocations

In 2021-22, the Physical Plant and Instructional Support program will provide \$511,014,000 to California Community Colleges. Districts have discretion to distribute their Physical Plant and Instructional Support Block Grants allocation to meet local needs. In 2021-22, districts are not required to match their state Physical Plant and Instructional Support allocation with local resources. Additionally, in alignment with California's sustainability efforts, water conservation projects continue to be included in this program.

Allocations

To see your district's share of the statewide Physical Plant and Instructional Support funding, please see the *2021-22 Physical Plant and Instructional Support Allocations* document attached with this memorandum. For this year's allocation, a minimum of \$1 million will be established. The remaining funds are allocated based upon districts' 2020-21 total Full-time Equivalent Students, as reported at P2.

Encumbrance of Funds

Indicated in the Postsecondary Education Trailer Bill (SB 132, SEC. 82, 2021), the funds for Physical Plant and Instructional Support will be available for encumbrance or expenditure until June 30, 2023.

Certification Process

To assist with this year's Physical Plant and Instructional Support certification process, please find the *Physical Plant and Instructional Support Block Grants Certification* form attached with this memorandum. The certification form demonstrates how districts plan to distribute their funds between physical plant (i.e., scheduled maintenance and special repairs, architectural barrier removal, hazardous substances abatement, seismic retrofit, and water conservation) and instructional support (i.e., instructional equipment and library materials).

2021-22 Project Funding Proposals and Scheduled Maintenance Five-Year Plan

Project funding proposals indicate which physical plant projects districts will pursue using 2021-22 program funding. Districts shall complete and submit project funding proposals with a spending plan via FUSION. The 2021-22 project funding proposals comprise the first year of the Scheduled Maintenance Five-Year Plan, with a four-year planning horizon ending in 2025-26.

Districts' Scheduled Maintenance Five-Year Plans demonstrate long-term physical plant needs, and the Chancellor's Office uses districts' physical plant data to advocate for state funding. For more information about the Physical Plant and Instructional Support program, project eligibility, or information about how to enter projects into FUSION, please see the *Physical Plant and Instructional Support Guidelines* attached with this memorandum.

Instructional Support

The Chancellor's Office requests that districts provide information about local instructional support needs through the submission of the Instructional Support Five-Year Plan. The Instructional Support Five-Year Plan may include your district's purchases in 2020-21, potential purchases for 2021-22 using the allocated funds, and a five-year projection (2022-23 to 2026-27) of instructional support need. Please use the *Instructional Support 5 Year Plan* workbook attached with this memorandum.

Actions requested

Please submit the following items by their specified deadlines:

- Email the Physical Plant and Instructional Support Block Grants Certification form, signed by your district's Chief Executive Officer, to Brian Turner by **October 4, 2021**.
- Submit 2021-22 project funding proposals and Scheduled Maintenance Five-Year Plan (2021-22 to 2025-26) via FUSION2 by **October 4, 2021**.
- Email Instructional Support Five-Year Plan workbook to Brian Turner by **December 13, 2021**.

Need Assistance?

Please contact Brian Tuner at (916) 322-0946 or bturner@cccco.edu for assistance with the Physical Plant and Instructional Support certification process or with questions related to the program.

Attachments

2021-22 Physical Plant and Instructional Support Certification Form
2021-22 Physical Plant and Instructional Support Allocations by District
2021-22 Physical Plant and Instructional Support Guidelines
2021-22 Instructional Support 5 Year Plan Template