



**CHILD CARE PROGRAM DEVELOPMENT GRANT,
PROGRAM STABILIZATION GRANT,
RESEARCH, POLICY AND INNOVATION GRANT
INFORMATION SHEET**

APPLICATIONS DUE FRIDAY, SEPTEMBER 23, 2011

WHAT IS THE CHILD CARE PROGRAM DEVELOPMENT GRANT?

The Program Development Grant is for non-profit organizations that are developing new programs or expanding existing licensed group child care, preschool, or out-of-school care. Grant contributions are for non-capital costs and may include such things as planning work to assess community needs, incorporating and licensing a centre, developing policies and procedures, recruiting and/or training staff, providing board development and fundraising for capital costs and operating expenses during the start-up phase. Grants cover costs of opening a new facility or expanding existing services, and cover expenses incurred any time in 2011. Contact staff if your project was completed before the deadline.

WHAT IS THE CHILD CARE PROGRAM STABILIZATION GRANT?

The Stabilization Grant is a one time allocation of funds to non-profit child care centres to undertake long term financial restructuring. This grant assists programs in developing stable, monthly financial management and to develop a viable, long term financial management plan. Funds are to be accessed by a program when they are experiencing financial crisis which jeopardizes the continuity of the child care service. The maximum eligible amount of this grant is \$5,000. Grant cannot be used to pay down debt.

WHAT IS THE CHILD CARE RESEARCH, POLICY DEVELOPMENT AND INNOVATIONS GRANT?

This grant supports new child care research, policy and special projects whose aim is to improve practice throughout the city and study or address key issues in the field of early learning and care. Applicants must demonstrate how the results of this project will benefit and be made available to the larger community. Educational institutions may apply if they partner with a Vancouver-based non-profit.

ELIGIBILITY

Your organization can apply for a grant if:

- It is a non-profit society in good standing with the Registrar of Companies within the geographic boundaries of the City of Vancouver;
- It has an active governing body composed of volunteers. This governing body's main responsibility shall be program and policy development and acquisition of other funding from various sources;

- It meets the City of Vancouver requirements of having the following or similar clauses in its constitution or by-laws:
 - a) staff members cannot be voting members of either the Board of Directors or Executive of the society, and
 - b) no Director shall be remunerated for being or acting as a Director, but a director may be reimbursed for all expenses necessary and reasonably incurred by him/her while engaged in the affairs of the society.
- It must extend its services to the general public in the City of Vancouver, and shall not exclude anyone by reason of race, religion, special need or ethnic background;
- It does not act in the capacity of a funding body for any other organization;
- It involves parents of the children in its program(s) and the child care staff in decision-making about its child care program(s) [note: may not be applicable for Research, Policy and Innovation Grant applicants];
- It has met grant conditions from previous years.

The City reserves the right to apply other evaluation criteria that it deems relevant.

HOW CAN WE APPLY?

Please submit one electronic application to socialpolicygrants@vancouver.ca, and one hard copy application (with signatures) to the Social Policy Division by September 23, 2011 (see address below).

HOW MUCH MONEY CAN WE APPLY FOR, AND IF WE GET MONEY THIS YEAR, WILL WE GET IT AGAIN NEXT YEAR?

Each grant is for up to \$5,000. Grants are one time only.

WHO MAKES THE DECISIONS ABOUT THESE GRANTS?

Social Policy staff provide initial recommendations to Vancouver City Council, which makes all grant decisions. Applicants will be notified of staff recommendations in advance of the Council date, which will be scheduled for late Fall, 2011. Following the meeting, all applicants will be notified of Council's decision, and successful applicants will receive their grant by December 2011.

If you would like more information about the Civic Child Care Grants listed above, please call Annie Burkes at 604.871.6429 or Peter Bruckmann at 604.871.6682. Please send your hard copy application by 4:30pm on September 23, 2011 to:

**Social Policy Division
 Social Development Department
 City of Vancouver
 Suite 501 - 111 West Hastings Street
 Vancouver, BC V6B 1H4**