

The University of the State of New York
THE STATE EDUCATION DEPARTMENT
Office of Facilities Planning
Room 1060EBA
Albany, NY 12234
WEBSITE: <http://www.emsc.nysed.gov/facplan/>

FORM A

APPLICATION FOR PROGRAM APPROVAL OF BOCES FACILITY PROJECT

INSTRUCTIONS: [TWO (2) COPIES NEEDED]

This application should be completed and submitted to the Office of Facilities Planning for each facility proposal which affects use of space. See BOCES Handbook IV, pages 11 - 15 for directions. [PLEASE PRINT OR TYPE].

Name of Building:	_____
Project Number:	_____

BOCES INFORMATION	
BOCES Name:	_____
District Name:	_____
Project Contact Person:	_____
Telephone No (Area Code):	_____

1. Project Information:

A. This project consists of (check all that apply):

- 1) New building including: classrooms, partial buildings, and manufactured buildings.
 - a) purchase
 - b) construction
 - c) lease
- 2) Changes to existing building -- attach map or drawing
 - a) addition
 - b) reconstruction/renovation

B. Location of Building: _____

C. Ownership

- 1) BOCES owned
- 2) Lease
 - a) multi-year
 - b) private
 - c) school district (1 year)

D. Cost of Project (construction, reconstruction or renovation) \$ _____
(whole dollars)

E. Description of project for which application is submitted.

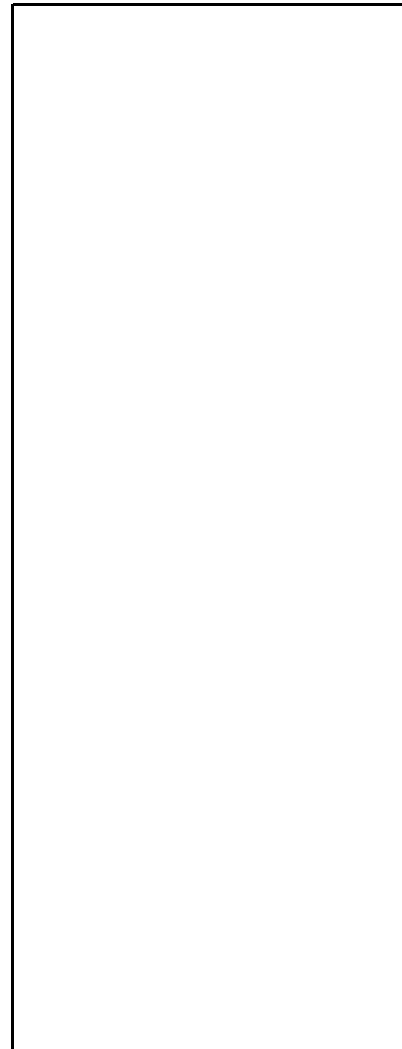
Part 1. Written description describing the proposed building project:

2. Program Approval Information

Provide the indicated documentation based on CR 155.1 as a demonstration of need for acquisition/construction of a BOCES owned, contracted or newly leased building, including manufactured buildings.

SED USE ONLY

- A. LOCATION. Provide documentation including a map showing that the general location of the proposed facility is satisfactory for serving the participating districts.
- B. STUDENT POPULATION. Provide documentation that there is sufficient need for the building project based on current and projected student population (5 years - elementary, 10 years - secondary).
- C. OVERALL BUILDING PLANS. Provide documentation that the proposed building project is consistent with plans for construction for all BOCES programs planned for the next ten years.
- D. LEAST RESTRICTIVE ENVIRONMENT. Provide documentation that the proposed building project meets requirements for a least restrictive environment if the project proposes usages for instruction of pupils with handicapping conditions.
- E. EDUCATION AGENCY COOPERATION.
Provide documentation that there has been participation in program planning by community colleges and/or other local public agencies to avoid unnecessary duplication.



3. Financing (Other than leasing)

A. A referendum is required or planned. Yes No

If yes, complete B and C below.

B. Total amount \$ _____
(whole dollars)

C. Method: Dormitory
Cash
Other (specify)

The BOCES of the _____

Supervisory District of _____

County requests approval:

District Superintendent

President, BOCES

Date

Submit two (2) copies of the completed application to:

Office of Facilities Planning
NYS Education Department
Room 1060 EBA
Albany, NY 12234

<p>SED USE ONLY APPROVAL</p> <p>Reviewed by</p> <p>_____ Signature</p> <p>_____ Date</p> <p>Coordinator, Office of Facilities Planning</p> <p>_____ Signature</p> <p>_____ Date</p>

Part 2: Complete for all construction or renovation projects affecting use of space. Place a check mark for each course or function included in the project. Indicate also the total square footage to be used for each course checked.

Course or Functions	Included in Project	Square Footage	Course or Functions	Included in Project	Square Footage
OCCUPATIONAL EDUCATION			Technical Courses		
Agricultural Courses			Aerospace		
Business			Architectural		
Mechanics			Chemical		
Conservation			Civil Technology		
Product Management			Computer		
Horticulture			Data Acquisition		
Business/Dist. Ed. Courses			Digital Electronics		
Data Processing			Electricity		
Accounting			Electromechanical		
Distributive			Fashion		
Office Planning			Instrumentation		
Secretarial Practice			Manufacturing		
Shorthand/Trans.			Marine		
Homemaking Courses			Mechanical		
Child Care			Microprocessing		
Food Services			Sci-technology		
Health Services			Technical Elect./ Computer Cir.		

Course or Functions	Included in Project	Square Footage	Course or Functions	Included in Project	Square Footage
Technical (Cont'd)			GENERAL ADMINISTRATION		
Technical Drafting			District Superintendent		
4-unit Drafting			Clerical Office		
Trade Courses			Assistant Superintendent		
Aviation/Aerospace					
Construction Industry & Bldg. Maint.			Special Education Programs		
Cosmetology					
Drafting					
Electronics					
Graphics, Printing			Community Center Functions		
Motorcycle, Marine					
Precious Metal Work			Data Processing		
Public/Private Security					
Vehicle Maint. and Repair			Library Processing		
General Services			Other:		
Director					
Clerical Staff					
Guidance					
Health					