



Early Learning and Child Care Infrastructure Fund

Minor Project guidelines and application form

2026 – 2027



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Overview

The Early Learning and Child Care Infrastructure Fund will support exclusively not-for-profit (including family day homes and Indigenous organizations) and First Nations governments owned and operated early learning and child care providers. The fund aims to acknowledge the barriers they face to access essential funding to expand spaces and maintain inclusive spaces, that support families in underserved communities.

Under the Minor Projects stream, you can get up to \$100,000 in funding for accessibility upgrades. This funding can be used for project design, project management, construction and purchase of accessible playground equipment.

Prospective family day homes can receive up to \$10,000 in funding to support with start-up costs.

Eligibility criteria

To be eligible, applicants must fully demonstrate that their proposed project meets the following criteria:

Eligible applicants

The following entities are eligible to apply:

- Yukon First Nations governments;
- Yukon societies in good standing and registered under the *Yukon Societies Act*, including indigenous organizations;
- Yukon-based not-for-profit corporations incorporated under the *Canada Not-for-profit Corporations Act*; and
- Individuals interested in opening a family day home in rural Yukon communities.

All applicants must either:

- currently operate a licensed early learning and child care program; or
- be intending to apply for a license to operate a licensed family day home.

All applicants will have to demonstrate how they will meet regulatory requirements under the *Child Care Act* and regulations. Third parties are not permitted to apply on behalf of fund applicants.

Project types

The following type of projects are eligible for funding under the Minor Project stream:

- Projects that increase the level of physical accessibility in existing licensed early learning and child care programs
- Start-up grants for rural family day homes to a maximum of \$10,000

Eligible project costs

Eligible project costs are reasonable direct costs which are necessary for the construction and completion of the project, and which are incurred and paid by the applicant, including design fees, site surveys and assessments.

Eligible project costs include:

- construction costs related to the renovation of existing infrastructure to increase the program's ability to meet physical accessibility standards;
- landscaping sloping, surfacing or installation of paths/sidewalks to enhance the accessibility of an early learning and child care program's outdoor space;
- purchase of accessible playground infrastructure; and
- costs associated with setting up a family day home such as barrier free entrances, stairwells and bathrooms; and
- fire safety mitigations.

Ineligible project costs include:

- expenditures for equipment that is readily movable and suitable for personal use such as: computers, furniture, toys/equipment, musical instruments, etc. unless it is deemed integral to the success of the project;
- costs incurred before any project approval decisions, including volunteer time such as board time;
- costs incurred for cancelled projects;
- expenditures made prior to the project being approved for funding except for approved previous expenditures within the last three years that are related to the project;
- financing charges, legal fees, and loan interest payments, including those related to easements (e.g., surveys);

- purchase of land;
- leasing equipment other than equipment directly related to the project;
- lease payments or mortgages;
- operation and maintenance costs;
- any ongoing operating costs (staff salaries, software, consumables, content insurance, etc.);
- projects that fall under the normal responsibility of either the Government of Yukon, Municipal governments, or federal government;
- Initiatives eligible under existing Yukon Early Learning and Child Care funding programs; and
- real estate fees and related costs.

Funding

Funding for this program is made possible through the Canada-Yukon Canada-Wide Early Learning and Child Care Agreement. Funding is provided at the discretion of the Department of Education and is subject to budget availability.

The funding available may not be able to cover the entire costs of eligible projects. Applicants will have to demonstrate how they will secure the necessary project funding to bring the project to completion.

Assessment considerations

We will consider and prioritize the following when assessing applications under the Minor Project stream:

Long-term benefits and community impact:

Priority will be given to projects that demonstrate the greatest impact on increasing accessibility or reducing child care shortages in rural communities.



Financial feasibility

Applicants must be able to demonstrate their project will be completed within the total available funding amount for their project type. Accessibility-upgrade projects may be funded for 100% of the project costs but must not exceed \$100,000.

Prospective family day home operators may be funded for a maximum of \$10,000 to support start-up.

Applicants will be required to disclose all other sources of funding for the project at the time of application or received during the duration of the project, including all funding received from the Government of Yukon, other governments and organizations, and recipient's own contributions.

The *Conflict of Interest* clause of Yukon's transfer payment agreements and the Government of Yukon *Conflict of Interest Policy* will be considered during the assessment of applications and the administration of the funding process.

Readiness to proceed

Approved projects must be completed within one year of approval. Applications must include a timeline for project completion.

Application and approval process

Applications will be reviewed by the Early Learning and Child Care Assessment Team. Projects that meet all eligibility criteria may be approved for all or partial funding.

Prior to applying, applicants are strongly encouraged to discuss the details of their project concept with the Early Learning and Child Care Branch to ensure that they meet eligibility requirements. To schedule a meeting (either in person or virtually), email earlylearning@yukon.ca.

For the 2026-27 fiscal year, applications will be accepted on an ongoing basis.

1: Apply to the Minor Project stream:

The following documents are required as part of the completed application package:

- a. **Minor Project Application Form**
- b. **Supplementary documentation** as referenced in the application and appendices, including but not limited to:
 - ✓ Minutes of the Board of Directors authorizing the application
 - ✓ Written confirmation of funding sources, including private donations or services in-kind
 - ✓ Quotes/estimates relating to the work to be completed
 - ✓ Development permit(s) (where applicable)
 - ✓ Written approval from property owner, if in a leased building

Applications must be completed and submitted to earlylearning@yukon.ca with all required supporting documentation.

Incomplete applications **will be returned** with instructions on what information is required to be provided within 30 days. If the required information is not supplied within 30 days, the application will be considered withdrawn.

2: Review and decision

An assessment team will review applications as received. Projects that meet program eligibility criteria may be recommended for approval. If application for funding is successful, funding amounts will be based on total project costs and overall readiness to proceed.

Note: Design plans will be evaluated to ensure they meet the [Child Care Centre Program Regulation](#) or [Family Day Home Program Regulation](#).

Applicants will be notified regarding decision for their projects within **30 days** from submission of the complete application package. Applicants who are not approved will be notified of the reasons why and may choose to submit a revised application.



Reporting requirements and funding disbursements process

A signed transfer payment agreement will be required before any funding will be released or the project can begin. Further disbursements will be in accordance with the transfer payment agreement.

Note that only 2.5% of GST (if applicable) is eligible for funding.

Funding disbursement requests can be made no more than once per month.

Facility licensing process

Applicants will be provided with information on the licensing and program requirements. Once the project reaches substantial completion, an early learning and child care inspector will complete the licensing process.

A license may be issued after all regulated licensing requirements under the *Child Care Act* and regulations have been met.

All playground upgrades must be inspected and approved for use by an Early Learning and Child Care Branch inspector before it can be used.

Final Reporting

Within 30 days of project completion, all outstanding claims and reports must be provided to the Government of Yukon. We will complete a reconciliation of all funding and invoices and advise in writing if any amounts are outstanding. As per the Minor Projects Agreement, the applicant is required to retain all records for future auditing purposes.