

2021 PROGRAM GUIDE

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PROGRAM GUIDE

WHAT IS THE CHILD CARE CAPITAL GRANTS PROGRAM AND WHEN IS THE APPLICATION DEADLINE?

The Child Care Capital Grants program (Program) focuses on strengthening the quality and sustainability of child care and supporting the creation of new licensed child care spaces in the Columbia Basin Trust region (ourtrust.org/map).

Access to safe and affordable child care that enables Basin residents to work is identified in the Columbia Basin Management Plan (2020-2022) as a desired outcome of the strategic priority, *Support for Business Renewal*. Learn more about the Columbia Basin Management Plan [here](#).

For the current program, the Trust will consider requests for the following types of projects:

Funding Stream	Application Deadlines
1. Create Spaces <ul style="list-style-type: none">Renovation or construction projects to create new licensed child care spaces.	Applications considered on an ongoing basis until December 31, 2021 . Contact childcaresupport@ourtrust.org to discuss your project. Support may include proposal development support and/or modest capital grant funding.
2. Energy Improvements (up to \$50,000) <ul style="list-style-type: none">Improvements related to energy conservation and efficiency that enhance the quality, retention and sustainability of existing child care centres owned by the applicant.	Applicants must complete an Expression of Interest (EOI) online by Wednesday, September 1, 2021 at 2:00 p.m. PT / 3:00 p.m. MT . You will hear from us in early October and, if selected for further consideration, invited to meet with Trust staff to support further project and application development. Final funding decisions are expected by February 1, 2022.

WHO CAN APPLY?

Eligible Applicants include non-profit and for-profit providers of licensed child care in the Columbia Basin Trust region. (ourtrust.org/map)

Funding Stream	Eligible License Types
1. Create Spaces	<ul style="list-style-type: none">• Group Child Care• Group Child Care (School Age)• Multi-Age Child Care• Preschools• Family Child Care• In-Home Multi-Age Care• Registered License Not Required
2. Energy Improvements	<ul style="list-style-type: none">• Group Child Care• Group Child Care (School Age)• Multi-Age Child Care• Preschools

Facilities designated as Occasional Child Care, License-Not-Required Care and In-Child's-Own-Home Care are not eligible.

Please refer to the [Childcare BC Webpage](#) for clarification on licensing designations.

WHAT TYPES OF COSTS ARE ELIGIBLE?

Individual project eligibility is determined by the Trust at its sole discretion.

1. Create Spaces

Types of eligible costs may include:

- construction costs;
- modular building purchases and assembly;
- property purchase;
- site development; and
- child care equipment (for projects that are creating new spaces only).

Facilities designated as Family Child Care, In-Home Multi-Age Care and Registered License Not Required that are creating new spaces may be eligible for **child care equipment only (up to \$5,000)**.

2. Energy Improvements

Expressions of Interest must demonstrate activities related to energy conservation and efficiency and should have a positive return on investment (ROI*).

Types of eligible costs may include:

- air sealing;
- improving or replacing boilers;
- heating upgrades such as the installation of heat pumps;
- ventilation and air conditioning upgrades;
- replacing hot water heaters and furnaces;
- LED lighting upgrades;
- thermostat and other controls; and
- roof insulation.

*ROI is defined as the measure of gain generated on an investment relative to the amount of money invested. A simple formula for ROI is $((\text{total accumulated annual savings over the retrofit's lifespan} - \text{retrofit's cost}) / \text{retrofit's cost})$

a) Example 1:

Total Annual Savings (Retrofit Lifespan is 10 years at \$600 per year) = \$6,000

Retrofit Cost = \$5,000

$((\$6,000 - \$5,000) / \$5,000) \times 100 = \text{ROI} = 20\%$

b) Example 2:

Total Annual Savings (Retrofit Lifespan is 8 years at \$3,000 per year) = \$24,000

Retrofit Cost = \$23,000

$((\$24,000 - \$23,000) / \$24,000) \times 100 = \text{ROI} = 4.2\%$

Example A is preferred over Example B due to the higher ROI.

WHAT TYPES OF PROJECTS ARE NOT ELIGIBLE?

Projects are **not** eligible if they:

- do not address one of the funding streams outlined above;
- take place outside the Basin;
- relieve any level of government of its obligations;
- displace other funding from any other program supporting child care providers (e.g., the [BC Maintenance Fund](#) and the [BC New Spaces Fund](#));
- involve upgrades or renovations of child care operations located at a private residential home;
- involve energy improvements to facilities that are not owned by the applicant;
- involve upgrades to or construction of public playgrounds located at schools or community parks;
- include retroactive costs for improvements completed before funding approval;

- involve the purchase of specialized child care equipment (e.g. children’s furniture, toys, strollers and car seats, storage cabinets, indoor/outdoor play equipment, etc.), unless new spaces are being created; and
- are intended to create unlicensed child care spaces.

In addition, projects under the Energy Improvement category may not include boiler projects with boilers less than 15 years old or retrofits to buildings less than 10 years old.

HOW MUCH WILL THE TRUST FUND?

Priority will be given to projects with other confirmed cash contributions. If you are requesting a large portion of your project’s costs from the Trust, you must demonstrate that justifying circumstances have led to not securing additional funds and that reasonable efforts to raise funds have been and/or continue to be undertaken.

Funding Stream	License Type	Grant Maximums
1. Create Spaces	<ul style="list-style-type: none"> • Group Child Care • Group Child Care (School Age) • Multi-Age Child Care • Preschools 	While there is no grant maximum for this stream, most grants will be in the \$50,000 - \$100,000 range, representing a small percentage of the total project costs.
	<ul style="list-style-type: none"> • Family Child Care • In-Home Multi-Age Care • Registered License Not Required 	Up to \$5,000 towards equipment only.
2. Energy Improvements	<ul style="list-style-type: none"> • Group Child Care • Group Child Care (School Age) • Multi-Age Child Care • Preschools 	Up to \$50,000.

CAN I APPLY FOR MORE THAN ONE PROJECT?

We will accept one application per child care facility, per funding stream. You may submit more than one application per funding stream if your organization operates more than one child care facility.

HOW DOES THE TRUST SELECT PROJECTS FOR FUNDING?

The Trust assesses each application using the following criteria:

- clear demonstration that the project will create new spaces or improve the energy conservation or efficiency of an existing child care operation and aligns with the funding streams listed on page 2 of this Guide;

- cash contributions from other sources (e.g., Childcare BC Maintenance Fund, Childcare BC New Spaces Fund, fundraising efforts, financing);
- existing child care facilities must be in good standing with the Ministry of Children and Family Development and provincial licensing and regulations;
- project planning and readiness;
- Return on Investment for Energy Improvement projects;
- involvement of appropriate construction professionals for renovation projects; and
- project budget and cost-effectiveness.

The Trust considers geographic distribution of projects in its funding decisions.

WHEN WILL I HEAR THE RESULTS?

Funding Stream	Timeframe
1. Create Spaces	The review process may take up to 10 weeks, depending on the complexity of the project.
2. Energy Improvements	You will hear from us in early October and, if selected for further consideration, will be invited to meet with Trust staff to support further project and application development. Final funding approval is expected by February 1, 2022.

WHEN CAN MY PROJECT START?

Funding Stream	Project Start
1. Create Spaces	Trust funding can only be put toward approved project expenses after the Contribution Agreement has been signed by both parties.
2. Energy Improvements	Trust funding can only be put toward approved project expenses after the Contribution Agreement has been signed by both parties and projects may not begin before February 1, 2022.

WHAT ELSE DO I HAVE TO KEEP IN MIND?

Even if a project meets the eligibility criteria it may not be selected for funding as the Trust typically receives more requests for funding than what is available.

The Trust retains the discretion to determine project eligibility and the amount of funding it may allocate to each project. The Trust retains the discretion to offer part, or all of the Trust portion of the funding request.

Depending on the nature of your project, you may be required to obtain specific permits, an energy review, construction quotes and approvals prior to receiving Trust funds.

HOW CAN I LEARN MORE ABOUT THE PROGRAM?

The Trust will be hosting a virtual information meeting to review the Program Guide and answer questions about the application, selection and contracting processes.

Information Meeting:

Date: Wednesday July 21, 2021

Time: 5:30 p.m. PT / 6:30 p.m. MT

How to Register: This Information Session will be held through Microsoft Teams. You will have the option of joining by phone or by video. Please [register online](#) by 12:00 p.m. PT/1:00 p.m. MT July 20, 2021.

HOW DO I APPLY?

Funding Stream	Project Start
1. Create Spaces	<p>Applications are considered on an ongoing basis. The first step in the application process is to contact childcaresupport@ourtrust.org to discuss your project.</p> <p>We may support well developed projects that have broad community support, a building location, an operating plan, an experienced operator, and funding from other sources.</p>
2. Energy Improvements	<ol style="list-style-type: none">1. Email childcaresupport@ourtrust.org to set-up a time to discuss your project.2. Download the Worksheet to support you in developing your application offline, if you so choose.3. Complete the online Expression of Interest form: Energy Improvements by Wednesday, September 1, 2021 at 2:00 p.m. PT / 3:00 p.m. MT <p><i>We will not accept Expressions of Interest after this deadline.</i></p> <ol style="list-style-type: none">4. If selected for further consideration, you will be invited to meet with Trust staff to support further project and application development.