

Community Child Care Planning Program

2019 Application Form

Please complete and return the application form by January 18, 2019. All questions are required to be answered by typing directly in this form. If you have any questions, contact lgps@ubcm.ca or (250) 952-9177.

SECTION 1: Applicant Information	AP- <i>(for administrative use only)</i>
Local Government: City of Langley	Complete Mailing Address: 20399 Douglas Crescent, Langley BC V3A 4B3
Contact Person: Karlo Tamondong	Position: Recreation Supervisor
Phone: 604-514-2867	E-mail: ktamondong@langleycity.ca

*Contact person must be an authorized representative of the applicant

SECTION 2: <u>For Collaborative Projects Only</u>
<p>1. Identification of Partnering Applicants. For all collaborative projects, please list all of the partnering applicants included in this application. Refer to Section 3 in the Program & Application Guide for more information.</p>

SECTION 3: Project Summary
<p>2. Name of the Project: Langley City's Child Care Development Action Plan</p>
<p>3. Project Cost & Grant Request: Total Project Cost: \$25,000.00 Total Grant Request: \$25,000.00 Have you applied for or received funding for this project from other sources? No</p>
<p>4. Project Summary. Provide a summary of your project in 150 words or less.</p> <p>Child Care is an important need in Langley City, this project will help create a Langley City's Child Care Development Action Plan to help guide Langley City Staff and Langley Child Care Service providers to address child care needs and issues.</p> <p>The Langley City's Child Care Development Action Plan aims to achieve collaborative, partnership-based child care solutions with government, private and non-profit community</p>

services sector partners to support a child care vision for the betterment of Langley City's children and families. This action plan will explore and identify issues and build opportunities for further actions.

This is an action oriented work plan which seeks to synthesize the findings through qualitative data, community engagement, gap analysis and surveys. In addition, this plan will create a framework to deliver a Langley City Child Care policy, and provide recommendations for implementation of child care spaces in Langley City.

SECTION 4: Detailed Project Information

- 5. Proposed Activities.** What specific activities will be undertaken as part of the proposed project? Refer to Section 4 of the Program & Application Guide for eligibility.

Langley City's Child Care Development Action Plan will include a community needs assessment and space inventory. A detailed review of services already offered, by neighbourhood and aligning it with proposed development plans will allow the City to identify gaps within the child care system. From that starting point, engaging with community stakeholders (child care operators, community service agencies, parents, DPAC etc.) to identify child care services the community would like to see expanded upon or added. In addition, existing City bylaws and plans will be reviewed to identify solutions and barriers in opening and expanding child care spaces.

The City will hire a consultant to undertake various methods of compiling data including:

- online surveys
- person to person consultations
- organizational engagement with service organizations and child care providers
- engagement with the business community
- community open house consultation
- a community feedback portal through the Langley City website

- 6. Program Objectives & Guiding Principles.** How will the proposed planning activities meet the objectives and guiding principles of the 2019 Community Child Care Planning program?

OBJECTIVES:

A thorough and complete child care needs assessment for the City

To make a strong case for investing in child care from both a social and an economic perspective

To document trends, gaps and needs by neighbourhood

To identify issues and vulnerable population groups with current unmet needs

To inform the development of a Child Care Policy for the City

To develop a short, medium and long term child care space creation proposed action plan

GUIDING PRINCIPLES:

- **INCLUSIVE** – recognizing Langley City has many informed and talented individuals who can be part of the child care solution for the community. The unique needs of Langley City will be addressed by engaging with and listening to all invested stakeholders.
- **ACTION DRIVEN** – it is expected that the planning grant will be a catalyst for prioritizing child

care solutions in Langley City, with expected outcomes to be the driving force for future funding and support.

- **COORDINATED** – Langley City will work towards collaborative solutions to meet community needs. Recognizing that not one specific agency or government body is solely responsible for child care needs.
- **SUSTAINABLE** – The resulting child care action plan will focus on long term, sustainable solutions to meet growing need and demand.

7. Intended Outcomes, Deliverables & Impacts on Local Government. What will your project achieve? What will be the specific deliverables? List any policies, practices, plans or local government documents that will be developed or amended as a result of your project.

The intended long-term outcome of this project is the creation of Langley City's Child Care Policy to help guide the creation or expansion of new child care spaces in Langley City.

Specific deliverables for the Langley City's Child Care Development Action Plan are:

- Completion of the community child care space inventory.
- Gather information on programs and services that currently exist in the City of Langley to meet the child care needs of underserved population.
- Identify and interpreted trends related to the number, location, and care types of licensed child care facilities and spaces in Langley City.
- Review the following City of Langley plans: Official Community Plan, Social Plan, By-laws and Vision Strategy "Langley City: Nexus of Community" and identify solutions to make it easier to open and create child care spaces.

Recommend the following short and medium-term goals:

- Identify new child care space for underserved population
- Identify organizations responsible for creating new child care space
- Identify public assets that can expand to publicly owned child care
- Identify community partners that will work to meet these specific short and medium term goals.

8. Organizational Capacity. How is your organization equipped to achieve the intended outcomes, deliverables and impacts on local government identified above? Describe the relevant resources at your disposal (staff, financial, informational, experiential, etc.).

The City of Langley has one full-time staff committed to help facilitate the creation of the Langley City's Child Care Development Action Plan.

This staff person will be the main liaison between the consultants and Langley City's Child Care Advisory group. Designated staff have been directed by the City of Langley to make sure that all the outcomes, deliverables and impacts on Langley City are met.

The City of Langley is also committed to giving in-kind donations for room rentals to hold meetings, community engagement processes, workshops, marketing and promotion.

9. Partnerships & Community Support. List all confirmed partners (e.g. child care providers, school districts, community groups, First Nations, Métis Nation BC, organizations working with underserved communities etc.) in addition to those identified in Question 1 that will directly participate in the proposed planning activities and the specific role they will play. Attach letters of support if available.

SSome of the organizations below are represented on the Langley City Child Care Advisory and

are denoted by *:

- Langley Children Committee will provide an advisory role in the proposed planning activities. Members will be kept up to-date on activities and will have an opportunity to engage where their individual organizational mandates allow. The City will seek assistance from this group with marketing and communication for specific events and engagement activities.*
- Township of Langley - Langley City is geographically surrounded by the Township of Langley and many of our families have intersecting engagement with both. In some instances, there may be opportunities to work together on pieces of child care planning. While both communities are distinct with unique needs, families see “Langley” as inclusive. A strong relationship between the City and the Township will be important as both go through the planning process.
- Encompass Support Services Society - As a non-profit service provider serving Langley City families and vulnerable population groups, Encompass will share knowledge of how best to serve families they support. By helping to guide the direction of planning in the City, Encompass can help ensure there is an intentional and focused effort to meet the community need.*
- Langley Early Years Centre - Through its partnership with Langley City, currently offers high-quality, free drop-in child and family programs. With an understanding of services and resources that are missing from the community for children from birth to six years of age and their families, they are well positioned to assist as a direct support for child care planning in Langley.*
- Fraser Health Child Care Licensing - Will provide consultative support as it relates to licensing and regulations for child care plans in the City. In addition, Fraser Health Community Health Specialists can provide population data support to ensure we are meeting the social determinants of health through quality child care opportunities for families.*
- Inclusion Langley Society - Through the Infant Development Program -Supported and Supported Aboriginal Child Development divisions, will play a supportive role by providing vision, leadership, and support to community child care initiatives. Inclusion Langley has expertise in understanding the role child care plays with regards to children with special and diverse needs who require extra support. Members of this organization will be able to support Langley City’s long term vision for an inclusive community for all families.*
- Langley School District 35 - Will be a collaborative partner with the City in efforts to use space at schools operating below full capacity for child care services, including out of school care. The district would share data on population projections for school age children which could be mapped with socioeconomic data. The School District staff (including Strong Start facilitatoris) and local Parent Advisory Committees would also be encouraged to share with the City any informal child care needs assessments they administer.
- Greater Langley Chamber of Commerce - Would play an advisory role in assisting with potential public-private partnerships relating to child care facilities and planning.
- Langley District Parent Advisory Council - Is the official “voice” of the parents in Langley. They would play a critical role in helping to reach, with a consultative focus, families with school age children and promote opportunities that will be available for families to have a say in the planning process.
- Langley Community Services Society / Child Care Resource & Referral - With a unique understanding of the child care landscape in Langley, Langley Community Services Society, through its Child Care Resource & Referral arm, will offer support to explore and evaluate innovative and creative child-centred approaches to child care as part of the short, medium and long term planning goals. As a direct contact with existing child care providers, the Child Care Resource & Referral will be a key partner in connecting with providers. As well, LCSS can assist with reaching out to refugee and recent immigrant families as part of the engagement process*
- Lower Fraser Valley Aboriginal Society - With a unique understanding of Langley’s Indigenous population and needs, Lower Fraser Valley Aboriginal Society will be a partner in

looking at child care service deliverables which will best serve this group.*

- Boys & Girls Club of Langley - Has a distinctive understanding of inner city needs, as it is located in one of the more disadvantaged areas of the city. This organization has a strong comprehension of the community need and will provide an advisory role.

10. Community Engagement. Recipients of a Community Child Care Planning Grant must engage with child care stakeholders in their community, particularly parents and child care providers (including Indigenous providers). Recipients are also encouraged to engage with their local school district(s), other local governments, local First Nations, Métis Nation BC, and local Indigenous organizations. Please see Appendix 1 of the Program and Application Guide for more information.

A. Which community stakeholders do you plan to engage in the proposed planning activities, and how?

Langley City will aim, through all engagement and proposed planning activities, to meet stakeholders (especially parents) where they are at. That includes a focus on engagement through outreach via parent/child programs, family health programs and initiatives. It also includes surveying stakeholders in a way that is meaningful to them (online, in person, on paper).

Langley City will work closely with the Langley Children Committee, a local planning table comprised of non-profit and public agency representatives who work collaboratively to build community capacity and maximize opportunities to support the wellbeing of children and their families.

The committee will be a key partner in the planning process. Langley City in partnership with the Langley Children Committee will strike a Child Care Action Team to meet monthly and work on elements for the completion of the planning grant. Specifically the following agencies:

1. District Parent Advisory Council – DPAC is the “voice of the parents” and have both access to parents with school age children and insight into community needs.
2. Parents – through surveys and focus groups, including engaging and presenting to PACs and school principals.
3. The Langley School District – Strong Start facilitators and managers have in depth knowledge about community needs and will be a good group to engage with. In addition, the Board of Education can provide a role at the table.
4. Child Care Providers, including new and recent applicants – Have unique operational insight that will be useful, from a planning perspective. Including a survey and focus group or one on one conversations.
5. Child Care Resource and Referral – A local organization with an in depth understanding of local needs and challenges, in particular the challenge around neighbourhoods with few child care options.
6. Parks and Recreation – Langley City Recreation, Culture and Community Services department has access to hundreds of families in the community for engagement in the planning.
7. Local Non Profits – From supporting vulnerable population groups to inclusive child care environments to cultural references and understanding within the child care field. These community agencies will be a strong support and advocate for ensuring the child care solutions proposed are reflective of community needs.
8. Fraser Health – Including both public health and child care licensing in the conversations, specifically as it relates to challenges around open area play space in urban

areas and flexible child care arrangements for non-traditional hours.

9. Aboriginal and Indigenous Community - Langley City has built relationships with our Indigenous partners, including the Lower Fraser Valley Aboriginal Society, Xyolhemeylh and Kwantlen First Nations. They will be engaged and consulted to determine the best way to reach stakeholders within their respective communities.

10. Township of Langley - Should both applicants be successful, the Township of Langley and Langley City may work collaboratively on a child care survey.

- B. How will this engagement gather information regarding the needs of underserved populations in child care— including children who have extra support needs, Indigenous (First Nations, Métis, or Inuit) children and families, low-income families, young parents under the age of 25, children and families from minority cultures and language groups, immigrant and refugee children and families, and francophone families?

Langley City will make special and concerted efforts to ensure community engagement and outreach with members of the community who are underserved and often dealing with multiple needs related to marginalization, discrimination and poverty. The process will start with working collaboratively with relevant partners who share common goals and interests. It will involve building authentic partnerships, including mutual respect and active, inclusive participation in planning activities.

The emphasis will be on community engagement that promotes a focus on common ground and recognizes that the Langley community (including local partners) have important knowledge and valuable experience to add to public stakeholder discussions.

The City will first, engage service providers and community activists who have established trust and credibility in Langley. For our Aboriginal community members in particular, contact with appropriate leaders within Kwantlen First Nations and Xyolhemeylh is a critical first step. For our immigrant and refugee and more isolated families, Langley Community Services Society is a trusted contact for those families. In order to meet the needs of families with children who need extra supports, both Inclusion Langley Society and the Special Needs Advisory Council (SNAC) will be brought into the fold.

From a needs assessment perspective, the City recognizes that people who live in Langley have the right to participate in the process of defining child care challenges as well as in designing and implementing solutions. As much as possible, efforts will be made to encourage cooperation including: focus groups and community consultations in areas that allow for transit and in areas that are familiar and accessible to the community. Protecting the interests, rights and well-being of underserved community members will be a priority.

- 11. Evaluation.** How will you evaluate the success of the project? Will performance measures and/or benchmarks be used to measure outcomes, and if so, what are they? How will this information be used?

Evaluating the success of this project will be determined by successfully completing the following specific deliverables:

- Completion of the Community Child Care Space Inventory by December 31, 2019
- Completion of the needs assessment by December 31, 2019, particularly the following:
 - o Information on programs and services that currently exist in the City of Langley to meet the child care needs of underserved population.
 - o Interpretation of the trends related to the number, location, and care types of licensed child care facilities and spaces in Langley City.

Recommendations to amend and add "child care" to the following plans after the review by the end of 2020:

- Official Community Plan
- Social Plan
- Vision Strategy "Langley City: Nexus of Community"

To have at least 75% of the Langley City's licensed child care providers attend or participate in our community engagement process such as 1:1 conversations regarding success and barriers in creating new child care spaces by March 31, 2020.

For Langley City Council to recommend the creation of a Langley City's Child Care Policy by the end of 2020.

12. Additional Information. Please share any other information you think may help support your submission.

SECTION 4: Required Attachments

Please submit the following with your application:

- ☐ Council/Board Resolution – Indicating local government support for the proposed project and a willingness to provide overall grant management
- ☐ Detailed budget
- ☐ **For collaborative projects only:** Council or Board that clearly states the partnering organization's support for the proposed project and clearly outlines the role they will play

Submit the completed Application Form and all required attachments as an e-mail attachment to lgps@ubcm.ca and note "2019 Child Care Planning" in the subject line. Submit your application as either a Word or PDF file(s). If you submit by e-mail, hardcopies and/or additional copies of the application are not required.

SECTION 5: Signature. Applications are required to be signed by an authorized representative of the applicant. Please note all application materials will be shared with the Province of BC.

I certify that: (1) to the best of my knowledge, all information is accurate and (2) the area covered by the approved project is within the applicant's jurisdiction (or appropriate approvals are in place).

Name: Karlo Tamondong

Title: Recreation Supervisor

Signature:

Date:

Applications should be submitted as Word or PDF files. If you choose to submit your application by e-mail, hard copies do not need to follow.

All applications should be submitted to:

Local Government Program Services, Union of BC Municipalities

E-mail: lgps@ubcm.ca

Mail: 525 Government Street, Victoria, BC, V8V 0A8