



Emergent Funding Program Application Form

This form is to be submitted to the Ministry of Education and all fields must be completed with required documentation attached to be considered under the Emergent Funding Program. Financial information pertaining to Preventative Maintenance and Renewal (PMR) funding and school division reserves may be requested upon receipt of the application form.

Date: _____

Name of School Division: _____

Name of School: _____

Total Enrolment in September, 20____; _____

Grade Structure: _____

Has an insurance claim been made to address the emergent issue? yes
 no

Has the board of education/conseil scolaire authorized this application? yes
 no

Date of next board meeting: _____

Does the board of education/conseil scolaire have existing capital reserves included in accumulated surplus and/or deferred revenue? yes
 no

If yes, have any of the reserves been targeted for capital projects? yes
 no

Please include details of existing capital reserves on page 4 and board motion(s) approving the use of capital reserves for capital projects.

Describe the emergent issue(s): Include information such as the date of occurrence, circumstances of the structural failure, witnesses, injuries and if any immediate action was taken.

Details of the recommended solution: Include reasons for the recommended solution and source of opinions sought.

Estimated Construction Cost of Project: _____

Source of Estimate: _____

Timelines and scope of work to be completed:

Describe any impacts of construction: Include disturbances to classrooms, students, staff and instruction.

Describe severity of problem and risk if not completed: Include impacts in terms of health and safety and all negative impacts on the school and surrounding community.

Signature of Chief Financial Officer

Name (Printed)

Date

Signature of Board Chair

Name (Printed)

Date

Capital Reserves (if applicable)

	Balance	Committed*	Net Balance as of **
Deferred Revenues			
Federal tuition fees			
Proceeds from sale of schools			
Ministry of Education capital transfers			
Accumulated Surplus			
Sec 286 pre-April 2009 capital reserve			

* Please attach a description and the board motion(s) approving the use of this balance.

** Please provide the date.

Required Attachments

- Engineering reports with recommendations.
- If applicable, board motion(s) approving the use of capital reserves for capital projects.

Submit completed forms with all attachments to:

Ministry of Education
Infrastructure Branch
4th Floor, 2220 College Avenue
REGINA SK S4P 4V9
or Fax to 306-798-5042

For further information, email EDInfrastructure@gov.sk.ca or call 306-787-1156.