

Guide to completing BGA Excel Application (Part B)

PART B APPLICATION FOR CAPITAL FUNDING

FOR CAPITAL WORKS COMMENCING IN 2027

Please refer to step-by-step guidelines for assistance in completing this application.

This application is divided into five sections and each section must be completed before your application can be considered:

Section 1	Existing Facilities
Section 2	Enrolment
Section 3	School Finances
Section 4	Cost Plan Summary
Section 5	Application Summary and Submission

ENTER THE NAME OF YOUR SCHOOL:

ENTER THE NAME OF YOUR PROJECT:

Click on the button below to start

Start Application

Welcome

After entering the password, the Excel file will open on a Welcome page as depicted below.

- Step 1:** **Save your own copy of the file using the name of your school:**
 e.g. "<YOUR SCHOOL> Part B BGA Excel Application"

**PART B APPLICATION FOR
CAPITAL FUNDING**

Victorian
Independent Schools
 BGA LTD

FOR CAPITAL WORKS COMMENCING IN 2027

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ENTER THE NAME OF YOUR SCHOOL:

ENTER THE NAME OF YOUR PROJECT:

Click on the button below to start

Start Application

Step 2: **Enter the name of your school.**

Step 3: **Enter a name for your project (e.g. Gym Extension; Primary Classrooms)**

Step 4: **Click on 'Start Application' to move to the next section.**

NOTE:

This application is an Excel workbook. When working in any one section, if using arrow keys to navigate through the spread sheet, you may find yourself 'off the page' if you accidentally hit too many arrows.

If you find yourself 'lost' on a spread sheet, hit the 'Home' key on your keyboard and it will return you to the top of the page on which you were working.

NOTE:

You will now be able to move through the application by clicking on the menu bar across the top of the page. You can complete any section at any time.

Remember to **SAVE** regularly as you go.

Existing
Facilities

Enrolment

School
FinancesCost Plan
SummaryApplication
Summary

Existing Facilities

This section relates to the facilities of the whole school (i.e. all campuses), as well as the facilities at the campus of the proposed project (if yours is a multi-campus school). The program will calculate the total area of your school facilities and compare it with your current and future area entitlement.

Step 1: Enter the number of rooms and area (m²) for each area listed, as used by primary students, or by secondary students, or shared by both primary and secondary students at the whole school.

Enter '0' in cells that do not apply. Enter data in blue cells only. Grey cells will calculate totals.

Existing Facilities - Whole School	Primary Rooms	Primary Area (m ²)	Secondary Rooms	Secondary Area (m ²)	Shared Rooms	Shared Area (m ²)	Total Area (m ²)
General Learning Area							0
Administration							0
Library / Resource Centre							0
Gymnasium / Multipurpose Area							0
Student Amenities							0
Specialist Areas							0
Boarding Facilities							0
Enclosed Travel							0
(a) Funded or approved facilities not yet built							0
Total	0	0	0	0	0	0	0

Note (a) above: Include figures for any facilities which have been approved for construction but are not yet built or in use.

Step 3: Indicate whether your school has multiple campuses by clicking on the drop-down box.

Does your school have multiple campuses?

Yes

No

Multiple Campuses

Please select Yes or No

If 'No', click on **Next** at the bottom of the page to move on to the next section.

If 'Yes', complete the second table for all facilities at the campus of the proposed project only, as per Step 2.

Step 4: **SAVE** before clicking on **Next** to move on to the next section.

Note that figures indicating your school's 'Total Area of Entitlement' and 'Total Future Area of Entitlement' will appear at the top of the 'Application Summary' page which is generated when all sections are completed. The figures will be automatically calculated using the Total Area on this 'Existing Facilities' page and the 2025 and 2028 enrolment data entered on the Enrolment page.



Enrolment

Data entered here directly impacts the financial information for your school, so please ensure that data is accurate.

You need to enter actual and projected yearly enrolment data for each year from 2024 – 2028 for the whole school.

If your school is a multi-campus school, you also need to enter actual and projected yearly enrolment data for the campus where the proposed project will be undertaken.

For past years, please use the August census data as submitted to the Commonwealth DET.

For future years, please use the actual enrolment projections for your school.

Data should be entered in blue cells only. Grey cells will calculate total primary enrolments, total secondary enrolments, total combined enrolments and the ratio of students to teachers for each year.

Enrolment: WHOLE SCHOOL

	2024	2025	2026	2027	2028
Prep					
1					
2					
3					
4					
5					
6					
Ungraded Primary					
7					
8					
9					
10					
11					
12					
Ungraded Secondary					
No. of Boarders included above					
No. FFPOS included above					
No of FTE Teachers					
Total Primary	-	-	-	-	-
Total Secondary	-	-	-	-	-
Total Enrolment	-	-	-	-	-
Student Teacher Ratio	0.0	0.0	0.0	0.0	0.0

Please tick this box to verify that the Student/Teacher Ratios above are accurate ☐

Step 1: Enter enrolment data for 2024 for each year level in the corresponding blue cells.

- Step 2:** Enter the number of Boarders included in the enrolment data entered in Step 1. Enter '0' if your school does not have Boarders.
- Step 3:** Enter the number of Full Fee-Paying Overseas Students (FFPOS) included in the enrolment data entered in Step 1. Enter '0' if your school does not have FFPOS.
- Step 4:** Enter the number of Full Time Equivalent (FTE) teachers for 2024 in the last blue cell.

The grey cells will automatically calculate total enrolments and student / teacher ratios. (Note that Boarders and FFPOS are only counted once.)

- Step 5:** Repeat Steps 1-4 above for each year as indicated.
- Step 6:** Check that the student / teacher ratios are accurate. Tick the box to confirm.
- If you indicated that yours is a multi-campus school in the previous section, you will be asked to complete a second enrolment grid for the campus of the proposed project only, as per instructions for the 'whole school' table.
- Step 7:** Once complete, save and click on  to move on to the next section.



School Finances

The information requested here enables the VISBGA Board to perform an accurate financial assessment. Data entered here should reflect data submitted in your Financial Questionnaire.

Schools are required to submit financial data for a period of five years, as clarified below:

Base Year:	2024	Using information from the school's most recent audited accounts.
Year Prior:	2025	Using information from the school's final Management Accounts, subject to audit
Current Year:	2026	Using actual budgeted figures for the immediate year ahead.
Schedule Year:	2027	<i>Projected</i> data for the year during which building is taking place.
Utilisation Year:	2028	<i>Projected</i> data for year the proposed project is first in use.

If you wish to include any additional information or explanatory notes that you believe may assist the Board in assessing your project, please do so as an attachment to your application.

Step 1: Enter your school's DMI score. If your school is a Special or Special Assistance School or does not have a DMI, please enter SAS or N/A

Step 2: Complete the table by entering data for each year in the blue cells only.

The grey cells will calculate automatically as data is entered.

NOTE:

- Codes from the Financial Questionnaire have been provided as a guide to completing this table.
- A separate table on the right of the worksheet will calculate incremental increases or decreases from year to year to assist schools in identifying data anomalies that may need correction.
- Figures entered for 2024 should accurately reflect your 2024 audited accounts.
- Remember to SAVE regularly.
- Points to note in this section are highlighted on the following pages.

Recurrent Income

School Finances		2024	2025	2026	2027	2028	Financial Questionnaire Codes
Recurrent Income	Fees and Charges Domestic Students						RI.010
	Other Income from Domestic Students						RI.020 / 030
	ABSTUDY Allowances & Income from Overseas Students						RI.040 / 050
	Private Income						RI.060
	Investment Income & Donations						RI.061 / 065
	State Govt Recurrent Grants						RI.070
	Other State Govt Grants						RI.080 / 090
	Aust Govt Recurrent Grants						RI.100
	Other Aust Govt Grants						RI.110 / 120
	Total Recurrent Income	-	-	-	-	-	
	Total Enrolment						
	Average Tuition Fees per Domestic Student						
	Fees, Charges and Private Inc per Domestic Student						

- **Total Recurrent Income:** The spread sheet will calculate Total Recurrent Income in the grey cells each year by adding the cells above.
- **Average Tuition Fees per Domestic Student:** This figure will be calculated using the data entered in the first line item on this page and the enrolment data entered on the previous page. Check that these calculations accurately reflect the fee level of the school.
- **Fees, Charges and Private Inc per Domestic Student:** This figure will be calculated using the data entered in the first, second and fourth line items on this page and the enrolment data entered on the previous page.
- Figures should be entered in every blue cell going forward to 2028.

Recurrent Expenditure

School Finances		2024	2025	2026	2027	2028	Financial Questionnaire Codes
Recurrent Expenditure	Principal and Teacher Salaries and Wages						RE.030
	Other Salaries and Wages						RE.010 / 040
	Staff Related Expenses						RE.050 / 060 / 070
	Operating Expenses						RE.080 / 085
	Buildings & Grounds / Operations / Maintenance						RE.090
	Rent and Lease Expenses - Land and Buildings						RE.095
	Interest - Bank Overdraft / Recurrent Loans						RE.100
	Interest - Capital / Bridging Loans / Leases						RE.110
	Depreciation / Amortisation - Leased Assets						RE.120
	Depreciation / Amortisation - Owned Assets						RE.130
	Bad & Doubtful Debt Expense						RE.140
	Total Recurrent Expenditure	-	-	-	-	-	
	Average Teacher Salaries						

- **Total Recurrent Expenditure:** The spread sheet will calculate Total Recurrent Expenditure in the grey cells each year by adding the eleven cells in each year's column.
- **Average Teacher Salaries:** This figure will be calculated using the data entered in the first line item in this section and the number of FTE teachers entered for the corresponding year on the enrolment page.
- Figures should be entered for each line item in every blue cell going forward to 2028.

Trading Activities

School Finances		2024	2025	2026	2027	2028	Financial Questionnaire Codes
Trading Activities	Income						TA.010 / 030 (ex ELC)
	Expenses						TA.020 / 040 (ex ELC)
	Net of Trading Activities (ex ELC)	-	-	-	-	-	
ELC (if applicable)	ELC Income						TA.030 (ELC only)
	ELC Expenses						TA.040 (ELC only)
	Net of ELC Activities	-	-	-	-	-	

- **Trading Activities - Income / Expenses:** Include all income and expenses relating to Trading Activities from FQ TA. 010 - 020 and TA. 030 - 040 but exclude any ELC income and expenses (if applicable).
- **Net of Trading Activities:** The spread sheet will calculate a profit or loss in the grey cells each year by taking Expenditure away from Income.
- **ELC (if applicable) - Income / Expenses:** Only include figures relating to the operation of an ELC as included in TA. 030 - 040. If your school does not operate an ELC, please enter zero in these blue cells.
- **Net of ELC Activities:** The spread sheet will calculate a profit or loss in the grey cells each year by taking Expenditure away from Income.
- Figures should be entered in every blue cell going forward to 2028.

Operating Results

Net Surplus from Operations: The spreadsheet will calculate the Net Surplus or Deficit from Operations in each year by adding Total Recurrent Income and the net of Trading and ELC Activities (+/-) and taking away Total Recurrent Expenditure.

EBIDA: The spreadsheet will calculate the Surplus/Deficit Before Interest, Depreciation, and Amortisation (EBIDA) in each year by adding Total Recurrent Income and the net of Trading and ELC Activities, taking away Total Recurrent Expenditure and then adding back Interest Expense and Depreciation/Amortisation Expense for both Owned and Leased Assets.

Operational Surplus: The spreadsheet will calculate the Operational Surplus or Deficit in each year by adding Total Recurrent Income, Total Capital Income and the net of Trading and ELC Activities (+/-), taking away Total Recurrent Expenditure and adding back Depreciation/Amortisation for Owned Assets.

Capital Income

School Finances		2024	2025	2026	2027	2028	Financial Questionnaire Codes
Capital Income	Government Capital Grants						
	- This Application ONLY						
	- Other Govt Capital Grants						CI.010 / 020
	Capital Income Other						CI.030 / 040 / 050 / 055
	Total Capital Income	-	-	-	-	-	

- **Government Capital Grants – This Application ONLY:** The figure entered for the line item 'This Application ONLY' should be the grant the school is requesting in this application. The figure should reflect the grant request in the *Cost Plan Summary* worksheet.
The requested grant should be entered in 2027 or split across 2027/28 dependent on your construction timelines.
- **Government Capital Grants – Other Govt Capital Grants:** Figures entered for this line item 'Other Govt Capital Grants' should include previously approved Commonwealth and State Capital Grants, as well as any planned application for a 2028 project.
- **Total Capital Income:** The spreadsheet will calculate Total Capital Income in the grey cells each year by adding the cells above.

Capital Expenditure

School Finances		2024	2025	2026	2027	2028	Financial Questionnaire Codes
Capital Expenditure	Land, Building and Improvements						
	- This Application ONLY						
	- Other Projects (BGA funded)						CE.010
	- Other Projects (self-funded)						
	Other Capital Expenditure						CE.020
	Total Capital Expenditure	-	-	-	-	-	

- **Land, Building and Improvements – This Application ONLY:** Figures entered for the line item 'This Application ONLY' should be the expenditure the school is anticipating on the project that is the subject of this application. Expenditure for this project should appear in 2027 or split across 2027/28 dependent on your construction timelines.
- **Land, Building and Improvements – Other Projects (BGA Funded):** Figures entered for this line item should include expenditure on any previously approved Commonwealth or State Capital Grants projects, as well as any planned application for a 2028 capital project.
- **Land, Building and Improvements – Other Projects (self-funded):** Figures entered for this line item should include expenditure on any other capital projects not included above.
- **Other Capital Expenditure:** furniture, plant and equipment, motor vehicles, finance leased assets (as per FQ code CE.020).
- **Total Capital Expenditure:** The spread sheet will calculate Total Capital Expenditure in the orange cells for each year by adding the cells in the column above.

Borrowings

School Finances		2024	2025	2026	2027	2028	Financial Questionnaire Codes
Borrowings	Refundable Enrolment Deposits						LN.020 (excl. non-refundable amounts)
	Recurrent Loans						LN.040
	Capital and Bridging Loans						LN.080 (excl. Lease Liabilities)
	Total Borrowings	-	-	-	-	-	
Debt Per Student							
Please tick this box to verify that the Debt per Student calculations above are accurate. ☐							

- **Total Borrowings:** The spread sheet will calculate Total Borrowings in the grey cells for each year by adding the three cells above.
- **Debt per Student:** Debt per Student will be calculated using the data entered in the second and third line items in this section, divided by the total enrolment figure for the corresponding year as entered on the enrolment page.

Schools are asked to confirm the accuracy of the Debt per Student calculations by **ticking the box**. This is a self-checking mechanism for schools; if the Debt per Student calculations are inaccurate, data entered on this page and/or the Enrolment page may need to be reviewed.

Cash Statement

School Finances		2024	2025	2026	2027	2028
Cash Statement	Opening Cash Balance			-	-	-
	Plus Net Operating Surplus from Operations			-	-	-
	Plus Non Cashflows in Surplus - Depreciation/Amortisation			-	-	-
	Increase/(Decrease) in Provision for Employee Entitlement					
	Increase/(Decrease) in Borrowings			-	-	-
	Net Capital Result			-	-	-
	Closing Cash Balance/Forecast Cash Reserves			\$ -	\$ -	\$ -

The Cash Statement has been simplified from previous years, making it much easier for Schools to complete this section. The majority of the Cash Statement is automatically completed from financial data completed or calculated elsewhere on the worksheet.

Follow these steps to complete the Cash Statement:

- Step 1** Enter the Closing Cash Balance as at 31 December 2024 in the blue cell under the 2024 column, as per your audited accounts.
- Step 2** Enter the Closing Cash Balance as at 31 December 2025 in the blue cell under the 2025 column, as per your 2025 Financial/Management Report.
- Step 3** Enter increase (+ve) or decrease (-ve) in Provisions for Employee Entitlements for 2026 to 2028.
NB. Please ensure figures are *movements*, not the balances for Step 3 above.
- Step 4** The grey cells for 2026 to 2028 are automatically populated from financial detail already entered or calculated from cells in this worksheet.
- Step 5** Remember to SAVE regularly.
- Step 6** The grey cells in the last row will automatically calculate a Forecast Cash Balance for each year.

NOTE: If the closing cash balance in 2027 (cell highlighted in Red below) *significantly exceeds the level of grant requested*, the Board may determine that there is no financial need for grant support. The application would be ineligible under Commonwealth Guidelines and would rank lower than others under State Guidelines.

School Finances		2024	2025	2026	2027	2028
Cash Statement	Opening Cash Balance			-	-	-
	Plus Net Operating Surplus from Operations			-	-	-
	Plus Non Cashflows in Surplus - Depreciation/Amortisation			-	-	-
	Increase/(Decrease) in Provision for Employee Entitlement					
	Increase/(Decrease) in Borrowings			-	-	-
	Net Capital Result			-	-	-
	Closing Cash Balance/Forecast Cash Reserves			\$ -	\$ -	\$ -

Step 7 Check figures for accuracy before scrolling down to the set of questions below the table. In particular, the Closing Cash Balance for 2024 should be the same figure as in your 2024 Audited Accounts.

Worksheet Questions

Step 1 Provide a response to each question in the cell provided. The questions relate to the assumptions and methods used in the projections entered in the table above.

Step 2 Enter an itemised list of capital expenditure from 2024 to 2028 in the table at the bottom of the worksheet. The total capex figures calculated should match the corresponding '*Total Capital Expenditure*' figures (orange cells)

DESCRIPTION	2024	2025	2026	2027	2028
TOTAL	-	-	-	-	-

Step 3 Click on  to move on to the next section.

The spread sheet will calculate the cost per m² for this element of your project in the grey cell. You will be able to compare the cost per m² of your project with the relevant standard construction rates for a new construction or refurbishment, which appear in the last column (figures updated Oct 2025).

Step 7: Repeat steps 1-6 above for each element of your proposed project. The spread sheet will calculate the Total Area and Total Building Cost by adding the relevant cells above.

Step 8: SAVE before moving on to Section C.

Please only complete Section B if Section A does not apply.

Please note that non-construction projects are not eligible under the State Program. Therefore, Section B only applies to applications submitted under the CGP.

SECTION B: NON-CONSTRUCTION PROJECTS (CGP ONLY)		
Type of Project	Education Level	Total Area m ²
Master Plan Purchase of Land Upgrade of Services Purchase of Demountables		

Cost
\$ -

Step 1: Click on the first pink cell to choose your proposed project from the drop-down list.

Step 2: Select the education level – ‘Primary’, ‘Secondary’ or ‘Combined’.

Step 3: Enter the Total Area of the project (if purchase of land or demountables).

Step 4: Enter the estimated cost.

Step 5: SAVE before moving on to Section C

SECTION C: SITE WORKS & EXTERNAL SERVICES	
eg. demolition, excavation, landscaping, paving, external drainage, water, gas, power etc	
Specify items below:	
Sub-Total	\$ -
TOTAL CONSTRUCTION COST	\$ -

Step 1: Enter each element associated with site works or external services for the project by type and cost. These might include:

- demolition or relocation of existing buildings or equipment
- earthworks
- fencing
- associated roadworks, pathways or landscaping
- water, gas, electricity or fire services to project site

Total site works and external services costs will calculate automatically in the bottom grey cell. The Total Construction Cost will calculate automatically in the bottom grey cell.

Step 2: Save before moving on to Section D.

SECTION D: CONTINGENCIES AND ESCALATION		
Design Contingency	Cost	
Escalation		
Construction Contingency		
Sub-Total	\$	-

Step 1: Enter contingency and escalation costs. These will appear as a percentage of the total costs entered above.

Step 2: Save before moving on to Section E

SECTION E: PROFESSIONAL FEES (eg. architect, quantity surveyor, etc)		
Specify Below	Cost	
Sub-Total	\$	-

Step 1: Enter each consultant involved in the project and their associated cost. These might include:

- architect
- quantity surveyor
- building surveyor
- engineer (electrical / mechanical / hydraulic / structural)

The spread sheet will calculate the cost of each as a percentage of the total cost entered above.

Total professional fees will calculate automatically in the bottom grey cell.

If there are not enough lines, group remaining consultants together (e.g. 'engineers' or 'additional consultants') on the last line.

Step 2: Save before moving on Section F.

SECTION F: OTHER COSTS	
Authority Fees / Charges	Cost
Furniture & Equipment	
Other Costs Specified Below:	
Sub-Total	\$
TOTAL PROJECT COST	\$

Step 1: Enter the total of all fees or charges (e.g. permits and other council charges) associated with the project.

Step 2: Enter the estimated cost of furniture and equipment relating to the project.

Step 3: Enter a description of any other project cost not relevant or included in Sections C to E above, and the associated cost.

Total other costs will calculate automatically in the bottom grey cell.

The Total Project Cost will calculate automatically by adding the total of each section above.

Step 4: Save before moving on Section G.

SECTION G: SCHOOL CONTRIBUTION	
Please enter the amount being contributed to this project by the school:	
Cash	
Borrowings	
Total Contributions	\$ -

GRANT REQUESTED (Total Cost - School Contribution)		
	Total Project Cost	\$ -
	LESS School Contribution	\$ -
	Grant Requested	\$ -

Step 1: Enter the amount the school will be contributing towards the proposed project in cash.

Step 2: Enter the amount the school will be contributing towards the proposed project in borrowings.

The Total School Contribution will calculate automatically in the grey cell.

Step 3: The spread sheet will automatically calculate the Grant Requested in the bottom grey cell.

Check the figures entered for Total Project Cost and Grant Requested correspond with the data entered in the School Finance section.

Check that all costs entered in section A - F and the Total Project Cost, corresponds with the project costings provided by your independent quantity surveyor.

Step 4: SAVE before clicking on  to go to the Application Summary.

Existing
Facilities

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SummaryApplication
Summary

Application Summary

This section allows you to review your application and make any changes before submitting. Where cells are highlighted **red**, this means the data has been omitted, and you will need to return to the relevant page and enter the required information (or zero if applicable).

- Step 1:** Check that all data entered is complete and correct.
- Step 2:** If changes are required, click on the corresponding section at the top of the page and make amendments. Remember to save your changes. Click on the 'Application Summary' button at the top of the page to go back to the summary.
- Step 3:** If complete and correct, scroll to the bottom and enter today's date.
- Step 4:** Save and print a copy for your records, for reference during the VIS BGA assessment visit.
- Step 5:** Click on 

NOTE: Do not click on 'Finalise Application' until all parts of the application are complete, a copy has been saved for your records and you are ready to submit to the VISBGA. Clicking on 'Finalise Application' will lock you out of the application and you will be unable to access the data entered in previous sections.

Step 6:

Save the file as: 02 <School> Part B Excel Application

For CGP applications:

Upload this file along with all other attachments through the VISBGA Online Portal. Instructions on how to access the portal will be available on our [website](#) before the closing date.

For State applications:

Upload this file to SmartyGrants along with all other application attachments when prompted at the end of the SmartyGrants application. A link to the SmartyGrants portal will be available on our [website](#) when applications open.

Appendix A

Project Elements Description and Cost Standards

This document is to assist in identifying the allocation of the functional spaces of your project in Section A: Construction Costs of the Cost Plan Summary.

It will provide the standard construction rates for a new construction or refurbishment to compare against the cost per sqm of your project.

The following rates represent building works only.

When completing the Cost Plan Summary, please allocate allowances for site works, external services, escalation to tender, contingencies, professional fees, loose furniture & equipment, computers & ICT equipment, and authority costs, as required.

The rates represented are based on area measurement definitions as follows:

- **FECA: Fully Enclosed Covered Area**
The sum of all building areas measured from the normal inside face of exterior walls, but ignoring any projection such as plinths, columns, piers and the like. Internal wall thicknesses should not be deducted from the measurement.
- **UCA: Unenclosed Covered Area**
The sum of all areas which are not fully enclosed, but have a roof, balcony or structure over. This is measured by the area between the enclosing walls or balustrade. UCA shall not include eaves, overhangs, sun shading, awnings and the like.

Refurbishment rates generally assumes the following scope:

Rate for Refurbishment	Low	High
Demolition of internal walls	Up to 50%	Up to 90%
Walls	Patch & up to 25% new	Up to 70% new
Doors	Patch & up to 25% new	Up to 70% new
Ceilings	Patch	Replace
Heating & Cooling	Maintenance / service / relocate	Replace
Painted surfaces	Repaint all	Repaint all
Electrical fittings	Up to 25% new	Up to 70% new
Electrical lighting	Maintenance / service / relocate	Replace all
Building Compliance	Excluded	Excluded

Project Element	Description	Education Level	Cost Standard (\$)	
			New Construction	Refurbishment
Administration	Reception, foyer area, business / finance and support offices, work areas, meeting rooms, staff rooms, sickbay, storage	Primary	3,620 – 4,170	1,810 - 2,920
		Secondary / Combined	3,870 – 4,180	1,940 - 2,930
Amenities	Toilets, urinals, disabled / ambulant toilets, showers, sinks, cleaner's room	Primary	4,630 - 5,560	2,320 - 3,900
		Secondary / Combined	5,070 – 6,080	2,540 – 4,260
Art / Craft	Visual arts and associated storage, wet areas, offices, display areas	Primary	3,770 - 4,340	1,890 – 3,040
		Secondary / Combined	3,960 - 4,550	1,980 – 3,190
Boarding Facilities	Bedrooms, common areas in dormitories	Primary	3,980 - 4,580	1,990 – 3,210
		Secondary / Combined	4,270 - 4,910	2,140 - 3,440
Canteen	Food preparation, cooking areas, food service and seating area	Primary	4,180 – 5,020	2,090 - 3,520
		Secondary / Combined	4,390 – 5,270	2,200 - 3,690
Covered Outdoor Area	Undercover outdoor learning areas, play areas, asphalt sports areas	Primary	980 - 1,380	490 - 970
		Secondary / Combined	980 - 1,380	490 - 970
Flexible Learning Area	Multi-functional flexible spaces, basic wet areas, associated storage	Primary	3,780 - 4,350	1,890 – 3,050
		Secondary / Combined	4,050 - 4,740	2,030 – 3,320
Food Technology	Teaching spaces including kitchen, pantry, associated storage	Primary	4,180 - 4,810	2,090 - 3,370
		Secondary / Combined	4,390 – 5,050	2,200 - 3,540

Project Element	Description	Education Level	Cost Standard (\$)	
			New Construction	Refurbishment
General Learning Areas	General classroom spaces, multi-functional classroom spaces, teacher work areas, associated storage	Primary	3,620 – 4,170	1,810 -2,920
		Secondary / Combined	3,870 - 4,640	1,940 – 3,250
Gymnasium	Fully enclosed gym areas, equipment stores, change rooms. * Excludes amenities	Primary	3,850 - 4,430	1,930 – 3,110
		Secondary/Combined	4,130 - 4,750	2,070 – 3,330
Library / Resource Centre	Circulation spaces, reading rooms, study areas, work rooms, associated storage	Primary	3,790 - 4,360	1,900 – 3,060
		Secondary / Combined	4,060 - 4,670	2,030 – 3,270
Multi-purpose Hall	Large spaces, fully lined walls & ceilings *Excludes amenities	Primary	3,850 - 4,430	1,930 – 3,110
		Secondary / Combined	4,130 - 4,750	2,070 – 3,330
Music / Dance / Drama	Learning areas including acoustic treatments, dance floors, practice rooms, band rooms, recording studios, sound booths, associated storage	Primary	3,770 - 4,530	1,890 – 3,180
		Secondary / Combined	3,960 - 4,750	1,980 - 3,330
Performing Arts Centre	Includes provision for stage, associated storage *Excludes amenities	Primary	4,190 - 4,820	2,100 - 3,380
		Secondary / Combined	4,400 – 5,060	2,200 - 3,550
Science	Laboratories, preparation rooms, chemical & equipment stores	Primary	4,180 - 4,810	2,090 - 3,370
		Secondary / Combined	4,480 – 5,150	2,240 - 3,610

Project Element	Description	Education Level	Cost Standard (\$)	
			New Construction	Refurbishment
Sports field	Outdoor sports field	Primary	200 - 360	100 - 260
		Secondary / Combined	200 - 360	100 - 260
Technology- Applied / Digital	Includes workshop areas, associated storage	Primary	4,080 - 4,700	2,040 - 3,290
		Secondary / Combined	4,290 - 4,930	2,150 - 3,460
Technology- Engineering / Material	Includes workshop areas, associated storage	Primary	4,180 - 4,810	2,090 - 3,370
		Secondary / Combined	4,390 - 5,050	2,200 - 3,540
Travel- Enclosed	Includes fully enclosed corridors, hallways, stairs, linked travel	Primary	3,730 - 4,290	1,870 - 3,010
		Secondary / Combined	3,920 - 4,510	1,960 - 3,160
Travel- Unenclosed	Includes undercover but not fully enclosed walkways, verandas, balconies	Primary	950 - 1,750	480 - 1,230
		Secondary / Combined	950 - 1,750	480 - 1,230
Undercroft	Basic structure under building above	Primary	2,170 - 2,610	1,090 - 1,830
		Secondary / Combined	2,170 - 2,610	1,090 - 1,830