



## MEMORANDUM

**Memo No. 23-051**

TO: Trustees  
Student Trustees

FROM: Randy Gerrior, Associate Director Business Operations  
Karyn Carty Ostafichuk, Manager of Planning

DATE: 22 August 2023

RE: Capital Priorities Program 2023-24

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On 14 August 2023, we received Memo 2023 B08 from the Ministry of Education to outline the upcoming Capital Priorities Program for 2023-24. Project proposals are to be submitted no later than 20 October 2023. Capital proposals can be for (generally) new school facilities, total deep renovation or addition to existing facilities and/or childcare space.

While the essential process remains similar to previous Capital Calls, there are some enhanced accountability requirements for each submission. There will be 2 information sessions held by the Ministry of Education for district staff to go over these new criteria's and to advice on the submission process. Staff will be attending these sessions.

As always, the Ministry will make decisions based upon (we presume) need, availability and buildability of sites, and a geographic distribution of allocations. The Ministry has not and does not give feedback on either their methodology or rationale for approval/denial of funding.

In addition to the logical past criteria (need, availability of sites, etc) the Ministry has indicated in the memo attached that there will be consideration for French language access, a consideration of Readiness Assessment (essentially a detailed timeline), and a move towards design standardization. The Ottawa-Carleton District School Board does tend to repeat our facilities design with enhancements and improvements with each design, as well as customizable elements to suit each build, but the Design Standardization spoken of in the memo attached is more Province-wide. The staff has to learn more about this expectation and report back to the Board. Designs for the buildings and a more detailed cost evaluation will be part of this process.

Again, staff will have to assess exactly what this means, as no district, to our knowledge would have detailed architectural drawings or cost assessments available for projects that have not yet been awarded funding. It is difficult to envision having this completed, as we have understood past design and estimate exercises, before the submission deadline.

Finally, as part of the Ministry's evaluation process, past performance of each district will be assessed including the following:

- Adherence to project timelines
- Time to completion
- Cost overages
- Existing inventory of active projects
- Adherence to space benchmarks
- Capital Accountability Framework compliance

The Ministry is putting in place an enhance accountability framework (about which we will learn more) but essentially ensuring that the above criteria is adhered to in any new award process.

There are many questions that we hope will be addressed in the information sessions. In the meantime, we are assessing our needs and the feasibility of moving forward with each potential capital priority based on information at hand, including the 2021-22 District Needs Analysis.

Should you have any questions, please contact Karyn Carty Ostafichuk, Manager of Planning, at [karyn.ostafichuk@ocdsb.ca](mailto:karyn.ostafichuk@ocdsb.ca) or at 613-596-8211 ext. 8786.

Attach.

cc: Senior Staff  
Corporate Records