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## **ASSESSMENT OF APPLICATIONS**

Capital Grants Program funds are limited and not all applications will be successful. The BGA is required by the Department of Education to assess the eligibility of all applications received against legislated guidelines.

Eligible projects will then be placed in order of priority for funding on the basis of:

- primarily, the relative educational disadvantage of the student population of the school; and
- secondarily, the appropriateness of the cost, size and use of the facilities to be funded, in relation to sound educational planning; the relative contributions of the projects to the Program's objectives; the condition and suitability of existing facilities in relation to the level of facilities needed; where relevant, the extent to which the projects effect economies through the shared provision of services; and the extent to which schools are making adequate and regular provision for the upkeep of their facilities.

### ***School Visits***

Members of the ACTBGA Priorities Committee will visit applicant schools in order to help gain adequate knowledge of the circumstances and needs of the school.

### ***Financial Need and Local Contribution***

It is the responsibility of the ACTBGA to assess a school's financial need for the grant. School communities are expected to contribute to the cost of approved projects to their maximum capacity, taking into account their responsibilities to provide recurrent resources of an appropriate standard. If the school and its supporting community are assessed as being able to meet the total cost of the project (including through borrowings), no grant will be recommended. Should a grant be recommended, then the school must contribute at least 30%.

### ***Cost Estimates***

To ensure the accuracy of all cost estimates schools are urged to obtain detailed cost estimates from a Quantity Surveyor or Architect. The ACTBGA does not fund increases in costs incurred whilst projects are pending or under construction. Please state how costs were determined and by whom.

To facilitate fair assessment of applications and equitable funding of projects, the ACTBGA draws on construction industry data on average actual costs for particular types of school functional areas for the ACT, as determined by a quantity surveying firm engaged specifically for this purpose. Information on average costs is available on [www.actbga.org.au](http://www.actbga.org.au). This information is taken into account, along with other factors, to help assess whether proposed project costs are reasonable.

### ***Area Standards***

To encourage protection from sunlight for children, the area of unenclosed, external covered areas (including travel areas) may be totally discounted for the purpose of calculating a school's total area. All other discounted areas should be discussed with ACTBGA staff prior to an application being submitted.

List all school spaces by their functional use. A list of functional spaces for primary and secondary schools is set out in the application form.

Please note that:

- all spaces must be listed including corridors, covered ways, undercrofts, shelters, stairs and toilets;
- measurements should show the floor areas of each space inside the walls;
- the condition of the facility should be indicated; and
- demountable buildings which will continue to be used after the funded facilities are completed must be included in a school's area.

The percentage of the former Commonwealth area standards that a school's area will be after the project is completed must be calculated in the following way:

$$\frac{[\text{Total area of school after project completed less discounted area (m}^2\text{)]}{\text{Standard area for the school (m}^2\text{)}} \times 100$$

The standard area (m<sup>2</sup>) for the school is primary enrolments in the appropriate year multiplied by 6.13m<sup>2</sup> plus secondary enrolments in the appropriate year multiplied by 9.75m<sup>2</sup>. The appropriate year for enrolments is the first full school year after completion (normally 2019 for the 2018 round) in all cases other than that of new, rapidly growing schools, in which case enrolments for the second full school year after completion may be used (normally 2020 for the 2018 round). Internal wall measurements should be used in calculating areas.

The proportion of a project that takes it to more than the former Commonwealth area standards may not be considered for ACTBGA funding unless there are special circumstances – specifically, facilities needed for people with disabilities or schools that are able to demonstrate that they have taken over non-purpose-designed facilities.