

INFORMATION GUIDE: 2021 CHILDCARE PROGRAM STABILIZATION GRANT

Deadline: Friday, April 30, 2021 at 4:30 pm

This guide provides information about the objectives, criteria and process for the *Childcare Program Stabilization Grant*. This grant is one of the many offered through the Social Policy and Projects Grants Program. Other grant programs are detailed on the City's web page at: www.vancouver.ca/people-programs/community-grants

PURPOSE

Program Stabilization Grants are one-time emergency grants of up to \$10,000 for non-profit childcare centres located in Vancouver that are in financial crisis. These grants can help centres stabilize their financial situation, restructure their financial systems, and conduct long term financial planning.

Grant funds are to be used to develop stable financial management systems and to develop viable, long-term financial management plans. Grants cannot be used to pay down debt. As a result, if your need for this Stabilization Grant is COVID-related, we will be looking for projects that help with organizational sustainability, and address specific problems.

DEADLINES

There are expected to be two application intakes this year for *Program Stabilization Grants*. The first application deadline for 2021 is April 30, 2021. Subject to availability of funds, the second deadline will be in the Fall of 2021. Please visit our website for updates: <https://vancouver.ca/people-programs/community-grants.aspx>

ELIGIBILITY

Primary

An organization must:

1. Be a registered non-profit society, community service co-op or social enterprise wholly governed by a non-profit and in good standing with the Registrar of Companies; OR a registered charity, in good standing with the Canadian Revenue Agency; OR a First Nations Band;
2. The Organization has an independent, active governing body composed of volunteers. No staff member can be a voting member of the Board or Executive.
3. The Organization's by-laws must have provisions that no Board member can be remunerated for serving as a director.
4. The organization must demonstrate accommodation, welcomeness and openness to people of all ages, abilities, sexual orientation, gender identities (including trans*, gender-variant and two-spirit people), ethnicities, cultural backgrounds, religions, languages, under-represented communities and socio-economic conditions in its policies, practices and programs, except in instances where the exclusion of some group is required for another group to be effectively targeted.
5. The Organization shall not act in the capacity of a funding body for, or make grants to, other groups or organizations.

6. The Organization must have the demonstrated functional capacity and sufficient financial resources to complete the project for which funding is sought.
7. The Organization must be in compliance with the [Canadian Charter of Rights and Freedoms](#) and the [British Columbia Human Rights Code](#).
8. Deliver the funded program in Vancouver to Vancouver residents

Program

1. If applying for a grant for an infant/toddler and/or 3-5 year childcare program, MUST have opted-in to the Child Care Fee Reduction Initiative funded by the Province of British Columbia; and
2. To be eligible for a *Program Stabilization* grant, monthly fees may not be greater than 2.5% above the previous year's city-wide average, as determined by the Westcoast Childcare Resource Centre Society's fee surveys. See Appendix A for the maximum allowable fees under the City's childcare grants programs. Any fee increase must be consistent with the guidelines of the Province's Child Care Fee Reduction Initiative..
(<http://www.wstcoast.org/parents/fees.html>)

Exceptions to the above criteria may be approved at the discretion of the Managing Director of Social Policy & Projects. The City also reserves the right to apply other evaluation criteria that it deems relevant.

GRANT ALLOCATION

The maximum *Childcare Program Stabilization Grant* is \$10,000.

ASSESSMENT

Social Policy staff review applications in the context of the City's approach to children and childcare (see [Vancouver's approach to children and childcare](#)), and provide recommendations to Vancouver City Council for final decisions. Applicants will be notified of staff recommendations in advance of the Council meeting date in July 2021. Successful applicants will receive the first installment of their grant by the end of July 2021.

HOW TO APPLY

Application forms are available electronically from the City's web site at:
<https://vancouver.ca/people-programs/program-stabilization-grants.aspx>

The application consists of four forms:

- Form 1 – Organization Information (Word)
- Form 2 – Program Information (Word)
- Form 3 – Program Budget (Excel)
- Form 4 – Organization Budget (Excel)

Additional required supporting materials are listed in the checklist found on the last page of Form 2. Please review the checklist carefully as incomplete applications will not be considered.

Please complete all sections of the application. The application must be signed by two signing officers of your organization's Board of Directors.

Email one copy of the application and its supporting documents to:
socialpolicygrants@vancouver.ca.

QUESTIONS?

For more information, please contact:
Annie Burkes, Social Planner, (604) 871-6429, annie.burkes@vancouver.ca

APPENDIX A

2021 City of Vancouver Civic Childcare Program Development Grants	
Table of Licensed Group Childcare Monthly Rates	
Maximum Allowable MONTHLY Fee * (before fee reduction)	
GROUP CHILD CARE	
Infant (6 Wks – 18 Mos)	\$1,683
Toddler (19 Mos – 3 Yrs)	\$1,621
3 – 5 Years	\$1,100
PRESCHOOL	
2 Sessions/week	\$186
3 Sessions/week	\$267
4 Sessions/week	\$345
5 Sessions/week	\$460
Summer Session (monthly rate)	\$318
SCHOOL AGE CARE (OSC)	
Before School Only	\$162
After School Only	\$387
Before and After School	\$425