



## School Ground Capital Projects Administrative Procedure 5.175

5.0 Business Administration

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**Board Governance Policy Cross Reference:** 1, 2, 3, 6, 7, 12, 14, 15, 17, 18, 19

**Legal Reference:** *The Public Schools Act*

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**Date Adopted:** April 2012

**Date Amended:** November 2014

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This procedure establishes the criteria for Community submissions for School Grounds Capital improvements:

Criteria:

1. The local Community organization is required to make a financial commitment and support the project.
2. Projects submitted must fit within an educational program.
3. The Board will make a contribution of up to 20% of the project cost and will consider up to 25% of the project cost to a maximum of \$30,000 per project provided it benefits the entire Division.
4. The Board will establish a Capital Reserve (amount to be determined and approved by the Board) to finance the Board contributions.
5. The Board will provide funds for the Reserve by authorizing transfers from the Current Operating Surplus and/or by providing an allotment in the Annual Budget.
6. Applications for projects will be received and approved by the Board as a Whole.