

Background

The Toronto Child Care Service Plan 2010 - 2014 was adopted by Toronto City Council May 2010. The Service Plan includes a Child Care Capital Strategy which sets out principles and priorities for allocating capital funds.

Health and safety minor capital funding will be considered within the context of the capital strategy and will be allocated to support current infrastructure and promote quality environments for children. The level of funding available each year is approved by City Council and may vary from year to year.

Application Process

Applications will be accepted from child care, family support and special needs agencies who have a current service contract with the City of Toronto.

The application cycle for this funding will be continuous and ongoing to allow the Division to respond to the child care community needs as they arise. Applications will be accepted throughout the year. They will be reviewed quarterly with funding allocated in March, June, September and December.

Applicants will complete the forms attached and mail their request along with applicable supporting documents to:

Metro Hall, 10th Floor
55 John Street
Toronto, ON M5V 3C6
Attention: District Operations Support B Staff

In the event of multiple Health and Safety projects at one location, operators must complete one application form for each project.

1. Applicants will be notified once their request has been received.
2. Approved requests will receive confirmation of a funding allocation.
3. All completed projects require an invoice marked paid to be submitted to the City.
4. Payment will be processed once invoices are received and verified.
5. Payments will be issued by direct deposit.
6. A partial advance payment option will be considered where the agency demonstrates a need and meets the City's criteria. A letter of request and copy of agency's most recent monthly financial statement is required where agency is requesting an advance payment.

Section 1 - Applicant Information

Name of agency		Location name	
Loc ID		Location address	
Ward			
Date of application			
Application submitted by			
Contact information	Telephone	Email	

Project Details

Project status

Proposed
 In progress
 Complete

Brief description of the project

Project estimate or cost \$ _____

Agency's financial contribution to the project \$ _____

Funding Allocation requested from the City \$ _____

Partial advance of funding requested \$ _____

Required Supporting Documents - Check all that are included with the application and attach a copy

- Written report / documentation from licensing, Fire, Health or Children's Services are included with this application
- Written estimates from a contractor / supplier are included with this application where the project status is proposed or in progress
- Invoices are included with this application where the project has been completed within 12 months of this application
- Letter of request and a copy of agency's most recent monthly financial statement is included where agency is requesting a partial advance payment

Note: This application does not guarantee a funding allocation for projects proposed, in progress or complete. Any financial or contractual agreement the agency undertakes is at their own risk and the City takes no responsibility for any financial investments the agency makes prior to entering into an agreement.

Section 2 - Eligibility Criteria

All applications will be assessed and considered based on the criteria and objectives outlined below.

Please check "Yes" or "No" to indicate compliance with the items listed below:

Project falls within threshold for Health & Safety Minor Capital funding (\$5,000 to \$50,000)	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Project goals are achievable within a 12 month period	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Agency has an accumulated surplus in the most current audit	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Agency has a lease for this location which is current for 12 months or more	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Agency meets Operating Criteria standards	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Agency had held a clear license for previous 12 month period (For Group Centres only)	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Agency has completed and submitted required documentation for Health & Safety projects from previous years (City funded)	<input type="checkbox"/> Yes	<input type="checkbox"/> No

Please check the objectives below that apply to this request and provide a brief description of how this project meets these objectives:

Project is required to ensure the program can meet the requirements of the Day Nurseries Act, City Operating Criteria, Public Health or Fire regulations.

Project addresses emerging health and safety needs, including improvement to physical environments for children.

Investment will be utilized to maintain current child care capacity or service levels.

Investment responds to current service system pressures including accessibility, efficiencies and maintaining age or geographic equity.

Investment is consistent with the transition to Full Day Learning and supports service for younger children (0 - 4 years).
