

**FOUNDRY Functional Program Template**

NEW CENTRE DEVELOPMENT

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# 1.0 FUNCTIONAL PROGRAM OVERVIEW

A functional program is a formal document completed by the Project Team to thoroughly define the parameters of the project, as well as identify any opportunities or potential barriers, and to describe the functional and design requirements for the overall project.

A functional program helps provide direction for the duration of the project, and guide the decision-making process. The functional program is reviewed by the Project Team to ensure the success of the project, and that the space designed and built will meet the desired and required functional requirements. The functional program will help inform those making key decisions and reviews through the design process why certain decisions have been made. The document can also help new staff joining the design process understand the key-learnings and functional/operational parameters, as well as act as a reference to look back at in the future once the centre is open.

The functional program is completed as a team. As this document will review and define the goals and functional requirements of a project, a holistic review is required to ensure accuracy. Various stakeholder groups (youth, caretakers, direct partners, leadership, community partners) will be engaged during the programming phase of the project. Their input is gathered and helps inform the functional program. These parties are not typically involved in reviewing the final documentation; however, they will help determine any critical operational, spatial, and community requirements for a specific site through engagement activities and discussions.

# 2.0 EXECUTIVE SUMMARY

[insert information here]

The quick brown fox jumps over the lazy dog. The quick brown fox jumps over the lazy dog. The quick brown fox jumps over the lazy dog.

The quick brown fox jumps over the lazy dog.The quick brown fox jumps over the lazy dog.The quick brown fox jumps over the lazy dog.

The quick brown fox jumps over the lazy dog.The quick brown fox jumps over the lazy dog.The quick brown fox jumps over the lazy dog.

# 3.0 PROJECT OVERVIEW

## 3.1 PROJECT BACKGROUND

[insert information here]

The quick brown fox jumps over the lazy dog. The quick brown fox jumps over the lazy dog. The quick brown fox jumps over the lazy dog.

The quick brown fox jumps over the lazy dog.The quick brown fox jumps over the lazy dog.The quick brown fox jumps over the lazy dog.

The quick brown fox jumps over the lazy dog.The quick brown fox jumps over the lazy dog.The quick brown fox jumps over the lazy dog.

## 3.2 PROJECT VISION

[insert information here]

The quick brown fox jumps over the lazy dog. The quick brown fox jumps over the lazy dog. The quick brown fox jumps over the lazy dog.

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## 3.3 PARTNERSHIPS

[insert information here]

The quick brown fox jumps over the lazy dog. The quick brown fox jumps over the lazy dog. The quick brown fox jumps over the lazy dog.

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## 3.4 PLANNING CONSIDERATIONS

[insert information here]

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## 3.5 BRAND ALIGNMENT

[insert information here]

The quick brown fox jumps over the lazy dog. The quick brown fox jumps over the lazy dog. The quick brown fox jumps over the lazy dog.

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## 3.6 ENGAGEMENT OVERVIEW

[insert information here]

The quick brown fox jumps over the lazy dog. The quick brown fox jumps over the lazy dog. The quick brown fox jumps over the lazy dog.

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## 3.7 CULTURAL WELLNESS

[insert information here]

The quick brown fox jumps over the lazy dog. The quick brown fox jumps over the lazy dog. The quick brown fox jumps over the lazy dog.

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## 3.8 PLANNING PROCESS

[insert information here]

The quick brown fox jumps over the lazy dog. The quick brown fox jumps over the lazy dog. The quick brown fox jumps over the lazy dog.

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# 4.0 PROGRAMMING PARAMETERS

## 4.1 FUNCTIONAL DESCRIPTION

[insert information here]

The quick brown fox jumps over the lazy dog. The quick brown fox jumps over the lazy dog. The quick brown fox jumps over the lazy dog.

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## 4.2 OPERATIONAL DESCRIPTION

[insert information here]

The quick brown fox jumps over the lazy dog. The quick brown fox jumps over the lazy dog. The quick brown fox jumps over the lazy dog.

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## 4.3 INTEGRATED SERVICES

[insert information here]

The quick brown fox jumps over the lazy dog. The quick brown fox jumps over the lazy dog. The quick brown fox jumps over the lazy dog.

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## 4.4 WORKFLOWS

[insert information here]

The quick brown fox jumps over the lazy dog. The quick brown fox jumps over the lazy dog. The quick brown fox jumps over the lazy dog.

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## 4.5 STAFFING

[insert information here]

The quick brown fox jumps over the lazy dog. The quick brown fox jumps over the lazy dog. The quick brown fox jumps over the lazy dog.

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# 5.0 PLANNING PARAMETERS

## 5.1 DESIGN CRITERIA

[insert information here]

The quick brown fox jumps over the lazy dog. The quick brown fox jumps over the lazy dog. The quick brown fox jumps over the lazy dog.

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## 5.2 FOUNDRY PRINCIPLES OF DESIGN

[insert information here]

The quick brown fox jumps over the lazy dog. The quick brown fox jumps over the lazy dog. The quick brown fox jumps over the lazy dog.

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## 5.3 INTERNAL RELATIONSHIPS

[insert information here]

The quick brown fox jumps over the lazy dog. The quick brown fox jumps over the lazy dog. The quick brown fox jumps over the lazy dog.

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## 5.4 EXTERIOR PLANNING PARAMETERS

[insert information here]

The quick brown fox jumps over the lazy dog. The quick brown fox jumps over the lazy dog. The quick brown fox jumps over the lazy dog.

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# 6.0 PROPOSED ACCOMODATIONS

## 6.1 SPACE REQUIREMENTS

[insert information here]

The quick brown fox jumps over the lazy dog. The quick brown fox jumps over the lazy dog. The quick brown fox jumps over the lazy dog.

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## 6.2 SCHEDULE OF ACCOMODATIONS

[insert information here]

The quick brown fox jumps over the lazy dog. The quick brown fox jumps over the lazy dog. The quick brown fox jumps over the lazy dog.

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# 7.0 SITE CONTEXT

## 7.1 SITE OVERVIEW

[insert information here]

The quick brown fox jumps over the lazy dog. The quick brown fox jumps over the lazy dog. The quick brown fox jumps over the lazy dog.

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## 7.2 SITE ATTRIBUTES

[insert information here]

The quick brown fox jumps over the lazy dog. The quick brown fox jumps over the lazy dog. The quick brown fox jumps over the lazy dog.

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