



## **Facilities Section**

### **LOCAL FACILITIES PLAN DEVELOPMENT**

At the heart of Georgia's Capital Outlay Program is long range planning. To participate in the program Georgia law (20-2-260) requires each school system to develop a comprehensive facilities plan at least once every five years. The plan identifies all needs to safely house students in an atmosphere that facilitates the instructional program of the system.

When the local plan is complete a survey team of educators from other school systems is convened to validate the plan. When the survey team approves the plan it is then sent to the local board of education for review and approval; then it is submitted to the State board of education for their approval. After State approval the local facilities plan becomes the primary document by which the local system earns State Capital Outlay entitlement. This document is the basis for application for State Capital Outlay Funds.

The first step in development of a local facilities plan requires the passage of a resolution by the local board of education requesting technical assistance from the Facilities Services Section of the State Department of Education. When this is done the facilities consultant that serves that system should be contacted. The consultant can bring together all the state and local resources and data to help guide plan development at every stage from beginning to end. State Facilities consultants and the systems they serve are listed in the Consultants and Areas link on the Facilities Service web page.