



219 North Main Street, Suite 402
Barre, VT 05641 (p) 802-479-1030 | (f) 802-479-1835

Application for Preliminary Approval

Required for all projects seeking approval under
TITLE 16 V.S.A. §4001(6)(B)(i)
As per 16 V.S.A. §3448(a)(2)

School Building: _____

School District: _____

The school directors of this district have determined that a need exists to undertake significant renovations or additions to existing school buildings. The anticipated construction project will serve pupils in grades _____ to _____.

The school directors hereby state that the need for the project is not a result of inadequate or deferred maintenance, and that the improvements listed are not maintenance.

The directors hereby request a pre-construction evaluation by a representative of the Agency of Education to review requirements to be met for project eligibility as per Title 16 V.S.A. §3448 (a)(2).

The necessary documents to complete this preliminary application, as listed on the reverse of this page, are completed and enclosed and approved by the directors.

School Board Chair

Superintendent of Schools

Date Submitted

Contact for project details:

Name: _____ Phone: _____

Summary description of project including nature of project, timetable for completion and status of voter approval: If additional space is needed please attach to application.

Exhibits Required for Preliminary Consideration

Choose one or the two options as applicable. Note: the vast majority of projects are covered under B.

- A. The following information must be enclosed for major projects, including new construction, additions, and comprehensive renovations:
1. Facility Analysis:
 - Documentation of existing building deficiencies; analysis of existing building systems, space, and infrastructure.
 - History of maintenance efforts
 - Existing floor plans with square footages and spaces identified by current use
 2. Enrollment Projections. If available, include calculations of existing building capacity or capacity as approved by the State Board of Education at time of last construction.
 3. In the case of a project which will add space, include an analysis of available space in neighboring schools (State Board of Education Rule 6116).
- B. The following must be included for projects which extend the useful life of a building but do not constitute extensive additions or alterations, as described under 16 VSA §3448(a)(3)(B):
1. Detailed description of the nature and scope of the project and the need it fulfills.
 2. An engineer or other third party report confirming deficiency, failure, or need.
 3. Evidence of voter approval.
 4. Project budget breakdown.

Submit complete application package by email, fax, or post to:

Cassandra Ryan
VT Agency of Education
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Barre, VT 05641

cassandra.ryan@vermont.gov

FAX (802) 479-1839