



Special Purpose Funding Application

Instructions

For a step-by-step guide on how to complete this application, please refer to the [Special Purpose Funding Application Guide](#).

Purpose

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

This year, the CMSM is pleased to distribute special purpose funding once again to those programs with an **existing Purchase of Service Agreement**. Available funding includes:

A. Play-Based Materials and Equipment

This funding is intended to support licensees in creating enriching environments both indoors and outdoors with open-ended materials that promote children's learning and development through exploration, play and inquiry consistent with the views, four foundations and pedagogical approaches 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 for provincial requirements of play-based materials, equipment, and furnishings. Play-based material and equipment funding may be used to purchase **non-consumable supplies/equipment** to support the ongoing regular operation of the child care program (e.g. kitchen supplies, IT, etc.).

B. Repairs and Maintenance (Health and Safety)

This funding is intended to support licensed child care centres and home child care centres that are not in compliance with licensing requirements or may be at risk of not being in compliance with licensing requirements under the *Child Care and Early Years Act (CCEYA), 2014*. Funding is intended to cover one-time repair and maintenance costs. Documentation can be included from the Ministry, Health Department, Quality Assurance or Training Specialists to support compliance or recommendations.

C. Transformation

This funding is intended to support program viability and facilitates child care transformation. Business transformation supports include the following one-time expenses:

- Legal costs (available only to licensees that are amalgamating)
- Lease termination costs (available only to licensees that are amalgamating and/or relocating)
- Moving costs (available only to licensees that are amalgamating and/or relocating)
- Technology upgrades (up to \$350/tablet)
- Operating funding to support the viability of licensees that are transforming their business model
- Funding to home child care agencies for home visitors to help support recruitment of home child care providers in under-served areas

Please refer to the Special Purpose Funding Guide for more details.

Funding Details

Ensure completed applications include all documentation.

Expenses incurred any time in the current calendar year 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 and all receipts must be submitted by January 31 of the following year.

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

Submission

Applications are submitted through the Operator Portal by uploading your documentation into the Budget and Funding folder.

Incomplete applications **will not** be accepted. 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 Lisa Bruce at (289) 830-6897 or lisa.bruce@durham.ca.

Application

Type of Funding Requested

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

Applicant Information

Organization Legal Name:

Head Office Name:

Site Name: _____

Site Address: _____

Contact Name: _____

Phone Number: _____ Email: _____

Organization and Enrollment Information

Table 1: Program Capacity

Enter the licensed and operating capacities for each age group at your site:

Capacities/Age Groups	Infant (0 –18 mos)	Toddler (19 - 30 mos)	Preschool (31– 43 mos)	Kindergarten (44– 67 mos)	School age (68 mos – 13 yrs)
Licensed Capacity					
Operating Capacity					
New Licensed Capacity (transformation/expansion only)					
New Operating Capacity (Transformation/Expansion only)					

Project/Purchase Details

Current status

Proposed In Progress Complete

Description

Provide a point form description of the project/purchase **on the last page**. Include a breakdown of expenditures (include attachments, i.e., items, costs, and receipts). We do not need copies of catalogue pages for toys and equipment.

Authorized Signature

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

Name: _____

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.

Additional Space

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