

Ministry of Education

Capital and Business Support
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**2022:B04**

Date: February 17, 2022

Memorandum to: Directors of Education
Senior Business Officials
Secretary/Treasurers of School Authorities

From: Didem Proulx
Assistant Deputy Minister of Education
Capital and Business Support Division

Subject Capital Funding for the 2022-23 School Year

As a follow up to memorandum 2022:B03, 2022-23 Grants for Student Needs Funding (GSN), this memo provides details related to 2022-23 school year capital funding and application-based programs and policies:

1. Funding for School Renewal
2. School Operations Allocation
3. Capital Planning Capacity
4. Lease or Sale of Site/Property
5. Site Acquisition
6. Temporary Accommodation Allocation
7. Capital Priorities Program
8. Rapid (Modular) Build Pilot
9. Capital Accountability
10. Major Capital Project Progress Report
11. Roll-out of the Education Capital Information System
12. Ontario Builds Signage
13. Communications Protocol

1. Funding for School Renewal

The ministry is committed to supporting healthy and safe learning environments. For the 2022-23 school year, the ministry will be investing an additional \$1.4 billion through the following two programs.

- School Condition Improvement at \$1,070 million; and
- School Renewal Allocation projected to be over \$370 million.

This investment is in addition to approximately \$656.5 million in combined federal-provincial funding provided under the COVID-19 Resilience Infrastructure Stream of the Investing in Canada Infrastructure Program.

School Condition Improvement (SCI)

School Condition Improvement is a capital renewal program that allows school boards to revitalize and renew aged building components that have exceeded or will exceed their useful life cycle. Items eligible for SCI funding are identified through the ministry's School Facility Condition Assessment Program. Projects must support the overall objective of addressing facility renewal needs (either assessed needs or on a proactive basis).

For the 2022-23 school year, the ministry will allocate \$1,070 million to school boards through this program. As in prior years, 2022-23 SCI funding has been allocated in proportion to a school board's total assessed five-year renewal needs (relative to the provincial total) and reflects assessment results from 2020. Only school facilities (school board owned or capital lease) that were open and operating in the 2021-22 school year are considered for funding.

The ministry would like to remind school boards of the appropriate use of SCI funds. School boards are required to direct 70 per cent of their SCI funds to address major building components (e.g., foundations, roofs, windows) and systems (e.g., plumbing and heating, ventilation, and air conditioning). The remaining 30 per cent of SCI funding can continue to address the above listed building components or, alternatively, building interiors and surrounding site components (e.g., utilities, parking, and pavements).

Unspent funds in any given school year will be carried forward to the next school year and continue to follow the "70/30" rule. School boards are also reminded that all SCI-funded expenditures must be depreciable in nature and must be reported in the ministry's renewal database. Payments will be made twice a year based on reported expenditures.

Please see Appendix A for individual school board SCI allocations.

School Renewal Allocation (SRA)

The School Renewal Allocation is a multi-faceted program. It allows school boards to revitalize and renew aged building systems and components. This includes roof replacement and replacing of aged HVAC systems. SRA funding also allows school boards to undertake capital improvements (e.g., add new ventilation systems to increase fresh air intake, address program-related needs and invest in accessibility-related enhancements such as ramps, elevators, electronic door opening systems). In addition, SRA also allows school boards to address maintenance requirements such as painting, roof patching and pavement/parking repairs.

While school boards are provided the above flexibility under SRA, the ministry encourages school boards to prioritize SRA expenditures to address facility condition, ventilation, health and safety, and general code requirements (including accessibility).

For the 2022-23 school year, the ministry is projecting the funding allocation to be over \$370 million.

Please see Appendix A for individual school board SRA allocations.

Renewal Expenditures on Leased Properties

For additions, alterations or improvements to a school building acquired under a lease, school boards are required to seek the minister's approval.

Note that school boards:

- Are required to advise the Minister of the sale, disposition, or lease, where the lease exceeds a year, of any of its schools; and
- Require the approval of the Minister to enter into an agreement with a university, college of a university, or the board of governors of a polytechnical institute or of a college of applied arts and technology, in respect of the provision, maintenance and use of educational or recreational facilities on the property of either of the parties to the agreement.

Renewal Accountability

The ministry expects that school boards will spend their renewal funds on schools that need to remain open and operating. For schools that are scheduled to be closed or are under consideration for closure, renewal funds should only be used to address renewal needs that could compromise the continuing operation of these schools in the short term (including any health and safety considerations). Renewal funds cannot be spent on administrative or operations buildings, on a community hub or to increase the gross floor area of a school facility.

Please see Appendix B for summary guidelines of eligible expenditures under the SCI and SRA programs.

Note: The use of renewal funds is subject to audit. The ministry may follow up on reported expenditures. Failure to provide details when requested could result in the ministry either having to recover or withhold funds.

2. School Operations Allocation

The School Operations Allocation allows school boards to address the cost of operating school facilities (e.g., heating, lighting, maintaining, cleaning). For the 2022-23 school year, funding under this allocation is projected to be approximately \$2.2 billion.

Updates for the 2022-23 school year include:

- A 5.45 per cent cost update to the non-staff portion of the School Operations Allocation benchmark, which consists of a 2.3 per cent cost update to assist school boards in managing the increases in commodity prices (i.e., electricity, natural gas,

facility insurance, and other costs) and an additional 3.15 per cent cost update to support the increased costs related to the need to run ventilation systems longer and replace filters more frequently. The latter was previously provided as temporary PPF funding to mitigate the impacts of the COVID-19 pandemic.

- The ministry will continue the fourth year of the 5-year phase-in of the Supplementary Area Factors (SAF), for both elementary and secondary, started in the 2019-20 school year (20 per cent per year).
 - Revisions to the board-specific elementary and secondary Supplementary Area Factors (SAFs) align with proposed changes of secondary class loadings of 23.
 - Changes only apply to base school operations.

See Appendix C for SAFs based on the proposed changes to secondary class size.

3. Capital Planning Capacity (CPC)

The CPC program is intended to:

- Help school boards develop capital plans to effectively manage their schools;
- Identify and develop potential facility partnership opportunities in underutilized schools that have been deemed by the board as being viable to support such arrangements; and
- Provide support to hire third-party mediation services to facilitate municipal/board planning discussions and to support cooperative planning.

For the 2022-23 school year, school board funding levels under the CPC program will be maintained from the previous year.

See Appendix D to review your funding under this program.

4. Lease or Sale of Site/Property

Please note that the following is for your information and does not constitute legal advice. For advice on how the law applies to your situation, you may wish to seek legal advice.

Boards are reminded that the *Education Act* provides opportunities for school boards to lease, sell, or otherwise dispose of real property. Ministerial approval may be required in certain instances.

Under section 194 (3) (a) of the *Education Act*, if a board proposes to lease, sell or otherwise dispose of property that is surplus to the board's requirements, a school board is required to follow Ontario Regulation 444/98 - Disposition of Surplus Real Property and Acquisition of Real Property (O. Reg. 444/98).

Under section 194 (3) (b) of the *Education Act*, a school board is required to seek ministerial approval if it proposes to lease, sell or otherwise dispose of any of its property as part of a plan to provide accommodation for pupils on all or part of its property that is the subject of its proposal.

The provisions above are not intended to be exhaustive. When leasing or selling property, school boards are expected to seek their own legal advice to assess the applicability of the *Education Act* and accompanying regulations.

5. Site Acquisition

School boards are reminded that they are now required to provide the ministry with advance notification of all site acquisitions, expropriations, and leases, and that the Minister has the authority to deny the transaction. This requirement applies to all site acquisitions, whether funded through ministry provided funding, Education Development Charge revenues, or otherwise. School boards are to complete and submit the Notification of Site Acquisition form to their Capital Analyst. The Minister's 60-day window to respond to a school board's site acquisition notification will begin with the ministry's receipt of a satisfactorily completed Notification of Site Acquisition form with other supporting documents if required.

For those school board requests that accompany the Notification of Site Acquisition, such as a request for funding or an exemption to apply Proceeds of Disposition to the acquisition, the ministry review period may be longer than the required 60-day period and as such it is recommended that school boards take this into account when submitting these types of requests.

For the 2022-23 school year, the ministry will continue to consider funding support to school boards for the acquisition of land for ministry approved capital projects. School boards may request this funding support from the ministry at any time during the year through the completion and submission of the Notification of Site Acquisition form to their Capital Analyst. Please note, when requesting ministry funding for a site that is not included in an Education Development Charge Background study, an appraisal completed by an independent 3rd party appraiser is required.

The ministry is also requesting that school boards engage with local municipal governments before purchasing land and before finalizing any plans about future school investments.

6. Temporary Accommodation Allocation

For 2022-23, the ministry will continue to fund \$40 million for the Temporary Accommodation Allocation in proportion to school boards' historical share of temporary accommodation activity. This funding may be used for portable moves, leases, and purchases, as well as for lease costs for permanent instructional space.

As a reminder, boards may also use their School Renewal Allocation to support the repair/retrofit and replacement of existing portables due to condition. Boards are encouraged to use their Temporary Accommodation allocation prior to directing Renewal allocation funds towards existing portable costs. Renewal funding cannot be used for net new portables that would increase the board's inventory.

To ensure fair and accurate temporary accommodation funding in future years, it is recommended that school boards reflect any changes to their portable inventory in the School Facilities Inventory System.

See Appendix E to review your funding under this program.

7. Capital Priorities Program

As part of the government's 10-year commitment to education infrastructure, the Capital Priorities Program provides funding for capital projects for new or expanded schools to address local accommodation pressures, replace schools in poor condition, consolidate underutilized schools, address the needs of under-served French-language rights holders, and create new or renovated licensed child care spaces in schools as part of the larger school capital project.

As outlined in Memorandum 2022:B01 – Launch of 2022-23 Capital Priorities Program including Child Care Capital Funding, the ministry invited school boards to submit up to five requests for funding consideration through the 2022-23 Capital Priorities program to address their highest priority capital needs. Requests are to be submitted to CapitalProgramBranch@ontario.ca with a copy to their Capital Analyst by February 25, 2022.

8. Rapid (Modular) Build Pilot

The ministry, working in partnership with Infrastructure Ontario and school boards, launched a pilot project with a select number of projects identified through the 2021-22 Capital Priorities Program. The pilot will deploy a programmatic approach in the planning, procurement, and delivery of Rapid (Modular) Build projects that will include the following elements:

- Centralized approach to procurement and project delivery through the bundling of projects, aggregated at a provincial level;
- Delivery of Rapid (Modular) construction technology; and
- The creation of standardized designs for common elements (i.e., classrooms, hallways, etc.) for new spaces to be constructed.

Selected projects are currently being assessed for feasibility requirements for the pilot and once this process is complete there will be additional communication. Projects that do not proceed in the pilot will continue to be completed by school boards.

9. Capital Accountability

The funding approved for major capital construction projects through the Capital Priorities and Child Care Capital programs represents a significant investment in school infrastructure by the Government of Ontario. School boards are responsible and will be

held accountable for measures to ensure that the cost and scope of any approved projects are within the approved funding amounts.

As a reminder, school boards must receive ministry approval if the total cost of a capital project exceeds the funding source amounts approved by the ministry. School boards are expected to ensure adequate controls are in place in managing project budgets.

Furthermore, school boards are reminded that they are to seek a revised Approval to Proceed if they anticipate project costs to exceed their project's existing Approval to Proceed with the school board identifying additional funding sources to support the excess costs.

Excess costs incurred prior to receiving ministry approval may remain the responsibility of the school board and may impact future Capital Priorities project approvals for school boards. School boards are reminded to adhere to accountability rules regarding the use of renewal funds (see Appendix B for guidance).

If your school board chooses to amend the project scope of an approved major capital construction project, you are required to inform your Capital Analyst prior to engaging your architect regarding the new proposed scope to confirm whether a revised Minister's approval is required. School boards may not proceed with scope amended project designs without ministry approval.

If your amended project requires additional ministry funding, the school board may be required to forfeit its project approval and re-submit a revised Capital Priorities business case with the alternative project scope.

In addition, any changes to the approved child care capital component of the project will require the approval of your Consolidated Municipal Service Manager or District Social Services Administration Board (CMSM or DSSAB) and you will be required to re-submit a revised Joint Submission – Capital Funding for Child Care form.

Lean Review of the Capital Approval Process

We appreciate the efforts in completing capital projects and want to ensure efficient ministry processes are in place to assist with their successful, timely completion while continuing to address sound accountability measures. As a result, the ministry has undertaken a Lean Review of the Capital Approval Process, including approvals for space templates and Approval to Proceed requests, for both school and child care projects. The review was led by the Lean Delivery Team within the Ontario Public Service and included feedback from school boards.

As a result of the review, the ministry has made a number of internal improvements with more changes to be implemented throughout the year. With the changes made to date, the ministry has been able to reduce approval timelines by up to 50% for 80% of the capital requests made to the ministry.

10. Major Capital Project Progress Report

It is essential for the ministry to have an in-depth understanding of the status of the projects, the time to completion and the resulting multi-year funding requirements. This information serves as the base for the government's multi-year plan and is critical in minimizing reprofiling requirements that adversely impact allocation available in the future years.

The ministry collects the information twice a year in the March Report and the Financial Statements. The objective is to minimize ad hoc requests, have a better understanding of on-the-ground activity (including planning), support provincial multi-year planning requirements for the annual budget and enhance general policy and program development.

11. Roll-out of the Education Capital Information System (ECIS)

ECIS is a project intended to modernize and replace the existing legacy School Facilities Inventory System (SFIS) with a new integrated and automated solution. The new solution will improve efficiency and effectiveness in the administration of Education and Child Care capital and operating funding, while automating the overall business processes, and meeting Ontario Public Service (OPS) Application and Security standards and other government mandated compliances. ECIS will be delivered to all school boards and school authorities using a phased approach starting in Spring 2022.

Information to administer grants that originated from SFIS in prior years will now be collected and tracked through ECIS starting with the 2021-22 school year wrap-up. To facilitate data transfer and synchronization between SFIS and ECIS, it is important to note that SFIS is now available as "Read Only" to all users.

As part of the roll-out of ECIS, ministry staff will be scheduling training sessions with all school board users to ensure a smooth transition process. Pending the ECIS roll-out, the ministry will continue to work with school boards to ensure that the dataset required for the 2021-22 and the 2022-23 school years financial reporting are complete and reliable.

12. Ontario Builds Signage

As indicated in Memorandum 2020: SB28 – Ontario Builds Signage for Capital Projects, for Capital Priorities and Early Years Capital and Child Care Capital projects approved in 2019-20 projects and onwards, school boards are required to display Ontario Builds signage at the site of construction that identifies the financial support of the Government of Ontario.

In those circumstances where a site is not currently owned by school boards for the approved project(s), signage is required to be installed within 60 days of the date of site acquisition.

For projects approved prior to 2019-20, these projects are not required to have Ontario Builds signage, however, if a school board would like to post a sign for projects that are currently in the planning or construction phase, they are welcome to do so.

As indicated in Memorandum 2021: B12 – COVID-19 Resilience Infrastructure Stream: Education Related (CVRIS-EDU) Projects, as part of the Government of Canada’s Investing in Canada Infrastructure Plan (ICIP), all Ministry of Education capital projects must feature two digital signs of the same size on the recipient school board and schools’ websites; one digital sign will follow the visual identity as specified by the Government of Canada, the other should remain in line with the visual identity that has been established by Ontario’s Ministry of Education for Ontario Builds signage.

13. Communications Protocol

School boards are reminded to follow the ministry’s updated communications protocol requirements for all ministry-funded major capital construction projects as outlined in Appendix F.

Should you have any questions related to the communication requirements, please contact the ministry’s Communications Branch: MinistryofEducation@ontario.ca.

Key Contacts

Thank you for your ongoing cooperation. If you have any questions or require additional information, please contact:

Contact	Subject Area
Andrea Dutton, Director Capital Policy Branch (416) 500-8402 Andrea.Dutton@ontario.ca	Funding for School Renewal School Operations Allocation Capital Planning Capacity Program
Paul Bloye, Director Capital Programs Branch (416) 325-8589 Paul.Bloye@ontario.ca	Capital Priorities Funding Child Care Capital Funding Land Priorities Funding Temporary Accommodation Allocation Capital Accountability
Colleen Hogan, Director Business Operations Strategic Support Branch (437) 997-9473 Colleen.Hogan@ontario.ca	Rapid (Modular) Build Pilot
Mehul Mehta, Director School Board Advanced Support Branch (647) 448-3862 Mehul.Mehta@ontario.ca	School Facilities Inventory System Education Capital Information System

Original Signed by

Didem Proulx
Assistant Deputy Minister
Capital and Business Support Division

c: School Board Facilities Managers

Appendix A: 2022–23 SCI and SRA Funding

Board ID	Board Name	SCI (\$)	SRA (projected) (\$)
1	District School Board Ontario North East	13,657,239	3,131,383
2	Algoma District School Board	12,013,180	3,356,727
3	Rainbow District School Board	12,672,023	3,251,464
4	Near North District School Board	4,171,531	2,718,465
5.1	Keewatin-Patricia District School Board	7,821,643	2,054,769
5.2	Rainy River District School Board	3,047,272	1,201,091
6.1	Lakehead District School Board	8,026,950	2,369,398
6.2	Superior-Greenstone District School Board	4,788,991	1,357,912
7	Bluewater District School Board	6,395,833	3,592,359
8	Avon Maitland District School Board	11,864,413	3,635,015
9	Greater Essex County District School Board	24,826,954	6,364,620
10	Lambton Kent District School Board	17,824,545	4,618,139
11	Thames Valley District School Board	51,188,107	13,860,722
12	Toronto District School Board	246,158,224	45,750,835
13	Durham District School Board	17,760,483	10,996,351
14	Kawartha Pine Ridge District School Board	15,095,457	6,696,357
15	Trillium Lakelands District School Board	10,858,974	3,469,100
16	York Region District School Board	28,393,137	17,660,872
17	Simcoe County District School Board	11,955,074	8,966,783
18	Upper Grand District School Board	10,830,906	6,273,155
19	Peel District School Board	46,150,207	21,192,170
20	Halton District School Board	21,076,858	10,483,825
21	Hamilton-Wentworth District School Board	18,541,208	8,620,098
22	District School Board of Niagara	23,700,639	7,988,327
23	Grand Erie District School Board	17,107,047	5,741,555
24	Waterloo Region District School Board	32,561,332	10,341,306
25	Ottawa-Carleton District School Board	46,198,850	15,064,366
26	Upper Canada District School Board	19,277,943	7,278,588
27	Limestone District School Board	16,751,791	4,542,774
28	Renfrew County District School Board	6,554,859	2,857,076
29	Hastings and Prince Edward District School Board	10,679,004	3,521,593
30.1	Northeastern Catholic District School Board	3,241,149	1,056,632
30.2	Nipissing-Parry Sound Catholic District School Board	1,676,648	893,503
31	Huron-Superior Catholic District School Board	2,623,555	1,151,108
32	Sudbury Catholic District School Board	5,307,414	1,371,887
33.1	Northwest Catholic District School Board	302,039	700,705
33.2	Kenora Catholic District School Board	1,561,960	569,585
34.1	Thunder Bay Catholic District School Board	4,767,205	1,610,823
34.2	Superior North Catholic District School Board	1,817,860	728,971
35	Bruce-Grey Catholic District School Board	1,345,304	1,003,527
36	Huron Perth Catholic District School Board	2,611,486	876,789
37	Windsor-Essex Catholic District School Board	10,374,674	3,522,920
38	London District Catholic School Board	6,158,117	3,968,365
39	St. Clair Catholic District School Board	4,157,272	1,553,682
40	Toronto Catholic District School Board	49,899,170	16,343,882
41	Peterborough Victoria Northumberland and Clarington Catholic District School Board	5,414,912	2,267,769

Board ID	Board Name	SCI (\$)	SRA (projected) (\$)
42	York Catholic District School Board	12,485,975	6,758,854
43	Dufferin-Peel Catholic District School Board	22,928,635	9,857,206
44	Simcoe Muskoka Catholic District School Board	4,161,543	3,220,731
45	Durham Catholic District School Board	5,614,139	3,144,624
46	Halton Catholic District School Board	5,668,670	4,867,906
47	Hamilton-Wentworth Catholic District School Board	7,722,027	4,717,397
48	Wellington Catholic District School Board	1,072,076	1,265,217
49	Waterloo Catholic District School Board	7,103,056	4,051,005
50	Niagara Catholic District School Board	12,902,606	3,789,656
51	Brant Haldimand Norfolk Catholic District School Board	2,489,977	1,828,873
52	Catholic District School Board of Eastern Ontario	4,971,760	2,158,217
53	Ottawa Catholic School Board	17,629,182	7,713,634
54	Renfrew County Catholic District School Board	4,703,893	1,122,861
55	Algonquin and Lakeshore Catholic District School Board	7,204,539	2,234,784
56	Conseil scolaire de district du Nord-Est de l'Ontario	892,114	878,101
57	Conseil scolaire public du Grand Nord de l'Ontario	4,535,999	1,264,951
58	Conseil scolaire Viamonde	9,647,892	2,905,989
59	Conseil des écoles publiques de l'Est de l'Ontario	4,856,971	3,021,495
60.1	Conseil scolaire de district catholique des Grandes Rivières	13,841,049	3,420,528
60.2	Conseil scolaire de district catholique Franco-Nord	3,574,434	1,042,928
61	Conseil scolaire de district catholique du Nouvel-Ontario	6,103,521	1,966,454
62	Conseil scolaire de district catholique des Aurores boréales	512,649	641,732
63	Conseil scolaire catholique Providence	4,134,910	1,886,490
64	Conseil scolaire catholique MonAvenir	8,787,353	2,879,607
65	Conseil scolaire de district catholique de l'Est ontarien	8,928,834	2,875,001
66	Conseil scolaire de district catholique du Centre-Est de l'Ontario	8,316,757	4,304,040

Appendix B: Eligibility Criteria under SCI & SRA

Eligible Expenditures	SCI	SCI	SRA
	Restricted (70%)	Unrestricted (30%)	
Capital – Renew / Replace Components			
Substructure (e.g., foundations, basement walls)	Yes	Yes	Yes
Shell / Superstructure (e.g., roofs, exterior walls and windows)	Yes	Yes	Yes
Interiors (e.g., stairs, floor finishes, ceilings)	No	Yes	Yes
Services (e.g., plumbing, HVAC, fire protection and electrical)	Yes	Yes	Yes
Equipment & Furnishings (e.g., <u>fixed</u> items only)	No	Yes	Yes
Special Construction & Demolition (i.e., hazardous waste removal)	No	Yes	Yes
Building Sitework (e.g., parking lots, site lighting, pavements, site utilities)	No	Yes	Yes
Capital – Other			
Portables repair and retrofits	No	No	Yes (TA funds should be used first)
Additional portable purchase (i.e., adding to board inventory)	No	No	No
Program or accommodation related changes and retrofits (e.g., science labs converted into standard classroom)	No	No	Yes
New building enhancements: Non-renewal projects (e.g., accessibility, air conditioning, building automation systems, etc.)	No	No	Yes
Administrative facilities	No	No	No
Construction (e.g., changes to gross floor area or the replacement of existing building structures)	No	No	No
Salaries and wages for school board staff	No	No	No
Service debt (SRA only for previously encumbered debt. No allowance for new debt)	No	No	No
Moveable furniture and equipment (e.g. vehicles, furniture, equipment, computer hardware and computer software)	No	No	No
Community partners	No (should operate on cost-recovery basis)		
Outdoor Education Centre	Requires minister's approval		
Leased Site	Requires minister's approval		
Operating			
Maintenance (e.g., costs incurred to service or maintain the tangible capital asset until the end of its estimated useful life)	No	No	Yes (with board-specific caps)

Appendix C: 2022-23 Supplementary Area Factors (SAFs)

Board ID	Board Name	Revised Elementary SAF	Revised Secondary SAF
1	District School Board Ontario North East	1.000	1.246
2	Algoma District School Board	1.000	1.180
3	Rainbow District School Board	1.000	1.151
4	Near North District School Board	1.000	1.097
5.1	Keewatin-Patricia District School Board	1.000	1.052
5.2	Rainy River District School Board	1.000	1.034
6.1	Lakehead District School Board	1.047	1.013
6.2	Superior-Greenstone District School Board	1.017	1.184
7	Bluewater District School Board	1.000	1.052
8	Avon Maitland District School Board	1.000	1.101
9	Greater Essex County District School Board	1.000	1.012
10	Lambton Kent District School Board	1.000	1.072
11	Thames Valley District School Board	1.000	1.075
12	Toronto District School Board	1.154	1.148
13	Durham District School Board	1.013	1.049
14	Kawartha Pine Ridge District School Board	1.000	1.114
15	Trillium Lakelands District School Board	1.000	1.010
16	York Region District School Board	1.000	1.050
17	Simcoe County District School Board	1.007	1.024
18	Upper Grand District School Board	1.000	1.019
19	Peel District School Board	1.000	1.011
20	Halton District School Board	1.000	1.023
21	Hamilton-Wentworth District School Board	1.012	1.016
22	District School Board of Niagara	1.000	1.081
23	Grand Erie District School Board	1.000	1.081
24	Waterloo Region District School Board	1.000	1.015
25	Ottawa-Carleton District School Board	1.064	1.115
26	Upper Canada District School Board	1.000	1.158
27	Limestone District School Board	1.000	1.225
28	Renfrew County District School Board	1.000	1.167
29	Hastings and Prince Edward District School Board	1.000	1.115
30.1	Northeastern Catholic District School Board	1.019	1.599
30.2	Nipissing-Parry Sound Catholic District School Board	1.111	1.057
31	Huron-Superior Catholic District School Board	1.000	1.052
32	Sudbury Catholic District School Board	1.002	1.090
33.1	Northwest Catholic District School Board	1.000	1.000
33.2	Kenora Catholic District School Board	1.000	1.000
34.1	Thunder Bay Catholic District School Board	1.000	1.089
34.2	Superior North Catholic District School Board	1.123	1.000

Board ID	Board Name	Revised Elementary SAF	Revised Secondary SAF
35	Bruce-Grey Catholic District School Board	1.003	1.072
36	Huron Perth Catholic District School Board	1.000	1.006
37	Windsor-Essex Catholic District School Board	1.000	1.101
38	London District Catholic School Board	1.000	1.021
39	St. Clair Catholic District School Board	1.002	1.000
40	Toronto Catholic District School Board	1.000	1.042
41	Peterborough Victoria Northumberland and Clarington Catholic District School Board	1.005	1.073
42	York Catholic District School Board	1.004	1.018
43	Dufferin-Peel Catholic District School Board	1.000	1.006
44	Simcoe Muskoka Catholic District School Board	1.000	1.044
45	Durham Catholic District School Board	1.052	1.000
46	Halton Catholic District School Board	1.000	1.014
47	Hamilton-Wentworth Catholic District School Board	1.000	1.061
48	Wellington Catholic District School Board	1.000	1.001
49	Waterloo Catholic District School Board	1.000	1.048
50	Niagara Catholic District School Board	1.000	1.022
51	Brant Haldimand Norfolk Catholic District School Board	1.000	1.038
52	Catholic District School Board of Eastern Ontario	1.009	1.011
53	Ottawa Catholic School Board	1.066	1.020
54	Renfrew County Catholic District School Board	1.127	1.015
55	Algonquin and Lakeshore Catholic District School Board	1.046	1.020
56	Conseil scolaire de district du Nord-Est de l'Ontario	1.040	1.073
57	Conseil scolaire public du Grand Nord de l'Ontario	1.000	1.135
58	Conseil scolaire Viamonde	1.014	1.274
59	Conseil des écoles publiques de l'Est de l'Ontario	1.023	1.158
60.1	Conseil scolaire de district catholique des Grandes Rivières	1.016	1.091
60.2	Conseil scolaire de district catholique Franco-Nord	1.111	1.098
61	Conseil scolaire de district catholique du Nouvel-Ontario	1.000	1.041
62	Conseil scolaire de district catholique des Aurores boréales	1.000	1.658
63	Conseil scolaire catholique Providence	1.000	1.232
64	Conseil scolaire catholique MonAvenir	1.020	1.331
65	Conseil scolaire de district catholique de l'Est ontarien	1.000	1.006
66	Conseil scolaire de district catholique du Centre-Est de l'Ontario	1.031	1.105

Appendix D: 2022-23 Capital Planning Capacity

Board ID	Board Name	CPC (\$)
1	District School Board Ontario North East	150,111
2	Algoma District School Board	150,111
3	Rainbow District School Board	150,111
4	Near North District School Board	150,111
5.1	Keewatin-Patricia District School Board	111,123
5.2	Rainy River District School Board	83,185
6.1	Lakehead District School Board	150,111
6.2	Superior-Greenstone District School Board	111,123
7	Bluewater District School Board	163,370
8	Avon Maitland District School Board	122,173
9	Greater Essex County District School Board	163,370
10	Lambton Kent District School Board	163,370
11	Thames Valley District School Board	198,728
12	Toronto District School Board	361,309
13	Durham District School Board	55,525
14	Kawartha Pine Ridge District School Board	163,370
15	Trillium Lakelands District School Board	163,370
16	York Region District School Board	66,758
17	Simcoe County District School Board	55,525
18	Upper Grand District School Board	46,217
19	Peel District School Board	80,238
20	Halton District School Board	55,525
21	Hamilton-Wentworth District School Board	179,392
22	District School Board of Niagara	207,330
23	Grand Erie District School Board	163,370
24	Waterloo Region District School Board	55,525
25	Ottawa-Carleton District School Board	235,269
26	Upper Canada District School Board	235,269
27	Limestone District School Board	135,432
28	Renfrew County District School Board	122,173
29	Hastings and Prince Edward District School Board	150,111
30.1	Northeastern Catholic District School Board	111,123
30.2	Nipissing-Parry Sound Catholic District School Board	83,185
31	Huron-Superior Catholic District School Board	111,123
32	Sudbury Catholic District School Board	32,095
33.1	Northwest Catholic District School Board	32,095
33.2	Kenora Catholic District School Board	83,185
34.1	Thunder Bay Catholic District School Board	83,185
34.2	Superior North Catholic District School Board	32,095

Board ID	Board Name	CPC (\$)
35	Bruce-Grey Catholic District School Board	32,095
36	Huron Perth Catholic District School Board	32,095
37	Windsor-Essex Catholic District School Board	122,173
38	London District Catholic School Board	135,432
39	St. Clair Catholic District School Board	38,514
40	Toronto Catholic District School Board	310,483
41	Peterborough Victoria Northumberland and Clarington Catholic District School Board	38,514
42	York Catholic District School Board	207,330
43	Dufferin-Peel Catholic District School Board	207,330
44	Simcoe Muskoka Catholic District School Board	46,217
45	Durham Catholic District School Board	38,514
46	Halton Catholic District School Board	46,217
47	Hamilton-Wentworth Catholic District School Board	46,217
48	Wellington Catholic District School Board	32,095
49	Waterloo Catholic District School Board	38,514
50	Niagara Catholic District School Board	46,217
51	Brant Haldimand Norfolk Catholic District School Board	122,173
52	Catholic District School Board of Eastern Ontario	122,173
53	Ottawa Catholic School Board	163,370
54	Renfrew County Catholic District School Board	111,123
55	Algonquin and Lakeshore Catholic District School Board	38,514
56	Conseil scolaire de district du Nord-Est de l'Ontario	32,095
57	Conseil scolaire public du Grand Nord de l'Ontario	111,123
58	Conseil scolaire Viamonde	46,217
59	Conseil des écoles publiques de l'Est de l'Ontario	122,173
60.1	Conseil scolaire de district catholique des Grandes Rivières	178,050
60.2	Conseil scolaire de district catholique Franco-Nord	32,095
61	Conseil scolaire de district catholique du Nouvel-Ontario	150,111
62	Conseil scolaire de district catholique des Aurores boréales	32,095
63	Conseil scolaire catholique Providence	94,234
64	Conseil scolaire catholique MonAvenir	46,217
65	Conseil scolaire de district catholique de l'Est ontarien	178,050
66	Conseil scolaire de district catholique du Centre-Est de l'Ontario	135,432

Appendix E: 2022-23 Temporary Accommodation Allocation

DSB	School Board Name	Allocation (\$)
1	District School Board Ontario North East	-
2	Algoma District School Board	39,745
3	Rainbow District School Board	113,955
4	Near North District School Board	-
5.1	Keewatin-Patricia District School Board	-
5.2	Rainy River District School Board	79,489
6.1	Lakehead District School Board	-
6.2	Superior-Greenstone District School Board	-
7	Bluewater District School Board	378,390
8	Avon Maitland District School Board	139,106
9	Greater Essex County District School Board	139,106
10	Lambton Kent District School Board	83,619
11	Thames Valley District School Board	1,669,276
12	Toronto District School Board	317,957
13	Durham District School Board	1,073,106
14	Kawartha Pine Ridge District School Board	596,170
15	Trillium Lakelands District School Board	-
16	York Region District School Board	1,450,681
17	Simcoe County District School Board	2,466,488
18	Upper Grand District School Board	635,915
19	Peel District School Board	810,977
20	Halton District School Board	2,870,129
21	Hamilton-Wentworth District School Board	900,014
22	District School Board of Niagara	914,128
23	Grand Erie District School Board	586,703
24	Waterloo Region District School Board	1,804,547
25	Ottawa-Carleton District School Board	1,768,638
26	Upper Canada District School Board	119,234
27	Limestone District School Board	79,489
28	Renfrew County District School Board	68,496
29	Hastings and Prince Edward District School Board	238,192
30.1	Northeastern Catholic District School Board	-
30.2	Nipissing-Parry Sound Catholic District School Board	19,872
31	Huron-Superior Catholic District School Board	-
32	Sudbury Catholic District School Board	-
33.1	Northwest Catholic District School Board	19,872
33.2	Kenora Catholic District School Board	-
34.1	Thunder Bay Catholic District School Board	-
34.2	Superior North Catholic District School Board	-

DSB	School Board Name	Allocation (\$)
35	Bruce-Grey Catholic District School Board	287,498
36	Huron Perth Catholic District School Board	40,730
37	Windsor-Essex Catholic District School Board	532,952
38	London District Catholic School Board	2,060,112
39	St. Clair Catholic District School Board	488,893
40	Toronto Catholic District School Board	3,312,272
41	Peterborough Victoria Northumberland and Clarington Catholic District School Board	59,617
42	York Catholic District School Board	119,234
43	Dufferin-Peel Catholic District School Board	473,980
44	Simcoe Muskoka Catholic District School Board	675,660
45	Durham Catholic District School Board	1,022,134
46	Halton Catholic District School Board	2,557,232
47	Hamilton-Wentworth Catholic District School Board	218,596
48	Wellington Catholic District School Board	99,362
49	Waterloo Catholic District School Board	3,580,628
50	Niagara Catholic District School Board	423,943
51	Brant Haldimand Norfolk Catholic District School Board	278,213
52	Catholic District School Board of Eastern Ontario	99,362
53	Ottawa Catholic School Board	1,689,149
54	Renfrew County Catholic District School Board	-
55	Algonquin and Lakeshore Catholic District School Board	334,012
56	Conseil scolaire de district du Nord-Est de l'Ontario	79,489
57	Conseil scolaire public du Grand Nord de l'Ontario	42,197
58	Conseil scolaire Viamonde	624,649
59	Conseil des écoles publiques de l'Est de l'Ontario	99,362
60.1	Conseil scolaire de district catholique des Grandes Rivières	-
60.2	Conseil scolaire de district catholique Franco-Nord	-
61	Conseil scolaire de district catholique du Nouvel-Ontario	-
62	Conseil scolaire de district catholique des Aurores boréales	-
63	Conseil scolaire catholique Providence	583,089
64	Conseil scolaire catholique MonAvenir	297,788
65	Conseil scolaire de district catholique de l'Est ontarien	19,872
66	Conseil scolaire de district catholique du Centre-Est de l'Ontario	516,681

Appendix F: Communications Protocol – Public Communications, Events and Signage

Acknowledgement of Support

School boards are required to acknowledge the support of the Government of Ontario in proactive media-focused communications of any kind, written or oral, relating to the agreement or the project. This could include but is not limited to:

- Reports
- Announcements
- Speeches
- Advertisements, publicity
- Promotional materials including, brochures, audio-visual materials, web communications or any other public communications.

This is not required for:

- Minor interactions on social media, including social media such as Twitter
- Reactive communications, such as media calls.

All public events and announcements regarding capital investments in the publicly funded education system are considered **joint** communications opportunities for the provincial government, the school board, as well as Consolidated Municipal Service Managers and District Social Service Administration Boards (CMSMs and DSSABs); and/or community partners.

Invitations to the Minister of Education

Openings

School boards are to inform the ministry of ***all project completions*** and invite the Minister of Education to ***all*** openings of:

- New schools
- New additions, including those with new child care spaces, EarlyON Child and Family centres, or community hubs.
- Please do not move forward with your event until you have received a response from the ministry (you will be notified within 15 business days of the event as to the minister's attendance)
- Inform the ministry via the email address below if the date of your event changes.

To invite the minister to your event:

- Send an email invitation as soon as possible to minister.edu@ontario.ca
- Where appropriate please copy the ministry's regional manager in the Field Services Branch for your area

Note: If the minister is unable to attend, your invitation may be shared with another government representative. Their office will contact you directly to coordinate details. School boards may be asked to delay announcements in order to accommodate the minister or a representative. The goal is to make sure that the ministry is aware of the opportunity.

All Other Events

For all other media-focused public events, (e.g. sod turnings):

- Send an invitation to the minister at minister.edu@ontario.ca with **at least three weeks' notice**
- Copy the ministry's regional manager in the Field Services Branch, in your area, where appropriate.

Note: These "other" events should not be delayed to accommodate the minister. Only an invitation needs to be sent; a response is not mandatory to proceed.

Issuing a Media Release

When issuing a media release or other media-focused communication, school boards, CMSMs/DSSABs, and or community partners must:

- Recognize the Ministry of Education's role in funding the project
- Contact the ministry to receive additional content for public communications, such as a quote from the minister.

You can **send your draft public communications to** MinistryofEducation@ontario.ca to obtain a quote or other information for your public product.

Note: The ministry may also choose to issue its own news release about various project milestones. If the ministry chooses to do so, school boards, CMSMs/DSSABs, and/or community partners will be notified

Ontario Builds Signage

The Government of Ontario introduced Ontario Builds signage to promote important investments in Ontario's education and child care system.

For Capital Priorities, Early Years Capital and Child Care Capital projects announced in 2019-20 or later, school boards are required to produce and display Ontario Builds signage at the site of construction.

Timelines for Signage Placement on Approved Project Sites

To ensure timely placement of signage school boards are to adhere to the following timelines for placement of signage:

- Projects with Acquired Sites - Signage is required to be installed **within 60 days** of receiving ministry funding approval notification and release of any communication embargo.
- Projects where sites are not currently owned by school boards: Signage is required to be installed **within 60 days** from the date of site acquisition.

Signage Installation Instructions

To create a sign, boards can access the Ontario Builds templates, artwork and visual identity guide at www.ontario.ca/page/ontario-builds-templates. Some examples of project descriptions that boards might use on signs include “New school and child care centre,” “New school,” or “New school addition.”

For Francophone communities, please use the Ontario Builds visual identity guide for French designated areas.

For projects that are co-funded, such as by a municipality or the federal government, use the Ontario Builds visual identity guide for partnership signage. Please arrange signage approval from all partners.

Obtaining approval

Before producing a physical sign, email a digital proof to MinistryofEducation@ontario.ca to obtain approval of the design. Please cite the project identification number included in the original ministry approval funding letter.

Once school boards receive design proof approval notification from the ministry, they can arrange production and installation of signs. Boards are responsible for all related costs.

Installing and Maintaining Signs

Once signage is in place, it is required that school boards email a photograph of the installed sign to the ministry at MinistryofEducation@ontario.ca. **Please remember to cite the project identification number included in the ministry funding approval letter.**

Install signs in a prominent location that does not obstruct traffic or cause safety concerns, particularly if the sign is located near roads. To avoid potential safety issues, school boards should consult appropriate provincial and municipal authorities.

Signs should be posted at all stages of a project and maintained in a good state of repair. This includes before construction work starts and throughout construction. Signs can be removed within six months of the completion of the project.

Contact

For questions or support on the communications protocol and Ontario Builds signage, please email the ministry at MinistryofEducation@ontario.ca.

Note: This communications protocol does not replace school boards' existing partnership with the Ministry of Education's regional offices. Regional offices should still be regarded as school boards' primary point of contact for events and should be given updates in accordance to existing processes.