



# CANADA-WIDE EARLY LEARNING AND CHILD CARE INFORMATION COLLECTION FORM CHECKLIST

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|--------------------------|---|--|
| <input type="checkbox"/> | <b>Attachment 1: Organizational or Business Administrative Information</b><br>FINANCIAL VIABILITY (DETERMINE WHICH SCENARIO APPLIES TO YOUR SITUATION):<br><i>Scenario 1: New Licensee to City of London/County of Middlesex</i><br><input type="checkbox"/> Audited Financial Statements<br><input type="checkbox"/> Start-Up Grant and ELCC Infrastructure Budget if applying for start-up grant or ELCC Infrastructure funds<br><i>Scenario 2: Existing City of London/County of Middlesex Licensee</i><br><input type="checkbox"/> Audited Financial Statements<br><input type="checkbox"/> Start-Up Grant and ELCC Infrastructure Budget if applying for start-up grant and ELCC Infrastructure funds  | <i>ALL APPLICANTS COMPLETE</i>                               |
| <input type="checkbox"/> | <b>Attachment 2: Centre- Based Expansion Information for Licensed Centre-Based Spaces</b><br><br><input type="checkbox"/> Site #1: _____<br><input type="checkbox"/> Site #2: _____<br><input type="checkbox"/> Site #3: _____<br><input type="checkbox"/> Site #4: _____<br><input type="checkbox"/> Site #5: _____  | <i>FOR CENTRE-BASED AGENCIES ONLY, COMPLETE ONE PER SITE</i> |
| <input type="checkbox"/> | <b>Attachment 3: Licensed Home Expansion</b>  | <i>FOR LICENSED HOME AGENCIES ONLY</i>                       |
| <input type="checkbox"/> | <b>Attachment 4: Accessibility &amp; Inclusion</b><br><br>SUPPORTING EVIDENCE (PLEASE INCLUDE ALL POLICIES THAT OUTLINE THE BELOW):<br><br><input type="checkbox"/> Your organization’s waitlist policy<br><input type="checkbox"/> Your organization’s mandate statement<br><input type="checkbox"/> Your organization’s Parent Handbook<br><input type="checkbox"/> Your organization’s recruitment strategies completed in 2025 and planned for 2026<br><input type="checkbox"/> Your organization’s retention strategies completed in 2025 and planned for 2026<br><input type="checkbox"/> The professional development training completed in 2025 and planned for 2026<br><input type="checkbox"/> Workplace policies that support Equity, Diversity, and Inclusion<br><input type="checkbox"/> Your policy and practices that support all abilities in your program (Please note there is a minimum expectation of licensees to access the support of All Kids Belong in London and the County of Middlesex)<br><input type="checkbox"/> Your practices to support diverse families accessing your programs in 2025 and planned for 2026<br><input type="checkbox"/> Parent communication and engagement practices | <i>ALL APPLICANTS COMPLETE</i>                               |
| <input type="checkbox"/> | <b>Attachment 5: Acknowledgements and Signatures Form</b>   | <i>ALL APPLICANTS COMPLETE</i>                               |
| <input type="checkbox"/> | <b>Attachment 6: Start-up Grant and ELCC Infrastructure Fund Application</b>  | <i>IF APPLICABLE</i>   |
| <input type="checkbox"/> | <b>Attachment 7: Start-up Grant and ELCC Infrastructure Fund Budget Workbook</b>  | <i>IF APPLICABLE</i>   |
| <input type="checkbox"/> | <b>Attachment 8: Information Collection Form Checklist</b>  | <i>ALL APPLICANTS COMPLETE</i>                               |