

Saskatchewan Early Learning and Child Care: Community Needs Assessment Form

The Community Needs Assessment form assists the Ministry of Education’s Early Years Branch to determine your community’s child care needs. Information provided is assessed and prioritized. The assessment process considers the organization’s ability to serve children and families, including the preparedness for child care centre development. Attach additional pages if needed.

You will be notified of the status of your application.

Date: (day/month/year)	
Name of organization:	
Incorporated entity’s name (if different from above):	
Have you completed a Survey of Need for Child Care Services ? (This is recommended.) <input type="checkbox"/> Yes <input type="checkbox"/> No	
Contact information: Name: _____ Phone number: _____ Email: _____ Mailing address: _____ City/Town: _____ Postal Code: _____	
Identify the group(s) the applicant would belong to: <input type="checkbox"/> Indigenous early learning and child care organization <input type="checkbox"/> Municipality <input type="checkbox"/> Operational child care facility <input type="checkbox"/> Parent/community group <input type="checkbox"/> Post-secondary institute <input type="checkbox"/> School division Other: _____	Check geographical location of request: <input type="checkbox"/> Central Saskatchewan (rural) <input type="checkbox"/> Northern Saskatchewan Administration <input type="checkbox"/> Regina and region <input type="checkbox"/> Saskatoon and region <input type="checkbox"/> South central region <input type="checkbox"/> Southwest region <input type="checkbox"/> Southeast region

<p>Identify the age groups requiring child care (from the Survey of Need for Child Care Services, if available)</p> <p><input type="checkbox"/> Infants (6 weeks – 18 months)</p> <p><input type="checkbox"/> Toddlers (18 – 29 months)</p> <p><input type="checkbox"/> Preschool (30 months – end of Kindergarten)</p> <p><input type="checkbox"/> School-age (attends school in Grade 1 or higher)</p>	<p>Is there a need for child care during specific times?</p> <p><input type="checkbox"/> Before/after school for school-aged children</p> <p><input type="checkbox"/> Children enrolled in part-time prekindergarten programs</p> <p><input type="checkbox"/> Evenings/after-hours care</p> <p><input type="checkbox"/> Weekends</p>
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Complete this chart if you are making application for a NEW child care centre	
Type of Regulated Space	Number of Regulated Spaces Requested
Infant	
Toddler	
Preschool	
School age	
TOTAL	

Complete this chart if you are an EXISTING centre requesting ADDITIONAL spaces for expansion within an existing facility or to expand service in a new facility		
Type of Regulated Space	Current Number of Regulated Spaces in the Centre	ADDITIONAL Number of Regulated Spaces requested
Infant		
Toddler		
Preschool		
School age		
TOTAL		

Identify relevant children/family groups the facility will serve:

- families requiring full-time care
- families requiring extended/flexible hours
- children requiring enhanced or individual supports
- francophone
- Indigenous
- lone-parent
- low income
- newcomer
- racialized and visible minority children
- rural
- seasonal child care needs
- students
- teen parent

1. Provide additional information on the relevant family groups the facility will serve.

2. Provide a description of the community that would be served by the child care centre and identify if/where a location has been secured.

3. How will the need for child care change in the next 5 to 10 years? Consider local economic developments and the provision of child care in the local schools and major sources of employment.

4. The licensee is responsible for governance of the centre and carries the legal and financial responsibilities for child care operations. Relevant legislation to review includes:
 - *The Child Care Act, 2014*
 - *The Child Care Regulations, 2015*
 - *The Co-operatives Act, 1995*
 - *The Non-profit Corporations Act, 1995*

Provide a description of the licensee/board of the child care centre. In addition to the projected budget, you are welcome to include other information that demonstrates financial viability.

5. The Ministry of Education provides financial support in the form of grants, for example, start-up grants and operating grants to assist with the costs. What alternate funding sources are secured to develop and operate a regulated child care centre?

6. What sparks your interest and motivates you to open a regulated child care centre? What do you envision achieving through this endeavor and how does it align with other aspirations of the organization?

Completed forms are to be emailed to: cwcentredev@gov.sk.ca
For more information, **please call 1-855-824-9419**