

FREQUENTLY ASKED QUESTIONS

Playground Reserve Application Questions

1. Are secondary schools eligible for Playground Reserve Funds?

Yes, all schools within the TCDSB are eligible to apply for the playground reserve fund.

2. Where can applicants find quotes for the various types of equipment that can be included in playground reserve?

The TCDSB has several prequalified playground vendors, listed below. Please note, when reaching out to vendors, it must be made clear that the quotes being obtained are for budgetary purposes for a grant application.

- Henderson Recreational Equipment
- Playpower LT Canada Inc
- Active Playground Equipment
- Jambette Playground Equipment
- Blue Imp Recreational Products of Canada
- Lolimpin Gymnasium Equipment
- Vant Play Equipment

3. Where can applicants find quotes or estimates for various surfaces that could be included in their playground reserve proposals?

Please see the list below for **2020 Budget Unit Rates** that can be used to determine an estimated costs for various landscape surface treatments. *Note: These prices are for grant estimation purposes **only**, actual costs will vary depending on existing site conditions, required grading, additional required drainage, area of new surface, etc.*

Surface Treatment	Cost per Square Metre
Asphalt	\$70.00
Tub Ground Mulch	\$15.00
Engineered Wood Fibre	\$55.00
Rubberized Safety Surface	\$350.00
Artificial Turf	\$230.00

4. Are there time limits for the use of the Playground Reserve Funds?

Yes, funds from the Playground Reserve must be utilized for projects within two years. Remaining funds will be added back to the Ward Based Strategic Playground Reserve unless otherwise approved by the Board of Trustees.

General Questions

1. How does TCDSB facilitate and manage locally funded playground projects?

The TCDSB's process of managing playground projects is outlined in the Standard Operating Procedure (SOP) associated with the Improvements to Outdoor Play Environments Policy – B.G. 01. [Click here for the Policy](#) and [click here for the SOP](#).

2. What types of landscape projects must follow this procedure?

Any permanent installation on TCDSB property must follow this procedure, including but not limited to, benches, planters, gardens, play structures or elements, sports equipment, tree plantings, etc.

3. Do all projects require the use of a Landscape Architect?

No, not all projects require the use of an external Landscape Architect. The Landscape Supervisor or Area Service Quality Supervisor can provide guidance on specific requirements for the project at your school. Contact the Landscape Supervisor, Steph Pavan, at steph.pavan@tcdsb.org

4. Who retains vendors for the project?

The TCDSB retains all vendors (consultants, contractors and suppliers) for the project.

5. Who at the board can assist with outdoor improvement grant applications?

The Landscape Supervisor can assist with grant applications related to landscape improvements as his/her schedule permits. Contact the Landscape Supervisor, Steph Pavan, at steph.pavan@tcdsb.org

6. How can we obtain a current site plan or aerial image of school site?

Through the school Principal, please contact the Area Service Quality Supervisor or the Landscape Supervisor for assistance with obtaining a site plan for your school. Contact the Landscape Supervisor, Steph Pavan, at steph.pavan@tcdsb.org

7. How do we engage our school community? Why do we have to?

As per the Community Engagement Policy T.7 (which can be found [here](#)), “The TCDSB will commit to ensuring that meaningful input from our community members is considered to ensure initiatives, policies, and practices reflect our mission and meet the expectations of the communities served by the TCDSB.” The Landscape Supervisor and/or consultants can help schools engage their communities through suggested methods including but not limited to:

- Online or Offline Surveys
- Dot-mocracy surveys
- Design charrettes
- Design Committee Meetings

Community engagement is also necessary to meet the Accessibility for Ontarians with Disabilities Act (AODA) requirements to ensure holistic planning and inclusivity in site design.

Fundraising & Financial Questions

1. Who collects the funds raised for the project?

The school or CSPC has the option to keep the funds at their bank account until the project begins. Any funds transferred with the Board will be earmarked for the school’s specific project. It is recommended that schools keep track of all funds deposited. Finance can provide expenditure totals or balances as requested through the Principal or Capital Supervisor.

Can the school’s CSPC issue tax receipts for these donations just like we do for our fundraising campaign?

Donation receipts will issued upon receipt of funds.

2. If donations are made to TCDSB, will the Board issue tax receipts for donations?

Yes, donation receipts will be issued upon receipt of funds.

3. Who invoices payment to vendors (e.g. Architect, suppliers etc.)?

The TCDSB administrative staff pays invoices issued to TCDSB by vendors.

4. What are the TCDSB policies that speak to local fundraising? What can the funds raised by the parents/CSPC be utilized for? What can the funds not be utilized for?

According to TCDSB Policy, all fundraising shall be carried out under the jurisdiction and supervision of the principal and may be a joint project with the local Catholic School Advisory Council and/or Student Council. Funds raised under this policy shall not be used to purchase textbooks, learning materials and resources for regular classrooms which would normally be funded through Board and school-based budgets. With that, according to the Ministry of Education, fundraising should reflect the values and expectations of the school community, including those of parents, students, staff, and school boards will use the proceeds of their fundraising activities. It is important to consider the purposes and principles of public education, including diversity, accessibility, and inclusivity. It is also important that fundraising has a designated purpose and that the proceeds be used for the intended purpose. (TCDSB policies S.M.04 Fund Raising in Schools can be found [here](#) and F.P.01 Purchasing and can be found [here](#).)

5. At what point do funds raised by schools need to be deposited to the TCDSB?

All funds raised must be deposited to the TCDSB prior to the work starting

6. Will the TCDSB keep the school's CSPC money for any reason and not return it to school's CSPC?

No, the only funds that would not be returned are those spent on the project.