



## CITY OF VANCOUVER

### ADMINISTRATIVE REPORT

Report Date: November 9, 2006  
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Meeting Date: November 28, 2006

TO: Vancouver City Council  
FROM: Director of Social Planning  
SUBJECT: Capital Grant - Cedar Cottage Neighbourhood House

#### RECOMMENDATION

THAT Council approve a Capital Grant of \$2,002 for the Selkirk Out-of-School Care Expansion Project, conditional on funding from other sources sufficient to complete this project; source of funds: unallocated 2006 Capital Grant Budget for non-City-owned Childcare, Social Services and Cultural Facilities.

#### GENERAL MANAGER'S COMMENTS

The General Manager, in consultation with the Vancouver School Board, RECOMMENDS approval of the foregoing.

#### COUNCIL POLICY

In 1987, City Council adopted "Criteria and Guidelines for Capital Grants". Included in these, was the stipulation that the City Grant for a project is not to exceed one-third of the total project cost.

In 1990, City Council approved the Civic Childcare Strategy that sets out to:

- support the viability, accessibility and quality of existing child care services;
- assist child care initiatives in high need areas;
- encourage and support efficient, coordinated administrative services required for a child care system in Vancouver to lever other sources of child care funding, wherever possible.

In June, 1993, Council directed that City-owned properties, occupied by non-profit organizations, held as assets in the Capital Fund be charged a nominal rate. The lease/sublease/license of City assets below market value constitutes a grant and, as such, requires eight affirmative votes.

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

In 2003, Vancouver City Council, Park and School Boards adopted the Childcare Protocol, which includes the objective to maintain and expand child care by five percent over the next two years.

The 2006-2008 Capital Plan includes provision for a Capital Grant program for social service and cultural projects in facilities which are not owned by the City.

Approval of Grants requires eight affirmative votes.

## **PURPOSE**

This report seeks Council approval to allocate a Capital Grant of \$2,002 for the Selkirk Out-of-School Care Expansion project.

The purpose of this funding is to assist Cedar Cottage to make necessary renovations to a school portable located on the school site of Selkirk Elementary School. This will allow for the expansion of the existing Selkirk-Out-of-School Program to include a kindercare program from 11:00 a.m. to 6:00 p.m., Monday to Friday. The site has been inspected by the City of Vancouver and by the Child Care Licensing officials.

## **BACKGROUND**

Since 1950, Cedar Cottage Neighbourhood House has developed a network of community-based social service programs which are designed with the commitment to work in partnership with agencies, public institutions, businesses and residents to address specific social concerns. Their mission is to make the neighbourhoods of Kensington/Cedar Cottage a better place to live. Their goal is to enable people to enhance their lives and strengthen their communities. Cedar Cottage operates out of six community sites, with Seniors' programs (Adult Day Care, Supper Club and Seniors' Council); Youth programs (Youth Leadership, Youth Volunteer Activities); School aged programs (Licensed Out-of-School Care, Summer Day Camp, After school Adventures); Family Programs (Family Nights, Parent Education); Early Childhood Development Program (Parenting Centres, Preschool, Kindergarten Readiness) and Aboriginal Programs (Inter-tribal Pow-Wow, Aboriginal Family Support). In the 1960's, Cedar Cottage opened its first licensed group day care program and continued in 1972 with the establishment of three out-of-school care centres. Today, Cedar Cottage is home for six out-of-school care programs with 205 licensed spaces. The child care centres operate as the foundation for a neighbourhood hub at each site.

## DISCUSSION

The City provides support for cultural and social service facilities through mechanisms including the direct provision of facilities, Capital Budget allocations to organizations operating out of City-owned facilities and, since 1975, Capital Grants to organizations located in their own (or leased) premises.

Capital Grants to non-profit social service, child care and cultural organizations are for purchase, renovation and refurbishment of facilities not owned by the City. By policy, Capital Grants cannot exceed one-third of the total project cost. The balance of the funds must be secured by the non-profit organization through public and private sector fund raising.

To license the facility, renovations are required to create a small kitchenette area and upgrades to meet the fire regulations. Examples are electrical capacity upgrade to accommodate a fridge and microwave, double sink unit, non-climbable exterior railings and commercial smoke detectors. The Vancouver School Board has agreed to provide some of the renovations at no cost.

Kindercare program provides child care for children before and after kindergarten hours. There is a significant shortage of this type of care in Vancouver. This project, in particular, is an excellent example of a community/School Board/City partnership. The program will provide 15 kindercare spaces on the school site, creating seamless care for children and support for their families.

### Project Funding:

Total Project Cost	\$6,008
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### Funding Sources:

Cedar Cottage Neighbourhood House*	\$4,006
Capital Grant	\$2,002
TOTAL	\$6,008

\* Cedar cottage Neighbourhood House has confirmed this contribution.

All Capital Grants must meet the following conditions:

### General Conditions for All Capital Grants:

- Confirmation of funding to be in place prior to release of 50% of City funding;
- Remaining 50% released on receipt of invoices and, where applicable, Occupancy Permits;
- Written approval of landlord, where applicable, to make renovations;
- All renovations to meet applicable City By-Laws, permit requirements and guidelines.

### Additional Condition for Child Care:

All designs and renovations must be approved by Community Care Facilities Licensing (CCFL) and meet applicable City Childcare Design Guidelines.

## FINANCIAL IMPLICATIONS

The 2006-2008 Capital Plan provided a total of \$500,000 for Capital Grants. On May 25, 2006, Council approved an allocation of \$150,000 in the 2006 Capital Budget for Capital Grants Program. Along with the \$20,000 in unallocated funds from previous Capital closeout, the funding available totals \$170,000. On September 8, 2006, Council approved \$86,349 in Capital Grants, leaving \$83,651. Funding of this grant will leave \$81,649 remaining in this year's Capital Grant allocation.

## CONCLUSION

The report recommends the allocation of a \$2,002 for the Selkirk Out-of-School Care expansion project to create 15 kindercare spaces on condition that funding from other sources sufficient to complete this project is secured.

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