



## CITY OF VANCOUVER

### ADMINISTRATIVE REPORT

Date: April 2, 2004  
Author: Carol Ann Young  
Phone No.: 871-6042  
RTS No.: 3985  
CC File No.: 2402  
Meeting Date: April 20, 2004

TO: Vancouver City Council  
FROM: Director of Social Planning  
SUBJECT: 2004 Childcare Grants - Allocation 1 of 3

#### RECOMMENDATION

- A. THAT Council approve 3 City-wide Childcare Support Services grants to Westcoast Child Care Resource Centre totalling \$233,300, as listed in this report; source of funds: 2004 Childcare Grants Funds, 2004 Operating Budget;
- B. THAT Council approve one Administration of City-owned Childcare Facilities grant of \$105,000 to Vancouver Society of Children's Centres to assist with administration costs of City-owned childcare centres; source of funds: 2004 Childcare Grants Funds, 2004 Operating Budget;

Approval of grant recommendations requires eight affirmative votes.

#### GENERAL MANAGER'S COMMENTS

The General Manager of Community Services RECOMMENDS approval of A, and B.

#### COUNCIL POLICY

Council established the annual Civic Childcare Grants Program on October 23, 1990, as part of the Civic Childcare Strategy. The overall objectives of this grant program are:

- to support the viability, accessibility and quality of existing childcare services;

- to assist childcare initiatives in high need areas;
- to encourage and support efficient, coordinated, administrative services required for a childcare system in Vancouver;
- to lever other sources of childcare funding whenever possible

Council approved “Moving Forward Childcare: A Cornerstone of Childhood Development” in April, 2002, which set out a strategic plan for childcare and child development services for the City.

In March, 2004, Council approved the 2004 Operating Budget with a 2% general inflation increase and the continuation of the Childcare Subsidy Grant, to help offset the cost of licensed childcare for inner-city children.

## **PURPOSE**

The purpose of this report is to recommend approval of:

- Three City-wide Childcare Support Services grants, and
- One Administration of City-owned Childcare Facilities.

## **BACKGROUND**

On March 9, 2004, City Council approved the 2004 Operating Budget, which included an adjustment that limited the inflationary increase for the City Grants program to 2%. It also approved the continuation of the Childcare Subsidy Grant of \$165,500. Consequently, the 2004 budget for the Civic Childcare Grants is \$886,400, which is 2% higher than last year’s approved allocation, with the inclusion of the Inner City Subsidy Grant allocation.

### **City-wide Childcare Support Services Grants**

This grant category was established in 1992 to fund the basic infrastructure that is integral to developing and maintaining a viable, effective, high quality childcare system in Vancouver, including:

- information and referral services for parents needing childcare;
- information, consultation and training regarding ESL, multicultural and diversity issues in childcare settings;
- ongoing in-service training and networking opportunities; and
- information and resource materials for those designing, building and operating childcare services.

The City provided leadership and funding in the development of Westcoast Child Care Resource Centre’s services in the early 1990’s. Its current location at 210 West Broadway is approximately 10,000 square feet and is home to a unique childcare/child development library with over 13,000 catalogued items, childcare resource and referral, childcare information services, networking and training facilities, and is a co-locator with the Vancouver Society of Children’s Centre’s administrative offices and Vancouver Aboriginal Family and Children’s Services. It has been the recipient of a number of awards of excellence.

The Provincial government, recognizing the valuable services of Westcoast in Vancouver, joined the partnership to expand services province-wide. In 2003/04, Westcoast's budget was \$2.2M and it employed 36 full-time equivalent staff. In January, 2002, the Provincial government announced that the funding for all Childcare Resource and Referral Programs would be terminated as of March 31, 2004. Westcoast was advised that it had two years to seek alternative funding sources, approximately \$1.7M. The Board of Directors took a proactive approach and engaged in a strategic planning process over the two years to determine how best to reorganize and ensure that family and community services could be preserved. A new strategy was developed to raise revenues from other sources, realign services and keep the City services as a priority.

As a result of significant public pressure over the past year, the Province recognized the important need to continue the services of the childcare resource and referral programs, and agreed to do so at a reduced rate. The Minister, at that time, indicated that Westcoast's services would continue to be provided and programs were subsequently advised that the overall funding envelope would be about 85% of the original budget and that some variations would occur across regions, based on child population.

In December, 2003, Westcoast was advised that its proposed revenue from the Province would be an estimated \$1M reduction or 45% from the previous year of \$1.9M, commencing April 1, 2004. Subsequently the Board of Directors had to terminate the employment of 19 staff, reduce hours of operation and once again reassess service options. Currently, the Board of Directors is operating with a two-month budget extension to May, 2004, at the reduced rate and, at the time of writing this report, had no confirmation from the Province of their final annual Operating Budget for 2004 or the expected deliverables. There is also no confirmation that childcare resource and referral will continue beyond 2004. The impact of the Provincial changes will be monitored along with the impact on City services. Grant funds are administered in two instalments. If necessary, staff will report back prior to the second instalment.

## DISCUSSION

### 1. Westcoast Child Care Resource Centre

This year Westcoast has requested continued funding at the same level as previous years to give priority services to Vancouver families, caregivers and community members. As part of their reorganization and downsizing, Westcoast's Board has created three service clusters, including Training, Information and Family Information and Referral. Services provided for the City in previous years will fall under each of these clusters. They are requesting \$233,300 to:

- Manage and operate the resource library, Tuesday through Friday, with Saturday hours from September through June
- Offer family information and referral services to childcare/child development services
- Deliver orientation sessions with supporting print resources in several languages
- Provide training on a number of childcare/child development topics and multicultural issues
- Support toy lending services

- Develop and distribute Westcoast Post and Electronic communications
- Maintain an up-to-date database of Vancouver childcare/child development programs and services

Descriptions of the three service areas to be funded (See Appendix A for details) include:

- Westcoast Information Cluster (formerly Resource and Information Services)
- Westcoast Training Cluster
- Family Information Referral ( Formerly Information Day Care)

\* Council should note that in Appendix A, Program Descriptions and Hours vary from 2003/2004 and 2004/2005 due to the realignment of services into new service categories.

## FUNDING ALLOCATION

For 2004, it is recommended that \$233,300 be approved for City-wide Child Care Support Services and grant funds be allocated as follows:

Westcoast Information Services	\$ 124,000
Training Services	\$ 75,500
Family Referral Services	\$ 33,800
<b>TOTAL GRANT RECOMMENDATION 2004/2005</b>	<b>\$ 233,300</b>

## 2. Administration of City-owned Childcare Facilities Grant

The Civic Child Care Strategy called for the development and support of a single purpose non-profit childcare organization to manage City-owned/leased facilities in the Downtown. The facilities were a result of a number of negotiated childcare spaces in City projects. This grant category was established to fund administrative costs of the Society. The Vancouver Society of Children's Centres (VSOCC) was established in 1994/1995 to fulfill the responsibilities on the management of City-owned/leased facilities in the Downtown.

VSOCC's mission is to develop and deliver an integrated and comprehensive continuum of early childhood education and family services in City-owned facilities that reflect community values and needs. Today, VSOCC employs 63 full-time equivalent staff, and has approximately 50 volunteers that work in the program and within the agency. Its annual operating budget for 2004/05 will be \$3.1M.

Currently, VSOCC operates four licensed City-owned child care facilities: Library Square, Dorothy Lam Children's Center, Quayside Children's Centre and Pender St Children's Centre. In the Fall, it will open a 37-space infant/toddler and 3 to 5 age program in the Shaw Tower (pending Council approval) in Coal Harbour, and a 45-space school age program at the Elsie Roy School adjacent to Dorothy Lam Children's Centre. VSOCC has also worked closely with the City in the design and planning for the new Concord Pacific Children's Centre on Homer Street and the Bayshore Children's Centre. At year end, VSOCC will manage approximately 275 licensed childcare spaces and a number of family place drop-in programs (see Appendix B for description of activities).

VSOCC has provided leadership in the childcare community and provides a continuum of child development services for children ages three months to school age, including licensed childcare, family place, preschool and various parenting programs. It has been offering quality childcare and family programs since 1995. It is involved in a number of neighbourhood and city wide consortiums, including the Windows of Opportunity, the downtown interagency team and is providing leadership on the early childhood services plan for the downtown.

VSOCC partners in the delivery of the Vancouver Child Care Resource and Referral, and Supported Child Care Programs, providing a community base and support to staff from those programs and has partnered with the City on the City-Wide Networking Committee and Quality Pilot project. It has just completed a formal curriculum for all of their early childhood programs.

#### FUNDING ALLOCATION

The total administration budget of VSOCC for 2004 is \$381,496. For 2004, it is recommended that VSOCC be funded for \$105,000, to help offset a portion of the overall administration budget to assist in the operation of City-owned childcare facilities.

#### FINANCIAL IMPLICATIONS

The 2004 Operating Budget for Civic Childcare Grants is \$886,400, with \$338,300 allocated for City-wide Childcare Support Services and Administration of City-owned Childcare Support Services grants. This report recommends \$233,300 for City-wide Support Services; and \$105,000 for Administration of City-owned Childcare Facilities.

<b>Program</b>	<b>2004 Proposed</b>	<b>2004 Remaining</b>	<b>2003 Approved</b>
City-Wide/Admin of City Owned	338,300	0	\$325,360
Program Enhancement	228,600	228,600 <sup>(2)</sup>	\$123,077
Inner-City	295,000	295,000 <sup>(2)</sup>	\$420,535 <sup>(1)</sup>
Program Stabilization	5,000	5,000 <sup>(2)</sup>	Allocated to Inner City
Program Development	5,000	5,000 <sup>(2)</sup>	"
Research and Innovation	14,500	14,500 <sup>(2)</sup>	"
<b>Total</b>	<b>886,400</b>	<b>548,100</b>	<b>\$868,972</b>

<sup>(1)</sup> Included \$24,500 Program Development, Stabilization and Research and Innovation grants for 2003 only. Also included food supplement category which has been redirected to Program Enhancement.

<sup>(2)</sup> To be allocated in a separate report to Council in Summer/Fall, 2004.

**CONCLUSION**

This report recommends approval of \$338,300 from the 2004 Operating Budget.

Three City-wide Childcare Support Services Grants totalling \$233,300 and  
One Administration of City-owned Childcare Facilities Grant totalling \$105,000 from the 2004  
Operating Budget.

This leaves \$548,100 remaining in the 2004 Childcare Grants Administration/City-Wide, which  
will be reported later this year.

\* \* \* \* \*

## WESTCOAST CHILD CARE RESOURCE CENTRE

**WESTCOAST INFORMATION CLUSTER**  
Formerly Resource & Information Services (RIS)

**2004-05 City Work Plan**

**Program Description**

Westcoast Child Care Resource Centre Information Cluster responds to inquiries from the child care/child development community, families and the general public regarding best practise and quality in early childhood education and child care environments. This often includes policies and procedures, program planning, indoor and outdoor play environments and equipment, training and job recruitment activities, needs assessments, resources on starting and operating programs, social policy, statistics and current research on early childhood development and practise. Westcoast Information Cluster is responsible for the coordination and development of all Westcoast information systems including the web-site, the Library, multilingual child care resources and services and Westcoast Post magazine as well as promotion and communications regarding the full spectrum of Westcoast services, the Westcoast Saturday Workshop series and other community-based training opportunities and conferences.

**Summary of Objectives and Relationship to Strategic Plan**

Westcoast Child Care Resource Centre supports the City of Vancouver's strategic plan for child care and early childhood development in keeping with its following objectives:

- Improved Service Coordination
- Establishing Priorities and Planning Process
- Facilitating Stable, Flexible, Quality Child Care
- Strengthening Private and Public Partnerships
- Facilitating Effective Communication

<b>Westcoast Information Cluster Activity Description</b>	<b>Actual Hours (RIS) 2003/2004 Projected to year end</b>	<b>Estimated Hours 2004/2005</b>
1. Operate the Resource Centre for Vancouver families and child care/child development and planners	1670 hours	1670 hours
2. Respond to 600 Vancouver-based general inquiries related to child care/child development services and resources.	250 hours (591 inquiries)	250 hours
3. Provide In person and telephone consultations on multicultural, diversity and bullying prevention issues to 1,000 child care/ECD practitioners, parents, ECE instructors and community partners.	n/a	500 hours
4. Facilitate transition of City Wide Child Care Committee to City Joint Child Care Council, the City-wide Child Development Advisory Committee/ Vancouver Child Care Training Committee	55 hours	55 hours
5. Engage in planning and promotion of the Saturday Workshop series - 12 sessions to more than 225 participants	260 hours (13 workshops/256 people)	260 hours
6 Engage in planning and promotion of 5 specialized workshops for 175 child care/child development practitioners/parents	35 hours (*6 workshops/ 200 partic)	35 hours * focus on nutrition in cc programs
7. Publish and circulate the Westcoast Post 3 times per year to over 600 child care and related contacts	125 hours *part of WC Magazine	125 hours *part of WC Magazine

<b>Westcoast Information Cluster Activity Description</b>	<b>Actual Hours (RIS) 2003/2004 Projected to year end</b>	<b>Estimated Hours 2004/2005</b>
8. Collect and circulate specialized child care/ child development resources for Vancouver families and child care / child development and family support practitioners	1375 hours	1800 hours
<b>Total</b>	<b>3770</b>	<b>4775</b>

\* Speech Language Series with Judi Israel and Child Behaviour with Barbara Kaiser  
2003-04 Westcoast Resource & Information Services



2004-05 Westcoast Information Cluster  
City Grant Request: \$124,040

Revenue	
	124,040.00
Wages and benefits	*88,000.00
Staff Training	1,000.00
Agency Costs	23,000.00
Travel	500
Office Space	3,200
Office Supplies	400
Printing	1,600
Postage	1,100
Admin Costs	2,800
Advertising	940
City wide ECD Comm	1,500

\* City funded positions:

Director	4 FTE	\$ 23,030
CC Advisors	8 FTE	\$ 32,370
Resource Asst.	2 FTE	\$ 7,000
Administrator	.4FTE	\$ 15,600
Reception	.3 FTE	\$ 10,000

Please note: Contribution from the Ministry of Community, Aboriginal and Women's Services for these services has yet to be determined.

## WESTCOAST CHILD CARE RESOURCE CENTRE

WESTCOAST TRAINING CLUSTER

Formerly Westcoast Multicultural &amp; Diversity Services (WMDS)

## 2004-05 City Work Plan

**Program Description**

Westcoast Training Cluster is responsible for all training activities implemented by Westcoast Child Care Resource Centre including those formerly delivered by Westcoast Multicultural & Diversity Services (WMDS). City funding will be utilized specifically for parent orientation and educational opportunities related to child care and child development issues for Vancouver families, for multicultural, anti-racism anti-bias and bullying prevention education and training for Vancouver-based child care and child development practitioners and families, and for outreach visits and hands-on training for child care/child development settings.

**Summary of Objectives and Relationship to Strategic Plan**

- Facilitating Stable, Flexible, Quality Child Care
- Strengthening Private and Public Partnerships

Article I.	Actual Hours 2003/2004 (WMDS)	Estimated Hours 2004/2005 (Training)
Article II.      Westcoast Training Activity Description		
1. Plan and deliver 25 child care, child development and other educational programs for parents and providers in several languages to 400 Vancouver families	N/A	200 hours
2. Plan and deliver 2 multi-session diversity training programs for 60 Vancouver-based child care/child development practitioners	90	100
3. Plan and deliver single session diversity workshops for 100 Vancouver-based child care/child development practitioners and parents	75	125
4. Plan and deliver up to 15 single session child care/child development workshops for 350 Vancouver-based child care/child development practitioners and parents	N/A *formerly RIS function	300 * focus on nutrition in cc programs
5. Provide outreach and hands-on diversity, ESL and school readiness training in 8 Vancouver-based child care/child development programs	200	300
6. Conduct Network Site Lending of specialized resources	56	n/a
7. Multicultural, diversity and bullying prevention resource development	500	300
8. Safe Spaces Bullying prevention Training for 8 Vancouver-based child care/child development programs	420	500
9 Strengthening Private and Public Partnership Westcoast Breakfast Series	150	n/a
<b>Total</b>	<b>1491</b>	<b>1825</b>

## 2004-05 Westcoast Training Cluster

City Grant Request: \$75,490.00

Revenue	75,490.00
Carry Over from 2003-04	4,000.00
<b>Total City Funding</b>	<b>79,490.00</b>
Wages and benefits	*71590.00
Staff Training	800.00
Travel	1,000.00
Telephone	300.00
Office Supplies	500.00
Printing	1,000.00
Postage	300.00
Translations	1,500.00
Resources	2,500.00

## \* City funded Training Positions:

Director	.4 FTE	\$ 23,030
Diversity Trainers	1.0 FTE	\$ 40,460
Family/FCC Trainer	.2 FTE	\$ 8,100

Please note: Contribution from the Ministry of Community, Aboriginal and Women's Services for these services has yet to be determined.

**WESTCOAST CHILD CARE RESOURCE CENTRE**  
**FAMILY INFORMATION & REFERRAL (FIR)**  
**Formerly Information Daycare (ID)**  
**2004-05 City Work Plan**

**PROGRAM DESCRIPTION**

Westcoast Family Information & Referral (FIR) increases the profile of child care and child development programs in the City of Vancouver by responding to a wide range of telephone, email and in person queries related to Vancouver-based child care, child development and family support services. Callers/visitors are offered a variety of print materials related to their questions including program listings by type, maps indicating locations of services within the City, as well as brochures and checklists to guide appropriate selection of services. Callers/visitors are also offered consultation regarding their particular programming needs and access to child care and child development group orientation and education sessions. FIR services and/or materials are provided in several languages.

**SUMMARY OF OBJECTIVES AND RELATIONSHIP TO STRATEGIC PLAN**

1. Improving Service Coordination
2. Establishing Priorities and Planning Process
3. Facilitating Stable, Flexible, Quality Childcare
4. Strengthening Private and Public Partnerships
5. Facilitating Effective Communication

<b>Westcoast FIR Activity Description</b>	<b>ID Actual Hours 2003/2004</b>	<b>FIR Estimated Hours 2004/2005</b>
1. Maintain free family information and referral services for Vancouver families in several languages through 8,000 telephone, e-mail and in person contact.	1333	1000
2. Monthly updating of a database of almost 600 Vancouver based licensed/registered child care settings and more than 150 child/family programs (i.e. playgroups, drop-ins, toy lending, early intervention programs)	192	200
3. Review and conduct annual child care fee/facility surveys in consultation with local Vancouver CC agencies	400	400
4. Distribute 13,000 lists of Vancouver based licensed and/or registered child care and family support programs	1083	1100
5. Plan and deliver 45 Choosing Child Care sessions for almost 800 parents in 3 languages (some provincial funding)	90	N/A *now Training function
6. Coordinated tracking and promotion of educational programs for Vancouver parents in several languages.	n/a	200
7. Mail/Fax 4000 child care/child development information packages to Vancouver families	375	400
8. Provide information to community and municipal government on children's program trends and needs	80	80
<b>Total</b>	<b>3553</b>	<b>3380</b>

**2004-05 CITY GRANT REQUEST: \$33,800**

	<b>Revenue</b>	
	<b>City of Vancouver</b>	33,800.00
	<b>Carry Over from 2003-04</b>	7,000.00
6000	<b>Wages and benefits</b>	*20,965.00
6700	<b>Staff Training</b>	300.00
6600	<b>Travel</b>	1,000.00
7100	<b>Telephone</b>	3,000.00
8000	<b>Office Supplies</b>	1,500.00
8010	<b>Printing</b>	3,000.00
8020	<b>Postage</b>	2,500.00
8101	<b>Computer Maintenance</b>	1,500.00
8500	<b>Advertising</b>	1,500.00
9140	<b>Translation</b>	3,000.00
	<b>Alloc Agency Costs</b>	2,535.00

**\* City funded Referral Positions:**

<b>FIR Coordinator</b>	<b>.2 FTE</b>	<b>\$ 7,860</b>
<b>Bi-lingual Parent Advisor</b>	<b>.4 FTE</b>	<b>\$13,100</b>

**Please note: Service will have some additional funding from Vancouver Foundation supporting Regional FIR Services. Contribution from the Ministry of Community, Aboriginal and Women's Services for these services has yet to be determined.**

**CIVIC CHILD CARE GRANT**  
**2004 CITY-WIDE / ADMINISTRATION GRANT APPLICATION**

**PROGRAM DESCRIPTION:**

**Vancouver Society of Children's Centres: Administration of City-owned Child Care Facilities**

**SUMMARY OF OBJECTIVES:**

- To create/ develop 12 Infant/ Toddler, 25 Three to Five, 20 Kindercare, 25 before and after school licensed child care programs in 2 new sites.
- To expand family place resource programs to 10 sessions per week.
- To work on the design of the Bayshore and Concord developments.
- To finalize an ECD plan for the Yaletown Neighbourhood.
- To expand and further develop our sponsorship program for low-income children.
- To operate current high quality child care and family programs at Dorothy Lam, Library Square, Quayside and Pender Children's Centres.
- Participate on review of City child care design guidelines and other city committees.
- Raise public awareness on ECD.

**RELATIONSHIP TO STRATEGIC PLAN:**

Facilitate stable, flexible, quality child care; improve service coordination/ collaboration; Strengthen private and public partnerships; facilitating effective communication.

<b>PROPOSED ACTIVITY DESCRIPTION</b>	<b>HOURS 2003</b>	<b>HOURS 2004</b>
Human Resources		
Executive Director	1950	1950
Program Director	723	723
Work on design, purchase equipment, hire staff, register families, and develop partnerships with host facility (Elsie Roy School, Shaw Tower)		
Design new family place drop-in's, secure funding, hire staff, promote services and implement		
Complete an ECD plan for Yaletown neighbourhood with short-term, mid-term, long-term strategies, identify advocacy and joint initiative work		
Complete marketing strategy/ material to secure additional corporate sponsorship for low-income children		

**CIVIC CHILD CARE GRANT  
2004 CITY-WIDE / ADMINISTRATION GRANT APPLICATION**

**FINANCIALS:**

**2004 BUDGET:**                 **\$381,496**

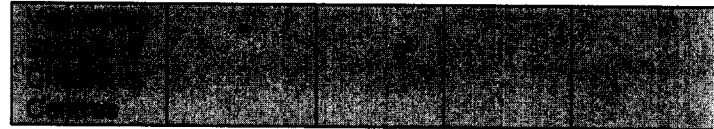
**GRANT REQUEST:**           **\$105,700**

**2004 BUDGET**

<b>OVERALL ADMINISTRATION</b>		<b>GRANT REQUEST</b>	
<b>EXPENSES</b>			
Human Resources	256,084	Human Resources - City Portion	\$105,700
Food	4,470		
Financial Assistance Program	10,000		
Rent (includes utilities, phone etc.)	56,850		
Office Supplies	22,740		
Insurance	5,352		
Professional/ Contract Services	26,000		
	<b>Total \$381,496</b>		

Note: Difference of \$276,496 in administration costs to be covered within Vancouver Society Of Children's Centre's overall budget.

Name of Childcare Operator:



REVENUE	YEAR ENDING	Budget 2005
Parent Fees - Direct Contribution		
Provincial Childcare Subsidy		
Provincial Childcare Funding		
Inclusion Contract Funding		
City of Vancouver Funding	Childcare Grants	
	Endowment	
Gaming		
Fundraising/Donations		
Other revenue		
<b>TOTAL REVENUE</b>		

\*includes Start-up, I/T and Equipment for Shaw

\*MCFD, Grants etc. for family programs, VSOC contributions, emergency services, other fees for services

**EXPENSES**

**1 Personnel**

Salaries

Benefits

Other

**Total Personnel**

**A**

2,473,347

\*includes family programs/ administration

**2 Facilities/Maintenance**

Janitorial

Utilities (excluding telephone & internet)

Rent/Mortgage

Taxes

Maintenance/repairs

Other (excluding insurance)

**Total Facility Costs**

**B**

200,939

**3 Program Costs**

Children's Program Supplies/Toys/Equipment

\*includes \$74,000 for Shaw plus \$20,000 for sr age



Food Costs			
Special Activities/Parent Program			*parent education workshops
Other			*financial assistance program
<b>Total Program Costs</b>	<b>C</b>	267,685	
<b>4 Administration</b>			
Advertising			
Professional Fees e.g. legal/accounting			
Telephone/Internet			
Insurance			
Bad Debt			
Fundraising Costs			
Management Fees			
Other			
<b>Total Administration Costs</b>	<b>D</b>	89,252	
<b>TOTAL EXPENDITURES (A+B+C+D)</b>			
<b>NET SURPLUS (DEFICIT)</b>			
<b>A Staff rates (\$ per hour - give min. &amp; max.)</b>			
Substitute			
Assistant-in-Training			
School-age' program staff			
ECE - '3-5' Certified			
ECE - 'Under 3' Certified			
ECE - Special Needs			
Supervisor/'Person in Charge'			
<b>B Other Information - part 1:</b>			
Licensed Capacity (please note any mid yr. changes)			
	Under 3		Shaw - Sept 2004
	3-5'		Shaw - Sept 2004
	Preschool		
	Kindercare		Sept 2004
	School-aged		Sept 2004
Month of Year End (please note any mid yr. changes)			

---

**C Other information - part 2: complete if form is for only 1 program or 1 type of program**

Monthly User Fee (please note any mid yr changes)  
# of hours open (annual)



**D Revenue Measures**

Provincial Funding as % of total Revenue  
City Funding as % of total Revenue



\*includes capital for Shaw

**E Expenditure Measures**

Salaries as % of total expenditure



---

**Vancouver Society of Children's Centres**  
**2003 Administration Grant**  
**Summary of Outcomes**

**Facilitating Stable, Flexible, Quality Childcare**

- Opened 16 space toddler program (Pender Street Children's Centre) with program offering longer hours, hot lunch/dinner program and half-day options for families.
- Piloted dance program within current early childhood programs.
- Worked with VSB to create 25 before and after school spaces in the Elsie Roy School to start in September, 2004.
- Opening 20 kinder care spaces at Dorothy Lam Centre in September, 2004.
- Developed 3 new family resource drop-in programs in the evenings and weekends at quayside and Dorothy Lam.
- Developed and implemented a range of parenting workshops in all centres (i.e. Parent-Child Mother-Goose, Nobody's Perfect, Guidance and Discipline, Kindergarten Readiness, Nutrition, Communication).
- Developed formal program curriculum, based on developmental outcomes and successful transitions for children, for all our early childhood programs.
- Final design of Shaw Tower Child Care Spaces is complete, equipment lists are complete, initial needs assessment survey has been distributed to families working in Shaw Tower and operational budgets are developed.
- Internal Financial Assistance Program and Corporate Sponsorship Program have been implemented.

**Improving Service Coordination and Collaboration**

- Commitment from VSB on the delivery of School Age Childcare in the new downtown elementary school.
- Organized community meeting of all downtown agencies delivering service for children and families to discuss planning and coordination. Work is underway on developing an ECD plan (in two downtown neighbourhoods, which will be brought back to the large group for consideration and action.
- Worked with YMCA and Gordon Neighbourhood House on the implementation of the "Open Doors to Learning" project.
- Worked on a joint fundraising activity with the roundhouse Community Centre.
- Continued involvement and participation on City-wide Childcare Committee, windows of Opportunity, Child Care Resource and Referral Consortium, City-wide training committee, Downtown Interagency, and Network 1 Children and Family Committee.

**Strengthening Private and Public Partnerships**

- Secured corporate support for 2 children to be fully sponsored in a licensed childcare program.
- Renegotiated emergency childcare services contract for another year with two financial institutions.
- Partnered with local business to sponsor our third annual sports day.
- Secured corporate sponsorship for our Cook Book Fundraiser.

- 
- Developed formal partnership with Family Services of Greater Vancouver to jointly deliver parenting workshops in the downtown.

Facilitating Effective Communication

- Have delivered a number of “information” sessions over the past year to businesses and other non-profits on the work of VSOCC, on the value of early childhood services and the need for support.
- Met with elected and other government officials on a regular basis to provide information/feedback on decisions impacting children and families (subsidy changes, supported childcare, family services).
- Worked very closely with the Facilities Department of the VSB to ensure that the construction of the new school does not impact the operations of the Dorothy Lam Centre.