

## Family Home Centre Operational Grant Application Form

**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               |  |     |  |       |  |
| License Number               |  |     |  |       |  |
| Physical Address of Facility |  |     |  |       |  |
| Mailing Address              |  |     |  |       |  |
| Contact                      |  |     |  | Title |  |
| Phone                        |  | Fax |  | Email |  |

#### B. Program Information

|                               | Spaces Approved<br>on Licence | Current Enrollment |           |
|-------------------------------|-------------------------------|--------------------|-----------|
|                               |                               | Part<br>Time       | Full Time |
| Infant (0-22 mos)             |                               |                    |           |
| Toddler (22-36 mos)           |                               |                    |           |
| Preschool (36 mos-school age) |                               |                    |           |

**C. Operational Grant Estimates – to a maximum of \$15,000**

| <b>Goals</b>  | <b>Description of Activities to Meet Goals</b> | <b>Amount of Funding Required</b> |
|---|--|-----------------------------------|
| Parent Fee Reduction – reduction of fees to \$25 (April through September) and \$20 (October through March) per day for each child enrolled |  | \$ _____                          |
| Professional Support – for example, increase in wages, payment of professional development fees   |  | \$ _____                          |
| Quality Programming – for example, materials, equipment, supplies   |  | \$ _____                          |
| <b>Total of Estimates – to a maximum of \$15,000</b>  |  | \$ _____                          |

**Authorization**

\_\_\_\_\_  
**Applicant (Print Name)**

\_\_\_\_\_  
**Title**

\_\_\_\_\_  
**Organization**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Date**

## Important Information

**Deadline** 4:00 PM AST, June 17, 2022  
**Submission** Completed forms may be dropped, mailed, emailed or faxed to:

### Family Home Centre Operational Grants

c/o Yvette Winchester  
Department of Education and Lifelong Learning  
250 Water St., Suite 101. Summerside, PEI C1N 1B6  
Email: [ymwinchester@gov.pe.ca](mailto:ymwinchester@gov.pe.ca)  
Fax: 902 438-4874

**Forms & Info** [www.princeedwardisland.ca/familyhomecentre](http://www.princeedwardisland.ca/familyhomecentre)

**Questions** Contact Lisa Bernard at [lcbernard@gov.pe.ca](mailto:lcbernard@gov.pe.ca) or phone ne 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 Family Home Centre Operational 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 Childhood Development, Education and Lifelong Learning at 902-393-3325.

## For Office Use Only

Date application was received: \_\_\_\_\_

Recommend Approval

Do Not Recommend Approval

Comments:

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