



School-Age Child Centre Licensing Incentive Grant

What is the School-Age Child Centre Licensing Incentive Grant?

The School-Age Child Centre Licensing Incentive Grant is a one-time only grant to support new operators interested in obtaining a license to operate a school-age child centre. This funding is to support school-age child care through school-age child centres, as defined in the *Early Learning and Child Care Act* Regulations, while the province develops a long-term strategy.

What is the value of the grant?

Recipients offering full time program operation would receive a one-time \$3,000 school-age child centre licensing incentive grant upon licensing.

- Full time program operation is September to June with services offered before and after school, 5 days per week.
- Grants would be prorated for programs that operate less than full-time (before or after school, or less than 5 days per week).

Eligible expenses include program equipment, materials and supplies.

Who can Apply?

- Operators that have obtained a new license for a school-age child centre between June 6, 2025 and December 31, 2025.

Other Requirements

- The applicant must submit a licensing application to the Early Learning and Child Care Board and become licensed no later than December 31, 2025.
- The applicant must remain operational for at least one calendar year from date of issuance.
- The applicant must be licensed for at least 15 students.

Instructions: Complete the form by filling in the spaces provided. Print clearly if completing the form by hand. Additional sheets may be attached to the application if more space is required. Remember to include all additional information requested.

Centre Profile

A. Applicant Information

Name of Centre (or proposed name)					
License Number					
Physical Address of Facility					
Mailing Address					
Corporate Registry Business Number					
Contact				Title	
Phone		Fax		Email	

B. Program Information

Please indicate the number of new spaces for your school-age child centre: _____

Anticipated opening date for new spaces: _____

Do you plan to provide the following services? (please check all that apply)

- ☐ Before School Care.
- ☐ After School Care.
- ☐ Full Day Care on PD Days/School Holidays.

Application

1. Program equipment, materials and supplies

Provide receipts and detailed list of items purchased related to program equipment, materials and supplies.

Item	Description	Cost (including HST)
Total Cost		

Authorization

I agree to:

- ☐ Ensure that the program remains operational for at least one calendar year from date of issuance.

Applicant (Print Name) Title

Organization

Signature Date

Important Information

Deadline 5:00 PM AST, January 16, 2026
Submission Completed forms may be dropped, mailed, emailed or faxed to:

School Age Child Centre Grant Programs
c/o Yvette Winchester
Department of Education and Early Years
250 Water St., Suite 101. Summerside, PEI C1N 1B6
Email: ymwinchester@gov.pe.ca
Fax: 902 438-4874

Questions Lisa Bernard at lbernard@gov.pe.ca or by phone at 902-438-4843

PRIVACY STATEMENT: Personal information on this form is collected under Section 31(c) of Prince Edward Island’s Freedom of Information and Protection of Privacy Act and will be used to determine and verify, in conjunction with other supporting documents, eligibility for the School-Age Child Centre Licensing Incentive Grant, as well as statistical information. If you have any questions about this collection of personal information you may contact Doreen Gillis, Director of Early Years, Education and Early Years at 902-393-3325.

For Office Use Only

Date application was received: _____

Recommend Approval ☐

Do Not Recommend Approval ☐

Comments: