



**THE DISTRICT OF THUNDER BAY
SOCIAL SERVICES ADMINISTRATION BOARD**

Request for Child Care Expansion Plans

Issue Date: Friday, July 6, 2018

Closing Date: Friday, August 17, 2018

Applications are to be submitted to:

**The District of Thunder Bay Social Services Administration Board
Child Care and Early Years Programs
231 May Street, South
Thunder Bay, ON
P7E 1B5**

Child Care Expansion Submission Template

Background

The government of Ontario has made a historic commitment for a major Child Care Expansion. The plan is to increase access to licensed child care for 100,000 more children aged birth - 4 years old over the next five years. This province-wide initiative began in 2017.

In late 2017, The District of Thunder Bay Social Services Administration Board (TBDSSAB) discussed the possibilities of expansion within the existing child care system.

The TBDSSAB is now expanding the Expression of Interest to Not-for-Profit Community Partners.

Submission Requirements

If your agency is interested in submitting a plan to develop a Child Care Program, particularly within the birth – 4 years old age category, the following is required:

Description of proposed expansion – Business Case

- Proposed Program Details, including age ranges (infant, toddler, preschool), long term trends relative to need for this service, community impact;
- Timelines (estimated start timelines, and projected enrollment);
- Resource Requirements (Personnel, start up, administrative infrastructure to support programming (finance, human resources, information technology);
- Proposed Budget, including how the program will remain financially sustainability;
- Risk Management and impact, eg. appropriate supervision of staff, occupational Health & Safety measures, meeting curriculum requirements for *How does Learning Happen*, Quality Assurance, system for mitigating serious occurrences.

Evaluation Criteria

TBDSSAB will review submissions based on the following:

- Neighbourhood population/needs in the area;
- Link to wait list need, priority to children birth – 4 years of age;
- Overview of the Early Development Instrument (EDI) scores for the neighbourhood where the centre is located;
- Financial sustainability;
- Personnel requirements.

Expression of Interests that most meet the criteria of the expansion project may be contacted for further discussion.

Submission Deadline

TBDSSAB requires that all submissions be received no later than 4:00pm local time Friday, August 17, 2018.

TBDSSAB reserves the right to accept or reject submissions received after the submission deadline.

Submissions will be accepted via mail/courier, hand delivery, e-mail (louise.piercey@tbdssab.ca) or fax (807-345-7921).