

# 2023-24 Building Fund for Non-Government Schools Application Form - Independent

## Form Preview

### PART A: CAPITAL FUNDING APPLICATION

\* indicates a required field

#### Overview and available funding

##### Program Year

This question is read only.

The Government has committed \$450 million to help build and upgrade low-fee catholic and independent schools across the state. This funding will be allocated over four grants rounds for independent schools.

The distribution of funding between the sector bodies will mean independent schools receive up to 30 per cent of this investment and \$30 million is allocated to build and upgrade Islamic schools<sup>[1]</sup> (from the independent schools share of funding).

Funding is to support “low-fee” paying non-government schools. Low fee-paying schools are defined using an income per student value of \$8,125 per year in 2023, or as otherwise decided by the Minister for Education. Schools should contact their sector bodies to determine whether they are eligible to apply for this fund or not.

Schools must provide evidence of the financial need for funding assistance under the program, through supporting documentation and response to merit assessment criteria. The evidence should outline schools do not have the capacity to meet the total cost of the project through cash reserves, borrowings and fund-raising.

<sup>[1]</sup> Registered as Islamic denomination with the Victorian Registrations and Qualifications Authority (VRQA), or as agreed between the sector body and VSBA.

#### Eligibility

An existing non-government school must:

- be registered with the Victorian Registration Qualifications Authority (VRQA).
- be a member, or prospective member, of the relevant Block Grant Authority.

To be considered for funding, new non-government schools must be able to demonstrate some certainty of successful establishment, operation and governance, in line with the relevant sector body's requirements.

Schools that meet the eligibility requirements and that are able to address the assessment criteria in the program guidelines are welcome to apply for funding under the Program.

Applications will be assessed against the program criteria. Recommendations for funding will be based on applications which best meet the criteria.

The program guidelines can be accessed on the Victorian School Building Authority website at:

<https://www.schoolbuildings.vic.gov.au/Pages/Non-Government-Schools-Grants-Program.aspx>

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### 1. Contacts

#### School Name \*

Organisation Name

School Name as provided by the Victorian Registration and Qualifications Authority (VRQA). You can obtain the name from the State Register on the VRQA website, see <https://www.vrqa.vic.gov.au/StateRegister/Search.aspx> . For a new school, enter the proposed School Name.

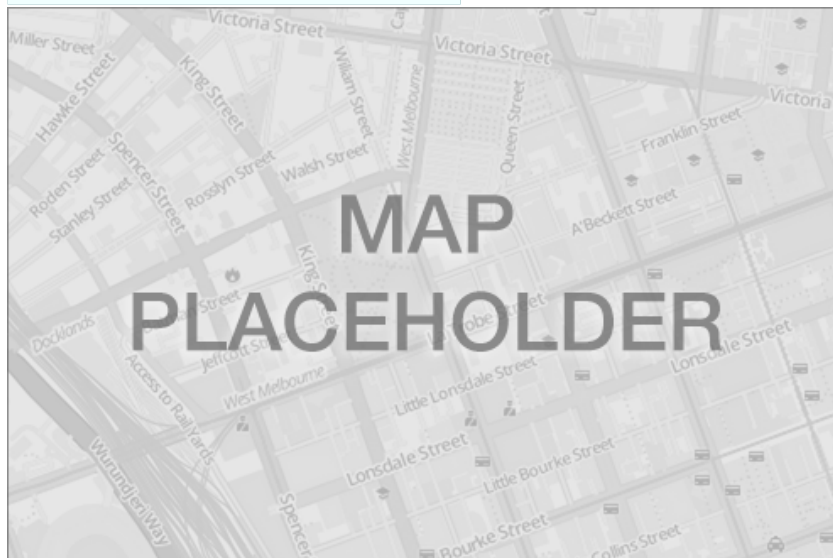
#### School Number \*

Must be between 1 and 4 characters.

For existing schools you can obtain the number from the State Register on the VRQA website, see <https://www.vrqa.vic.gov.au/StateRegister/Search.aspx> . For a new school, enter a dash (e.g. - ).

#### School Address \*

Address

Address Line 1, Suburb/Town, State/Province, Postcode, and Country are required. Country must be Australia

#### School Type \*

Non-Government School

#### School Education Sector \*

Independent

#### School Principal Name \*

Title

First Name

Last Name

#### Applicant Primary Contact \*

Title

First Name

Last Name

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**Position \***

Principal

**Applicant Primary Contact Position \***

**School Principal Primary Phone Number \***

Must be an Australian phone number.

**Applicant Primary Contact Primary Phone Number \***

Must be an Australian phone number.

**School Principal Mobile Phone Number**

Must be an Australian phone number.

**Applicant Primary Contact Mobile Phone Number**

Must be an Australian phone number.

**School Principal Primary Email \***

Must be an email address.

**Applicant Primary Contact Primary Email \***

Must be an email address.

## 2. Project Description

**Project Title \***

**Provide a concise description of the key project outcomes (e.g. Construction of... Upgrade of...). \***

Provide a short description (100 words recommended) of your project - what are the key outcomes?

**Project Type \***

*NOTE: Schools applying for funding to address both capacity and condition of existing facilities should select the project type 'Combination expand capacity and upgrade facilities at existing school', in which case all criteria will be assessed.*

## 3. Project Site

**School Campus Number \***

Must be between 1 and 6 characters.

School Number (1234) + Campus Number (01) = School Campus Number (123401). School and Campus Number as provided by the Victorian Registration and Qualifications Authority (VRQA). You can obtain the number from the State Register on the VRQA website, see <https://www.vrqa.vic.gov.au/StateRegister/Search.aspx>. For a new school or new campus, enter a dash (e.g. - ).

**Campus Name \***

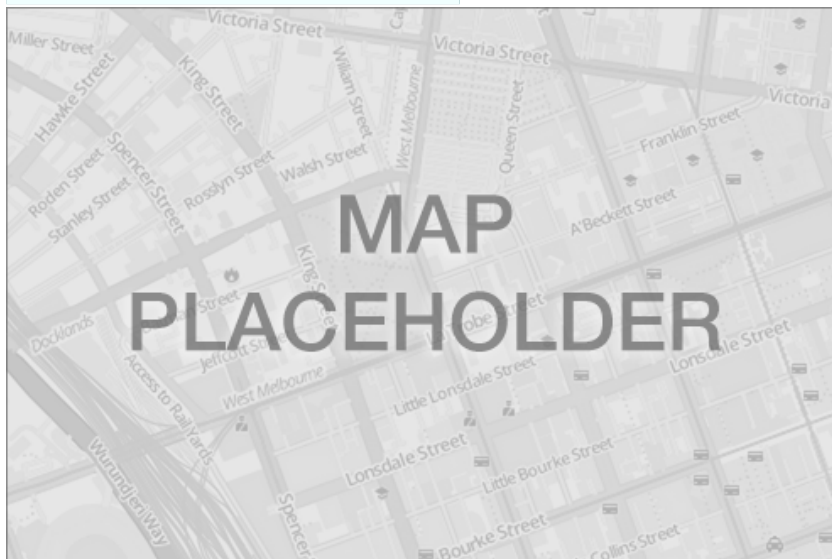
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Campus Name as provided by the Victorian Registration and Qualifications Authority (VRQA). You can obtain the name from the State Register on the VRQA website, see <https://www.vrqa.vic.gov.au/StateRegister/Search.aspx>. For a new school or new campus, enter the proposed Campus Name.

### Project Address (where the proposed works will be undertaken) \*

Address

### Do you have VRQA registration for the site of the proposed project? \*

- Yes  No

### If YES, which year levels: \*

- P-6  Yr 7  Yr 8  Yr 9  Yr 10  Yr 11  Yr 12  Specialist

### If not registered, when do you anticipate receiving VRQA registration? \*

Must be a date.

### For which year levels are you planning to gain registration: \*

- P-6  Yr 7  Yr 8  Yr 9  Yr 10  Yr 11  Yr 12  Specialist

## 4. Ownership

### Is the school or the Approved Authority the registered owner of the site? \*

- Yes  No

### If NO, who is the registered land owner? \*

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**Is there an executed lease in place between the school and the land owner? \***

Yes

No

**Lease Commencement Date: \***

Must be a date.

**Length of Lease (years): \***

**Lease Expiry Date: \***

Must be a date.

## 5. Planning

**Does the school have a planning permit for the proposed project? \***

Yes

No

Not required

**If YES, please enter the date the permit was issued:**

Must be a date.

**If NO, has a planning application been lodged with local council / Department of Transport and Planning (DTP)?**

Yes

No

**If YES, please enter the date the application was lodged:**

Must be a date.

**If NO, has the school contacted local council / Department of Transport and Planning (DTP) regarding a planning permit?**

Yes

No

**When do you expect to submit a planning application for this project?**

Must be a date.

## 6. Educational Need

**Where is the school in relation to its strategic plan (e.g. first year of a 5-year plan)? \***

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**Outline the broad strategic goals that the school is currently addressing \***

**Outline the broad strategic goals for the school over the next three to five years \***

**Provide a brief outline of the educational need for the proposed project and how it relates to one or more of strategic goals outlined above \***

**When was the school's master plan last reviewed? \***

**Is this project identified as the next stage of development in the master plan? \***

Yes  No

**If NO, is this project identified as a future stage in the master plan? \***

Yes  No

**If NO, please outline why the project is not part of the school's master plan \***

## 7. Project Timelines

Please provide the expected construction start and construction complete dates for your project below. These should include:

- a time commitment indicating construction will begin within 12 months of announcement
- completed within 18 months of commencement for projects in category 2.1.1 (building new schools or new campuses) and 2.1.2 (expanding capacity at existing schools)

**OR**

- within 12 months of commencement for projects in category 2.1.3 (upgrading facilities in existing schools) and 2.1.4 (planned removal of asbestos and/or cladding)

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Approval may be sought for projects commencing more than 12 months from announcement in October 2024 **OR** to alter completion timelines.

**Are you seeking approval to alter these timelines? \***

Yes

No

**If yes, please provide a brief justification for requesting an alteration to these timelines: \***

**Expected commencement date of construction \***

Must be a date.

**Expected date of practical completion \***

Must be a date.

## 8. Funding Details

**Total grant amount requested (GST Exclusive) \***

\$

Must be a dollar amount.

What is the total financial support you are requesting in this application?

**School contribution (GST Exclusive)**

\$

Must be a dollar amount.

**Total project cost (GST Exclusive) \***

\$

This number/amount is calculated.

What is the total budgeted cost (dollars) of your project?

## Assessment Criteria

\* indicates a required field

**Where applicable, please provide comments and attach supporting information below to demonstrate how your application addresses the assessment criteria.**

### 1. Enrolment Demand

Provide a statement of how the project will provide additional enrolment capacity in response to a proven enrolment demand.

Current total enrolments for the school \*

Estimated total enrolments as a result of this project \*

Estimated additional enrolments as a result of this project

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Must be a number.  
What is the current total enrolment / capacity of the existing facilities?

Must be a number.  
What is the estimated total enrolment / capacity upon completion of the project?

This number/amount is calculated.

\*

Word count:  
Must be no more than 500 words.

### Please attach any supporting information here

Attach a file:

## 2. Location

### The school or potential school is located in: \*

- a growth area
- regional Victoria
- located in a suburb of localised population growth (evidence required)

\*

Word count:  
Must be no more than 500 words.

### Please attach any supporting information here

Attach a file:

## 3. Condition

Provide a statement of how school facilities are below a reasonable standard to provide modern, fit for purpose learning environments and require refurbishment to achieve a good minimum condition standard.

Provide evidence of asbestos and/or cladding issues to be addressed at the school.



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### Asbestos

Applications will be considered for the planned removal of asbestos that may pose a risk in the future.

Application details must show that all asbestos removal undertaken will be in accordance with the Work Safe Victoria Compliance Codes. The compliance codes provide practical guidance on how to comply with your obligations under Victoria's occupational health and safety legislation to manage risks associated with asbestos in the workplace. For further information on what is expected please refer to:

<https://www.worksafe.vic.gov.au/resources/compliance-code-removing-asbestos-workplaces>

It is relevant for people who commission asbestos removal work, those who manage or control workplaces where removal work is performed, and employees and health and safety representatives of workplaces where removal work is carried out.

<https://www.worksafe.vic.gov.au/resources/compliance-code-managing-asbestos-workplaces>

This compliance code provides practical guidance on how to comply with your obligations under Victoria's occupational health and safety legislation to manage risks associated with exposure to asbestos in your workplace.

**Does this project address asbestos as part of a planned removal process? \***

Yes  No

### Cladding

Applications will be considered for the removal of cladding in high-risk buildings at non-government schools as part of the state-wide audit being led by the Victorian Building Authority (VBA).

**• Does this project address cladding issues identified as part of the state-wide audit? \***

Yes  No

\*

Word count:

Must be no more than 500 words.

**Please attach any supporting information here**

Attach a file:

## 4. Financial and Socio-Economic Need

Provide information on the schools need of the funding to complete the project

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Comment on the school's financial position and need for funding assistance to complete the project, with particular reference to:

- Student fees and contributions
- Index of Community Socio-educational Advantage (ICSEA) ranking
- Financial assets and borrowing capacity
- School fundraising capacity

\*

Word count:

Must be no more than 500 words.

**Please attach any supporting documentation here**

Attach a file:

## 5. Project Outcomes

Provide a statement on how the project:

- aims to address the top priority for improvements at the school;
- aims to produce improvement in student outcomes or student engagement and wellbeing;
- provides a durable, flexible and environmentally sustainable approach;
- maximises opportunities for community use and sharing of facilities.

\*

Word count:

Must be no more than 500 words.

- aligns with the universal design principles to ensure facilities better accommodate a diverse student and staff base with varied needs and abilities (for further information visit: <https://providers.dffh.vic.gov.au>);

\*

**Please attach any supporting documentation here**

Attach a file:

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### 6. Project readiness

Provide a statement and supporting evidence outlining the readiness of this project to commence should funding be received.

Please outline:

- when construction will begin;
- Planning permits have been issued;
- Planning permits have been requested

\*

Word count:

Must be no more than 500 words.

### Attachments

\* indicates a required field

Please attach the following items to this application. Where required, forms and templates can be downloaded from the Applying for Funding page of the Independent Schools Victoria (ISV) website.

Where templates are available from the ISV website they can be accessed by using the link below.

<https://is.vic.edu.au/resources/government-programs/victorian-government-capital-grants/>

#### **Part B: BGA Excel Application (template available on ISV website) \***

Attach a file:

#### **2022 Audited Accounts \***

Attach a file:

#### **2023 Management Accounts \*** Attach a file:

#### **2024 School Fee Schedule \***



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Attach a file:

### **Signed Lease Agreement or Land Title \***

Attach a file:

### **Certificates of Currency - Property & Public Liability Insurance**

\* Attach a file:

### **Building and Grounds Maintenance Policy \***

Attach a file:

### **School History/Philosophy \***

Attach a file:

### **Memorandum of Understanding with Professional Consultant (template available on ISV website) \***

Attach a file:

### **Signed Declaration (template available on ISV website) \***

Attach a file:

### **Part C - Application Feasibility Report (guidelines available on ISV website) \***

Attach a file:

## Declaration - Terms and Conditions

\* indicates a required field

### Applicant Declaration

The school accepts the terms and conditions described in the Building Fund for Non-Government Schools Program Guidelines (the Guidelines).

I state that the information in this application and attachments is to the best of my knowledge true and correct.

#### **Declaration \***

I understand and agree with the Terms and Conditions as outlined above.

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### on behalf of School Name: \*

School Trading Name as provided by the Victorian Registration and Qualifications Authority (VRQA). You can search the State Register on the VRQA website, see <https://www.vrqa.vic.gov.au/StateRegister/Search.aspx>. For a new school, enter the proposed School Name.

### School Number \*

Must be between 1 and 4 characters.

School Number as provided by the Victorian Registration and Qualifications Authority (VRQA). You can obtain the number from the State Register on the VRQA website, see <https://www.vrqa.vic.gov.au/StateRegister/Search.aspx>. For a new school, enter a dash (e.g. - ).

### Declaration Contact \*

Title      First Name      Last Name

<input type="text"/>	<input type="text"/>	<input type="text"/>
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### Declaration Contact Position \*

## Standard Field Population

The following fields are populated based on responses throughout the form.

### Organisation Type

Non-Government School

This question is read only.

### Education Sector

Independent

This question is read only.