

State Capital Assistance Scheme (SCAS)

The process outlined is the action required by the school for a STATE ONLY grant. These instructions differ from those required by the Australian Government. Should a grant from the Australian Government be involved in the project, carefully read the additional recognition processes which are required.

CEREMONY PROCEDURE

When planning an opening ceremony, the school must make contact with the office of the State Education Minister, to propose ceremony dates, at the following e-mail address:

education@ministerial.qld.gov.au

REQUIREMENTS FOR CEREMONIES

Schools which have accepted State Government capital assistance must recognise the funds provided by meeting the following requirements:


- Recognition of the source of funding is to be provided in any publicity associated with the project, including school based social media and newsletters, web sites and any plaque recording the event. (see Appendix 1 for sample)
- Unless otherwise agreed by the Queensland Government:
 - There must be acknowledgement of State Government funding on building plaques where the State has contributed \$100,000 or more to the project
 - There must be an official opening ceremony for facilities where the State Government has contributed \$500,000 or more to the project.
- When there is an official opening ceremony the Minister or a representative must be invited to attend and speak at the ceremony.
- In the case of an opening with combined sources of government funding, i.e. an Australian Government contribution, the Commonwealth Minister for Education and Training or his representative must be invited to open those projects to which the Commonwealth contribution is greater than 50 per cent of the project cost.

Schools should also ensure the BGA Secretariat is invited to all opening ceremonies.



Appendix 1

SAMPLE PLAQUE WORDING – QUEENSLAND GOVERNMENT (SCAS)



SCHOOL NAME

This plaque commemorates the official opening of the

Project Description

by

Title and Name

on

Date

This/these project/s were *jointly/entirely/principally/partly* funded by the Queensland Government under the State Capital Grants Assistance Scheme (include other funding sources if relevant/desired. e.g., ‘*and the Queensland government*’, or ‘, *and the [Name of School] community*’)

Principal: (Optional) Board Chair/School Authority rep.: (Optional)

NOTES

Highlighted Text

- The areas highlighted orange should be completed with the appropriate information.

Style

- Wording on plaques acknowledging Queensland Government funding must be of similar size and style to wording acknowledging other funding sources.

School and Queensland Government logos

- If you would like to include the school’s logo on the plaque, please position it directly above the school’s name on the plaque.

Plaque costs

- The manufacturing and installation costs of State Capital Assistance Scheme plaques are the responsibility of recipient schools.

