

1) What are School Age Care Expansion Projects?

In 2013, the City of Vancouver and Vancouver Board of Education (VBE) entered into a partnership to facilitate the creation of licensed school-aged childcare spaces in Vancouver's schools. This agreement included the creation of the *School Age Care Expansion Projects* program, which offers small grants (maximum \$50,000.00) for non-profit organizations, to assist with the capital costs of outfitting rooms in schools to house licensed childcare. **Grants may fund projects that expand existing programs, or projects that create entirely new school age programs.**

2) Who is eligible for School Age Care Expansion Project Grants?

Applicants must:

- Be registered non-profit societies in good standing with the BC Registrar of Companies;
- Base their work in the City of Vancouver;
- Provide early learning and care and/or social services to Vancouver residents; and
- Be able to demonstrate financial stability, sound administration, a track record of delivering successful programs, and the organizational capacity to carry out the project.

Applicants must extend their services to the general public, and shall not exclude anyone by reason of religion, ethnicity, gender, sexual orientation, language, ability or income.

3) What can we apply for?

Eligible expenses may include work completed within the previous 12 months, as well as work planned in the current calendar year by the Vancouver Board of Education's trades, specifically to renovate a space to bring it into compliance with both Provincial Childcare Licensing requirements and the City's Guidelines for Multi-purpose and/or Shared Space for School Age Care in VBE Schools

(<http://vancouver.ca/people-programs/school-age-care-expansion-projects-grant-program.aspx>). The grant is intended to fund work related to physical improvements such as installing art sinks or cubbies, changing the configuration of toilets, or installing room dividers.

4) Is there funding for non-construction related expenses?

In cases where the City's budget permits, we may also consider funding program furniture, equipment and supplies (including computer or telephone equipment, small appliances, etc.) up to a maximum of 10% of the total cost of eligible renovation expenses.

For example: renovation work in two multipurpose rooms in *School A* will create 60 new school age care spaces. The cost to renovate the rooms to meet licensing requirements is \$15,000. The City may grant the applicant an additional \$1,500, or 10% of the cost of the renovation to cover these movable assets. This funding would be granted at the end of the renovation project, after all receipts have been submitted to the City.

5) What is the maximum amount of the grant?

The City's funding will not normally exceed \$50,000 per project. Priority will be given to projects that create significant access to new spaces (20 or more spaces) although smaller scale projects will be considered.

6) What are the funding priorities?

Assessment criteria, in order of priority:

- i. **Neighbourhood Supply:** While School Age care is in short supply across the city, City staff will give priority to projects that serve neighbourhoods with fewer existing licensed School Age Care spaces.
- ii. **Impact of Grant Dollars:** Projects that are able to provide significantly expanded programs (20 spaces or more), or which introduce a new program into a school setting.
- iii. **Student Population:** Projects that introduce licensed care programs into schools that serve high populations of vulnerable children, as indicated by: an Inner City School designation; evidence that the school serves a large population of students from Aboriginal, low income, or single parent families; and/or, the neighbourhood's Middle Development Instrument (MDI) score.
- iv. **Program Sustainability:** Projects that offer the greatest likelihood of creating stable, long-term childcare programs. Projects receiving this funding must commit to operating the new spaces for a *minimum* of two years after completion of the work.

7) What is the application process?

Social Policy will accept applications on an ongoing basis until further notice. Applications will be assessed by City staff, in consultation with staff from the Vancouver Board of Education and Community Care Facilities Licensing (CCFL). Successful projects will be notified in writing.

Funding allocations will be based on the VBE's estimate of expenses to complete the renovations. 50% of the estimated cost of construction will be provided directly to the VBE upon approval of the project. The remaining 50% will be released to the VBE upon completion of the work and submission of a final invoice.

In cases where money has been approved for furniture, equipment and supplies, the funds will be disbursed to the non-profit applicant after the second and final payment to the VBE has been made and upon receipt of invoices for the purchases.

8) Program Development Grants from the City of Vancouver

Applicants are also encouraged to apply for Program Development Grants from the City of Vancouver for funding associated with the non-capital-related costs of opening a program (e.g. staff recruitment and training, policy and curriculum development, etc.). See <http://vancouver.ca/people-programs/social-and-sporting-event-grants.aspx> for more information and timelines.