

**PROCEDURAL GUIDELINE – CAPITAL GRANT PROGRAM**

## **MANDATORY MASTER PLANS**

### **1. Key Guideline**

Only schools with an acceptable and current Master Plan or be in the process of preparing one can apply for a CGP Grant. <sup>1</sup>

### **2. Background**

2.1 The BGA strongly encourages schools to prepare Master Plans using appropriately qualified professionals who will conduct a process that builds on the school's Education Strategy, is widely consultative, and has indicative costings on each stage or element.

2.2 To this end the BGA offers to subsidise the preparation of Master Plans (see Procedural Guideline - Master Plan Grants).

### **3. Procedural Guidelines**

3.1 To be acceptable, a school's Master Plan must be prepared by an architect or similarly qualified professional, be approved by the school's governing body, be current, and have indicative costings of the elements or stages of the Master Plan.

3.2 An Applicant School's Proposed Project must be a stage or an element of its Master Plan.

3.3 A school can lodge a Stage 1 Notice of Intent while its Master Plan process is still underway on condition that the Master Plan is due to be approved by the school's governing body before the Stage 4 Final Application is due.

### **4. Related Policies**

Procedural Guideline Capital Grant Program – [Master Plan Grants](#)

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<sup>1</sup> Applicable from Capital Grant Program Round 2020