



Childcare BC Maintenance Fund Frequently Asked Questions (FAQ) June 2018



1. What is the Childcare BC Maintenance Fund (formerly Minor Capital Funding) Program?

The Childcare BC Maintenance Fund supports eligible licensed child care providers to address emergencies or needed repairs, and/or to replace key items required for their child care facility.

In addition, the program supports licensed Groupchild care facilities that need to relocate and remain in compliance with requirements under the *Community Care and Assisted Living Act* and Child Care Licensing Regulation.

The Province tripled the Childcare BC Maintenance Fund (formerly Minor Capital Funding) annual budget – now \$1.2M up from \$400,000 – to help even more providers maintain their facilities and re-establish operations in the event facilities need to relocate.

2. Who is eligible to apply for the Childcare BC Maintenance Fund?

Licensed Group child care providers – including non-profit societies, local governments, boards of education, public institutions (schools, churches, etc.), band/tribal councils and First Nation governments – are still able to apply for funding for repairs and replacements, as well as for relocation expenses.

For the first time, the Childcare BC Maintenance Fund for repairs and replacements is available to licensed Family Child Care, In-Home Multi-Age Child Care and Multi Age Child Care (MACC must be licensed as a Family, and not as a Group provider) operating out of a personal residence; and private licensed providers, including, sole proprietorships, partnerships, limited companies, and corporations operating licensed Group Child Care facilities.

Funding up to \$25,000 for relocations is now also available for the first time to private licensed Group providers, including sole proprietorships, partnerships, limited and corporate companies. Non-profit licensed Group providers, including local governments, boards of education, public institutions, band/tribal Councils, and First Nations governments are also eligible.

Licensed facilities operating out a personal residence are not eligible for relocation funding. Licensed Group child care facilities applying for relocation funding and providing care to children “under 36 months” and/or “3 years to Kindergarten” must be enrolled in the [Child Care Fee Reduction Initiative](#) (CCFRI) to be eligible for relocation support.

3. How much funding can I apply for?

Non-profit licensed Group child care providers can apply for up to a maximum of \$10,000 per facility (per physical address, not license), private licensed Group child care providers can apply for up to a maximum of \$5,000 per facility (per physical address, not license) and licensed personal residence child care providers can apply for up to a maximum of \$2,000 per facility to help with emergencies, needed repairs, and/or replace key items to maintain operations.



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Licensed Group child care facilities can apply for up to a maximum of \$25,000 per physical address to offset the costs of relocation. Licensed Group child care facilities providing care to children “under 36 months” and/or “3 years to Kindergarten” must be enrolled in the Child Care Fee Reduction Initiative (CCFRI) to be eligible for relocation support.

4. Does the funding have to be paid back to the Ministry of Children and Family Development?

No, but the program requires funding recipients to submit a Financial Reconciliation Report with supporting documentation once the repair, replacement or relocation is complete. Failure to submit these forms could result in a request to repay the funding.

5. How long do I have to complete the work/relocation/purchase the items listed in my application?

Repair and/or replacement projects must be financially reconciled within 60 days from the date indicated on the funding approval letter. Financial reconciliation of relocation projects must occur within six months of the date of the relocation.

6. Do I still need to work with a Health Authority licensing officer to get an inspection report or incident report?

The application process has been streamlined and we no longer need you to provide a copy of an inspection and/or incident report to support your application.

However, as specified in the funding guidelines, quotes are still required for replacements and repairs, and a rationale for relocations must still be submitted with your application for the Childcare BC Maintenance Fund.

7. Can I apply for funding multiple times?

Multiple applications are allowed as long as the facility has not reached the maximum funding amount per fiscal year.

If you are unsure whether you have reached your maximum funding limit in 2018/19, please contact the Childcare BC Maintenance Fund Program at 1-888-338-6622 (Option 5).

8. Can I purchase items or get work done and get reimbursed by the program later?

No. The funding guidelines state that a Childcare BC Maintenance Fund expenditure must be approved **before** any items are purchased or work is completed. The only exception to this would be in the case of an emergency, such as a fire or flood.

9. What do I do in an emergency situation?

In an emergency situation (i.e. fire, flood, etc.), the repair work may be completed at the time of the incident. However, you must call the program at 1 888-338-6622 (option 5) or email MCF.CCCF@gov.bc.ca as soon as possible to outline details of the incident.

After the incident, you can submit a funding application, along with supporting documentation (i.e. receipts for flooring, paint or other expenses), to be reimbursed for the emergency maintenance, repair and/or replacement of equipment.

10. What is eligible for funding under the program?

The full list of eligible items and expenses is in [Appendix C of the Childcare BC Maintenance Fund Guidelines](#) for Fiscal 2018/19.

The list includes items, such as (but not limited to):

- Appliances, such as fridges and stoves
- Play structures
- Office equipment or electronics
- Furniture
- Accessibility equipment
- General repair items, such as (but not limited to) paint, flooring and light fixtures

This funding is aimed at supporting providers to continue to operate without disruption and to maintain their licence under the *Community Care and Assisted Living Act* and Child Care Licensing Regulation.

11. What is not eligible for funding?

The full list of ineligible items and expenses is in Appendix D of the Childcare BC Maintenance Fund Guidelines for Fiscal 2018/19.

The list includes items, such as (but not limited to):

- Cleaning supplies
- Security alarm systems
- Lawn mowers and gardening supplies
- Air conditioners
- Vehicles
- Consumable art supplies.