

## Full-Day Early Learning Kindergarten Program (FDK) – Capital Construction Project Delay Reporting Template

If your school board is currently experiencing FDK capital construction project delays as a result of a municipal approval process, please fill in this template and e-mail to Cindy Ryder-Davis, Senior Policy Advisor, Capital Policy Branch at [Cindy.Ryder-Davis@ontario.ca](mailto:Cindy.Ryder-Davis@ontario.ca) and copy your capital analyst. We would also appreciate knowing if your process has improved so we can identify successful practices.

Please provide the following information below, where applicable, as soon as the FDK capital construction project issue comes to the school board's attention.

This template can be found at: <http://faab.edu.gov.on.ca/Capital%20Programs%20Branch/FDK%20Project%20Delay%20Template.xls>

Note: \* indicates drop down menu

<b>Board</b>	School board*	
	Board number	
<b>School</b>	School name	
	FDK implementation year*	
<b>Board Contact</b>	Name	
	Phone number	
	E-mail	
<b>Municipal Information</b>	Municipality	
	Municipal contact (if available)	
<b>Key Dates</b>	Date board submitted municipal approval application	
	FDK project construction date (commencement) shared with municipality	
<b>Municipal Approval Details</b>	Type of municipal approval	<input type="checkbox"/> Minor Variance <input type="checkbox"/> Zoning <input type="checkbox"/> Site Plan <input type="checkbox"/> Building Permit <input type="checkbox"/> Unlegislated Prerequisite <input type="checkbox"/> Other
	Summary of issue(s) causing delay	
<b>Time Impact</b>	Impact on FDK capital construction*	
	Associated numeric value (days)	
<b>Cost Impact</b>	Impact on FDK capital construction*	
	Associated numeric value (\$)	
<b>Mitigation Strategy</b>	Methods, if any, that school board and/or municipality is utilizing to address issue(s)	
	Board suggestions/comments	