



It starts  
with kids

## Repairs and Maintenance Funding Memo

The Regional Municipality of York is providing funding to child care operators for issues that have been identified as a deficiency by Ministry of Education Licensing Services, York Region Public Health, or a Third-Party Playground Inspector. Recommendations are not eligible for funding.

Operators approved for Repairs and Maintenance Funding must ensure that on-site repairs and/or renovations are completed between **January 1 and November 15 of the current calendar year**.

### Funding requirements

- Operators must hold a Child Care Services Agreement with The Regional Municipality of York

### Required supporting documentation

Requests for funding will only be considered with the submission of the following documentation:

- Completed application form (submitted in Excel format)
- Two (2) quotes per deficiency (lowest quote will take precedence)
- Non-Compliance deficiency document (see below)

### Non-Compliance deficiency document is one of the following:

- Ministry of Education Licensing Inspection Report – A copy of the inspection report identifying non-compliance with the Child Care and Early Years Act
- York Region Public Health Inspection Report – A copy of the inspection letter identifying a critical health hazard
- Third-Party Playground Inspection – Full copy of the playground inspection report identifying non-compliance with CSA standards

### Funding requests

Approvals are based on a first-come, first-served basis as funding is limited.

**Please send the completed application form to [repairsandmaintenance@york.ca](mailto:repairsandmaintenance@york.ca) by October 30, 2023, in the original Excel format. PDF copies will not be accepted.**

### Payment process

Reimbursement will be cost-shared between York Region and the child care operator. York Region will cover 80% of the approved repair costs.

Child care operators approved for funding must submit the following by **November 30, 2023**:

- Receipts for completed repairs
- Schedule J Funding Reconciliation and Payment Request

If you have any questions, please contact your Contract and Funding Coordinator.