

BUILDING BLOCKS



IMPROVEMENT STREAM APPLICATION TIPS

This tip sheet will help you complete a strong Building Blocks grant application.

As part of your application, you will need to address the relevant key assessment criteria.

Building Blocks grants are awarded after a competitive process. Eligibility to apply for a grant does not guarantee the success of an application.

EARLY LEARNING FACILITY UPGRADE AND MINOR IMPROVEMENT PROJECT CRITERIA

Early Learning Facility Upgrades are co-contribution grants for renovating or refurbishing existing facilities. Minor Improvement are grants for smaller scale renovations or fit outs. Applications are assessed on the following criteria:

Improves the quality of the learning environment at existing facilities that are licensed or intend to be licensed for Three and Four-Year-Old Kindergarten

Your application should demonstrate the quality of the current learning environment and detail how the proposed project will improve the quality of the learning environment. Your application should include:

- Evidence of the current condition of the existing facility (photos, building reports)
- Proposed positive impacts on children's learning
- Any relevant inclusive design considerations
- Reference to the indoor/outdoor space requirements
- Links to quality area standards and elements in scope of the proposed works
- Links to any internal policies defining teaching practice in scope of any facility improvements

Weighted at 40% for Early Learning Facility Upgrades and 50% for Minor Improvement.

Confirm the project is ready to commence construction

The project should show land ownership evidence and details to show timeframes will be met by:

- Building and land-owner authorised consent
- Appointment of a project manager or architect
- Detailed designs or construction tender documents
- Consultation with key stakeholders

Weighted at 12.5 % for Early Learning Facility Upgrades and 15% for Minor Improvement.



Improves or develops access for children of all abilities

Your application should show how access for children of all abilities will be facilitated by including:

- Schematic design drawings and qualitative evidence that demonstrate decisions related to the seven principles of universal design. Information can be found in Victorian School Building Authority's Building Quality Standards Handbook
- Current policies for children with disabilities or additional needs or professional development.

Weighted at 12.5% for Early Learning Facility Upgrades and 17.5% for Minor Improvement.

Promotion of environmentally sustainable design

Your application should demonstrate how selected design standards will promote environmental sustainability. Design standards to consider include:

- Indoor environment quality – increased daylight, thermal comfort, natural ventilation, use of materials with low/no toxic chemicals, use of edible vegetation to increase oxygen levels
- Energy efficiency – effective shading and glazing, appropriate building orientation, smart meters, LED lighting, automated lighting sensors, use of renewable energies
- Water efficiency – re-use of water, avoiding use of mains for irrigation, installing smart meters
- Stormwater management/ site permeability – minimise watercourse pollution, maximise stormwater capture and onsite rainwater re-use and storage
- Building materials – use of recycled materials, future recyclability of materials, consideration of carbon footprint of the construction process and materials during design process
- Transport – providing bike storage, access to showers and lockers at building
- Waste management – material recycling targets, composting and green waste facilities
- Urban ecology – maintaining or enhancing the ecological value, encouraging biodiversity and retention of endemic trees, promote edible gardens and weather resilient vegetation
- Innovation – best practice sustainable design standards, introduction of new technology, passive design approach, climate change resilient design approach
- Construction and building management – using contractors with environmental management accreditation, creating guides explaining building features, consideration of building materials.

Weighted at 12.5% for Early Learning Facility Upgrades and 17.5% for Minor Improvement.

Improves access to high quality early childhood services for the local community

Your application should show how access will be improved for the local community, by including:

- Details of how the location supports accessibility (i.e. proximity to users, transport, co-location)
- An analysis of the characteristics and needs of the local community and any current policies or strategies used to engage disadvantaged and vulnerable families
- Photos of existing site, demonstrating need for works to be undertaken.

This criterion is only for Early Learning Facility Upgrades and is weighted at 12.5 %.

Delivers a quality kindergarten program that responds to projected demand for funded kindergarten places

The project should help meet existing or future demand for funded Three and Four-Year-Old Kindergarten programs and align with local council's municipal plan and can be supported by:

- Local area population forecasts
- Waiting lists or projections for existing services
- Reference to the Municipal Early Years Plan
- Council verification of demand for extra places
- Details of how infrastructure does not meet demand and facilities are being used efficiently.

This criterion is only for Early Learning Facility Upgrades and is weighted at 10%. Although increasing capacity is not a requirement it is viewed favourably.



INFORMATION TECHNOLOGY

Information Technology grants support the purchase of desktop computers, laptop computers, tablet computers and televisions for use in the delivery of educational programs or service administration.

These grants are solely assessed on demonstrating how the proposed purchase will be used to provide educational benefits to the service. Your application should include:

- Evidence linking the proposed purchases to positive impacts on child learning
- Strategies for optimising the effectiveness of the proposed purchase(s)