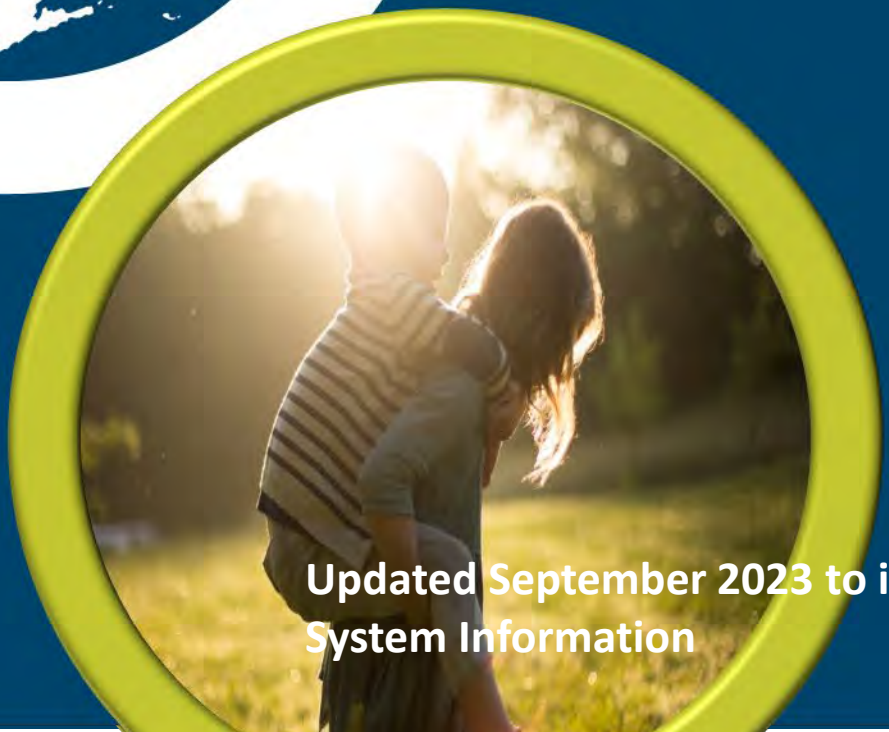
Child Care and Early Years Service Plan 2020-2024



Updated September 2023 to include CWELCC System Information

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Message from the Manager

On behalf of Prince Edward –Lennox and Addington Children's Services, I am pleased to be able to present our Child Care and Early Years Service Plan for our community. The plan outlines the strategic priorities we will implement over the next five years and is based on the input we received from all of our key stakeholders.

I would like to acknowledge and thank everyone who took the opportunity to participate in the community needs assessment and provided valuable insight and contributions to our Child Care and Early Years Service Plan.

In particular, we would like to thank the parents and caregivers who participated in one-on-one conversations, community focus groups and online surveys. Throughout this process we engaged with over 400 parents and caregivers, and we are confident that their voices are reflected throughout this service plan.

We would also like to thank the various community agencies who participated in the community needs assessment. Through table discussions, community meetings, community presentations, not-for-profit board meetings, one-on-one conversations and surveys we were able to gather the input of close to 200 individuals who represent a wide range of organizations. These representatives include elected municipal officials, licensed child care agencies, EarlyON Child and Family Centres, Indigenous partners, economic development, municipal planning departments, local school boards, local health agencies and other community agencies.

We value the input of all those who participated in the community engagement process and the discussions we had are an integral part to the development of our strategic priorities and intended outcomes. We are committed to a child care and early years system that is accessible, affordable, high-quality, inclusive and responsive to our communities. We intend to continue these conversations with our communities and will ensure that as we move forward the needs of children in Prince Edward County and the County of Lennox and Addington are the main focus.

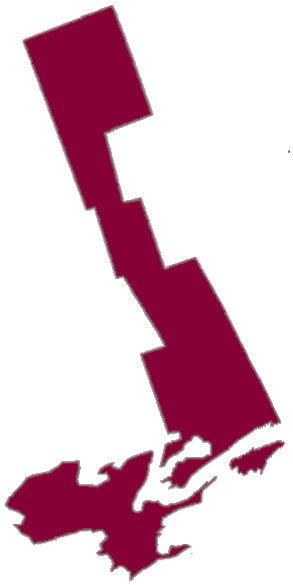
Regards,

Pam Kent

Manager, Social Services

Executive Summary

The Child Care and Early Years (CCEY) Service Plan is a multi-year plan that will set the strategic direction of Children's Services in Prince Edward County and the County of Lennox and Addington. As the Consolidated Municipal Service Manager (CMSM), the County of Lennox and Addington is responsible for establishing a child care and early years service system plan that address matters of provincial interest.



The Social Services department of the County of Lennox and Addington, Prince Edward-Lennox and Addington Social Services (PELASS), has developed the CCEY Service Plan which identifies intended outcomes and strategic priorities that are reflective of community priorities, gaps and needs.

The strategic priorities and intended outcomes defined in the CCEY Service Plan have been designed in a way that focuses on the importance of building an accessible, affordable, high-quality, inclusive and responsive early years and child care system within our communities. The intended outcomes and strategic priorities have been identified through engagement with our communities including engaging with over 400 parents and caregivers and close to 200 individuals who work within community agencies.

The CCEY Service Plan provides an in-depth analysis of data on three areas, our communities, our service and our children.

Our Communities

- ✓ Planning Zones
- ✓ Population
- ✓ Indigenous Peoples
- ✓ Families and Income
- ✓ Languages

Our Services

- ✓ Licensed Child Care
- ✓ Before/After School
- ✓ Special Needs Resourcing
- ✓ EarlyON
- ✓ Indigenous-Led Child and Family Programs

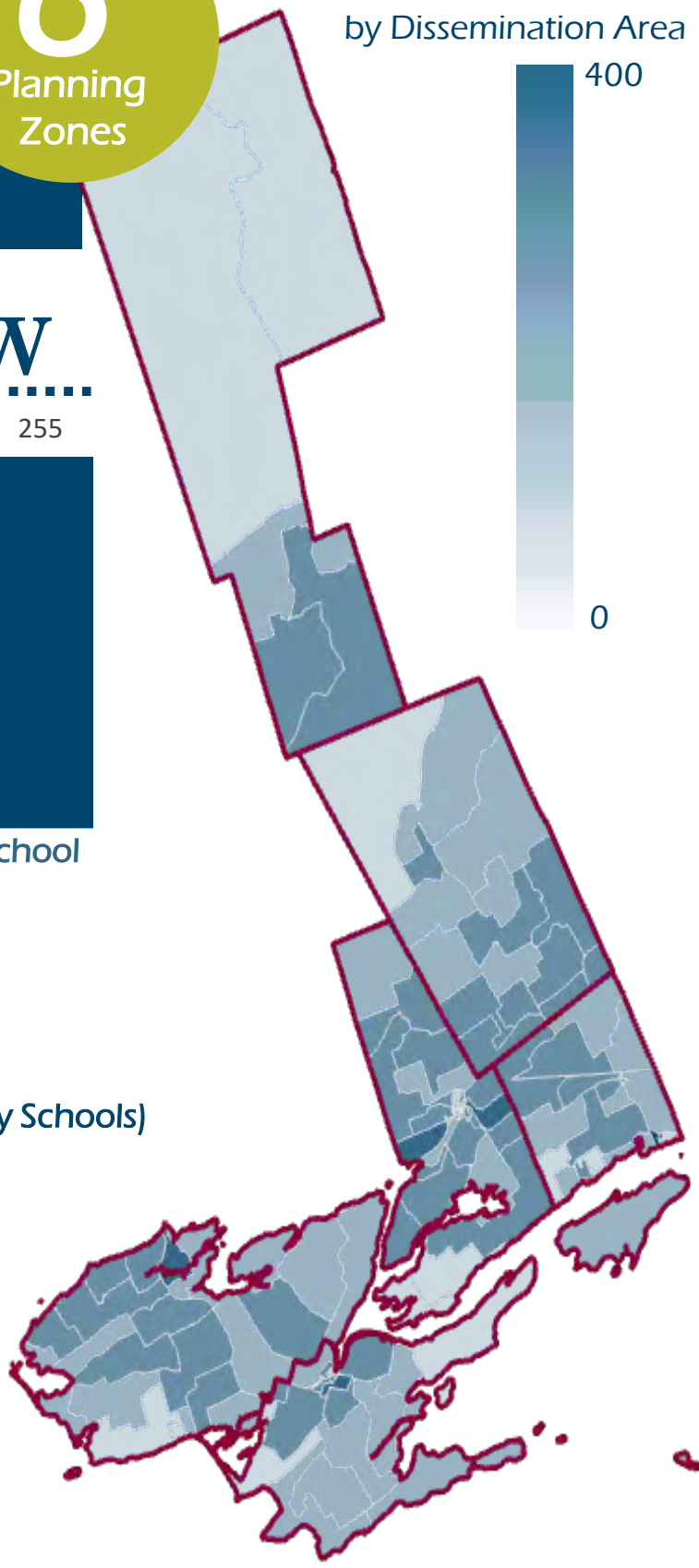
Our Children

- ✓ Children living in low-income
- ✓ Early Development Instrument

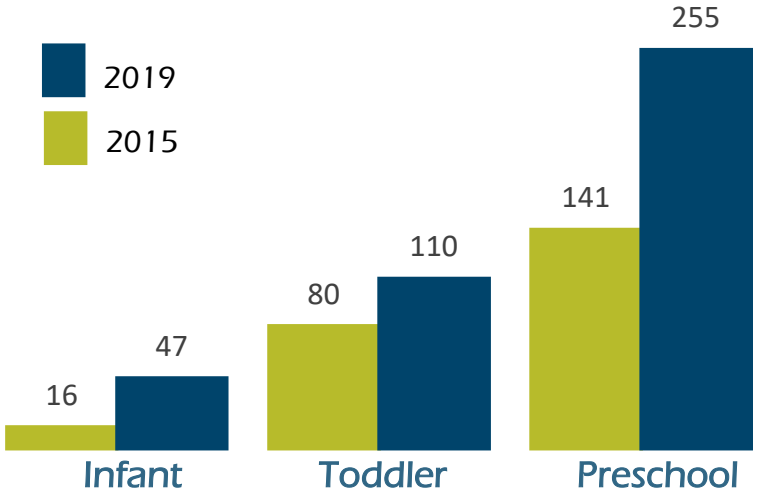
PELASS is responsible for planning and administering licensed child care and early years programs in Prince Edward-Lennox and Addington

6 Planning Zones

2016 0-12 Population by Dissemination Area



THEN and NOW



Licensed Spaces by Age Group

IN 2019

13 Licensed Child Care Centres (includes Nursery Schools)

96 Hours a week of Early Years Programming

21 Home Child Care Providers

16 Before-and-After School Programs

3 Special Needs Resourcing Agencies

Children and Families

In Prince Edward-Lennox and Addington

Child Population

0 years – 2 years

1,690

3 years – 5 years

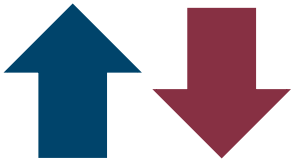
1,810

6 years – 12 years

4,560

Total (0-12)

8,060



Population increase since 2011

1%

Median HH income of families with children

$79,642

Lone parent families

12%

Children living in low-income

19%

Children with at least 1 sibling

51%

Children vulnerable on at least 1 EDI Domain

39%

Sources: Statistics Canada 2016 Census, Cycle V EDI

Early years and child care programs are **affordable** for families

Families have more opportunity to benefit from high-quality childhood programs through increased **access**

Families have **choices** of early years and child care programs to choose what option works best for their family

Programs and services are safe, reliable, **high-quality** and built on positive relationships

Children and families are provided a range of early years and child care programs that are **inclusive** and culturally appropriate

Child Care and Early Years Intended Outcomes For 2020-2024

Strategic Priorities for 2020-2024

Affordable

- Maximize financial supports to child care
- Review and update the general operating grant strategy
- Increase awareness of fee subsidy and develop an outreach program for applications

Inclusive

- Expand programming for specialized populations
- Enhance partnerships with community agencies
- Conduct a system review on inclusive practices

Accessible

- Increase number of licensed centre-based spaces
- Expand the licensed home child care sector
- Increase access to EarlyON Child and Family Centres

Responsive

- Conduct a needs assessment for extended hours and 24 hour care
- Evaluate transportation barriers and develop action items
- Develop a communication strategy and public participation process

High-Quality

- Develop and implement a quality measurement process
- Develop and implement a ECE retention and recruitment strategy
- Develop and implement a process to support service providers

About the Plan

The province of Ontario is working to build a child care and early years system that better supports parents and gives children the best possible start in life. To support this goal, the *Child Care and Early Years Act, 2014* (CCEYA) came into effect on August 31, 2015. Under the Act, it is a matter of provincial interest to have a system of child care and early years programs and services that[1];

a) is focused on Ontario's children and families;
b) promotes the health, safety and well-being of children;
c) provides high quality experiences and positive outcomes for children with a provincial framework to guide pedagogy;
d) includes knowledgeable, self-reflective and qualified professionals and staff, including members of the College of Early Childhood Educators;
e) responds to communities' needs;
f) respects equity, inclusiveness and diversity in communities;
g) provides for strong and sustainable partnerships among the Province, service system managers and others in the community;
h) is co-ordinated with other community and human services;
i) is flexible and able to adapt to local circumstances;
j) supports the social and economic well-being of Ontarians;
k) ensures appropriate accountability for public funding;
l) supports the transition from child care and early years programs and services to school;
m) approaches pedagogy in child care and early years programs and services; and
n) addresses any other aspect prescribed by the regulations.

The CCEYA 2014 recommends service system managers to establish a child care and early years programs and service system plan for their service area that addresses these matters of provincial interest.

The County of Lennox and Addington is the designated Consolidated Municipal Service Manager (CMSM) for Prince Edward County and the County of Lennox and Addington. The Prince Edward-Lennox and Addington Social Services (PELASS) department of The County of Lennox and Addington has developed this plan to set the strategic direction of Children's Services in the two counties. Strategic priorities and intended outcomes have been developed that are reflective of community priorities, gaps and needs; which have been identified through engagement with community members and partners.

PELASS at a Glance

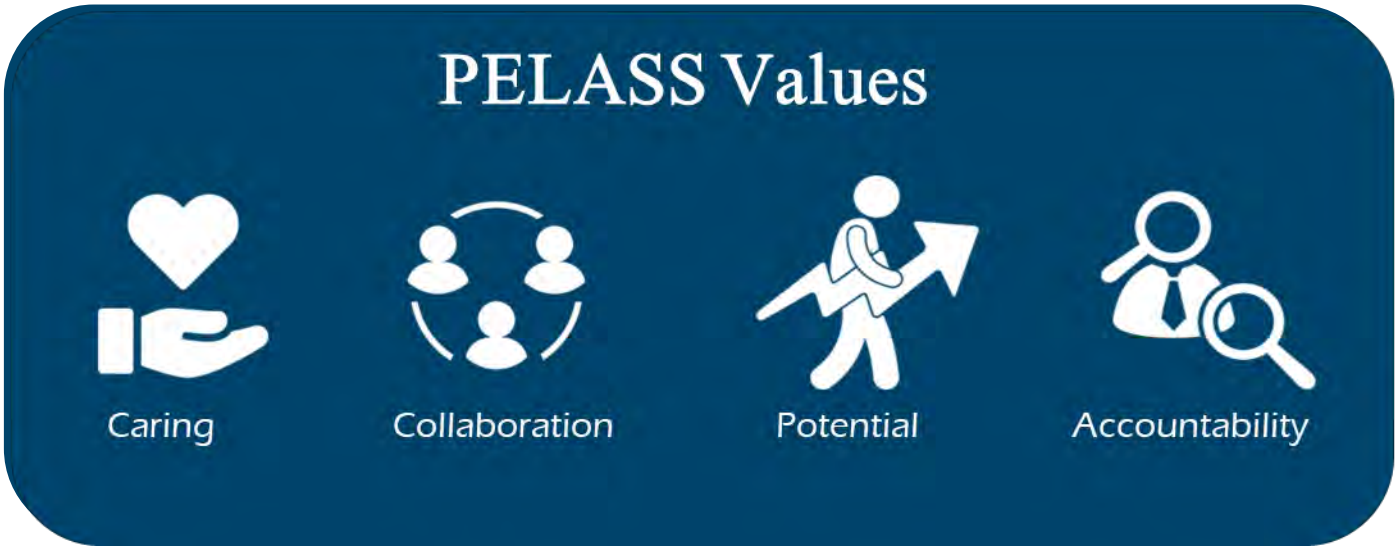
In 2000, the County of Lennox and Addington was designated as the CMSM to plan and manage a range of programs and services in Prince Edward County and the County of Lennox and Addington, herein referred to as Prince Edward-Lennox and Addington.

Prince Edward-Lennox and Addington Social Services offers a wide range of programs and services to more than 65,000 people across Prince Edward-Lennox and Addington. We engage and support people who require services through three program areas; Ontario Works, Housing and Children's Services. Through these program areas, we help individuals find their own workable solutions.

We deliver financial and employment support through the Ontario Works program. Ontario Works is a social assistance program for Ontario residents who are in temporary financial need. Assistance through Ontario Works includes monthly support payments and health benefits. Additionally, Ontario Works assistance includes helping individuals find, prepare and keep a job through education, job-specific training, and counselling.

Through our Housing programs, we support social housing providers and manage properties directly owned by PELASS. Housing Services also fund various programs that aim to prevent homelessness and encourage affordable housing.

Children's Services is responsible for planning and managing a broad range of child care and early years' services across Prince Edward-Lennox and Addington. The services provided through Children's Services will be further detailed throughout this plan.



Children's Services

Children's Services is responsible for managing a co-ordinated and responsive early learning and child care system that supports children and families in Prince Edward-Lennox and Addington. We are committed to investing in flexible, high quality, affordable, inclusive early learning services and supports that are reflective of family needs. We support children, families and our communities in Prince Edward-Lennox and Addington by:

- *Managing the child care and early years system and facilitating funding streams to support capacity building, special needs resourcing and licensed child care programs through service system management;*
- *Providing child care fee subsidy to eligible parents to assist with the costs of child care;*
- *Coordinating and ensuring quality child care to ensure children are accessing high quality programs and services;*
- *Managing EarlyON Child and Family Centres and Indigenous-Led Child and Family Centres to provide parents and caregivers the supports they need for children aged 0-6; and*
- *Managing the early years and child care system through community collaboration and partnerships to promote integration.*

As service manager, we support local programs through allocation of provincial and federal funding to child care and early years services in Prince Edward-Lennox and Addington. The allocation of funds are intended to support the availability of licensed child care, before-and-after school services, recreation programs and early years supports that contribute to healthy child development. Services are managed through local service planning process that reflects current child care legislation, regulations and policies/directives as well as engagement with local service providers.

In 2019, over 1200 child care and before and after spaces were supported through PELASS across approximately 24 sites. The centres and programs that we assist are further detailed in *Our Services.*

The various roles in planning, funding and administration of early years and licensed child care services are summarized below.

Responsibility	Actions
General Operating	Support the cost of operating licensed child care programs in order to reduce wait times and fees for services, stabilize service levels and improve access to high quality affordable early learning and child care services for children and families.
Special Purpose	Provide funding to licensed child care operators to support purchasing of play-based materials and equipment, repairs and maintenance to ensure health and safety in centres, and to support programs that are transforming their business that align with community needs.
Wage Enhancement	Support competitive and appropriate wages for child care professionals working in licensed child care centres.
Child Care Expansion	Planning and funding expansion of licensed child care spaces in our communities to reflect parent needs and to ensure accessibility for families.

Other responsibilities as service manager include administration of fee subsidy, quality assurance, capacity building, special needs resources and management of EarlyON and Indigenous-Led Child and Family Centres.

Fee Subsidy

Children's Services assists families, who qualify, with the costs of licensed child care through fee subsidy. To be eligible for fee subsidy, parents or legal guardians must live in Price Edward-Lennox and Addington, be the parent or guardian of a child under the age of 13 years, be employed, in school or in an approved training program or have a child with a documented special or social need. Parent or guardians must also be in financial need, which is determined through a provincially regulated income test using family income from the Canada Child Tax Benefit Statement or Net Income on the Income Tax Notice of Assessment.

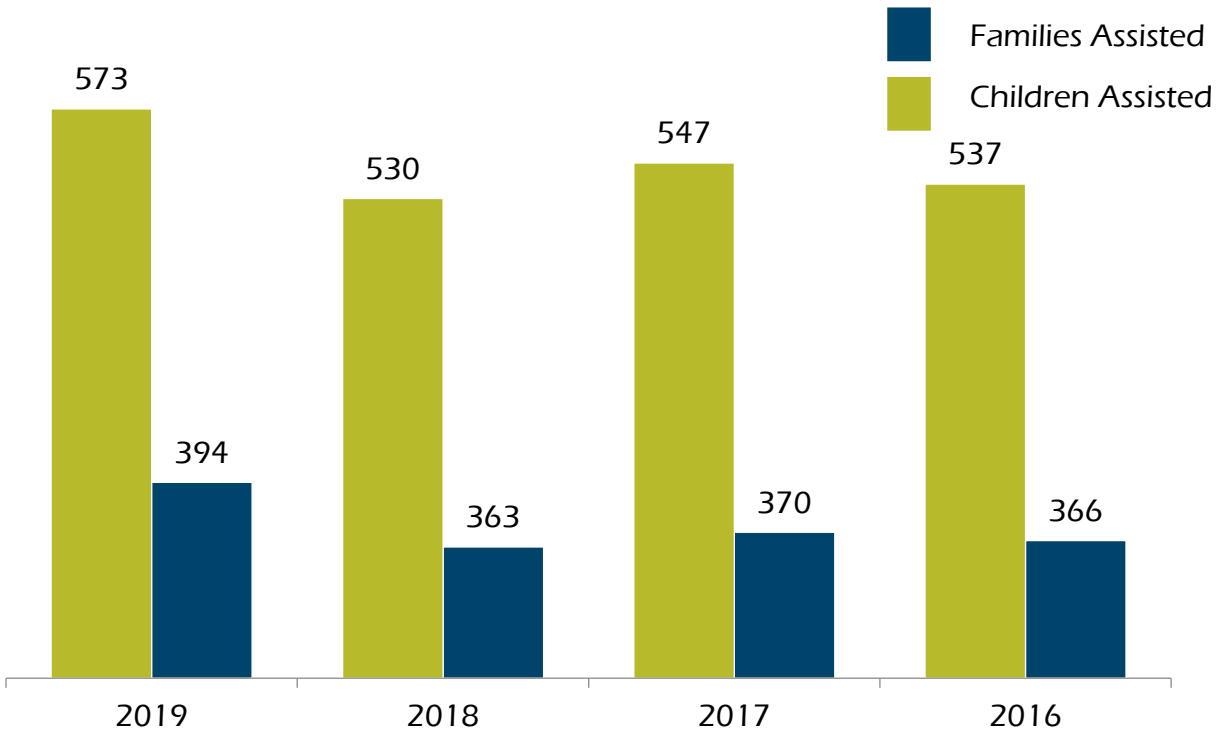
There is no cut-off income level for eligibility for subsidy. A family may be eligible as long as their child care costs are higher than the assessed parental contribution. The table shows what a family could pay for licensed child care under the provincial income test. Parental contribution is what the parent or guardian is expected to pay for child care. If child care costs are higher than the monthly parental contribution amount, Children's Services will cover the difference through the fee subsidy program.

Parental Contribution Based on Income

Combined Family Net Income	Parental Contribution
Less than $20,000	$0.00/month
$30,000	$83.33/month
$50,000	$416.67/month
$70,000	$916.67/month

In 2019, 394 families and 573 children were assisted through fee subsidy. The figure below illustrates the number of unique children and families assisted through the fee subsidy program in recent years.

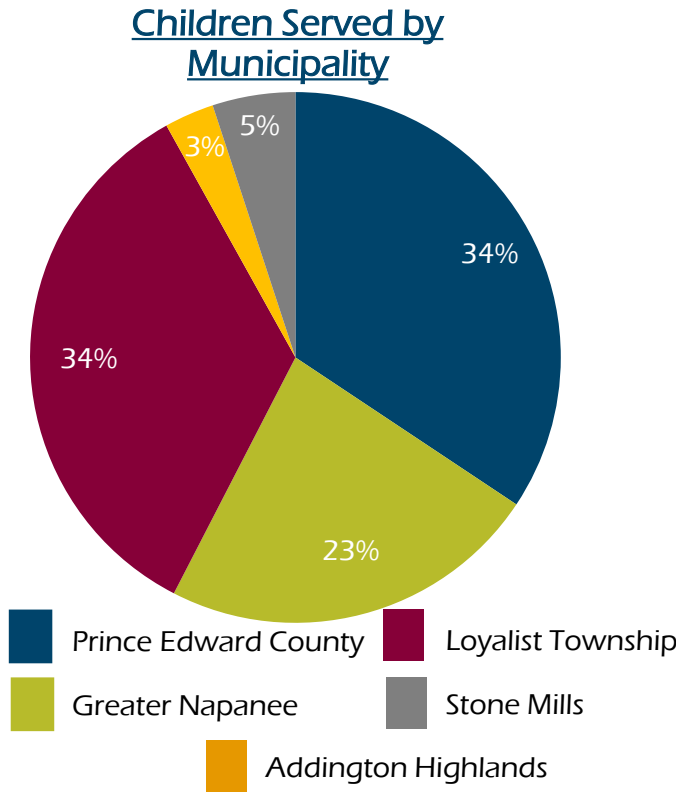
Families and Children Assisted Through Fee Subsidy



Compared to 2018, 2019 numbers report a 8% increase in families served, 9% increase in children served and a 13% increase in fee subsidy net cost. This demonstrates that there is a demonstrated need of the fee subsidy program to support families in accessing child care.

The chart demonstrates the number of children served, as of December 31 2019, by municipality. The majority of children who access child care with assistance from fee subsidy are from Greater Napanee, Loyalist Township or Prince Edward County. This is expected as these three municipalities have higher populations and make up the majority of Prince Edward-Lennox and Addington's child population.

In 2018, no families or children accessed fee subsidy in Addington Highlands. However a new child care centre with 49 licensed spaces began operating in January 2019 resulting in a small percentage of families who accessed fee subsidy. We anticipate the numbers of families requiring fee subsidy to increase as the centre builds capacity.



Special Needs Resources

Some children may need enhanced supports to participate in programs. PELASS is committed to an inclusive child care system that promotes positive and healthy environments for all children. To ensure the inclusion of every child who needs extra support, PELASS, together with its community partners, provides enhanced services to children, their families, staff and providers in licensed child care programs and approved recreation programs.

Special Needs Resourcing is available for children with special needs under the age of thirteen (13) who are in a licensed child care program and children with special needs aged four (4) to the age of thirteen (13), who are in approved recreation programs. Parents cannot apply directly for this funding. Funding is allocated to agencies that provide special needs resourcing to pay for staff, equipment, supplies and other services to support the inclusion of children with special needs[2].

Quality Assurance and Capacity Building

The Province's vision for the early years and child care sector is that all children and families have access to a range of high-quality, inclusive and affordable programs and services that are child and family centred and contribute to children's learning, development and well-being[3].

To ensure that programs and services in Prince Edward-Lennox and Addington are of high-quality, we work collaboratively with community agencies and licensed childcare providers with a focus on providing support, leadership and mentorship to build capacity of our programs and services.

PELASS High-Quality Initiatives

- Coordinate quality assurance initiatives
- Development of comprehensive training calendar
- Training to service providers
- Visits to programs and services
- Support, leadership and mentoring to programs and services
- Program reports, capacity building activities

We have developed a quality resource guide for child care and early years programs and services. The guide provides a framework for best practice to support child care and early learning programs and educators, in delivering high-quality services for children and their families and to help us implement *How Does Learning Happen?* Ontario's Pedagogy for the Early Years, the CCEYA, 2014. The Resource Guide is built around the Four Foundations of *How Does Learning Happen?*

Four Foundations of *How Does Learning Happen?*

We believe that the first step in moving forward is to embrace a process of reflection and recognize what we already know about quality. As our priorities indicate, we have a shared desire to improve quality in our early learning and child care programs in order to provide the very best care and education.

We want to go beyond the regulations and continue to grow and develop as a community of pedagogical leaders. In order to do so, we need to emphasize high-quality as a strategic priority in our service plan and as we set the direction for the next 5 years.

EarlyON Child and Family Centres

In 2016, the Ministry of Education announced its intention to transform Ministry funded child and family programs into an increasingly integrated cohesive system of services and supports for children 0-6 years and their parents and caregivers, known as EarlyON Child and Family Centres[4]. We are responsible for managing the new EarlyON Child and Family Centres in Prince Edward County and the County of Lennox and Addington that began operating on January 1st, 2018.

EarlyON is the integration of previous early years programs including Ontario Early Years Centres, Child Care Resource Centres, Parenting and Family Literacy Centres and Better Beginnings, Better Futures. EarlyON programs and services have been designed and delivered while considering the goals and outcomes of:

- *Providing high quality services to parents and caregivers that support them in their role as children's first teacher;*
- *Giving children access to play and inquiry based learning opportunities;*
- *Giving parents and caregivers opportunities to strengthen their relationships;*
- *Providing specialized programs for all populations (Indigenous, Francophone, Newcomers, etc.);*
- *Providing parents, caregivers and community with timely, relevant and up to date information; and*
- *Collaborating and integrating services that meet community needs in an efficient and accessible way.*

The core services of EarlyON Child and Family Centres are to engage parents and caregivers, to support early learning and development and to make connections for families. Programs and services are delivered through various methods including at physical centres, mobile services and virtual resources. Programs and services are delivered by qualified early childhood educators. Early years are important in forming a solid foundation for a child's entire life, and EarlyON programs assist in delivering the programs and services that promote early learning and development.

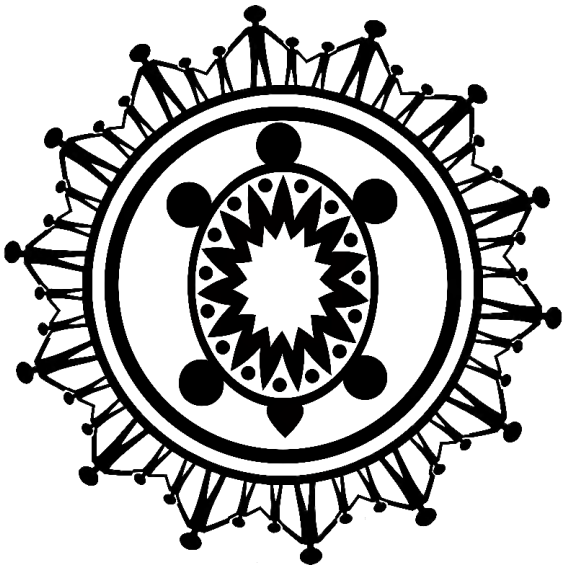
All EarlyON programs and services are free for parents and caregivers with children 0 to 6 years old, and programs and services are responsive to our communities and families. Current programming, specific priorities and intended outcomes related to EarlyON Child and Family Centres will be further detailed later in the service plan.

Indigenous-Led Child and Family Centres

In 2017, the Ministry of Education announced an initiative that was intended to enhance access to culturally relevant, Indigenous-led early years programs and services off-reserve, including child care and child and family programs. Partnerships between CMSMs and Indigenous organizations was encouraged to expand access to culturally relevant programs in our communities.

In partnership with the City of Kingston, the County of Hastings and our Indigenous Partners, PELASS was successful in its application for this joint planning program. This program is funded through the Ministry of Education and provides families a friendly, safe environment that nurtures, strengthens awareness as well as promotes and celebrates Indigenous languages and cultures.

Working with the EarlyON Child and Family Centres in Prince Edward-Lennox and Addington, the Kahwa:tsire Indigenous-Led Child and Family Program increases access to culturally relevant Indigenous-led programming in our service area. Through collaboration and strategic planning, the program has been able to serve a large geographic area while providing meaningful programs and positive outcomes. More information is provided about the Indigenous-Led Child and Family programming in our area in the *Our Services* section.



Working Towards the Vision

As we manage and administer a wide range of child care and early years services, the children and families in our communities are always put first. Our goal is to work to the vision for the early years and child care. Prince Edward-Lennox and Addington is a large geographic region with different needs in each of its communities. This can make working towards the vision complex and intricate.

Vision for the Early Years and Child Care

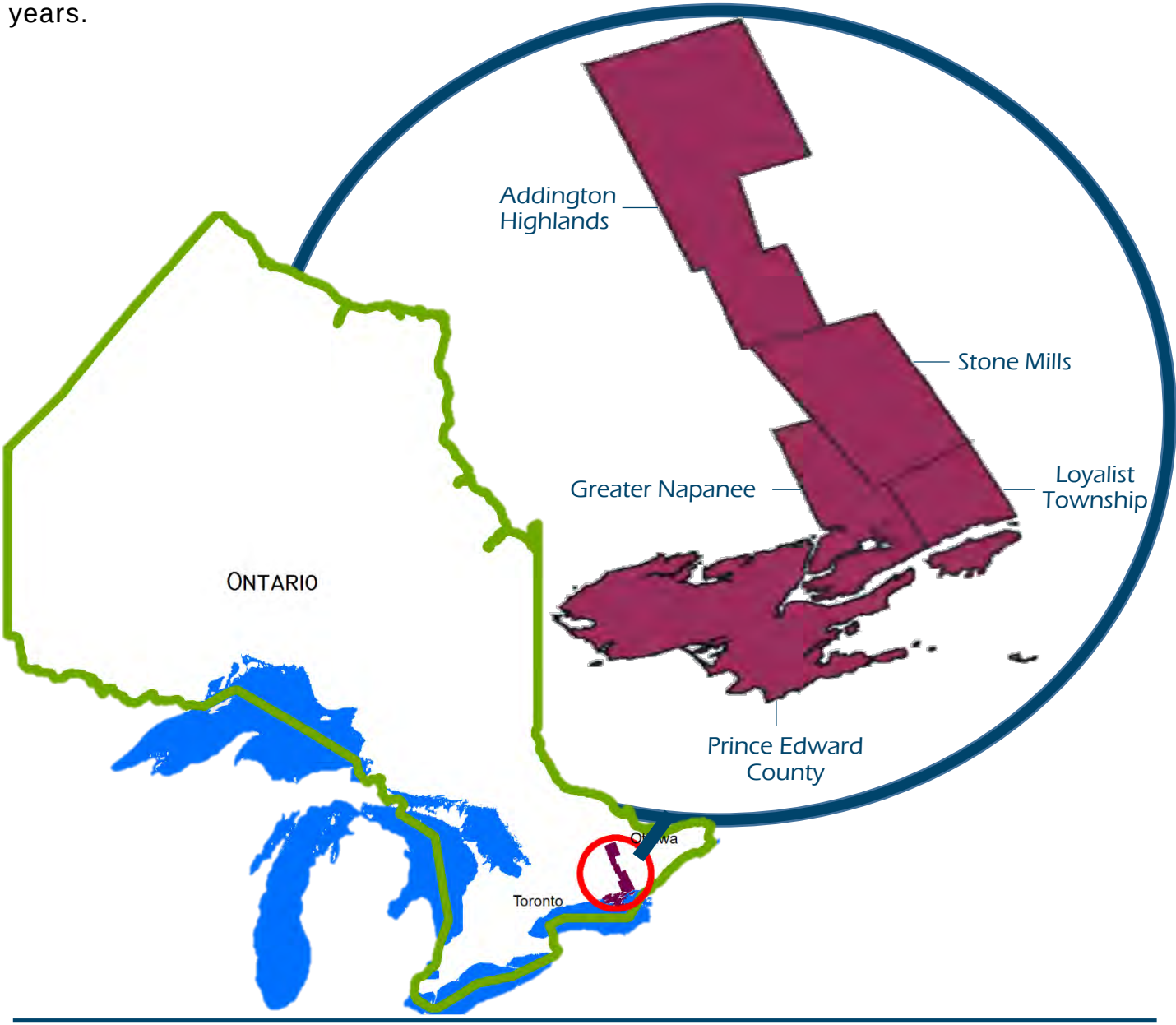
"All children and families have access to a range of high-quality, inclusive and affordable early years and child care programs and services that are child- and family-centred and contribute to children's learning, development and well-being"[5]

In order to define intended outcomes and to set strategic priorities for the next 5 years, it is important to develop a complete understanding of what our communities look like, what services currently exist and how our children are impacted by the two. The next section will provide an overview of demographics that are related to children and families, a service inventory of existing early years and child care programs and services, and an analysis of some key indicators related to children's well-being in Prince Edward-Lennox and Addington. This section, which also includes some key findings from the community consultation, will help set the foundation as we develop the intended outcomes and strategic priorities for 2020 to 2024.

Our Communities

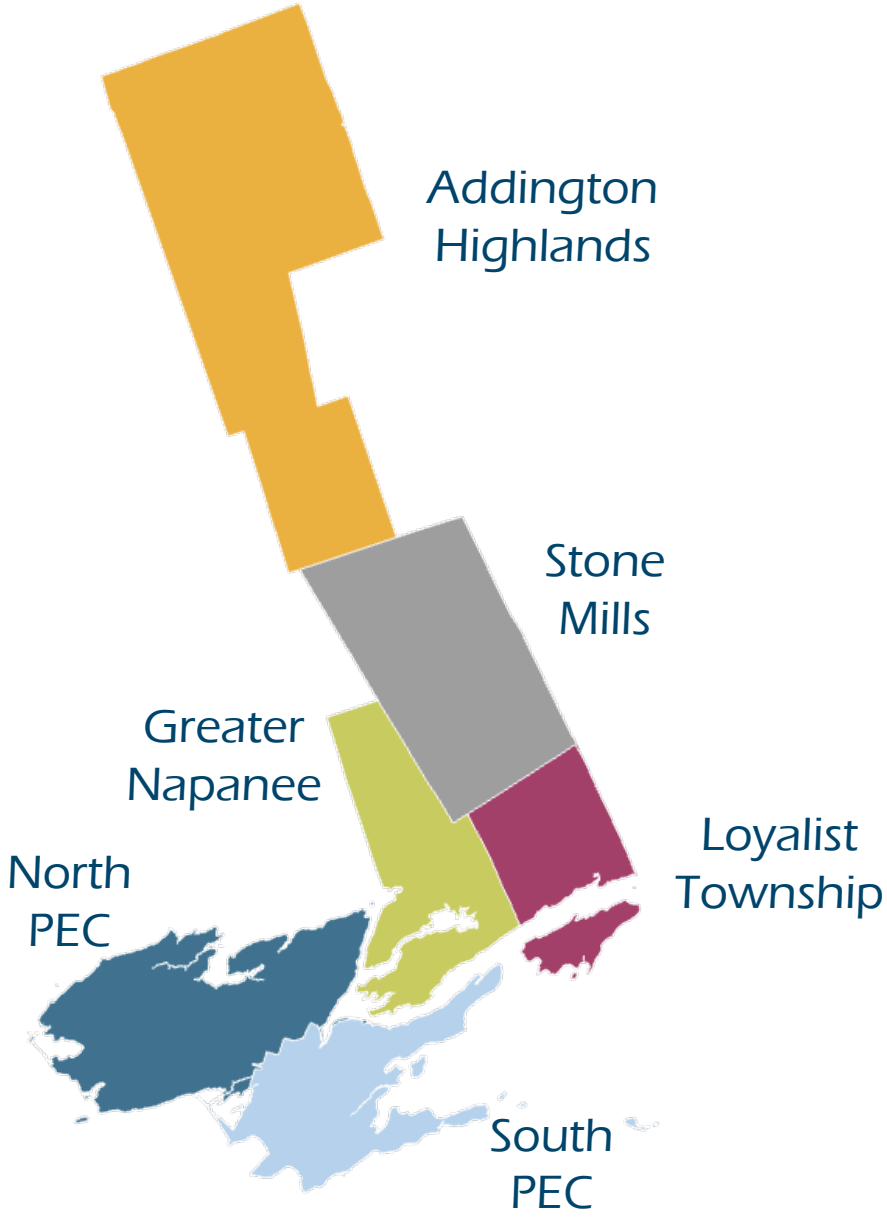
Prince Edward-Lennox and Addington is located in Eastern Ontario and consists of five municipalities. The County of Lennox and Addington is composed of four constituent lower tier municipalities, Addington Highlands, Town of Greater Napanee, Loyalist Township and Stone Mills; Prince Edward County is a single-tier municipality. Prince Edward-Lennox and Addington is central to Toronto and Ottawa, with both cities being approximately two hours away from our communities.

Prince Edward-Lennox and Addington is a large geographic area, with a large rural base, that consists of many small communities giving the area a rich flavour in community, heritage and pride. It is important for us to understand the impact and implications that our communities will have on the next 5 years of child care and early years.



Planning Zones

In order to understand communities and provide services to geographic areas, we have established planning zones to respond to the varying family compositions, child and community needs, and demographic trends in our service area. As both counties are large geographical areas with a high percentage of rural population, six planning zones have been developed that are considered when ensuring equitable programs and services across Prince Edward-Lennox and Addington.



Addington Highlands, Greater Napanee, Loyalist Township, North Prince Edward County, South Prince Edward County and Stone Mills are the six planning zones. They have been generated by defining each census sub-division in the County of Lennox and Addington County as a zone, and by developing two zones in Prince Edward County based on geographical size, total population and migration patterns.

Population

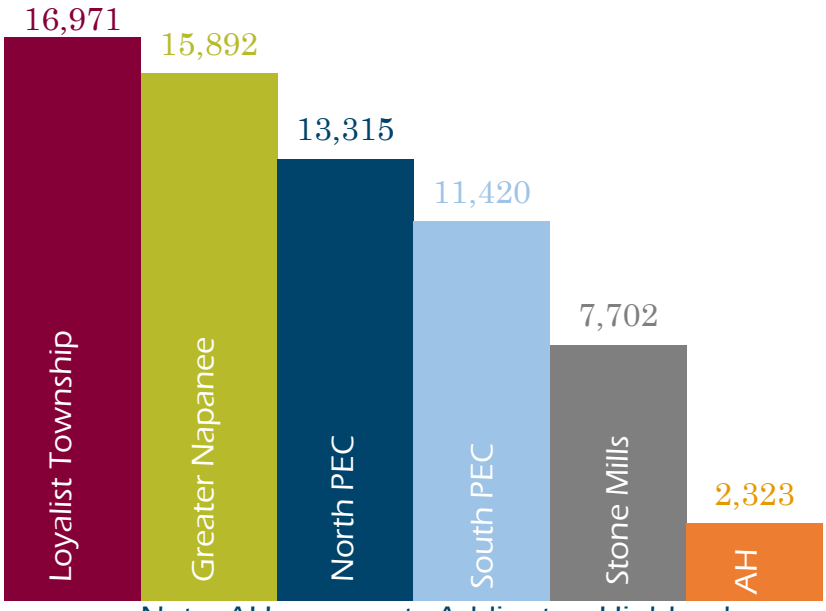
Our communities have changed in many ways over the years, and our communities are shaped by the people that make up these areas.

The 2016 Statistics Canada Census reported that the total population of Prince Edward-Lennox and Addington to be 67,623. The County of Lennox and Addington, population of 42,888, had a 2.6% increase in population compared to 2011, with higher increases in Greater Napanee and Loyalist Township. Prince Edward County on the other hand, with a total population of 24,735, experienced a 2.1% decrease in total population in 2016 from 2011. This has resulted in a slight increase, less than 1%, for the total population of Prince Edward-Lennox and Addington[6].

The trend of population increases in Greater Napanee and Loyalist Township with population decreases in Addington Highlands, Prince Edward County and Stone Mills are expected to continue over the next 5 years based on projections by the Ministry of Finance.

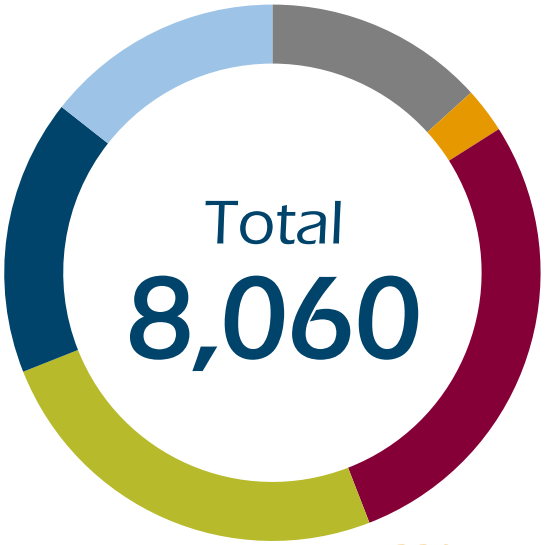
Children aged 0 to 12 make up approximately 12% of the population in Prince Edward-Lennox and Addington. At 14% of the population, Stone Mills has the highest proportion of children aged 0-12, while Addington Highlands has the lowest at 9% of the population[7].

Total Population by Zone



Note: AH represents Addington Highlands

Child Population (0-12) by Zone



- Addington Highlands (220)
- Loyalist Township (2,265)
- Greater Napanee (2,005)
- North Prince Edward County (1,340)
- Stone Mills (1,070)
- South Prince Edward County (1,160)

Indigenous Peoples

PELASS is committed to building and strengthening relationships with Indigenous peoples in Prince Edward-Lennox and Addington. In the geographic region of Prince Edward-Lennox and Addington, there are three signed treaties between the government and Indigenous peoples. The Crawford's Purchases, Rideau Purchase and Williams Treaties are legally binding agreements that set out the rights, responsibilities and relationships of Indigenous peoples and the federal and provincial governments[8]. Moving forward PELASS will ensure to respect treaty commitments and ensure that the unique needs of Indigenous peoples are met.

Prince Edward-Lennox and Addington has a higher representation of Indigenous peoples in our communities compared to Ontario. In Prince Edward-Lennox and Addington there were 2,775 individuals who identified as Aboriginal in the 2016 Statistics Canada Census, making up approximately 4.25% of the population[9]. In comparison, 2.83% of the Ontario population identified as Aboriginal in the census. People who self-identified as Indigenous have a younger average age than the total population based on the 2015 census. The average age of the Indigenous population in Prince Edward-Lennox and Addington is 34, significantly lower than the average age of the total population in Prince Edward-Lennox and Addington.

Median Age in Prince Edward-Lennox and Addington

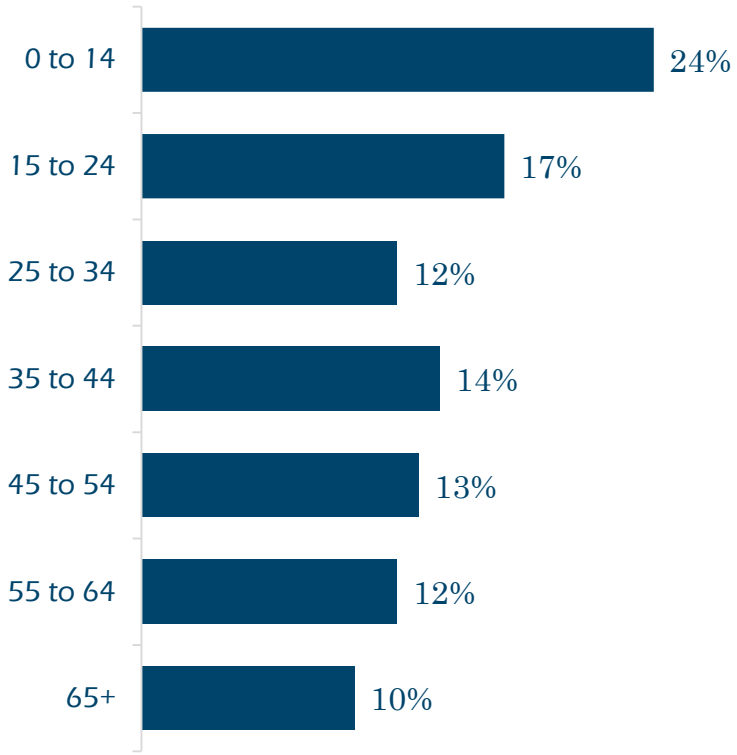
Indigenous Identity

34 years

Total Population

46 years

Indigenous Population by Age

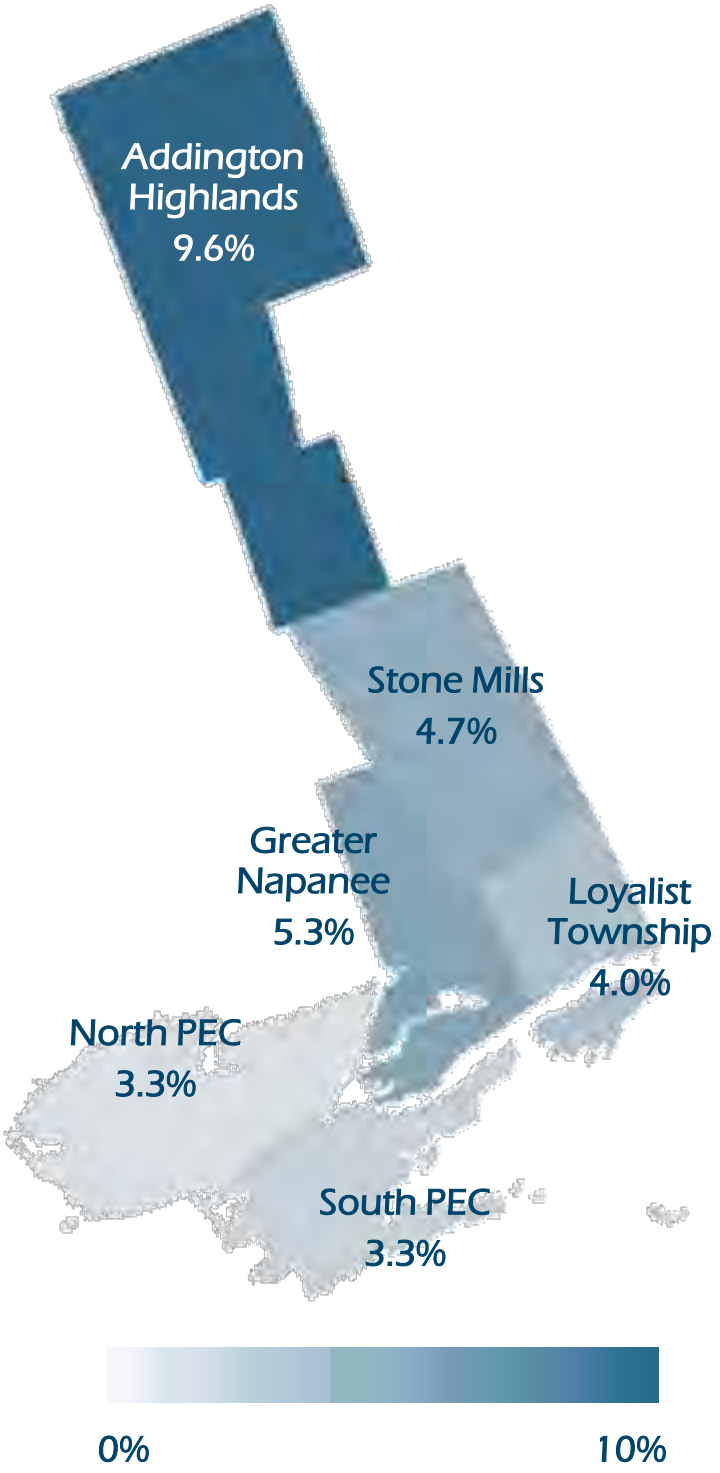


Indigenous identification and self-identification are complicated and have a complex history in Canada. Research shows that there is a high percentage of Indigenous peoples who don't self-identify which needs to be considered as we understand Indigenous needs in our communities.

Addington Highlands has the highest representation of peoples in our service area, with 9.6% self-identifying in the 2016 Statistics Canada Census. Both zones in Prince Edward County have the lowest representation with 3.3% self-identifying in Prince Edward County as a whole, higher than the provincial average.

As our areas have a higher than average Indigenous population, it is important in our planning processes to prioritize meeting the unique needs of Indigenous families, specifically with those who have children aged 0 to 12. There is a strong diverse network of Indigenous Nations and cultures in our area, and PELASS will be committed to a strong relationship with Indigenous peoples based on collaboration and respect. The Truth and Reconciliation Commission of Canada report called for the development of culturally appropriate childhood education programs and PELASS will play a part in working towards this goal.

% of Population that Self-Identify as Indigenous



Families and Income

Our communities have varying family compositions that can have a large impact on outcomes for families and their children. 9,800 families with children live in Prince Edward-Lennox and Addington in 2016, with each family having different structures, needs and priorities. Of these families, 26% of families are lone-parent families, while 74% were couples with children[10]. Children who are raised in couple households versus single-parents have a economic advantage as couples have a significantly higher income than lone-parent families.

Family Composition and Income

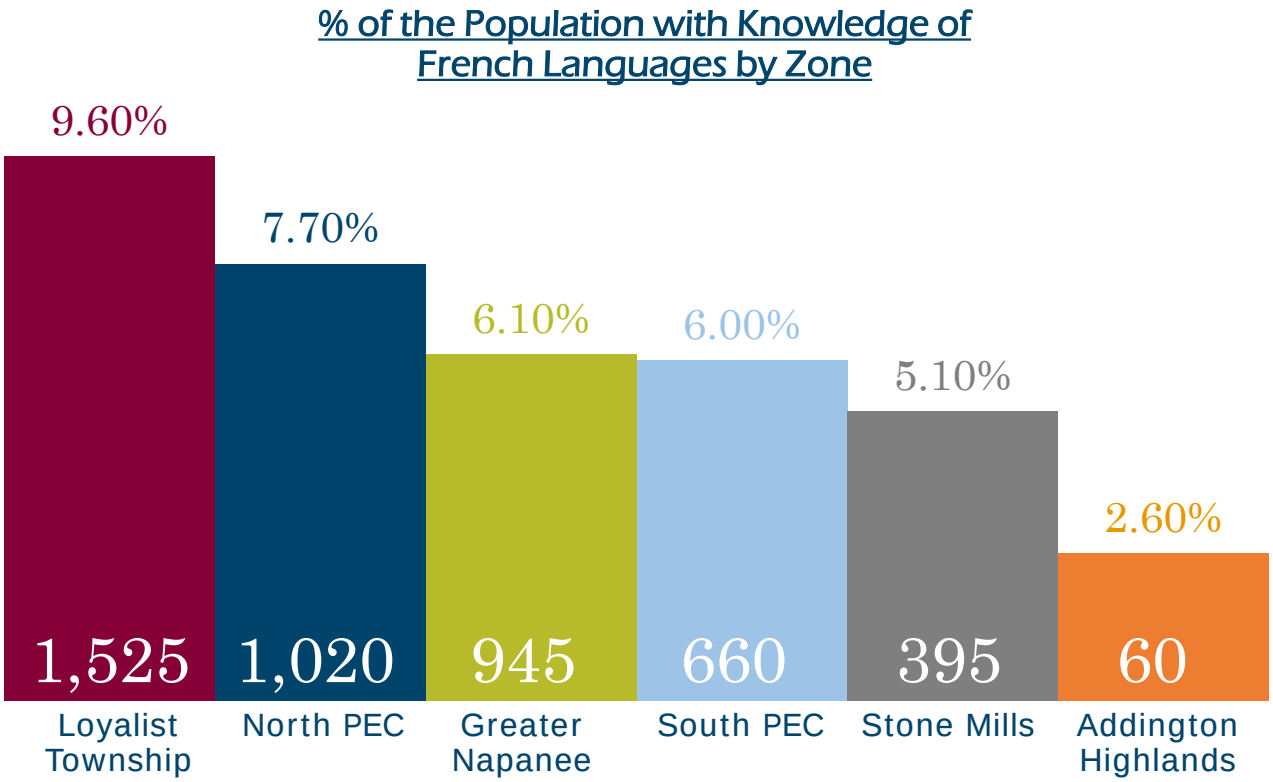
	Addington Highlands	Greater Napanee	Loyalist Township	North PEC	South PEC	Stone Mills
Families with children	280	2,345	2,690	1,765	1,460	1,260
Couples with children	200	1,690	1,970	1,410	1,000	1,015
Lone-Parent families	80	655	720	355	460	245
Median total income of couple families with children	$75,456	$102,633	$111,168	$110,886	$89,663	$106,189
Median total income of lone-parent families	$33,440	$44,211	$53,862	$51,296		$53,376

Income levels across the community are important to understand as we plan for programs and services as the costs of raising a child are rising. The average cost of raising a child is $12,825 per child, per year[11] and in Prince Edward-Lennox and Addington 50% of families with children have more than one child resulting in monthly costs of over $2000 to raise their children.

As we plan for the next five years, we will consider the effects that income may have on the experiences and opportunities our children have in programs and services. We will ensure that all families and children have access to safe, stable and nurturing relationships and environments.

Language

In Prince Edward-Lennox and Addington, English is the most common language spoken, with a small percentage of people speaking French regularly at home. According to the 2016 Statistics Canada Census, there are 4,605 individuals who identified that they have knowledge of the French language. This makes up approximately 6.8% of our communities population, an increase of 5% since 2011[12].



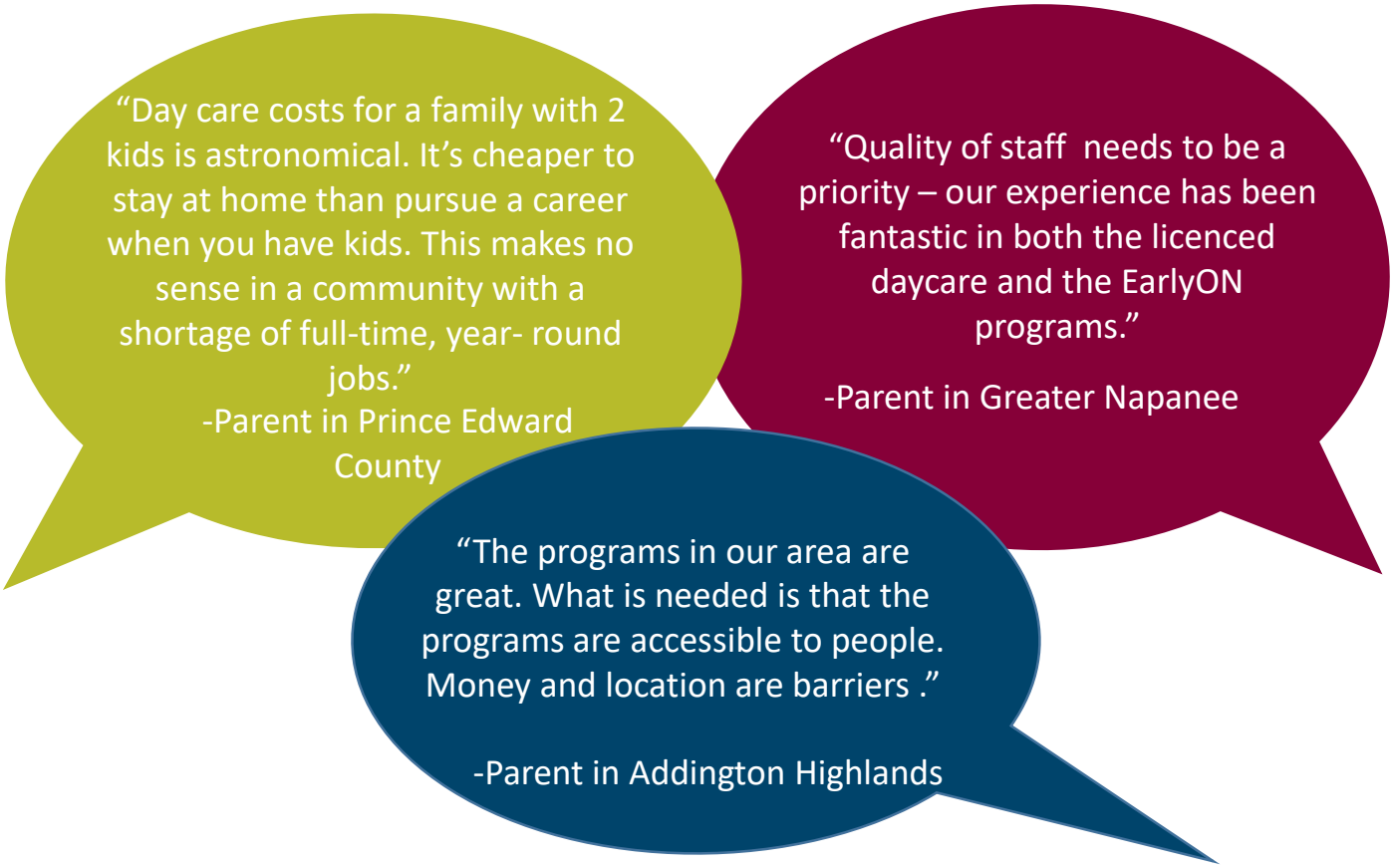
Loyalist Township has the highest proportion of the population, with 1,525 identifying on the Statistics Canada 2016 Census that they have knowledge of the French language, while Stone Mills and Addington Highlands, report the lowest.

As programs and services are provided over the next 5 years, we will continue to ensure that Francophone services are available to families who are interested in these types of programs. It is important to celebrate Canada's rich French heritage, and to ensure that young children have the opportunity to learn other languages in our area.

Our Services

Within Prince Edward-Lennox and Addington there are a wide range of programs and services available to families and children aged 0 to 12, including child care services, early learning programs, before/after school programs, summer camps and supports for children with special needs. We engage with 3rd party operators through a service agreement to deliver these services and work collaboratively with our partners to ensure programs are responsive to the needs of families and our communities.

We play a central role in planning and developing additional capacity, increasing access, enhancing affordability and ensuring quality in our early years and child care programs and services. This section will provide an overview of existing programs and services in the early years and child care sector while providing an analysis on the impact the sector has on our communities, our families and most importantly our children.



Existing programs and services vary by planning zone, and the needs of the families and children in these zones also range. This section will look at programs and services across Prince Edward-Lennox and Addington, but will also focus on the availability in each zone.

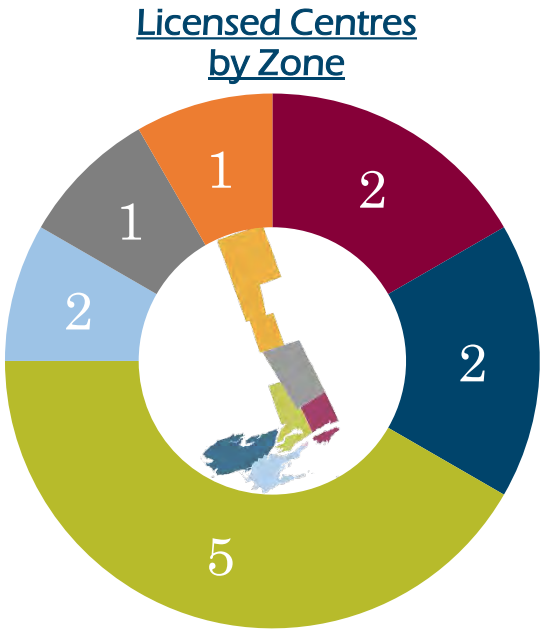
Licensed Centre-Based Child Care

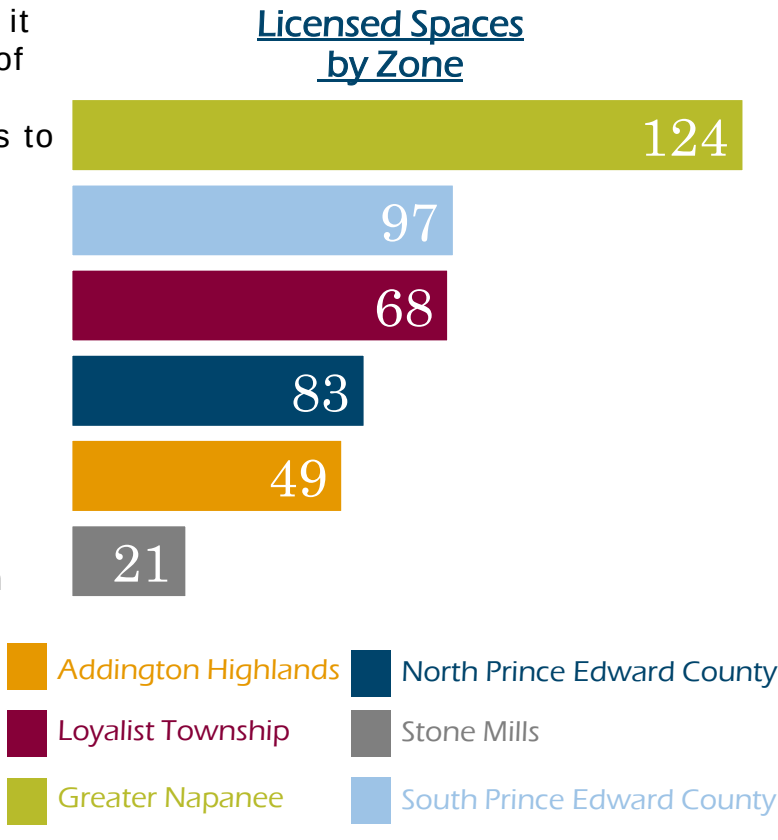
Licensed centre-based child care spaces are available to families in Prince Edward-Lennox and Addington to promote children's physical, emotional, social and cognitive development while encouraging parents to participate in the local workforce. Licensed centre-based child care is available for infants, toddlers and preschoolers in our communities and operate in a variety of locations including schools and stand alone facilities.

As of December 31st, 2019 there are 13 licensed centres operating 412 infant, toddler and preschool spaces. In each zone there is a licensed centre, however as the charts demonstrate, the number of spaces and centres may not be equitable in each of the zones. Licensed centre includes daycares and nursery school programs.

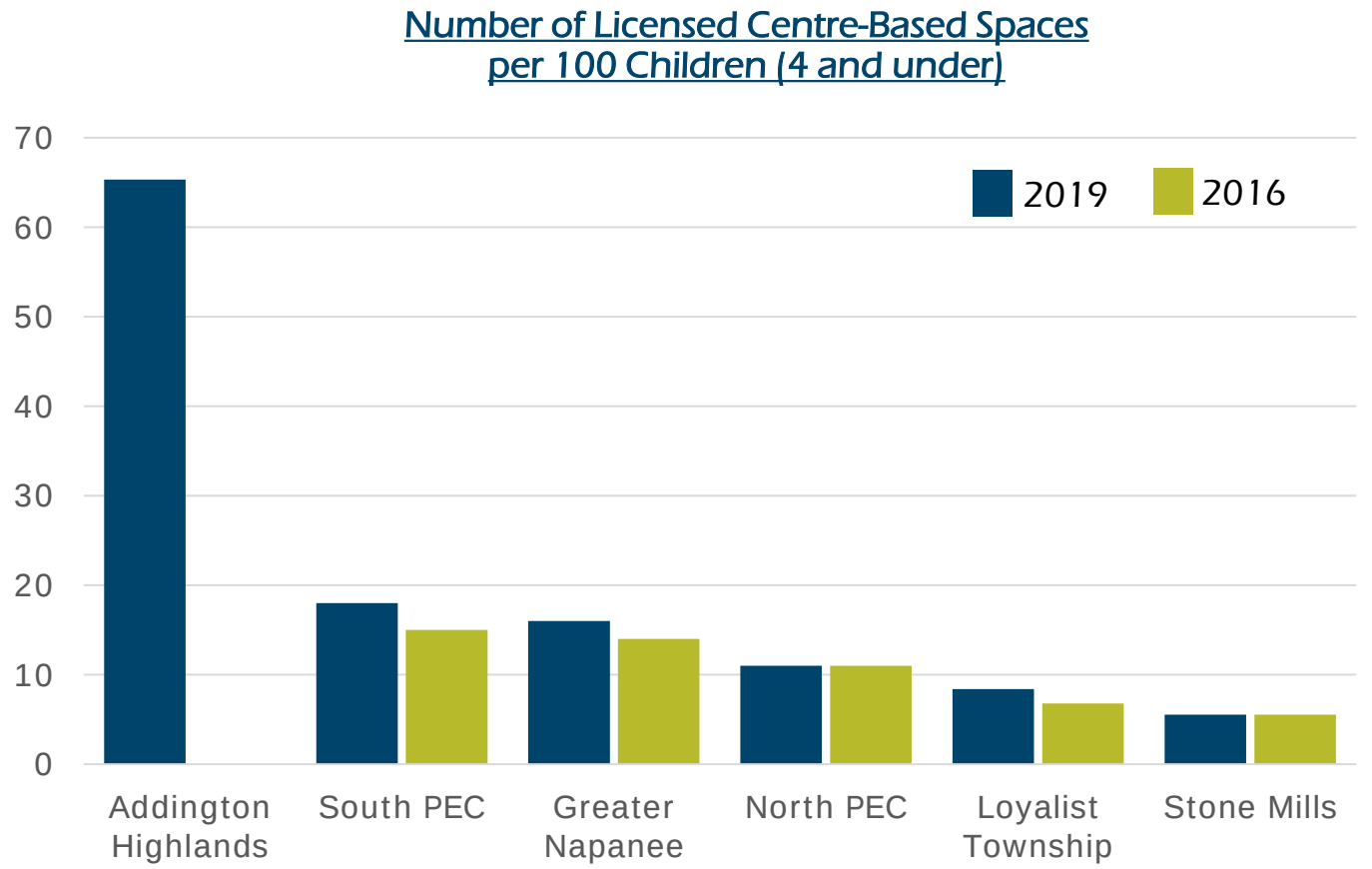
As many of our communities are rural, the location of spaces is very important. When parents were asked what is most important to them when considering programs and services for their children 42% referenced location. This is a high percentage when considering that parents weren't given a list of things important, it is what came to their mind. A majority of parents who live in our communities commute to nearby cities and townships to work, making convenient locations of licensed centres mandatory.

Number of spaces is also significant to consider when focusing on licensed centre-based care. The lack of centre-based spaces can be a significant challenge for families. Families who aren't accessing licensed child care in our communities identified that lack of spaces is something that prevents them from accessing licensed care. This may be more prevalent in some age groupings, depending on the community the resident lives in.





Since 2016, various child care centres have opened and closed in our communities. This has been a result of school closures, changing priorities, needs evaluation and other reasons. In 2019, a child care centre opened in Addington Highlands which made licensed care available to families in an area that previously had limited access to licensed care. As the chart below illustrates, Addington Highlands is the sole zone that has seen a significant change in number of centre-based spaces per 100 children. By creating spaces in a lower populated zone that had not previously had licensed centre-based care available, we have been able to substantially increase the proportional number of spaces in this area.



In March 2019, funding was provided to expand licensed spaces in Picton by 32, resulting in 18 licensed spaces per 100 children aged 4 and under for South Prince Edward County.

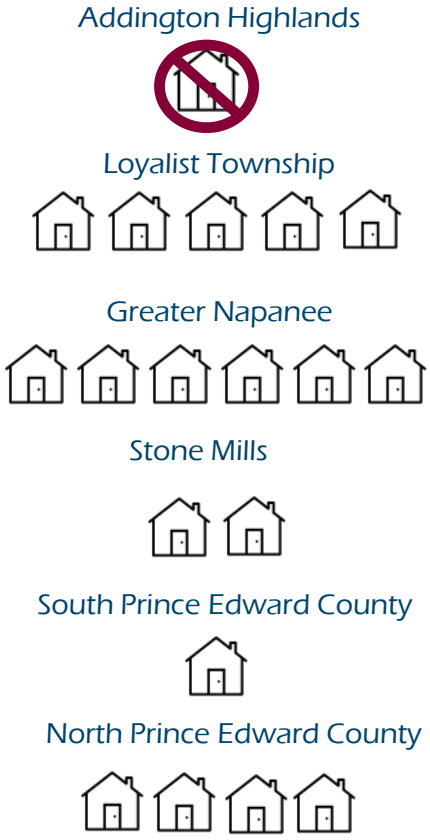
In 2019, our focus was on creating additional spaces in Loyalist Township and Stone Mills. PELASS was successful in accessing $1.57 million in capital funding to build a new custom-built daycare centre in Amherstview, a rapidly growing community in Loyalist Township. Additionally, PELASS is working towards the creation of a community hub located in the former Yarker Public School in Stone Mills for the purpose of child care and early years programming. These are two on-going projects that aim to create equitable services in these two zones, and PELASS will ensure to provide updates with the public during the development process.

Licensed Home Child Care

In Prince Edward-Lennox and Addington there are two licensed home child care agencies with a combined licensed capacity of 36 homes. As of the end of 2019 there were 13 licensed home child care providers in the County of Lennox and Addington and 5 in Prince Edward County. If both home child care agencies in Prince Edward-Lennox and Addington were to run at full capacity, there would be approximately 216 spaces available through licensed home child care.

Licensed home child care is an option available to parents, and in many cases may be a more suitable fit. Throughout the community consultation, flexible hours was highlighted as a need in our communities to overcome some unique barriers related to non traditional work schedules. Of those families who aren't accessing child care services, close to 30% stated they weren't accessing due to the hours of operation. This was the second highest response, behind cost. In some cases, home child care in Prince Edward-Lennox and Addington may be a better option for these families that may not be able access Monday to Friday care as providers may provide care 24 hours a day, 7 days a week.

Licensed Home Child Care Providers by Zone (As of December 31, 2019)



Licensed Care Cost

During the community consultations, a common theme that was discussed was affordability. Caregivers, providers and community members noted the importance of achieving an affordable licensed child care system. When asked what is most important when considering programs for their children, cost was the most frequent response, and it was also the most common reason of what prevents families from accessing licensed care, with over 40% stating that as a reason.

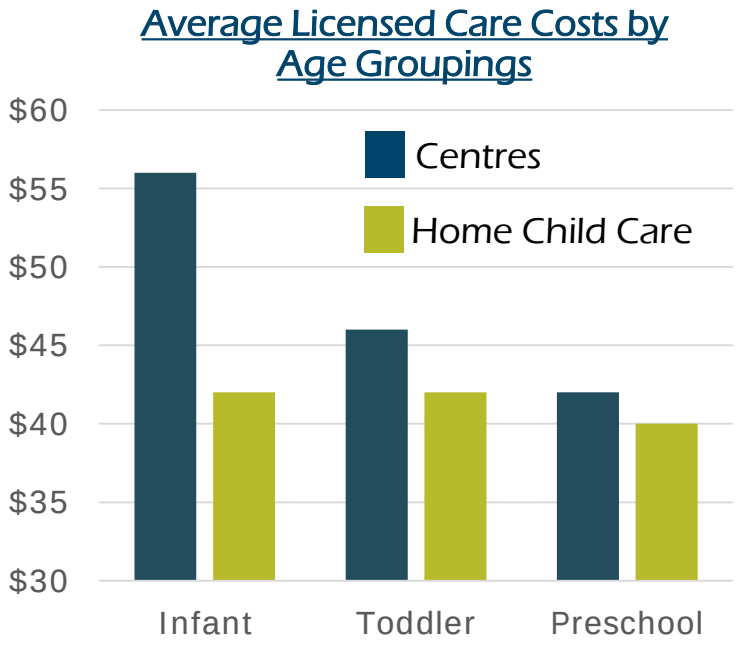
Reasons for not accessing:	Cost	Hours of Operation	Location
	42%	29%	20%

In 2018, Dr. Gordon Cleveland and Cleveland Consulting released a report, *Affordable For All: Making Licensed Child Care Affordable in Ontario*. The report provides a comprehensive analysis of alternate funding and policy options, and recommends steps forward that can dramatically improve child care affordability for families. In the report, affordability was defined as:

> *"Licensed child care is considered 'affordable' if a family can access it for their 0-6 year-old children for less than 10% of after-tax, after-benefit family income. If licensed child care costs 10% to 19.99% of net family income, we call it 'unaffordable'. if purchasing licensed child care costs 20% or more of total family income after taxes and benefits, licensed child care is 'completely unaffordable' for that family[13]."*

Using this definition of affordability, we have looked at affordability of licensed child care fees in Prince Edward-Lennox and Addington. In 2019, the average cost for licensed care at a centre is $54.00 for infants, $42.00 for toddlers, and $39.00 for pre-schoolers. For licensed home child care, the average costs are $45.00 for infants, $43.00 for toddlers and $41.00 for pre-school spaces.

Therefore, the average cost of care between all age groupings and licensed options in Prince Edward-Lennox and Addington is $44.00 per/day. Within Ontario, there is a wide range of average costs which makes it necessary to focus on the costs within Prince Edward-Lennox and Addington in comparison to family household income to assess child care affordability. As a comparison, the Cleveland Report identified that the average fees across Ontario range from $44.67 - $68.67 per/day.



With the average child care cost being $44.00 per day, for full time care it will cost families approximately $11,484 a year for one child. When we compare the median after-tax income for economic families, we can see that households are spending a high percentage of their income on child care. The median after-tax income for economic families in Prince Edward-Lennox and Addington is $52,692.88. This reported median-after tax income does not include the top decile. It does not include the top decile because these households will be reporting an after-tax income over $100,000; making child care affordable on a one child per household basis.

Therefore based on average child care costs and the median after-tax income, households are currently spending approximately 22% of their household income on child care on a one child per household basis. Considering that approximately 50% of families, reported in the 2016 Statistics Canada Census[14], have more than 1 child; the costs of full-time care can be much higher. When we compare the median after-tax income for economic families in Prince Edward-Lennox and Addington, we can see that households are spending a high percentage of their income on child care, making licensed care "completely unaffordable."

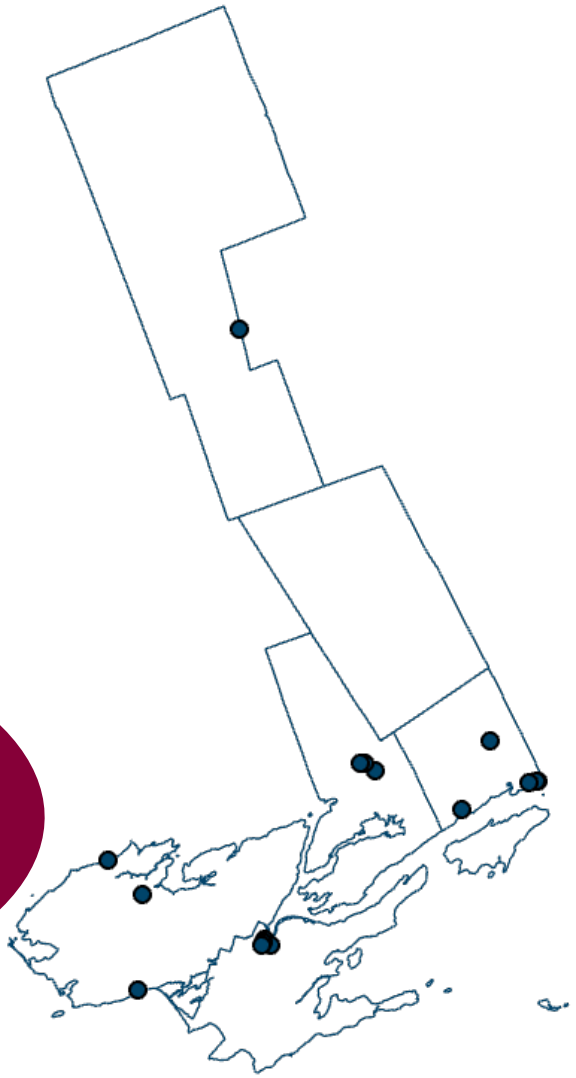
Licensed Before-and-After School Programs

Before-and-after school programs are offered to kindergarten and school-age children outside of school hours. Providing a stimulating environment outside of school hours through the before-and-after school care not only helps align with parents and caregivers work schedules, but also promotes learning and development.

In Prince Edward-Lennox and Addington there are 16 before-and-after school programs offered across the area as seen on the map. There are some schools within the area that do not run before-and-after school programs, resulting in some parents having to find alternative care. PELASS works collaboratively with the school boards to identify the need and demand for before-and-after school programs.

The average cost of care is $20.00 for both before and after school care; families who qualify can receive assistance for these through the fee subsidy program. As 14 of the 24 schools in Prince Edward-Lennox and Addington do offer before-and-after school programming there is possible opportunity for expansion of more before-and-after school care.

Before-and-After School Programs in PELA



"Overall, we have had very positive experiences with our providers. Their jobs are challenging and it provides a lot of comfort to know our kids are well cared for while we're at work."

-Parent of a child in before/after school program

Special Needs Resourcing

We are committed to an inclusive child care system that promotes positive and healthy environments for all children. To ensure the inclusion of every child who needs extra support, together with our community partners, we provide enhanced services to children, their families, staff and providers in licensed child care programs. Various agencies are funded by PELASS to provide supports for children with special needs seeking or attending licensed child care in Prince Edward-Lennox and Addington.

A child with Special Needs means a child whose cognitive, physical, social, emotional or communicative needs, or whose needs relating to overall development, are of such a nature that additional supports are required for the child[15]. Special Needs Resourcing supports are made available by PELASS to:

- *Hire or acquire the services of a resource teacher, including salary and benefits, to support the inclusion of children with special needs;*
- *Allocate enhanced support funding to child care operators so that they can hire non-ratio staff to support the inclusion of special needs children in the program;*

> *"Living in a small rural town, it can be difficult to find any type of daycare and we are concerned that we will have a very difficult time finding a day care that is inclusive."*
>
> -Parent in Prince Edward County

- *Provide professional development opportunities to support staff in licensed child care settings with special needs children; and*
- *Purchase or lease specialized/adaptive equipment and supplies for use/loan to child care operators to support children with special needs.*

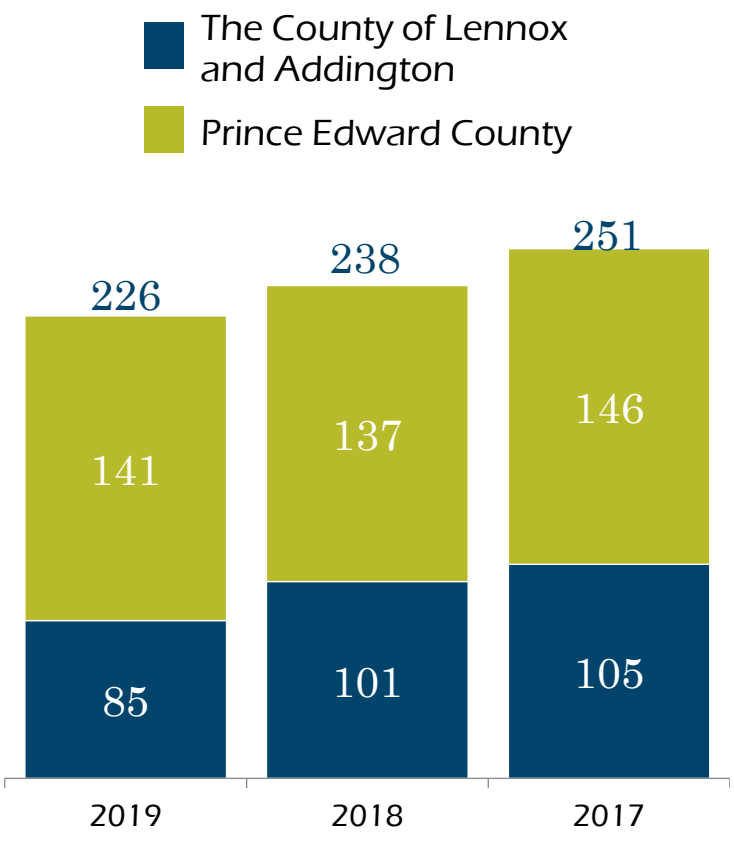
In Prince Edward-Lennox and Addington, there were 226 children served in 2019 through the Special Needs Resource funding, a decrease compared to previous years. More children were served in Prince Edward County despite having a significant lower number of children aged 0 to 12.

The number of children who are served have been broken down into two age categories, 0 to kindergarten and children aged 5.8 years to 12 years. Since 2016 there has been an increase in those children aged 5.8 to 12 years which can be seen as a result of the caseload progressing to older age categories.

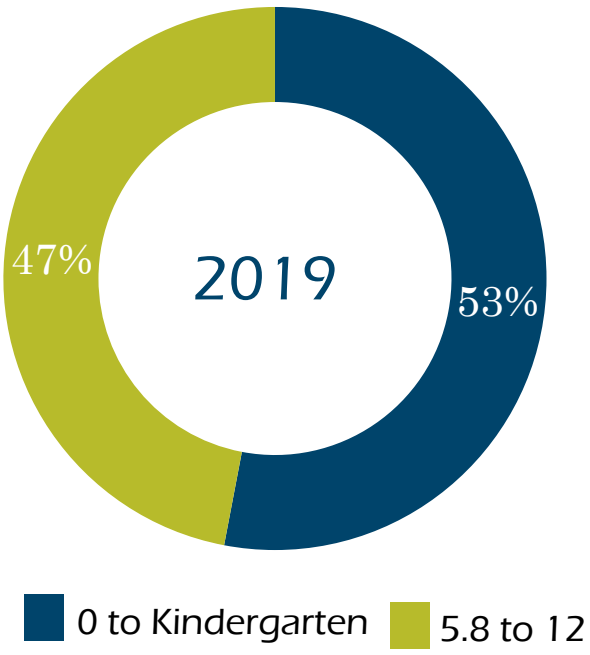
As we plan for Special Needs Resourcing, we will ensure that funding is utilized in both counties to ensure consistent services across the service area as a whole. In order to plan and utilize future Special Needs Resource funding, we will work towards a thorough effort in understanding the full picture of special needs in our community.

This will entail engaging with special needs resource providers, parents of children with special needs, and children themselves. We will make an effort to ensure that the funding we receive for special needs resourcing is optimized and that all of our centres are inclusive to all children while promoting positive and healthy environments.

Number of Children Served through SNR by County



Percentage of Average Number of Children by Age



EarlyON Child and Family Centres

PELASS is responsible for the local management of EarlyON Child and Family Centres in our area. EarlyON Child and Family Centres offer free drop-in programming for caregivers and children from birth to 6 years old. The programs are open to all families in Prince Edward-Lennox and Addington and are welcoming places that offer a range of services including, but not limited to:

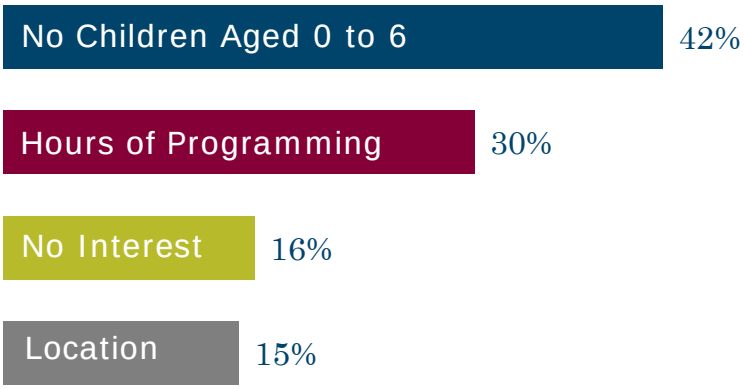
- *Fun activities, including reading, story telling, sing-alongs, games and more;*
- *Providing advice to parents and caregivers from professionals trained in early childhood development;*
- *Making connections for family to help them learn about services in our communities;*
- *Connecting parents and caregivers to other families with young children.*

To ensure that children, parents and caregivers have access to the same suite of high quality core EarlyON services, PELASS has selected a lead agency to manage and operate EarlyON Child and Family Centres in Prince Edward County and the County of Lennox and Addington. The lead agencies were selected based on their demonstrated expertise, knowledge and capacity to deliver early years programs. As demonstrated, each zone has different family compositions and demographic profiles which result in varying needs and priorities as it relates to child and family programs.

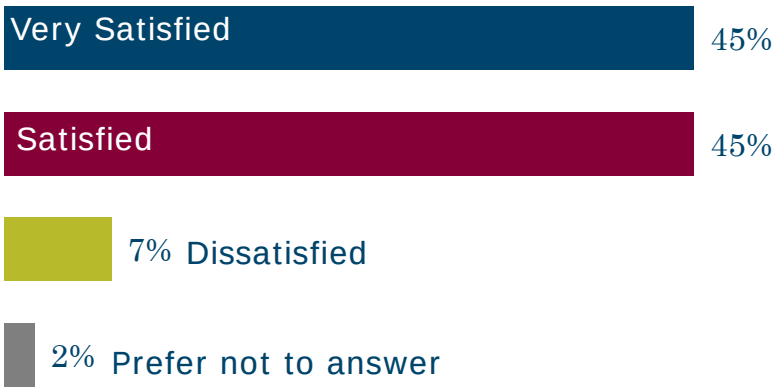
It is important to understand why residents may not be using the services that are available to them, and to know if users are satisfied with the programs and services that are being offered. Programming varies by zone and certain factors can effect availability and quality of the programs offered. EarlyON providers work in collaboration with various community partners to offer different supports including child care information, early literacy support, family support, parent and caregiver resources and workshops, information on pre and postnatal supports and playgroups. Over the next 5 years, we need to ensure that families are aware of the programs being offered and that the programs align with the needs of our children.

Based on the community needs assessment a large percentage of the population have heard about EarlyON Child and Family Centres, with 85% of respondents stating that they were aware of EarlyON before completing the survey. Of those who were aware of EarlyON programming, 44% had not visited an EarlyON program in the past year due to various factors. The most common responses are highlighted in the charts**.** As a large geographic area, hours and location of programming are critical in ensuring parents have access. As locations and hours are determined, quality and user satisfaction is also critical.

What has prevented you from visiting an EarlyON Centre?



How satisfied are you with EarlyON Programs and Services?



Of the 15% of parents and caregivers that said they weren't aware of EarlyON programs and services, 48% stated they were likely to visit an EarlyON Centre in the future, 16% said they were unlikely, and the remaining 36% were unsure if they would visit an EarlyON Centre. Parents and caregivers who do use EarlyON Child and Family Centres are pleased with the programs and services. Of those who have visited a program 90% were at least satisfied with the services, while 7% were dissatisfied.

The chart below shows the 2019 average hours a week of EarlyON programming in each zone compared to the population of children 0 to 6 and the population density of children in each zone.

Average Hours a Week of EarlyON Programming by Zone

Zone	Average Hours a Week of EarlyON Programming	Population 0 to 6	0 to 6 Population Density per Square Kilomtre
Addington Highlands	13 Hours	120	0.09
Greater Napanee	19 Hours	1,030	2.23
Loyalist Township	18 Hours	1,175	3.45
North PEC	12 Hours	695	1.18
South PEC	26 Hours	590	1.28
Stone Mills	10 Hours	530	0.75

Weekly programming may change month to month depending on space availability and the time of the year. PELASS intends to work towards an early years system that offers centre-based services in each of these 6 zones. EarlyON currently has a physical centre presence in three of the six zones; Greater Napanee, Loyalist and South Prince Edward County. We are in the process of establishing a centre in Stone Mills making it possible to expand programming in this area. Addington Highlands and North Prince Edward County, will be a focus moving forward over the next 5 years to understand the need and demand of establishing physical space. Despite not currently having physical centres in three of the zones, PELASS has utilized mobile services to ensure that all families have access to programs and services. Within the service area, mobile programs and services have been effectively used to serve all rural areas.

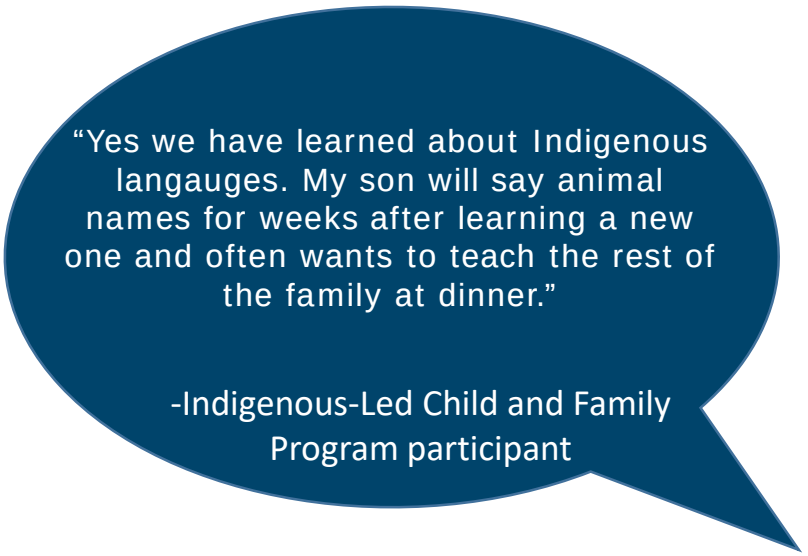
Addington Highlands has the highest rate of hours compared to 0 to 6 population, but it also has the lowest population density for children making it more effective to have mobile services that can serve the large geographic region. Greater Napanee and Loyalist Township have the highest populations and population density, making it easier for families to travel in these areas to visit EarlyON Centres. North and South Prince Edward County are similar in both population and population density, but South Prince Edward County has a much higher availability of weekly EarlyON programming. This is a result of space in Picton being designated EarlyON space, making it viable to run programming on a more frequent basis. Stone Mills is a rural zone with a fairly high 0 to 6 population, but lower weekly hours of EarlyON programming. By establishing designated space in Yarker, a community in Stone Mills, we are moving towards more equitable services in this zone.

Indigenous-led Child and Family Program

The KAHWA:TSIRE (GAH-WA-GEE-RAY), the Mohawk word for Family, program is an innovative child and family program that uses several approaches to enhance awareness of Indigenous culture and language through culturally relevant programs available for our communities.

Program staff deliver new child and family programming and also join existing EarlyON programs to enhance awareness of Indigenous culture and language. Also through this funding, the *Come Walk in my Moccasin's* e-newsletter is maintained. Come Walk in my Moccasin's is a free monthly e-newsletter for parents and educators of young children that share information about Indigenous cultures, languages, teachings, stories and activities that readers can do at home or in teaching settings. The purpose of the programming, including the e-newsletter is to build responsive adult-child relationships, foster greater opportunities for Indigenous children to learn about their culture and language from an early age and support improved outcomes for Indigenous children through healthy child development.

The Kahwa:tsire has programming available in five of the six zones. Stone Mills is currently the only zone without Indigenous-led programming and it will be a priority to ensure that programming is expanded to this area. By increasing access to Indigenous teachings all of our families can build trusting and respectful relationships with Indigenous peoples.



The Come Walk in my Moccasin's e-newsletter has 411 subscribers, and has proven to be a valuable and convenient resource for parents, caregivers, educators and other community members to use to celebrate and learn Indigenous languages and culture.

The impact of both the directly delivered programs and the e-newsletter is not only demonstrated by the number of participants at programs but by the outcomes of the program itself. Community members across all three CMSMs have emphasized the positive impacts of the programming which is illustrated by completed surveys that identified high likelihood of participants to recommend the program, positive views of the program itself and the identified learning outcomes of Indigenous languages and cultures.

Our Children

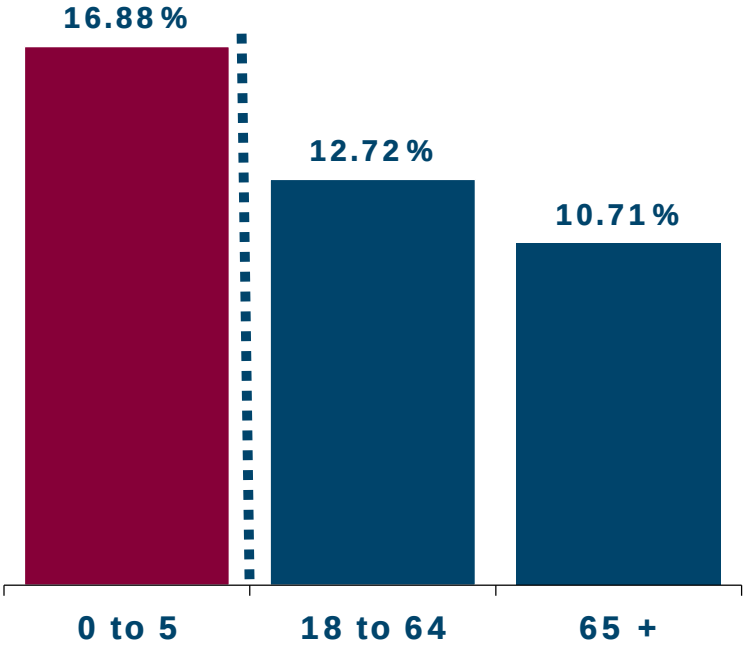
Within Prince Edward-Lennox and Addington, there are over 8000 children aged 0 to 12 and each child has different early childhood experiences, developmental health and outcomes throughout the early years. This section will help understand the current picture of children and their development at the population level for all children in Prince Edward-Lennox and Addington.

Numerous studies have shown that early vulnerability predicts a child's lifelong health, learning and behavior. Therefore it is important to understand how the current experiences and environment of children in our communities may impact their continued development and future outcomes.

Low-Income Households

Higher income is almost always associated with better outcomes for children. This is true regardless of the measure of income employed, the assumed functional form of the relationship between income and child outcomes, the age of the child, or the type of child outcome being studied[16].

It is important to understand income levels in our communities and potential vulnerabilities to child development as a result of lower levels of income in certain areas. In Prince Edward-Lennox and Addington the 2016 Statistics Canada Census reports a 16.88% prevalence of low income for children aged 0 to 5, 3% lower than the provincial average of 19.8%. This is based on the Low-income measure, after tax (LIM-AT). LIM-AT refers to a fixed percentage of median-adjusted after-tax income of private households. When the unadjusted after-tax income of households pertaining to a person falls below the threshold applicable to the person based on household size, the person is considered to be in low income according to LIM-AT[17].



The total prevalence of low-income based on the LIM-AT for the total population is 12.72%. This means that there is a higher prevalence of low-income for children aged 0 to 5 in our communities compared to other age groups. There is a higher prevalence in lone-parent households and in some zones of low-income children which can create barriers in positive outcomes for these children and their families.

Low-Income Households by Zone

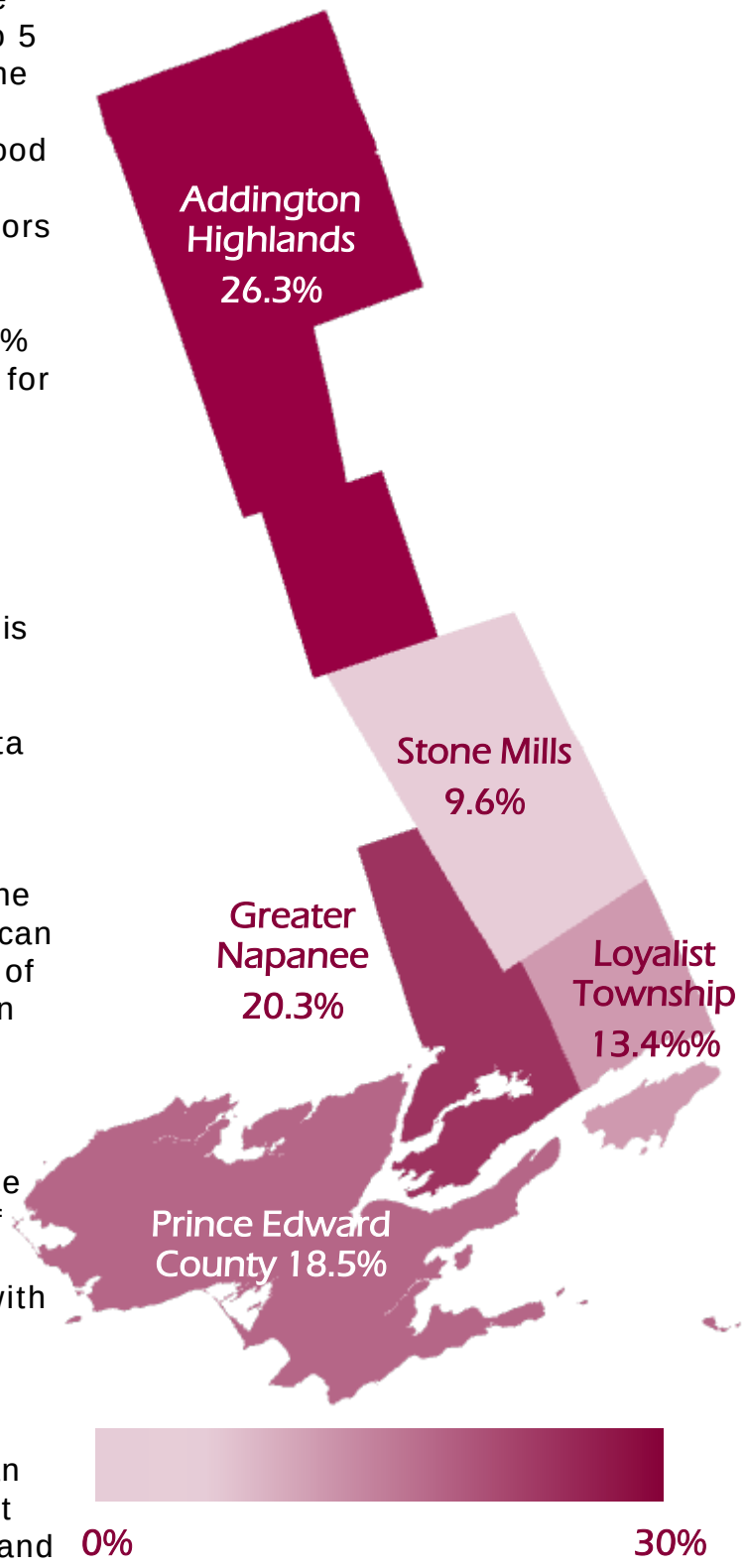
Within Prince Edward-Lennox and Addington, Addington Highlands has the highest prevalence of children aged 0 to 5 living in low income with over 25% of the population. This is consistent with other financial data including the Neighbourhood Financial Health Index (NFHI) which analyzes income, debt and asset indicators to provide an in-depth view of financial health by area. Based on the NFHI, Addington Highlands is in the lowest 15% of Canada's 5000 Census Sub-Divisions for Financial Health. As a comparison, the other 4 municipalities in Prince Edward-Lennox and Addington are all in the top 30%[18].

Greater Napanee is the other zone that is higher than the provincial average with close to 20% of children living in low-income based on the LIM-AT. Due to data being suppressed the prevalence of low income in Prince Edward County is reported as a whole and shows that approximately 18% of children across the area as a whole live in low-income. We can assume based on the higher proportion of lone-parent families and lower income in south Prince Edward County that there would be a higher prevalence.

Stone Mills and Loyalist Township are the two zones with the lowest prevalence of low income which is consistent with the higher household incomes for families with children.

There is a link between socioeconomic status and child outcomes, so as we plan for the next five years it is essential that we understand the significance income and low-income status may have on child and family well-being.

Prevalence of Low-Income for children aged 0 to 5 by Zone



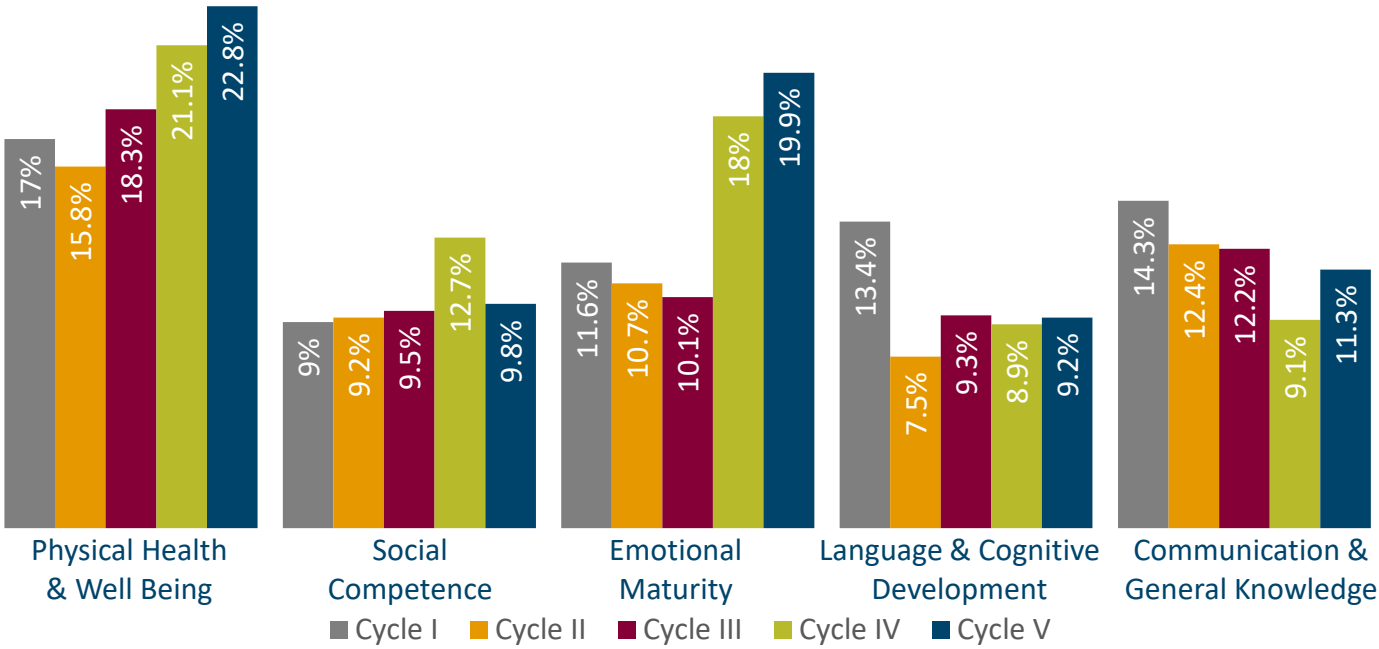
Early Development Instrument

The Early Development Instrument (EDI) was developed to measure children's ability to meet age-appropriate expectations at school entry and developmental health. It connects the conditions of early childhood experiences to learning outcomes and future successes. The EDI is comprised of five developmental domains that represent the critical components of child development: physical health and well-being; social competence; emotional maturity; language and cognitive development; and communication and general knowledge. The EDI reports on the percentage of children considered vulnerable across the five domains. Higher vulnerability indicates that a greater percentage of children are struggling. The EDI uses the 10th percentile for vulnerability because it captures all the children who are struggling, even those whose struggles may not be apparent[19].

EDI by Cycle

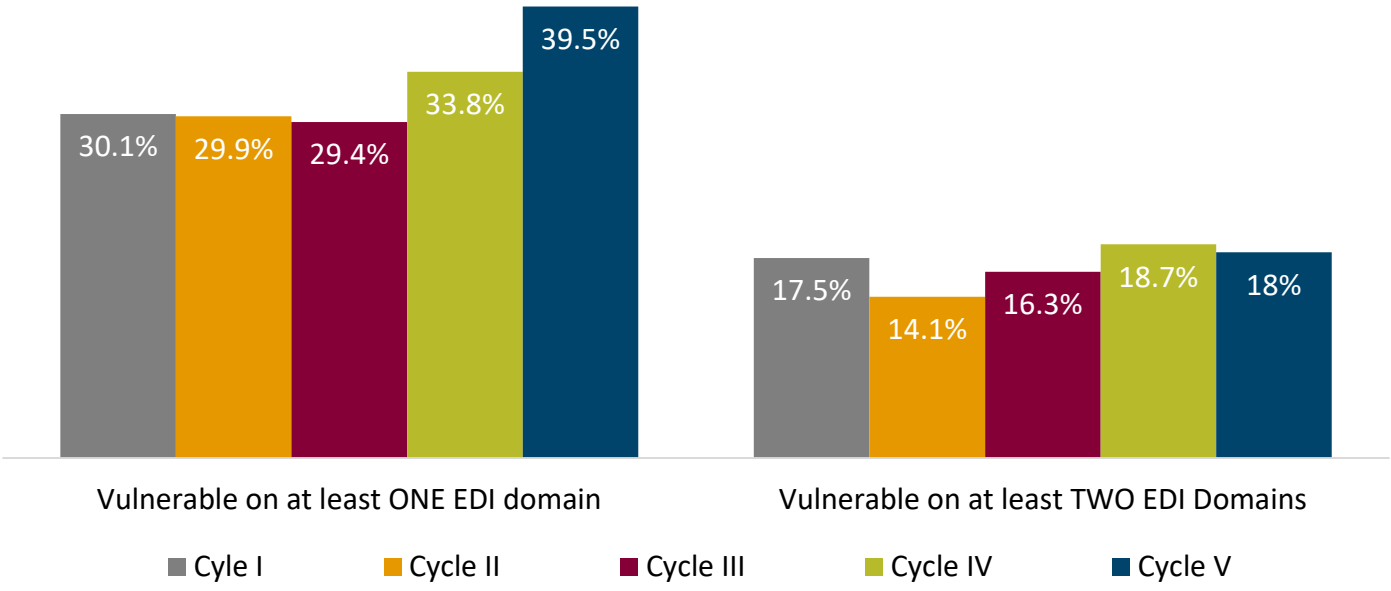
The EDI was managed by the Ministry of Children and Youth Services between 2003/2004 to 2011/2012, while the Ministry of Education sponsored the EDI collection in 2014/2015 and will continue to sponsor the EDI. By collecting EDI data by cycle, an understanding of children's developmental health can be evaluated over time. Examining how children are doing over time is important for mobilizing stakeholders towards change. By reviewing the trends, community stakeholders can focus efforts towards strengthening these areas, and evaluating the impact of this efforts. The following charts show the percentages of children vulnerable in Prince Edward-Lennox and Addington.

Cycle	Years
Cycle I	2003/2004 2004/2005 2005/2006
Cycle II	2006/2007 2007/2008 2008/2009
Cycle III	2009/2010 2010/2011 2011/2012
Cycle IV	2014/2015
Cycle V	2017/2018



In Prince Edward-Lennox and Addington, there has been an increase in percentage of children vulnerable across four of the five domains with social competence being the one domain that has recently seen a decrease. Social competence, language and cognitive development and communication skills and general knowledge are three domains that are seeing a lower percentage of children presenting as vulnerable, compared to the other domains. In Cycle IV, the percentage of children vulnerable in emotional maturity had a significant increase which has continued in Cycle V. This is a concern for Prince Edward-Lennox and Addington, and must be further analyzed to determine what has caused this notable increase.

Percentage of Children Vulnerable in Prince Edward-Lennox and Addington



An evaluation of the percentage of children vulnerable as a whole shows that the percentage of children vulnerable in at least one EDI domain has increased as of recently, but the number of children vulnerable in at least two EDI domains has slightly decreased.

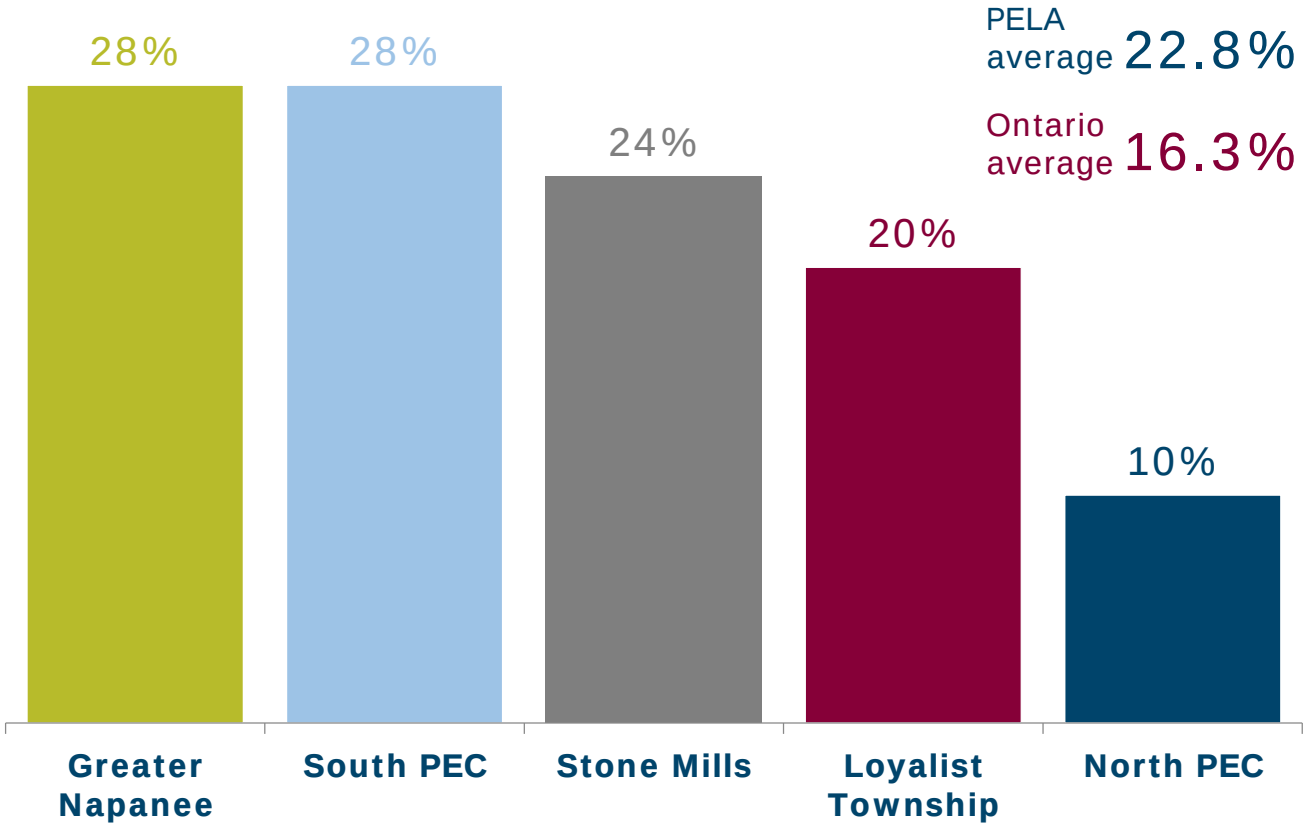
This is significant as research linking EDI findings to later educational data demonstrates that, on average, kindergarten vulnerability predicts ongoing vulnerability in the school system[20]. Therefore, PELASS will evaluate the factors impacting children's vulnerability and address these through programs and services that promote healthy child development.

EDI by Zones

A general overview shows that Prince Edward-Lennox and Addington are reporting higher than provincial averages of children identified as vulnerable. The following figures illustrate the percentage of children presenting as vulnerable by each domain, separated by the zones that make up Prince Edward-Lennox and Addington. Due to low reported numbers of children completing the EDI, the numbers for Addington Highlands have been suppressed. The graphs compare the reported numbers in the areas to the average of Prince Edward Lennox and Addington and to the provincial average in Ontario. Serving a large geographical area, PELASS understands that there are different priorities and vulnerabilities for children across the region, and using EDI data can help in planning for children's services and programs at the local level.

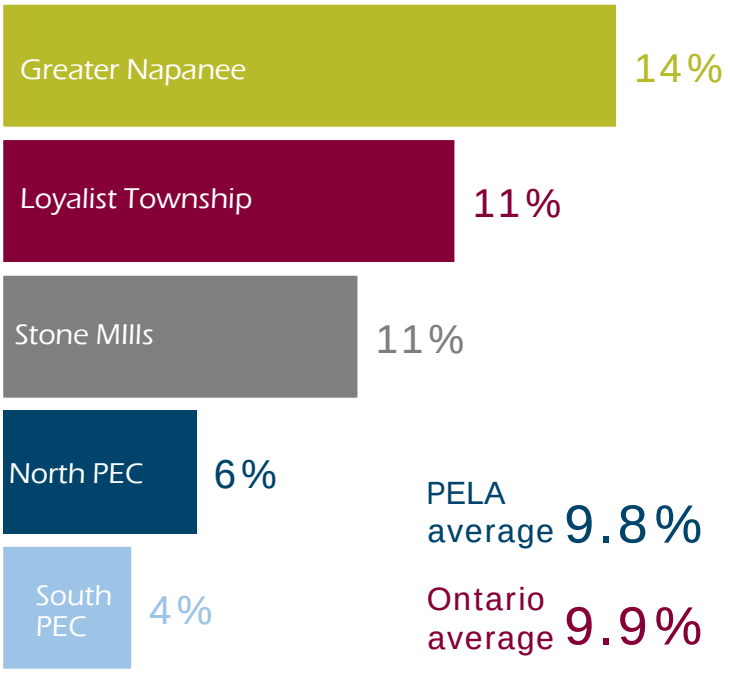
Physical Health and Well Being

Physical Health and Well-Being includes physical readiness for the school day, physical independence, and gross and fine motor skills. In Prince Edward-Lennox and Addington, all areas except North PEC are demonstrating higher vulnerabilities compared to the Ontario average of 16.3%. The average across Prince Edward-Lennox and Addington being at 22.8% vulnerability. It is concerning that children in the area are not meeting their developmental milestones in physical health and well-being.



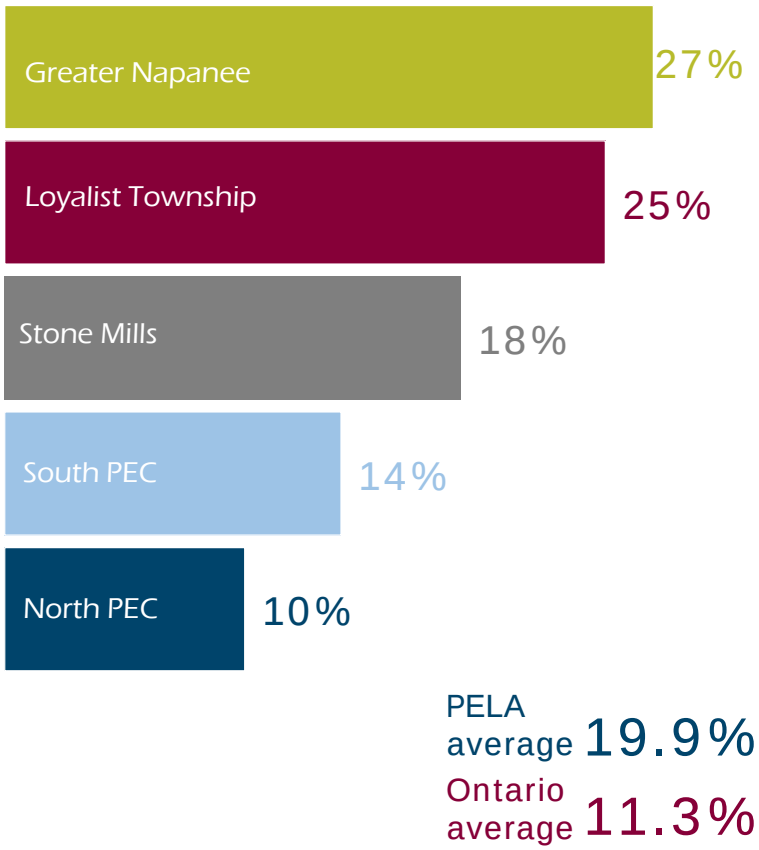
Social Competence

In the County of Lennox and Addington, Greater Napanee, Loyalist Township and Stone Mills showed a higher percentage of children vulnerable in social competence compared to Ontario, while both zones in Prince Edward County reported lower than provincial averages. Social competence includes, but is not limited to, curiosity about the world, eagerness to try new experiences, following rules, and the ability to play and work with other children. Despite three zones showing high vulnerabilities, all in Lennox and Addington the over all score in our service area is on par with the rest of the province.



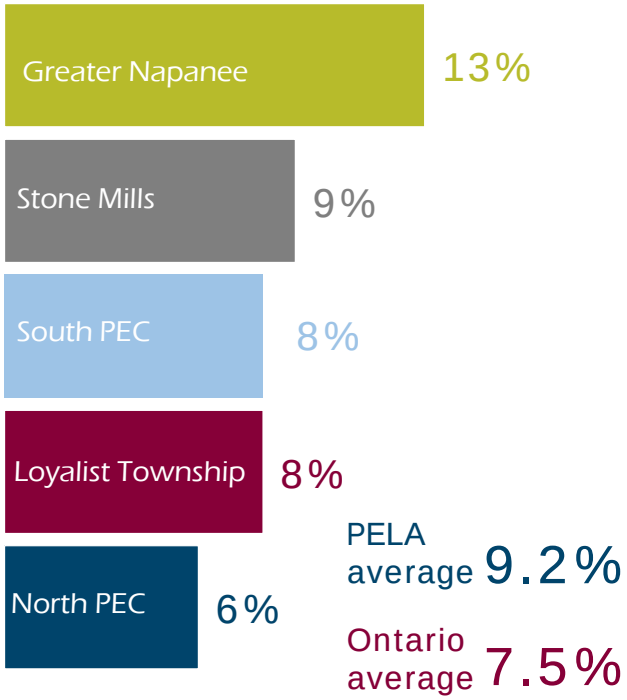
Emotional Maturity

In the domain of emotional maturity, all areas across Prince Edward-Lennox and Addington, except North PEC, reported higher percentages of children who are vulnerable compared to the provincial average of 11.3%. Emotional maturity includes the ability to reflect before acting, a balance between being too fearful and too impulsive, the ability to deal with feelings at an age-appropriate level and empathetic response to other people's feelings. The three zones in Lennox and Addington reported significantly higher percentages of child vulnerabilities compared to Prince Edward County.



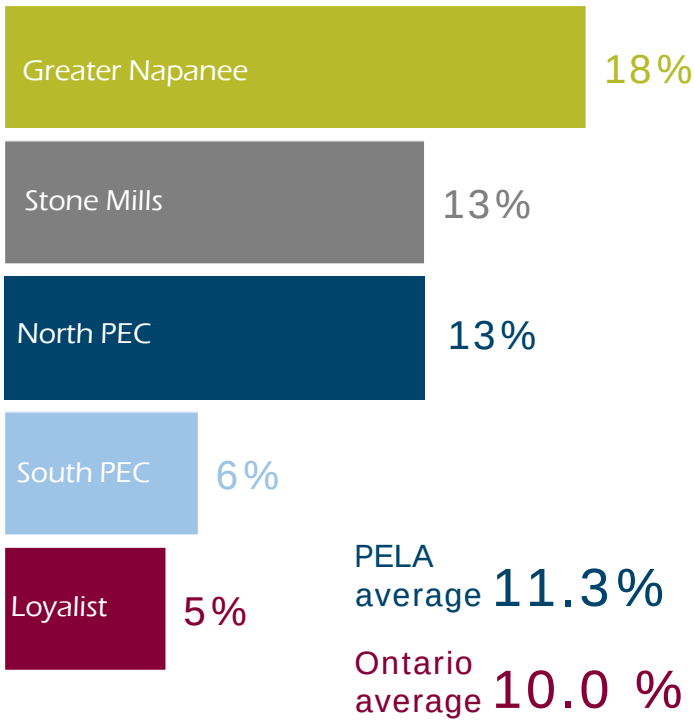
Language and Cognitive Development

In comparison to the other domains, Prince Edward-Lennox and Addington reported lowest vulnerability in language and cognitive development. This includes reading awareness, age-appropriate reading, writing and numeracy skills, the ability to participate in board games, the ability to understand similarities and differences and to recite back specific pieces of information from memory. Language and cognitive development with an average of 9.2% reports percentages that are still higher than the provincial average of 7.5%. Consistent with other domains, the data reports that there are more vulnerable children in Greater Napanee compared to the other zones in Prince Edward-Lennox and Addington.



Communication Skills

Prince Edward-Lennox and Addington reported a higher percentage of children vulnerable in communication skills and general knowledge than the provincial average. This is a new trend as previously the area showed lower vulnerability in this domain compared to Ontario numbers. Communication skills and general knowledge includes skills to communicate needs and wants in socially appropriate ways, symbolic use of language, story-telling and age-appropriate knowledge about life and the world around. Consistent with all other domains, Greater Napanee is showing the highest levels of vulnerability in Communication Skills and General Knowledge. It will be important to monitor not only this domain, but all domains, to understand why this area is showing higher vulnerabilities.



Moving Forward

We will continue to focus on data available to us, including the Early Development Instrument, to help us understand indicators within our communities and to help us as we plan for the future. This type of understanding is essential for PELASS as it makes evidence based decisions for our residents and clients.

By using the data detailed throughout the service plan and understanding how administration, as CMSM of the child care early years sector can impact the outcomes of our families and children, we have developed intended outcomes and strategic priorities.

We recognize the various impacts on the child care and early years sector, and the strategic priorities have been developed by understanding the current state, where gaps exist, opportunities moving forward and the overall impact these priorities can have on programs and services.

Accountability

In order to ensure that we are working towards the intended outcomes identified in the next section, PELASS will implement an accountability process. To ensure accountability, we will continue to communicate with all community partners consistently to ensure transparency on the work that is being done within Prince Edward-Lennox and Addington's child care and early years sector.

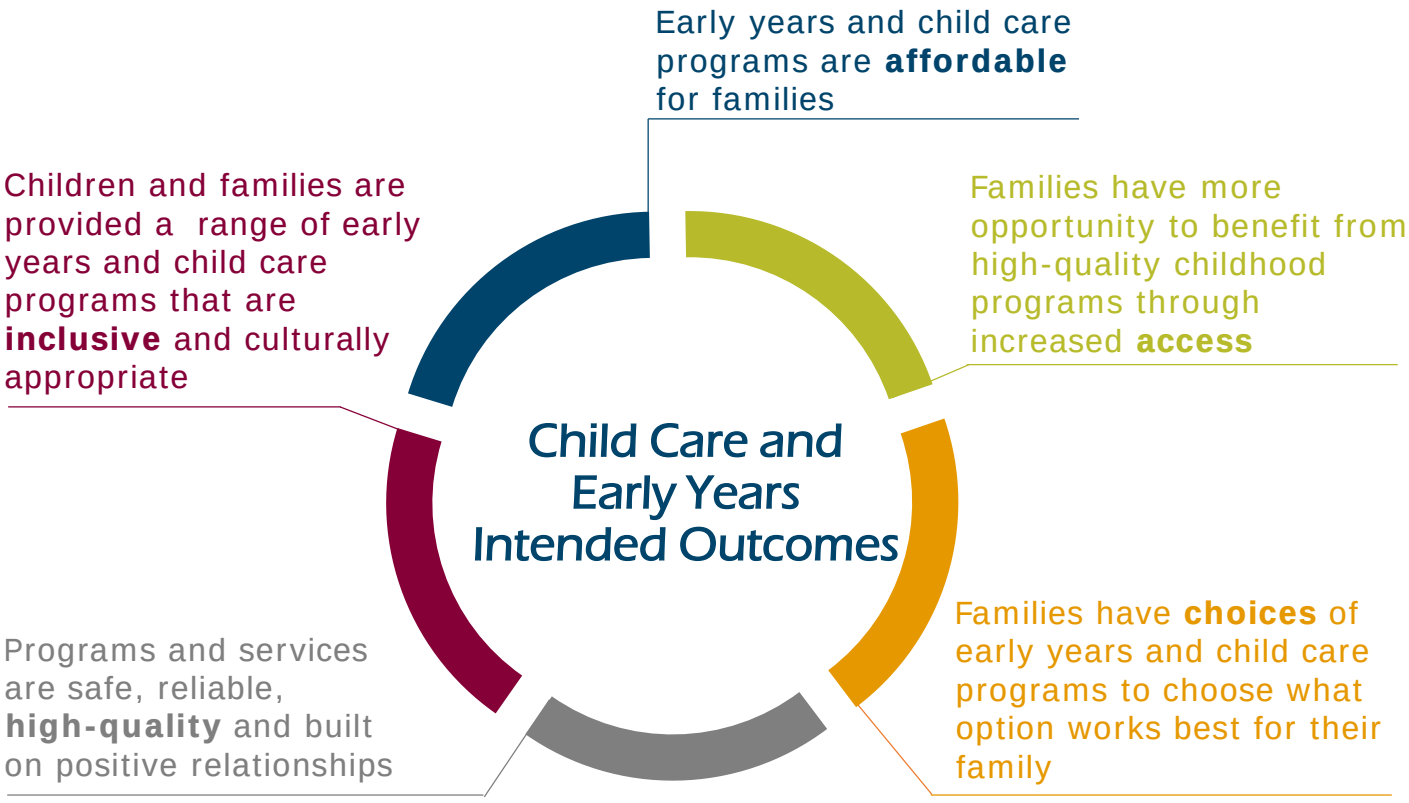
Furthermore to ensure accountability, we will also provide a yearly review of the Child Care and Early Years Service Plan. This review will provide the community updates to the strategies that have been developed and implemented, and milestones that have been met. This update will also provide a summary of key indicators associated with intended outcome, and trending data associated with each indicator. The service plan update will also focus on emerging trends and changing needs within our communities while celebrating community successes.

Over the next 5 years, we will remain accountable to our residents, families and our children and we will work towards what is most important to all of our stakeholders.

Intended Outcomes and Strategic Priorities

This section will present the intended outcomes we see for the early years and child care, and the strategic priorities that will help us work towards the outcomes. These intended outcomes and strategic priorities are a result of the environmental scan and the community consultation with parents, caregivers, service providers, community agencies and other stakeholders.

The intended outcomes for the next 5 years are:



Each of the intended outcomes will be described in more detail including what we heard from the community consultations related to each outcome, key indicators that will help measure how we are doing on working towards each intended outcome, the strategic priorities in working towards each intended outcome and a time-line associated to each priority.

Accessibility, responsiveness, affordability and quality are the four key components of a strong early years system in which the intended outcomes and strategic priorities align.

Early years and child care programs are affordable for families

What We Heard

- Cost and affordability were considered to be two of the most important things to parents and caregivers when considering programs and services for their children;
- For those who don't access child care, cost was the most frequent response to what prevents families from accessing child care services;
- 79% of respondents said it was very important to have early years and child care programs affordable for families, and 18% said it was important;
- The cost of living in our area is only increasing, making affordability of child care and early years even more difficult;
- It is important to make people aware of costs of child care and subsidies that may be available to them; and
- It would be very beneficial to parents and caregivers to have fee subsidy staff go to centres to help applicants complete the fee subsidy application

Strategies

1) Maximize financial supports available to licensed child care;
2) Review and update the general operating grant strategy and licensed home child care base funding strategy; and
3) Increase awareness of fee subsidy assistance and improve application processes.

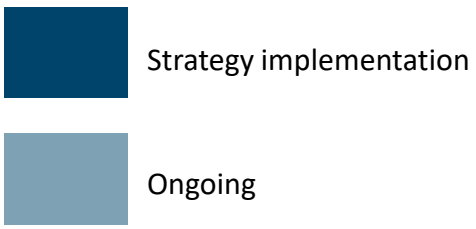
Early years and child care programs are affordable for families

Measurement Indicators

Indicators	Source
Cost of licensed child care	Service provider submissions
Service agreements with service providers	Service provider submissions
Fee subsidy applications	Ontario Child Care Management System
Children assisted through fee subsidy	Ontario Child Care Management System
Families assisted through fee subsidy	Ontario Child Care Management System

Strategies and Timeline

Action	2020	2021	2022	2023	2024
Review and update the general operating grant strategy and licensed home child care base funding strategy					
Maximize financial supports available to licensed child care					
Increase awareness of fee subsidy assistance and improve application processes.					



Children and families are provided a range of early years and child care programs that are inclusive and culturally appropriate

What We Heard

- Programs in our area need to be inclusive and culturally appropriate for all people in Prince Edward-Lennox and Addington;
- 94% of respondents said it was at least important to provide children and families programs and services that are inclusive and culturally appropriate;
- It can be difficult to find child care, but it is even more difficult to find care that is inclusive in Prince Edward-Lennox and Addington;
- There are many community agencies and service providers that we should partner with to increase the range of programs and services that are available in our communities;
- EarlyON programming can be intimidating for some parents, so programs should be more inclusive and welcoming to new participants; and
- Existing Indigenous and Francophone programming are great ways for families and children to learn about other languages and cultures.

Strategies

1) Expand programming for specialized populations, including Indigenous, Francophone and Special Needs services;
2) Enhance partnerships with community agencies for service delivery; and
3) Conduct a system review on inclusive practices.

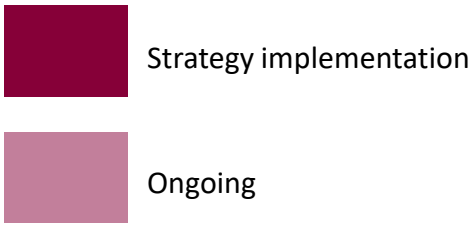
Children and families are provided a range of early years and child care programs that are inclusive and culturally appropriate

Measurement Indicators

Indicators	Source
# of specialized programs attended by parents/children	Service provider submissions
Number of specialized programs available	PELASS internal reporting
Number of programs delivered in collaboration with community agencies	PELASS internal reporting
# of inclusive practices sessions hosted	PELASS internal reporting

Strategies and Timeline

Action	2020	2021	2022	2023	2024
Expand programming for specialized populations, including Indigenous, Francophone and Special Needs services					
Enhance partnerships with community agencies for service delivery					
Conduct a system review on inclusive practices					



Families have more opportunity to benefit from high-quality childhood programs through increased access

What We Heard

- Location was the most important thing to parents and caregivers when they consider child care programs and services;
- Availability and location were common factors that prevent parents who don't use child care services from accessing them;
- Availability and location of EarlyON Child and Family Centres were the most frequent responses for why parents and caregivers don't attend programs;
- Many parents and caregivers may not live close to programs and services, or work outside of our service area making it critical to have access in locations that work for families;
- Families would benefit from more EarlyON programs offered in the evening and on weekends;
- Home child care is an option that works for families who live in rural areas or who may have irregular work schedules; and
- Increased spaces and hours of programming is the best way to make services accessible in our communities.

Strategies

1) Increase number of licensed centre-based spaces through expansion;
2) Expand the licensed home child care sector; and
3) Increase access to EarlyON Child and Family Centres.
4) Develop a centralized waitlist to fully understand child care demand in our communities.

Families have more opportunity to benefit from high-quality childhood programs through increased access

Measurement Indicators

Indicators	Source
# of licensed centre-based spaces	Service provider submissions
# of home child care agencies and providers	Service provider submissions
# of EarlyON programs	Prince Edward-Lennox and Addington Stats (PELAST)
# of EarlyON weekly hours of programming	PELAST
# of unique families and children attending EarlyON programs	PELAST

Strategies and Timeline

Action	2020	2021	2022	2023	2024
Increase number of licensed centre-based spaces through expansion					
Develop a centralized waitlist to fully understand child care demand in our communities.					
Increase access to EarlyON Child and Family Centres.					
Expand the licensed home child care sector					

Strategy implementation

Ongoing

Families have choices of early years and child care programs to choose what option works best for their family

What We Heard

- As many of our communities are rural, transportation is a unique issue to many of our residents making it difficult to use programs and services available to them. In many cases, lower-income families don't have access to vehicles making transportation even more of an issue;

- The regular work week is a thing of the past and many of the families who live in Prince Edward-Lennox and Addington work irregular shifts. As a result the current hours of business don't fit with many families schedules and our communities would benefit from flexible hours in services;

- For parents and caregivers who don't have help from family members or others, having flexible hours is a main priority;

- Increasing awareness of programs and services through multiple communication methods would be beneficial to parents and caregivers in our areas; and

- By making parents and caregivers aware of what programs and services are available to them they can make an informed choice on what works best for their family.

Strategies

1) Conduct a needs assessment for extended hours and 24 hour care in Prince Edward-Lennox and Addington;

2) Coordinate an evaluation of transportation barriers and develop action items as it relates to child care and early years in Prince Edward County and the County of Lennox and Addington; and

3) Develop and implement a communication strategy and public participation process for the child care and early years sector.

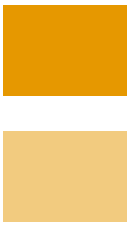
Families have choices of early years and child care programs to choose what option works best for their family

Measurement Indicators

Indicators	Source
# of parents/caregivers engaged through various communication methods	PELASS internal reporting
# of participants in community engagement methods	PELASS internal reporting
Parent/caregiver satisfaction with responsiveness of child care and early years sector	PELASS Survey
# of parents/caregivers who access transportation supports	PELASS internal reporting

Strategies and Timeline

Action	2020	2021	2022	2023	2024
Coordinate an evaluation of transportation barriers and develop action items as it relates to child care and early years in Prince Edward County and the County of Lennox and Addington					
Conduct a needs assessment for extended hours and 24 hour care in Prince Edward-Lennox and Addington					
Develop and implement a communication strategy and public participation process for the child care and early years sector.					



Strategy implementation

Ongoing

Programs and services are safe, reliable, high-quality and built on positive relationships

What We Heard

- Safety and quality were very important to parents and caregivers when they consider programs and services for their children;
- Quality is a community priority that is important to many parents and caregivers. Parents and caregivers don't mind paying for child care and programs that are of high-quality;
- In order to provide safe, reliable and high-quality programs and services there needs to be qualified, friendly staff;
- Staff in the sector are very professional, friendly and knowledgeable which contributes to the success of programs in our area;
- Service providers struggle with the retention and recruitment of early childhood educators in Prince Edward-Lennox and Addington;
- High turnover of staff can negatively affect parents perspective of programming and quality of programming itself; and
- Service providers would benefit from stronger communication and supports from Children's Services.

Strategies

1) Develop and implement a quality measurement process for licensed child care and early years programming;
2) Develop and implement an Early Childhood Educator retention and recruitment strategy; and
3) Develop and implement a process that provides supports to service providers in reporting and efficiency.

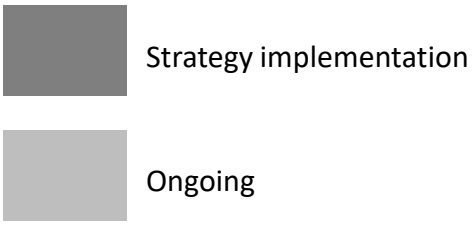
Programs and services are safe, reliable, high-quality and built on positive relationships

Measurement Indicators

Indicators	Source
Parent/caregiver satisfaction of quality within child care and early year programs	PELASS Survey
# of Early Childhood Educators in Prince Edward-Lennox and Addington	Service provider submissions
Length of employment for Early Childhood Educators in Prince Edward-Lennox and Addington	Service provider submissions
Service provider satisfaction with supports from Prince Edward-Lennox and Addington Social Services	PELASS Survey

Strategies and Timeline

Action	2020	2021	2022	2023	2024
Develop and implement a quality measurement process for licensed child care and early years programming					
Develop and implement an Early Childhood Educator retention and recruitment strategy					
Develop and implement a process that provides supports to service providers in reporting and efficiency.					



Canada-Wide Early Learning and Child Care System

The Government of Canada has identified child care as a national priority to enhance early learning and childhood development, support workforce participation and contribute to economic recovery.

On March 28, 2022, Ontario signed onto the new Canada-Wide Early Learning and Child Care (CWELCC) Agreement funded by the Government of Canada.

Funding under CWELCC will be used to build and leverage the success of Ontario's existing early learning and child care system by increasing quality, accessibility, affordability and inclusivity in early learning and child care, towards achieving the objectives of:

a) Providing a 25% fee reduction retroactive to April 1, 2022 building to a 50% reduction in average parent costs (based on 2020 levels) for licensed early learning and child care by the end of calendar year 2022 and reaching an average parent fee of $10 a day by 2025-2026 for licensed child care spaces;

b) Creating 86,000 new high-quality, affordable licensed child care spaces (relative to 2019 levels), predominantly through not-for-profit licensed child care;

c) Addressing barriers to provide inclusive child care; and

d) Valuing the early childhood workforce and providing them with training and development opportunities

The CWELCC system aligns with our service system plan to support affordable, accessible and inclusive child care programs for children under the age of six. We will continue to leverage strategies to support children aged 6-12 accessing licensed child care programs.

Licensed child care providers can choose participate or not participate in the CWELCC system.

As of December 31, 2022 there were 898 licensed child care spaces serving children 0-6 years of age. These spaces include 850 in centre-based care and 48 in licensed home child care.

Access and Inclusion

One of the objectives of CWELCC was to create 86,000 new high-quality, affordable licensed child care spaces, predominantly through not-for-profit licensed child care.

Ontario will focus on creating affordable child care spaces in communities with populations that need them most. PELASS, as the service system manager was required to create a **directed growth strategy** that would support space creation in underserved areas which have had historically low rates of space availability and for the targeted populations.

Directed Growth Strategy

A total of 433 spaces have been notionally allocated for the counties of Prince Edward and Lennox and Addington to create. Please refer to Table 1 to see the space allocation by school and community base, as well as those which have already been completed/committed as of July 2023. These new spaces must be allocated throughout our service system area in respect to priority areas determined by the Consolidated Municipal Service Manager (CMSM), focusing on areas with populations that align with the Access and Inclusion Framework that the Province has mandated. The purpose of this document is to provide an overview of the priority areas for child care growth in Prince Edward-Lennox and Addington's service area.

Table 1: Number of Spaces Allocated to Prince Edward-Lennox and Addington

Type of Spaces	Notional Allocation	Completed / Committed Spaces	Total Spaces to be Created
School-Based Spaces	98	98	0
Community-Based Spaces	335	26	309
Total Spaces	**433**	**124**	**309**

The full Directed Growth Strategy is appended as Appendix A

References

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Prince Edward – Lennox and Addington

Directed Growth Strategy

Introduction

With the implementation of the Canada-Wide Early Learning and Child Care (CWELCC) system, an additional 53,000 licensed child care spaces will be created in Ontario from 2022 to 2026. These spaces are intended to increase accessibility for children 0 to 5, with the goals of having one affordable child care space available for approximately every 3 children aged 0 to 5 and meet the needs of typically underserved communities across the Province.

A total of 433 spaces have been notionally allocated for the counties of Prince Edward and Lennox and Addington to create. Please refer to Table 1 to see the space allocation by school and community base, as well as those which have already been completed/committed as of July 2023. These new spaces must be allocated throughout our service system area in respect to priority areas determined by the Consolidated Municipal Service Manager (CMSM), focusing on areas with populations that align with the *Access and Inclusion Framework* that the Province has mandated. The purpose of this document is to provide an overview of the priority areas for child care growth in Prince Edward-Lennox and Addington's service area.

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Total Spaces	**433**	**124**	**309**

Targeted Growth

Space allocation provided by the Ministry of Education (Ministry) is not meant to meet the overall demand of our communities but rather provide equitable access to those who have been traditionally underserved through natural growth within the sector.

The Ministry has identified the following groups as priority targets for these spaces:

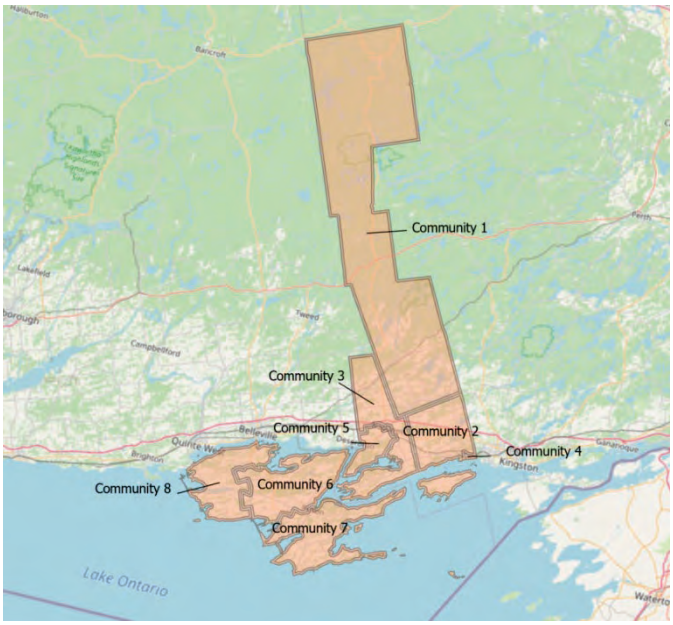
- Children from low-income families
- Children with special needs
- Families who work non-traditional hours
- Children from diverse communities including Black, racialized and newcomers
- Indigenous children
- Francophone children
- Underserved communities/areas

All new spaces are meant to serve the listed groups above as well as comply with the Ministry of Education's direction to maintain current profit and non-profit ratios within the counties. As the CMSM, Prince Edward-Lennox and Addington Social Services (PELASS) is responsible for

analyzing relevant data and collaborating with our community partners to identify priority areas which will best serve these focused groups. While PELASS recognizes that all of our communities have unique needs and demands relating to child care, this expansion program is meant to ensure neighborhoods which have been traditionally underserved and have high populations of the Ministry identified groups, be prioritized in the allocation of these limited spaces. However, all opportunities will be reviewed and considered to ensure we entertain all options to best serve our communities.

Data Collection Methodology & Processes

Priority areas were determined by utilizing aggregated dissemination area (ADA) level information from Statistics Canada's 2021 Census. These geographic boundaries are consolidations of existing dissemination areas and other geographically relevant boundaries created by Statistics Canada. ADAs range from populations of 5,000 to 15,000 people based on previous census population counts.



Within PELASS' jurisdiction there is a total of 8 different ADAs; 5 within the County of Lennox and Addington, and 3 within Prince Edward County. Communities were labelled in accordance with their geographic code given by Statistics Canada. The County of Lennox and Addington's ADA identification codes range from *35110001-35110005.* While Prince Edward County has the ADA identification codes ranging from *35130001-35130003.*

Please see Table 2 below for more details relating to the ADA Identification code, as well as the communities within each boundary.

Table 2: PELASS' Aggregated Dissemination Areas and its Communities

ADA Identification	Communities' Within	Community
35110001	Stone Mills & Addington Highlands	Community 1
35110002	Loyalist (Excluding Amherstview)	Community 2
35110003	Roblin, Selby, Switzerville, South Fredericksburgh, & a portion of Napanee	Community 3
35110004	Amherstview	Community 4
35110005	Remainder of Napanee, Richmond & North Fredericksburgh	Community 5
35130001	Sophiasburgh, Bloomfield & Hallowell	Community 6
35130002	Picton, Athol & Marysburgh	Community 7
35130003	Ameliasburgh & Hillier	Community 8

In alignment with the Ministry of Education's space allocation process, PELASS utilized the same socio-economic variables which the ministry used to distribute our service area's notional targets to best allocate the expansion spaces amongst our community.

- Low Income Measure for families with children 0-5
- Residents who spend 30% or more of their income on shelter costs
- Children aged 0 to 5 in lone-parent families
- Women aged 25 to 44 not participating in the labor force
- Recent immigrants 2016 to 2021

Considering the current Infant to Kindergarten licensed child care system in Prince Edward County and the County of Lennox and Addington, there is currently 898 spaces which are eligible to serve families through the CWELCC program as of December 31, 2022. Of those spaces, 404 of them are eligible Kindergarten spaces. Due to the disparity in the number of licensed child care spaces for infant to preschoolers comparatively to kindergarten, PELASS collected and analyzed the data based on the age range of 0 to 4 rather than 0 to 5 to best allocate our expansion spaces to close that disparity. The allocation of spaces is based on serving the infant to preschool community, and PELASS will work on a case by case basis where there is need/demand to create new kindergarten spaces.

From these socio-economic variable populations, a percentage of prevalence was given to each community. From there, an average percentage was calculated and multiplied by the remaining spaces yet to be built, to ensure communities with the average highest target population would receive a space allocation proportional to their vulnerable communities.

In addition to these socioeconomic variables, PELASS reviewed other data such as EDI, Social Risk Index, Parent Survey Data and consulted with key stakeholders. PELASS is committed to continuous consultation with our indigenous, francophone and ethnically diverse communities to ensure these spaces also meet the cultural needs of the children within those groups. Our space allocation methodology prioritizes meeting the needs of the vulnerable communities identified by the Ministry, as well as aligning with our 2020 to 2024 Service Plan's intended outcomes & strategic priorities.

Priority Areas

Following the data collection methods stated above, the following allocation of spaces were distributed as depicted in Table 3. The table shows the community areas in order of highest average percentage of the identified communities, with 1 having the highest and 8 having the lowest.

Within Table 3, the ratios of access are calculated using the current existing infant to preschool spaces, as well as the current 0 to 4 population. These ratios exclude home child care spaces as there are daily changes within the age of children who attend. Due to this constant change within home child care, an approximate CWELCC space per home child care had to be made. This approximation is based on the assumption of there being 4 eligible CWELCC children per every active home. Please see Table 4 for an approximate breakdown of the current home child care environment in PELASS and the estimated ratio of access as per the assumption that each home serves 4 children.

Table 3: Priority Area Space Allocation

Priority Area	Socioeconomic Percentage	0 to 4 Pop.	Existing Spaces	Ratio Before Expansion	Community Based Allocation	School Based Allocation	New Ratio of Access
1. Amherstview (Community 4)	17%	475	49	1 in 10	53	49*	1 in 3
2. Picton, Athol & Marysburgh (Community 7)	17%	375	97	1 in 4	53	0	1 in 3
3. Stone Mills & Addington Highlands (Community 1)	15%	475	76	1 in 6	45	0	1 in 4
4. Roblin, Selby, Switzerville, South Fredericksburgh, & North Downtown Napanee (Community 3)	14%	385	131	1 in 3	44	49*	1 in 2
5. South Downtown Napanee, Richmond & North Fredericksburgh (Community 5)	13%	315	54	1 in 6	40	0	1 in 3
6. Ameliasburgh, Hillier & Wellington (Community 8)	10%	300	53	1 in 6	31	0	1 in 4
7. Loyalist (Excluding Amherstview) (Community 2)	8%	395	26	1 in 15	25	0	1 in 8
8. Sophiasburgh, Bloomfield & Hallowell (Community 6)	6%	255	0	0 Access	18	0	1 in 14

School Based Allocations were committed prior to the implementation of CWELCC.

Table 4: Home Child Care Overview

Community	Current Active Homes	Approximate CWELCC Spaces	Ratio Before Expansion (Including HCC)	New Ratio of Access (Including HCC)
1. Amherstview (Community 4)	4	16	1 in 7	1 in 3
2. Picton, Athol & Marysburgh (Community 7)	2	8	1 in 4	1 in 2
3. Stone Mills & Addington Highlands(Community 1)	2	8	1 in 6	1 in 3
4. Roblin, Selby, Switzerville, South Fredericksburgh, & North Downtown Napanee (Community 3)	0	0	1 in 3	1 in 2
5. South Downtown Napanee, Richmond & North Fredericksburgh (Community 5)	1	4	1 in 6	1 in 3
6. Ameliasburgh , Hillier & Wellington (Community 8)	6	24	1 in 4	1 in 3
7. Loyalist (Excluding Amherstview) (Community 2)	0	0	1 in 15	1 in 8
8. Sophiasburgh, Bloomfield & Hallowell (Community 6)	0	0	0 Access	1 in 14

The community-based spaces designated above in Table 3 can be net new licensed home child care spaces, net new licensed child care centre-based spaces or a combination of both. The creation of centre-based spaces is subject to the availability of existing buildings within the priority areas which meet the requirement of a licensed child care program. Details relating to the building requirements for licensed child care centres can be found in the *Child Care and Early Years Act* (CCEYA) and are subject to the approval of licensing, municipal by-laws, public health requirements as well as building and fire codes.

In the case where the creation of these spaces is unachievable, PELASS reserves the right to reallocate these spaces to another community. This reallocation process will be determined by analyzing and ranking unfulfilled expressions of interests which would best serve the overall service area and its target populations in accordance with the socio-economic variables. In the scenarios where there are multiple viable options, PELASS will utilize the data gathered from the expansion survey released earlier in 2023 to make a selection.

Operator Selection

Application Process

To create an equitable process for awarding the expansion spaces, PELASS will be implementing a formal application process. Attached to this document, you will find the Expansion Application Form. Each application will be weighted equally in accordance with the projects ability to serve identified socio-economic populations, the agencies financial viability, the timeline of the proposed project and the auspice required ratios. Where there are multiple different options which satisfy all of these requirements, the demand from the community released expansion survey will be used to select the optimal candidate from each community. PELASS reserves the right to deny any Application in which they feel as though does not align with the Directed Growth Strategy.

Any operator selected to operate these spaces is required to either currently hold or enter into a Service Agreement with PELASS for CWELCC and is required to maintain their enrollment in CWELCC through to the end of 2026.

Auspice

The Ministry of Education has mandated a required ratio of not-for profit and for-profit licensed spaces for children ages 0 to 5 years that must be followed by each CMSM under the CWELCC Directed Growth Strategy. CMSM's where less than 90% of their current spaces for infant, toddler, preschool and school-age children are not-for-profit must maintain their current auspice environment. Alternatively, CMSM where their current licensed spaces exceeds 90% are permitted to reduce their auspice ratio to 90% with the introduction of CWELCC spaces.

To ensure compliance with these mandates, PELASS must maintain their current not-for-profit percentage of 86% and their for profit percentage of 14%. Based on this ratio of the 433 CWELCC spaces being created in the community, a minimum of 372 spaces must be not-for-profit & a maximum of 61 spaces can be for-profit.

Start-Up Grant Funding

Funding may be available to selected operators to support the implementation of these expansion spaces. This grant will only support operators who are in alignment with PELASS' Directed Growth Strategy. This grant will fund facilities to be created, retrofitted, renovated, and/or expanded to accommodate a maximum group size for each age grouping for children under the age of six. Eligible centre-based applicants may receive a grant up to $90 per square foot of new licensed space, capped at $350,000 for every 50 child care spaces created. Eligible home child care licensee applicants may be able to receive a grant of up to $1,000 per CWELCC space created, to a maximum of $6,000 per provider.

Eligible Expenses: *Centre-Based Applicants*

- Play-based materials, equipment and furnishings (both indoor & outdoor)
- Non-consumable supplies
- Renovations, additions or repairs to current or potential child care facilities.
- Leasehold improvements
- Changes to outdoor spaces as a result of the expansion

Eligible Expense: *Home-Based Applicants*

- Play-based material, equipment and furnishings (both indoor & outdoor) that can be transferred between home child care licensees as required.

Ineligible Expenses:

- Purchase of land or buildings
- Debt costs including principal and interest payments related to capital loans, mortgage financing and operating loans
- Property taxes
- Expenditures related to 6 to 12 age groups
- School-based child care spaces
- Indoor and outdoor renovations, additions or repairs to home child care licensee premises or potential home child care licensee premises

Questions/ Inquiries

For all questions and inquiries relating to PELASS' directed growth strategy please contact:

Manager, Social Services

Pam Kent

pkent@lennox-addington.on.ca

Canada-Wide Early Learning and Child Care System Expansion Application Form

Thank you for completing an expansion application form. The application is due no later than **October 1, 2023** for spaces that are planned to be created in **2023**.

For spaces planned to be created in 2024 you may submit an application at any time but no later than **March 31, 2024**. An application process will be made available later in 2024 as well as future years, to provide Licensees an opportunity to access funding, as their program needs change.

Upon the completion and submission of this form you are attesting that you understand that you are committed to providing a Canada-Wide Early Learning and Child Care (CWELCC) funded licensed child care program in one or more priority neighborhoods identified by PELASS and will work closely with PELASS to create these spaces between 2023 and 2026. Any and all funding received for the purpose of operating these spaces must be used in accordance with the Provincial CWELCC Funding Guidelines.

Should you have any questions about the application please contact lbaird@lennox-addington.on.ca.

Please complete one application for each child care program.

Once applications are submitted, it will be considered final and any incomplete entries will not be considered.

Contact Information:	
Agency Legal Name:	
Agency Operational Name (if different from above):	
Head Office Address:	
Type of License:	☐ Corporation ☐ Individual
Contact Name:	
Title:	
Business Telephone Number:	
Business Email:	

Auspice: **Please provide the auspice of the proposed child care space project**	
☐ Not For Profit	☐ For Profit

Location and Program Details:		
The child care program will be:	☐ Centre-Based	☐ Home-Based

What priority community are you interested in expanding to:

- ☐ Community 1 (Stone Mills & Addington Highlands)
- ☐ Community 2 (Loyalist excluding Amherstview)
- ☐ Community 3 (Roblin, Selby, Switzerville, South Fredericksburgh & a portion of Napanee)
- ☐ Community 4 (Amherstview)
- ☐ Community 5 (Remainder of Napanee, Richmond & North Fredericksburgh)
- ☐ Community 6 (Sophiasburgh, Bloomfield & Hallowell)
- ☐ Community 7 (Picton, Athol & Marysburgh)
- ☐ Community 8 (Ameliasburgh & Hillier)

Please provide a description of the child care project including the location/address of the child care project. *(Centre-based applicants only)*

Indicate the approximate planned or preferred year for the start of the proposed child care program:

☐ 2023 ☐ 2024 ☐ 2025 ☐ 2026

The child care program will serve one or more of the following populations:

☐ Indigenous Children	☐ Francophone Children
☐ Children living in low-income	☐ Children with special needs
☐ Children from diverse communities including Black, racialized and newcomers	
☐ Families needing evening, weekend & overnight care	
☐ Unknown at this time	
☐ Other (Please Specify):	

Please include a brief description of how this child care project will create additional licensed full day child care spaces for one or more of the populations listed above:

Indicate the estimated licensed capacity of the program.

Number of spaces per age group	Infant	Toddler	Preschool	Kindergarten

For home based applicants – indicate the proposed number of new active home child care providers (even if within existing licensed capacity)
Please indicate what applies best to your planned child care space expansion:
☐ The program will be an expansion of physical space at existing location
☐ The program will be at a new location through acquisition of a building
☐ The program will be at a new location through purchase of land and constructing the building
☐ The program will be at a new location through a new lease agreement
☐ Unknown at this time
☐ Other (Please Specify):
☐ Not applicable (ex: agency waiting to opt-in to CWELCC or is HCC expanded spaces)
(Please Specify):

Proposed Expenditures & Milestones:		
Please indicate if you would need access to start-up grant funds?	☐ Yes	☐ No
Eligible Expenses for Licensed Centre-Based Programs: (please select all that you are applying for)		
☐ Play materials, equipment, and furnishings (both indoors and outdoors) as outlined in Section 19 of O. Reg. 137/15 under the *Child Care and Early Years Act, 2014*		
☐ Non-consumable supplies/equipment to support the ongoing regular operation of the child care program (e.g. appliances, IT, supplies to support learning environments while adhering to health and safety requirements).		
☐ Renovations, additions or repairs to licensed full day child care facilities or potential child care facilities as approved by PELASS.		
☐ Changes to outdoor play space that are required as a result of the expansion of child care spaces in the centre so that the licensee continues to comply with section 24 of O. Reg. 137/15 under the *Child Care and Early Years Act, 2014*. Funding to cover the costs incurred to make outdoor play space changes are subject to the overall project cap of $90 per square foot to a maximum of $350,000 per 50 child care spaces created.		
☐ Leasehold improvements.		
Eligible Expenses for Licensed Home Child Care Licensees: (please select all that you are applying for)		
☐ Play materials, equipment, and furnishings (both indoors and outdoors) as outlined in Section 19 of O. Reg. 137/15 under the *Child Care and Early Years Act, 2014* that can be transferred between home child care licensees as required.		
Total Start-Up Grant Amount Requested:		

Anticipated date of project completion (must be within 2 years of this application):

List project milestones and corresponding cash requirements:			
Milestone		**Approximate Date**	**Amount ($)**
1.			
2.			
3.			
4.			
Total – Sum of all amounts must equal Total Amount Requested			

Additional Information: **List any support from PELASS that would aid in the planning and implementation of these expansion spaces (i.e., location selection, space requirements, etc.)**
Provide any additional information related to your application

Privacy Sign-Off

Personal information, as defined by the *Municipal Freedom of Information and Protection of Privacy Act* (MFIPPA), provided on this application from participants of the Prince Edward – Lennox & Addington Social Services (PELASS) Request of Expression of Interest, is collected and will be used under the authority and in accordance with MFIPPA. Personal information will be used by authorized PELASS staff in the analysis of demand amongst eligible providers.

Authorized Signing Officer Name (First, Last):			
Signature:		**Date (YYYY-MM-DD):**	

Attestation

I attest that all information provided in this application is accurate to the best of my knowledge. I further attest that I understand that the submission of this document does not guarantee my agency expansion spaces, and I will not begin the process of creating said spaces until written approval is received from PELASS.

Authorized Signing Officer Name (First, Last):			
Signature:		**Date (YYYY-MM-DD):**	