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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 and Training 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

The ACTBGA will 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%.

Maximum Funding

The maximum limit for a grant/grants is \$1,000,000 per school. However, for projects that are for the establishment of new schools, for new campuses, or (either wholly or primarily) for new education levels, grant/s of up to \$1,500,000 per school will be considered.

Cost Estimates

To ensure the accuracy of all cost estimates, schools must obtain detailed cost estimates from a registered Quantity Surveyor prior to completing the application forms. Schools must also ensure a registered Quantity Surveyor completes the ACTBGA Quantity Surveyor Project Cost Template prior to completing the application forms. This template is available at <https://actbga.org.au>. The ACTBGA does not fund increases in costs incurred whilst projects are pending or under construction.

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 <https://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. Facilities funded under the Commonwealth Local Schools Working Together initiative, the Trade Training Centres in Schools program, Trades Skills Centres program and/or the Building the Education Revolution program are no longer assessed as discounted areas. Any proposed discounted areas should be discussed with ACTBGA staff prior to an application being submitted.

When completing an application form, schools must list all school spaces by their functional use. A list of functional spaces for primary and secondary schools is set out on page 10.

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:

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

The standard area (m²) for the school is primary enrolments in the appropriate year multiplied by 6.13m² plus secondary enrolments in the appropriate year multiplied by 9.75m². The appropriate year for enrolments is the first full school year after completion (normally 2021 for the 2020 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 2022 for the 2020 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 they have taken over non-purpose-designed facilities, or unless otherwise determined by the Committee.