

Factsheet: Building Fund for Non-Government Schools: Independent Schools

The following factsheet supports Independent (including Islamic) Schools to prepare and submit applications to the Building Fund for Non-Government Schools. All responses and documents listed below support the assessment of applications against the program eligibility and merit assessment criteria. They are requested to ensure projects are ready, feasible and meet the intended objectives of the program.

Assessment Criteria	Response & Supporting Document/s Required
<p>Eligibility</p> <p>An existing non-government school must:</p> <ul style="list-style-type: none"> • be registered with the Victorian Registration Qualifications Authority • be a member, or prospective member, of the relevant Block Grant Authority <p>To be considered for funding, new non-government schools must be able to demonstrate some certainty of successful establishment, operation and government, in line with the relevant sector body's requirements.</p>	<ol style="list-style-type: none"> 1. In addition to your school and contact details, we ask that you provide a concise description of the project. 2. Evidence of land or building ownership (e.g. Land title), or written evidence granting permission from the land and building owner for a minimum of 10 years (e.g. lease agreement) 3. Cost estimate: <ul style="list-style-type: none"> ○ For projects over \$200,000, an independent estimate from a quantity surveyor or another suitability qualified builder, construction manager or building professional; OR ○ For projects \$200,000 and under, an itemised quote from two building professionals. <ul style="list-style-type: none"> • Each quote must include: <ul style="list-style-type: none"> ○ The Trading name of the organisation providing the cost estimate or quotation; ○ An Australian Business Number; and ○ Itemisation of individual costs to demonstrate all expenditure is eligible under the program guidelines 4. Floor plans and/or project drawings detailing the proposed works. 5. A site plan to illustrate what parts of the land or building will be changed by the project.
<p>Location and Enrolment Demand</p> <p><i>(note: only for Project categories 2.1.1 - building new schools and campuses & 2.1.2 - expanding capacity at existing schools)</i></p> <ul style="list-style-type: none"> • The project will provide additional enrolment capacity in response to a proven enrolment demand. • The school or potential school is located in a growth area as defined by the Metropolitan Planning Authority; or • The school or potential school is located in regional Victoria; or • The school or potential school is located in a suburb of localised population growth. 	<ol style="list-style-type: none"> 1. We ask that you provide a statement of how the project will provide additional enrolment capacity in response to a proven enrolment demand. <ul style="list-style-type: none"> • Supporting documentation includes enrolment data and future enrolment projections from the school (from 2023, until 3 years in the future at time of application). Documents can include school managed waitlists. 2. You will be asked to select if your project is located in a growth area or regional Victoria. Additionally, if your school is located in a suburb of localised population growth, we ask that you provide a response detailing that growth. <ul style="list-style-type: none"> • Supporting documentation includes evidence demonstrating localised population growth (i.e. culturally specific cohort or specialist programs).

<p>Condition</p> <p>Facilities at the school are below a reasonable standard to provide modern, fit for purpose learning environments and require refurbishment to achieve a good minimum condition standard.</p>	<p>1. We ask that you 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.</p> <ul style="list-style-type: none"> • If the project renovates or refurbishes existing facilities, provide condition photos. • If the project addresses a current lack of facility or infrastructure, your site plan will be referenced to show the way in which the project changes the land or existing buildings. <p><i>Note: additional questions and documentation will be asked if you are applying for an asbestos/cladding removal project.</i></p>
<p>Financial & Socioeconomic Need</p> <p>The school is in need of the funding to complete the project, including when judged on their:</p> <ul style="list-style-type: none"> • Student fees and contributions • Index of Community Socio-educational Advantage (ICSEA) ranking • financial assets and borrowing capacity • school fundraising capacity. 	<p>1. We ask that you comment on the school's financial position and need for funding assistance to complete the project.</p> <ul style="list-style-type: none"> • Supporting documentation includes: <ul style="list-style-type: none"> ○ outline of student fees, charges and parental contributions (note: if not provided, MySchool data can be used instead). ○ latest financial documents (from 2023 to 3 years in the future at time of application) that demonstrates the school's financial viability and ability to contribute and deliver the project. ○ If the organisation is newly created, they may include financial details for previous entities that have formed the new organisation.
<p>Project Outcomes</p> <ul style="list-style-type: none"> • The priority of the project for improvements at the school; • The project aligns with the universal design principles to ensure facilities better accommodate a diverse student and staff base with varied needs and abilities; • The project aims to produce improvement in student outcomes or student engagement and wellbeing; • The project provides a durable, flexible and environmentally sustainable approach; • The project maximises opportunities for community use and sharing of facilities. 	<p>1. We ask that you provide a statement on the intended project outcome.</p> <ul style="list-style-type: none"> • You are able to provide a written response only. Optional documents to support your response may include student/staff testimonials, letters of support from local member or community organisations.
<p>Project Readiness</p> <ul style="list-style-type: none"> • Construction will begin within 12 months of announcement of funding; • Planning permits have been issued Y/N; • Planning permits have been requested Y/N. 	<p>1. We ask that you provide a statement outlining the readiness of this project to commence should funding be received. If alternative timeframes are required provide detailed explanation.</p> <ul style="list-style-type: none"> ○ Planning permit OR planning correspondence with council demonstrating early engagement. ○ Project schedule (in GANTT chart format) detailing project timelines that are in alignment with VSBA delivery timeframes for project type: <ul style="list-style-type: none"> • Project category 2.1.1 (building new schools and campuses) and 2.1.2 (expanding capacity at existing schools) – completed within 18 months of commencement, or • Project category 2.1.3 (upgrading facilities in existing schools) and 2.1.4 (planned removal of asbestos and/or cladding) – completed within 12 months of commencement.