

## Facilities and Capital Outlay Management Institute

The appropriate housing of Georgia's increasing student population depends upon effective funding, planning and construction of school facilities. The Facilities and Capital Outlay Management Institute provides each participant with two comprehensive reference manuals. The instructor guides participants through an intensive study of the processes and procedures used in planning and implementing a capital building project.

GSSA's Facilities and Capital Outlay Management Institute consists of four highly-focused classes, held in three 11/2-day sessions.

Throughout the course, participants will engage in activities that will include, but not be limited to the examination of best practices associated with:

- funding procurement
- architectural selection and design
- facility planning processes and project delivery
- project supervision
- building design, bidding, and construction

“...excellent job of presenting examples of every issue involving capital outlay.”

Mr. Jake Grant is the instructor for this institute.

**Jake Grant** joined Gwinnett County Public Schools in 1988 and shortly thereafter became Director of Construction. He has also served as the Executive Director of Facilities with Forsyth County Schools and Assistant Superintendent for Facilities with Barrow County Schools. Recently, Mr. Grant retired as the Director of Facilities for Oconee County Schools. He has been responsible for over 1.3 billion dollars in school construction projects in his career.

**Facilities and Capital Outlay Institute** – The schedule for this institute is 3:00–6:00 PM on the first day, and 8:00 AM–5:00 PM on the second day.

### Tuition: \$595

January 13-14, 2021 (W, Th)

February 10-11, 2021 (W, Th)

March 17-18, 2021 (W, Th)

**Location/Lodging** Homewood Suites by Hilton  
Room rate: \$119 King Studio/ \$134 One Bedroom Suite  
Taxes and fees not included  
Macon, GA 31210  
478.477.9776

*Participants are responsible for making lodging reservations at the host hotel. Be sure to inform Reservations that you are with GSSA. There are only a certain number of rooms with blocked rate. Block is released 30 days prior to the event date.*

### Who Should Attend?

All GSSA Institutes are designed for superintendents, central office administration/staff and principals.

### Questions?

For more information on GSSA's Institute and Workshop Series and to register on-line, go to [www.gssaweb.org](http://www.gssaweb.org) or contact Keith Porter, GSSA Professional Development Director, at [klporter112@gmail.com](mailto:klporter112@gmail.com) or 770.880.9212.

