



Children's Services Division
Social Services Department
82 Erie Street, Stratford, Ontario N5A 2M4
Phone: 519-271-3773 Toll Free: 1-800-669-2948

City of Stratford - Application for CWELCC Directed Growth Spaces

Child care operators interested in applying for enrolment into the CWELCC System in Stratford, St. Marys, and Perth County, must be a registered non-profit organization and prepare and submit a completed application to: childrensservices@stratford.ca.

Note: The City of Stratford does not have any Start-Up Grant Funding available, and all projects must be fully funded by the applicant.

Type of Application

Scenario 1:

Current City of Stratford licensee who is CWELCC-participating and wishes to increase their licensed capacity of CWELCC-eligible spaces at an existing centre.

Scenario 2:

Current City of Stratford licensee who is CWELCC-participating and wishes open a new child care site (location), not yet licensed.

Scenario 3:

Prospective licensee who wishes to open a new child care site (location) in the City of Stratford, Town of St. Marys, and/or Perth County, not yet licensed.



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Applicant Information

Full Name _____

Position Title _____

Email Address _____

Phone Number _____

Head Office Name _____

Head Office Mailing Address _____

Proposed Site Information

Site Name _____

Site Address _____

Do you:

Own the property

Have a signed lease

Have a "letter of Intent"

Have an "Offer to Lease"



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Please describe your rationale for selecting this location, and how it will support inclusion and access to licensed childcare in the municipalities identified as priority areas in the [City of Stratford's Directed Growth Plan](#):

Service Model

Proposed number of spaces to be created (either new or added to existing) and number of rooms:

Age Group	Proposed Licensed Capacity	Number of Rooms
Infant	<input type="text"/>	<input type="text"/>
Toddler	<input type="text"/>	<input type="text"/>
Preschool	<input type="text"/>	<input type="text"/>
Kindergarten	<input type="text"/>	<input type="text"/>



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Days of operation _____

Hours of operation _____

Total proposed annual operating days _____

If available, please include a floor plan for the proposed centre to your application.

Timelines and Milestones

What is the estimated date that the new spaces will be operational and licensed by the Ministry of Education? _____

The estimated date for the creation of the new licensed spaces must be between the date of application and December 31, 2026.

Describe the project milestones and timelines. The Applicant is expected to propose a schedule that they feel is realistic and achievable:

Describe how the work will be completed to meet the proposed operational date:



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Child Care Fees

Non-base fees

Non-base fees are for optional services as defined in the regulations (such as transportation, field trips, late pickups etc.) and in accordance with the licensee's Parent Handbook. Non-base fees will not be factored in the calculation of cost-based funding allocations. Any costs associated with providing non-base fees services must be tracked separately as they are not an eligible expense.

Please identify any non-base fees that the applicant is planning to charge families. If none exist, please leave blank.

Description	Cost (\$)

Alignment with Ontario's Access and Inclusion Framework

The City must consider alignment of any new spaces with [Ontario's Access and Inclusion Framework for Child Care](#).



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Describe how the creation of these proposed spaces will support Ontario's Child Care Vision and Principles of Access and Inclusion:

Qualifications and Experience - Organization

The Applicant must demonstrate that it has the capacity and experience to complete the project that will increase new not-for-profit, full day licensed child care spaces in Stratford, St. Marys, and/or Perth County in alignment with the City of Stratford's Canada-Wide Early Learning and Child Care (CWELCC) Directed Growth Priorities.

The following questions apply only to those who **do not** have a current agreement to operate licensed child care within the City of Stratford, Town of St. Marys, and/or Perth County.

Describe relevant experience managing and/or operating licensed care for children aged 0-5 or similar services within the past 5 years. Examples should be similar in scope, size, and complexity to the experience and qualifications required to operate the proposed licensed child care centre:



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List of any current and previous service agreements with CMSMs/DSSABs within the past 5 years. Include start and end date, describe the service provided, and include license number if the project is a licensed child care centre:

Provide an organizational chart and describe the proposed governance structure and experience of the Board of Directors.

Provide confirmation that the organization meets all requirements of a Not-for-Profit Corporation, as described in the Not-for-Profit Corporations Act, 2010 (ONCA). The City of Stratford may, at its discretion, require the opinion of a solicitor that confirms compliance with ONCA.



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Qualifications and Experience – Team

Please explain your plan for operating the licensed child care centre with qualified staff that will provide a quality early learning environment that follows inclusive practices and values the principles of accessibility, participation and belonging, and equity.

List the anticipated number of staff you will require for the new or expanded spaces:

Position	Part Time	Full Time
RECE	<input type="text"/>	<input type="text"/>
Non-RECE	<input type="text"/>	<input type="text"/>
Non-Program Staff (Cook, admin)	<input type="text"/>	<input type="text"/>
Supervisor/Home Visitor	<input type="text"/>	<input type="text"/>

Financial Component

In 2025, the Ministry of Education implemented its new Cost-Based Funding Formula for CWELCC-enrolled child care programs. This approach provides funding based on the typical (representative) costs of providing high quality child care to eligible children in Ontario. Please refer to the [CWELCC cost-based child care funding estimator](#) for an annual estimate of the cost-based funding that a CWELCC-enrolled licensee may receive in 2025 or 2026.

Note that the estimator is for illustrative and informational purposes only, actual cost-based funding is determined by the City of Stratford.

Please include as an attachment an annual budget for the child care program. This must demonstrate financial viability. The submission must not be considered an approval of CWELCC funding allocations or eligible vs ineligible expenditures. The budget should clearly identify the following costs:



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- Salaries and benefits of program staff, child care supervisor(s), management
- Administration
- Accommodation
- Operations