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| **DEPARTMENT OF EDUCATION (DE) LAND USE PROPOSAL** **APPLICANT FORM**If the Department of Education (DE) is the landowner at the site of the proposed project the Applicant must complete this form. It is a condition of funding, under the Building Blocks program, that applicants provide a record of permission to occupy any relevant land controlled by the Minister for Education. Once this form is completed, the Applicant must then submit it via email to the relevant DE Regional Provision Planning Manager to review and sign off on, along with the following documents: * Current Lease or Agreement
* Site Plan
* Proposed Floor Plan

Please contact the Early Childhood Grants team at building.blocks@education.vic.gov.au if you need advice on who your DE Regional Provision Planning Manager is.Please allow up to 4 weeks to obtain DE Regional Provision Planning Manager approval. Once you have received this approval, the form can be attached to your grant application. The VSBA will arrange VSBA Manager Property Agreements and Land Regeneration review and sign off.If your application is successful for either the construction, extension, and/or renovation of a building or playground, you must enter into an agreement or revise your existing agreement with the DE. The agreement will set out respective rights and obligations of the parties and govern arrangements as to all dealings with that land and any premises.**This section is to be completed & signed by the Applicants Authorised Representative**

|  |  |
| --- | --- |
| **Application ID**  |  |
| **Applicant** |  |
| **Kindergarten Name**  |  |
| **School Name**  |  |

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*Please indicate what type of Building Blocks grant you applied for:*

|  |  |
| --- | --- |
| **Capacity Building Grant** | **Improvement Grant** |
| [ ]  Integrated Children’s Centre Grant  | [ ]  Early Learning Facility Upgrade Grant |
| [ ]  New Early Learning Facilities Grant  | [ ]  Minor Infrastructure Grant |
| [ ]  Modular Grant  | **Inclusion Grant** |
| [ ]  Expansion Grant  | [ ]  Building and Playground Grant |

|  |  |
| --- | --- |
| **Legal name of Applicant** |  |
| **Business name****(*if applicable*)** |       | **Australian Business Number (ABN)** |       |
| **Postal address** |       |
| **Suburb/town** |       | **Postcode** |       |
| **Authorised Person**  | Title:       First Name:       Last Name:      |
| **Position**  |       |
| **Phone number**  |       |
| **Project Cost** |       | **Site Plan and Proposed Floor Plan Attached** |       |

By signing this form, the Applicant agrees to enter into an agreement prepared by DE for Building Blocks and not to enter into a contract for any works proposed in their application or access a school site until the agreement is executed.

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Position: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**This section is to be completed and signed by the School Principal and the School Council President**

I hereby acknowledge that the School Council supports the application for funding from Building Blocks in relation to the building referred to in the Application Form on land which is owned or controlled by the Minister for Education.

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| **School name** |       | **School Number** |       |
| **Street address** |       |
| **Suburb/town** |       | **Postcode** |       |

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| **School Council President**Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | **School Principal** Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

# **DEPARTMENT OF EDUCATION (DE) LAND USE PROPOSAL ASSESSMENT FORM**

**Manager Provision and Planning**

The site of the proposal has been evaluated and determined to have no adverse impact on current or future school provision needs.

**Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Manager Property Agreements and Land Regeneration, VSBA**

The site of the proposal has been evaluated and is determined not to be impacted by land title discrepancies or encumbrances, planning scheme zoning overlays, and takes into account the need for or any current Community Joint Use agreements or Leases and Licences (excluding school hire licences).

**Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**