

**CONNECTICUT STATE DEPARTMENT OF EDUCATION**  
**Division of Finance and Internal Operations**  
**Bureau of School Facilities**

## **Instructions**

### **FORM ED049R**

## **NOTICE OF CHANGE TO SCHOOL CONSTRUCTION PROJECT**

Provide in the appropriate boxes the district name, facility name and state project number.

**NOTE: You must attach a complete explanation and justification for the requested changes to project scope, funding source and/or project costs. Please be aware that C.G.S. Section 10-283(a) provides that:**

**“...authorized projects which have changed in scope or cost to a degree determined by the commissioner” are required to be resubmitted to the General Assembly for approval of the increased scope or project costs.**

#### **Part A - Type of Change Summary:**

Check the box next to each type of change you are reporting.

#### **Part B - Change in Project Costs:**

Report here any changes in the project costs. Complete both columns. Enter zeros where applicable; do not leave any lines blank. If there is a change in total project costs, the corresponding changes must be reported in total financing so that the two totals remain equal.

##### **Change in Ineligible Project Costs:**

Complete this section only if there is a change to the total of ineligible costs. Attach the project's Ineligible Costs Worksheet as updated for ineligible cost changes.

##### **Change in Limited Eligible Costs**

Report here any deletions or changes to limited eligible costs, or to the auditorium square footage or seating capacity. Complete both columns. Enter zeros where applicable; do not leave any lines blank. For limited eligible items not part of your original project scope, you must also check the box labeled "Change in Project Scope" and submit appropriate documentation.

#### **Part B-1 – Calculation of Auditorium Seating Area Costs**

Change in Auditorium Seating Area Costs. Complete both columns for changes to square footage and costs specific to the auditorium seating area. Report these changes ***only if auditorium seating area construction is part of your project.***

#### **Part C – Change in Financing**

Change in Funding Source or Structure. Report here any changes in the financing of the project. Complete both columns. Enter zeros where applicable; do not leave any lines blank. If there is a change in total financing, the corresponding changes must be reported in total project costs so that the two totals remain equal. (Note: A change in the allocation of bond funds to a project also requires the filing of a separate form ED045R for each affected bond issue.)

## FORM ED049R

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#### Part D - Change in Scope

This box must be checked if any of the following apply:

1. A significant change to the educational specifications as defined in Section 10-287c-1(5) of the Regulations of Connecticut State Agencies, including:
  - A change in the project type (e.g. from extension to new construction or from energy conservation to roof replacement).
  - A change to the programmatic component of the project which alters the learning activities to be conducted in the project (e.g. addition of a gymnasium instead of general instruction classrooms.)
  - The addition of a type of construction that would itself require authorization of the General Assembly (e.g. adding a roof replacement to an interior alteration project).
2. A change to the category placement of the project pursuant to Section 10-283 of the Connecticut General Statutes (e.g. changing the proposed use of a building addition from classrooms to central administration offices).
3. A change in the location where the project was to be undertaken (i.e. a project authorized at one school cannot be transferred to another school. This does not include construction of a new facility for which the actual site location may change prior to construction).
4. A significant change to the grade range of the project (e.g. changing a project authorized as a K-6 facility to a facility for grades 9-12. Changing a new facility from K-4 to K-6 would not be considered a change in scope.)
5. A significant increase in project costs, or in the case of a project authorized for 100% state funding, an increase which causes net eligible cost to exceed the amount originally authorized by the General Assembly. (Where such authorization is by means of special legislation which does not specify the grant amount, the net eligible cost reported in the original application shall be considered the amount originally authorized.)
6. A change in the size of the project area (e.g. increasing the size of an extension from 2,000 to 5,000 square feet).

#### Part E – Changes to Other Project Data:

Use this section to report changes to data on any other schedules of form ED049. In the first two columns, report the ED049 schedule number and the line item description as it appears on form ED049 (abbreviating if necessary). Enter the last reported figure for this data item in the “Revised From” column, and the new figure in the “Revised To” column.

#### Certification:

The certification must be dated and bear an original signature of the Superintendent of Schools or RESC Director.

If you have any questions, please contact the Bureau of School Facilities at 860-713-6480.