

Child Care Major Capital Funding Program – Intake Four
Summary of March 2017 Public Information Sessions

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Opening

Anne Wetherill welcomed participants and discussed that the purpose of the session was to provide an overview of the program, go through the website and key documents, and respond to questions.

Call Leads:

- Chair Anne Wetherill, Director, Child Care Programs and Services
- Sheena Van Egmond, Operations Supervisor, Capital Funding Programs
- Corrine Sagmeister, Director, Provincial Office for the Early Years (Indigenous sessions)

Program Overview

- The purpose of the Child Care Major Capital Funding Program is to providing funding to support the creation of new licensed child care spaces.
- In February 2013, government announced an Early Years Strategy with a goal of creating 13,000 child care spaces by 2020. The goal has since been updated to 15,000 new child care spaces by 2020.
- There have been three intakes since 2014 with 4,300 spaces created at a cost of \$26.5 million.
- The Province is now seeking applications from eligible individuals and organizations interested in creating new licensed child care spaces in BC communities.
- The goal for the fourth intake is to support the creation of 4,100 spaces for \$33.6 million; however, whether or not the goal is achieved will depend on the number and quality of applications received.
- The program provides capital funding for construction or renovation of buildings, and related equipment and other costs.

Program Webpage

Participants were referred to sections on the program webpage for required information including:

- Who can apply
- Funding streams
- Key Dates
- How to apply
- Contact information

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Intake Four Requirements

Sections 5, 6, 6.2, 6.3, 8.2, 8.5 and 9.1.1 were reviewed.

Application Form

The Reference to Support Community Need section was reviewed.

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Participant Questions

General Questions

- 1. How many applications were received and awarded in the last intake? And of the total, were they reasonable applications and there just wasn't enough funding?**

Intake three consisted of 182 applications of which 45 projects were funded for \$11 million. There was a range of reasons why some projects were not successful. For example, we received applications that may have been missing.

Part of the reason for the two-stage process in this intake is to provide a rectification period. Each application will be reviewed and missing information will be requested to ensure that each proposal can be evaluated on the strength of the project.

- 2. How is funding allocated between the different streams? Would a very strong entry in the Regular category be viewed higher than a weaker entry in one of the other streams?**

The Province has allocated \$33.6 million dollars for this intake. The call is for applications under six funding streams, and we cannot anticipate how many applications will be coming in for each stream. The goal is to award funding to the top projects within each stream. It will depend on the number of applications received and the quality of each application. The Province is looking at the best viable projects that support the needs of the community.

- 3. What is the Early Development Instrument (EDI) and EDI score?**

The Early Development Instrument (EDI), is a questionnaire that measures the developmental change or trends in children during their kindergarten year. The results of the questionnaire, known as "EDI scores", are used to highlight differences across neighborhoods and report on how well communities support young children and families across five areas (physical health & wellbeing, language and cognitive development, social competence, emotional maturity and communication skills and general knowledge). Each community has its own "EDI score" used to rate child vulnerability which is one of the criteria looked at when determining community need for the Major Capital Funding program. For information on the EDI: <http://earlylearning.ubc.ca/edi/>.

- 4. What is a community planning table?**

Sometimes community planning tables are known as early years planning tables, coalitions, and/or early childhood development tables. They network and provide public awareness to families on services in their communities. Community planning tables will often create strategic plans which may vary in content depending on number of factors such as the needs of the specific community and the capacity of those who participate at the "table".

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Funding Stream Selection

5. If the location is right across the street from a CCRR, does it qualify for the co-located stream?

No. For the co-located/hub stream, it must be on the same property, co-located with other family support programs such as the CCRR and Early Years centre or a health clinic, or parent/tot program.

6. The building will be on school grounds in an Indigenous community, owned and operated by a First Nation government. Which stream would this fall into?

The Intake Four Requirements document outlines the funding streams and funding maximums by stream and organization type. Appendix B has definitions for each of the streams. If you need assistance determining the best stream, please contact the program.

7. If the building is on school grounds but the school closed years ago, which funding stream would this be?

The facility must be on school grounds where a public or independent school is in operation in order to qualify for On School Grounds funding stream. However, it would be eligible for the Regular funding stream.

8. If a daycare is having to relocate, would moving the child care to another location qualify for Major Capital Funding if no new spaces are being created?

No. The funding is to create new licensed child care spaces. If the project is relocating rather than building new child care spaces, it would not qualify for funding.

9. Would placing a portable on school grounds to relocate the current childcare within the school and add new licensed child care spaces be eligible to apply for Major Capital Funding?

Yes, this could be eligible to apply, as the project is creating new licensed child care spaces. The project costs would be calculated using the new spaces being created.

10. If a facility is licensed for childcare and the organization is also working towards becoming registered as a private school, would the organization apply under the School funding stream?

If the organization became a private school under the *Independent School Act* and the project were to create new licensed child care spaces at the time of applying for Major Capital Funding, then the organization may be eligible to apply under the On School Grounds funding stream.

11. In the employer based funding stream, does the child care operator or the employer apply? Who is responsible to build the childcare facility and who is responsible for the time commitment? Does the build have to be located on the work site?

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The intent of employer based funding stream is for employers to apply and they would be accountable under the funding agreement time commitments. Employers may choose to subcontract or lease to a child care provider to operate the facility. As per the definitions in Appendix B, the childcare facility would have to be provided on-site.

12. If a project will be built on land that is part of a subdivision that is bordered by a school, a park and a seniors home, what funding stream does that fall under?

That type of project would qualify under the Regular funding stream.

13. If the facility will be located in a community facility such as a church, would it be considered co-located, in a hub or regular stream?

The project would be under the regular stream. Co-located is when the facility is co-located with other family support programs, e.g. Early Years centre, recreation centres, health clinics, etc.

14. If an applicant were a limited, independent company, would they be considered regular stream or are employer-based, or on school grounds? Which funding stream would they select?

The type of organization does not determine the funding stream to which an organization or individual should apply. The type or location of the project would determine the funding stream, such as whether the project was being built on school grounds. Please refer to the definitions in the Intake Four Requirements document.

15. Regarding the regular funding streams, is it possible to lease a space? Does a signed lease have to be in place prior to applying in stage one?

Yes, projects leasing space are eligible to apply. A signed lease is not required for the stage one application.

16. If the project was located on school grounds, providing childcare for staff and students and the organization is an indigenous society, what stream would the project fall under?

The project would not qualify under the employer-based funding stream. If the organization that is applying has a minimum of 51 percent controlled by an indigenous organization as defined in the Intake Four Requirements, it could qualify under the Indigenous Stream. Definitions of each stream are located in the Intake Four Requirements document in section 6.1.

17. Is the funding only being allocated towards new builds? Would renovations to a residential building be eligible to apply?

Major Capital Funding is not exclusively for new builds; the funding can be allocated towards renovations that are expanding operations and creating new licensed child care spaces. If the project is renovating an existing residence to create a Licensed Family Child Care, that would be

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eligible, however if one is purchasing a secondary residential location, it must be for Group Child Care spaces only.

Organization Type and Experience

18. Some companies create a limited company and find investors for their property. Is this treated differently?

The land can be leased or owned but the lease needs to cover the period that will be required to operate the child care facility. In Stage two, proponents will be required to submit proof that the lease covers the period of commitment to operate the facility.

19. On the stage one application it requests the legal name of the organization. If the applicant is not licensed yet, what would be the legal name to indicate on the application?

The application asks for the legal name of the organization or individual at the time of completing the application. For example, if the applicant was a corporation, the legal business name of the corporation should be noted. If the applicant is an individual, the legal first and last name of the individual should be noted. An applicant is still eligible to apply, even if they have not previously been licensed.

20. On the stage one application, there is a section asking “how much experience in daycare do you have”. How much weight is this section of the application worth? Would it be enough to hire people or a partner with experience in day care operations?

There are several criteria including location, organizational experience and type of licensed child care spaces to be created that will be considered. 60% will be placed on community need/capacity and 30% on the type of space to be created, as well as organizational experience and 10% will be on other factors such as accessibility and program type. Hiring experienced staff is important; however it is the organization that needs to show experience operating a licensed child care facility.

21. Are applicants required to have held a child care license before submitting an application?

The Province is looking for organizational experience in child care as one of the evaluation criteria. When building a child care facility there is a multitude of different regulations to navigate through including child care licensing, zoning and municipal requirements, which can be difficult and can cause delays. However, individual and organizational experience is only one part of the evaluation criteria and the intake is open for all applications.

22. Can organizations submit more than one application?

Organizations can submit multiple applications as long as each application is a separate physical address. However, there can be only one application per project.

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23. Would an application from a sponsor organization be eligible to apply? The organization would build the facility and then transfer the child care facility to a new group to operate?

The agreement and contractual obligations are with the organization or individual that the province signed the agreement with. When funding is awarded through the program, there is a requirement to maintain the child care operations at the facility for up to 5 or 10 years, depending on the commitment. The organization that signed the agreement would be obligated to meet the terms of the agreement.

24. If a group of employers in a business park choose to collaborate together, does one of them have to be the host that enters into the agreement with the government?

Yes, it is a one organization that the Province contracts with, unless a legal partnership is formed.

Eligibility and Type of Child Care Space

25. Are there types of spaces the Province is targeting, such as Infant and Toddler?

The funding is available for all types of Licensed Childcare spaces, such as Infant Toddler, Preschool and Before and After School Age as listed on page two of the application. There is a preference for Infant Toddler spaces in some areas of the Province and this is part of the community need assessment.

26. If a childcare facility is only open for afterschool care, would extending operations to include before school care, be eligible to apply?

No, extending the hours of School Age spaces to Before School is not creating new spaces, these would be considered existing spaces.

Location, Community Need and References

27. Is there one type of reference that would be preferred over another? Does the Province require written letters of reference?

The Province is looking for references that can speak to and have a really good understanding of the community. In stage one, all that is required is the application, which includes the name and contact information for each reference.

28. The stage one application form requests an address. Is it possible to submit an application if the address is unknown? In stage two of the application, is it ok if there are changes to the number of spaces or the type of spaces in the project?

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The requirement is to provide the location of the *proposed* child care facility. An address may be unknown at the time of the application; however a location would be required. Changes in the project plan may occur and if the majority of the project hasn't changed, it is still something that would be considered.

29. Are there areas identified by the province as underserved communities? Does it make a difference if the childcare is in a large community or small, or is it based on impact to the community?

No, many communities in the province require child care. The size of the community does not make a difference; the review will be based on community, as well as a number of other criteria.

30. Can you give some examples of references for indigenous communities that would be acceptable?

Some examples are: a local health authority, local school district, First Nation band, school, or friendship centre – anyone that can provide support for the community need.

Eligible Costs

31. If renovations were complete and an organization needed funding to purchase equipment, furniture and a playground, would the organization be eligible to apply?

If the project was just for funding the building of a playground and equipment it would not be considered eligible, as the costs must be part of a build or renovation.

32. Would the funding cover just the purchase of a portable or would it be able to cover everything associated with it such as setting up the plumbing and the electrical?

Eligible funding includes site development costs, building or renovations costs, equipment and furnishing. Please see the Intake Four Requirements document for a list of eligible items.

33. Is there a definition for “professional fees”?

There is a definition in Appendix B of the Intake Four Requirements document.

34. When it comes to the development costs, detailed quotes would only be requested in stage two?

Yes, stage two submissions will require detailed quotes, a business plan and detailed costs among other documents. Detailed quotes are not required for the stage one application.

Evaluation Criteria

35. How does the Province review information for a potential project, just from looking at the stage one application?

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The application asks for a variety of information that the Province will review. The Intake Four Requirements document section 8.5 outlines the stage one evaluation criteria.

Funding Contributions

- 36. Would funding from the federal government or a loan with the school board qualify as the organizational financial contribution towards a project? What is required to show the funding contribution on the application?**

Yes, loans and other funding contributions would be considered as an organizations financial contribution, excluding in-kind or volunteer contributions. Proof of the financial contribution will be required in Stage 2.

Project Timelines

- 37. If a project was started by the time the funding was allocated, could those funds be used for other project costs going forward?**

As long as the project has not started before December 15, 2016, eligible expenses incurred after the funding agreement was signed, would be eligible. Any costs incurred prior to signing the funding agreement, would not be eligible. Please see the Intake Four Requirements Funding Guidelines.

- 38. It states in the Intake Four Requirements document 8.7 Stage Two – Submission, the submissions must have a completed rezoning application or bylaw component. Do these rezoning applications have to be completed or can we be in the process of requesting them?**

It is not required to have the rezoning applications complete by Stage Two.

- 39. Is there a time limit for when the build needs to take place and for the money to be spent?**

The Province is interested in having spaces open as soon as possible. However there is an understanding that larger projects may take longer to complete.

- 40. If a project has to provide a down payment or secure a lease in a building, how does the applicant go about securing the location if funding is not announced until November?**

On page 6 of the Intake Four Requirements document, it notes that funding will not be considered for projects completed and/or licensed prior to signing the funding agreement. If an organization or individual does not meet the criteria which may include a funding contribution, depending on the stream, the organization or individual would not be eligible to apply.