



2019 One Time Funding Application Form

Instructions

For a step-by-step guide on how to complete this application, please refer to the 2019 One Time Funding Application Guide.

Purpose

The Regional Municipality of Durham, Children's Services Division is the Consolidated Municipal Service Manager (CMSM) for Durham Child Care and manages funding provided to licensed Child Care providers by the Province.

For 2019, the CMSM is pleased to once again distribute **one time** funding to those programs with an existing Service Agreement, for the following purposes:

Play-Based Materials and Equipment

This funding is intended to support licensees in creating enriching environments with open-ended materials that promote children's learning and development through exploration, play, and inquiry consistent with the views and foundations of How Does Learning Happen?, Ontario's Pedagogy for the Early Years. Please see the [Ministry of Education Website](#) for additional information and refer to Section 19 of O Reg 137/15 General for provincial requirements of play materials, equipment, and furnishings.

Repairs and Maintenance (Health and Safety)

This funding is intended to support licensees in maintaining compliance with the Child Care and Early Years Act (CCEYA) and supporting the provision of high quality programs for children 0-12 years.

Transformation

This funding is intended to support licensees involved in business transformation activities or requiring business transformation supports such as:

- Amalgamation of 2 or more licensees (including legal and lease termination fees)
- Relocation of a licensee (including moving costs)
- Retrofitting an existing centre to serve other age groups
- Technology upgrades
- Facilitating the movement of home-based care from unlicensed to licensed

Funding Details

Completed applications with documentation will be accepted on an on-going basis throughout 2019.

Expenses incurred any time in 2019 are eligible to be considered. Funding will be allotted on a **first-come first-served basis** until funds are utilized.

Approved funding must be used by December 31, 2019 and all receipts must be submitted by January 18, 2020.

Approved funding **will not** cover Harmonized Sales Tax (HST).

Submission

Applications are to be submitted for approval to:

Email:

Janine.Keith@Durham.ca

Mail:

The Regional Municipality of Durham, Children's Services Division

Attention: Janine Keith, Program Manager, Children's Services Division – Early Learning

605 Rossland Road East

Level 1, P.O. Box 623

Whitby, ON

L1N 6A3

Incomplete applications **will not** be accepted and will be returned for completion.

Successful applicants will be notified once the approval process is complete.

If you have any questions about the application or the available funding, or are experiencing issues obtaining the required documentation, please contact Janine Keith at (905) 668-4113 ext. 2755 or

Janine.Keith@Durham.ca.

Application

Type of Funding Requested

- Play-Based Materials and Equipment Repairs and Maintenance (Health and Safety) Transformation

Applicant Information

Organization Legal Name _____

Head Office Name _____

Site Name _____

Site Address _____

Contact:

Name _____

Phone _____

Email _____

Organization and Enrollment Information

Auspice

- Not-for-profit Commercial Government operated

Organizational Setup

- Single site / standalone Multiple sites

Service Type (select all that apply)

- Child care centre Nursery school Montessori
 Home-based child care agency Before and After School-based
 Other _____

Program Capacity

Enter the Licensed and Operating Capacities for each age group at your site:

Capacities/Age Groups	Infant (0-18 mo)	Toddler (18-30 mo)	Pre-school (30 mo - 6 yr)	Kindergarten (44 mo - 7 yr)	School age (68 mo - 13 yr)
Licensed Capacity					
Operating Capacity					
New Licensed Capacity (Transformation Only)					
New Operating Capacity Transformation (Only)					

Project/Purchase Details

Current status

Proposed

In-progress

Complete

(Must provide three estimates)

Description

Provide a detailed description of the project/purchase; including a breakdown of expenditures (include attachments as necessary).

Estimated Total Expenses

1. \$ _____ 2. \$ _____ 3. \$ _____

Please obtain and provide three estimates for proposed projects. Attach copies of the estimates received and/or receipts (with a summary of expenditures) for any expenses already incurred.

Authorized Signature

The undersigned have legal signing authority and are in agreement with all the terms and conditions related to the funding.

Name (please print) _____

Signature _____

Date _____

This application does not guarantee a funding allocation. The Regional Municipality of Durham does not take responsibility for any financial investments the agency makes prior to entering into an agreement. Any financial or contractual agreement the agency undertakes is at its own risk.

If you require this information in an accessible format, please contact 1-800-387-0642

Additional Space

If necessary, please use this space to provide additional details or documentation related to your application.