Ministry of Education

Ontario Child Care and Early Years Funding Guidelines

for Consolidated Municipal Service Managers and District Social Services Administration Boards

Chapter 7: EFIS Reporting Requirements

JANUARY 2024

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OVERVIEW

This document ("Chapter 7: EFIS Reporting Requirements") outlines the reporting obligations for Consolidated Municipal Service Managers (CMSMs) and District Social Services Administration Boards (DSSABs) for child care and EarlyON programs within the Education Financial Information System (EFIS).

It details the required data elements and expenditure categories for interim and year-end reporting, where applicable, for Cost-Based Funding, Local Priorities, EarlyON, and other targeted programs. While additional guidance on reporting is available in other chapters of the guideline, this section focuses specifically on EFIS reporting requirements.

Please note these data elements represent the current EFIS reporting requirements; however, the ministry reserves the right to request further information or modify reporting requirements as needed.

PART 1: CHILD CARE REPORTING REQUIREMENTS – EXPENDITURES

1.A CHILD CARE ADMINISTRATION

(Reported expenditures for Administration must include actual expenditures supported by provincial and municipal cost share funding.)

Name: Child Care Administration **Definition:** Funding to CMSMs/DSSABs for eligible administrative costs associated with managing all types of child care funding, including both cost-based and all funding initiatives under Local Priorities. This funding is cost-shared on a 50/50 basis between the province and the municipality. **Reference:** *Chapter 1: Funding Guideline*
Name: WEG/HCCEG Administration **Definition:** Funding provided to CMSMs/DSSABs to support the administrative costs associated with implementing the Wage Enhancement Grant (WEG) and Home Child Care Enhancement Grant (HCCEG) initiative. This funding is cost-shared on a 50/50 basis between the province and the municipality. A minimum of 1.4% of the total WEG/HCCEG administration funding must be allocated to licensees in respect to the administration costs of WEG/HCCEG for staff providing services to children aged 6 to 12 years old. **Reference:** *Chapter 1: Funding Guideline*

1.B. COST-BASED FUNDING

(The following data elements are required by the ministry to calculate final entitlement for CMSMs/DSSABs under Cost-Based Funding).

Name: Actual Program Cost

Definition: The total of all eligible, reconciled expenditures incurred by all licensees over the calendar year under Cost-Based Funding to provide child care reflected in base fees during the calendar year.

These expenditures are net of any cost funded by another public source or reimbursed by another source.

For each licensee, this amount is calculated as the lesser of:

The total sum of all eligible costs incurred by the licensee, or

The Program Cost Allocation assigned by the CMSM/DSSAB.

This aggregated amount for all licensees excludes any *Actual Amount in Lieu of Profit/Surplus* and is reported prior to applying any *Actual Base Fee Revenue Offset.*

Refer to Chapter 2, Division 2: CWELLC Cost-Based Funding Guideline, Part 2: Actual Cost Based Funding (Reconciliation) for further details the calculation of Actual Program Cost.

CMSMs/DSSABs should not include expenditures funded through Local Priorities - Flexibility Funding.

Expenditures related to Direct Engagement to Report on Compliance and One-Time Unexpected Costs Expenditure should be excluded from this total and reported separately.

Reference: *Chapter 2, Division 2: CWELLC Cost-Based Funding Guideline*

Name: Actual Amount in Lieu of Profit/Surplus

Definition: The final amount provided to all licensees in lieu of profit/surplus based on Actual Program Costs.

Refer to Chapter 2, Division 2: CWELLC Cost-Based Funding Guideline, Part 2: Actual Cost Based Funding (Reconciliation) in the guidelines for further details the calculation of Actual Program Cost.

Reference: *Chapter 2, Division 2: CWELLC Cost-Based Funding Guideline*

Name: Actual Base Fee Revenue Offset

Definition: The actual amount of base fee revenue earned from families and fee subsidy revenue for eligible children in the calendar year.

The Actual Base Fee Revenue Offset cannot be lower than the Expected Base Fee Revenue Offset, which is adjusted by the allowed vacancy rate.

Refer to Chapter 2, Division 2: CWELLC Cost-Based Funding Guideline, Part 2: Actual Cost Based Funding (Reconciliation) for further details the calculation of Actual Base Fee Revenue Offset.

Reference: *Chapter 2, Division 2: CWELLC Cost-Based Funding Guideline*

Name: Direct Engagement to Report on Compliance Expenditure

Definition: Actual expenditures incurred for third-party audits on a 5% sample of centres/agencies receiving Cost-Based Funding for the calendar year.

These costs should be reported separately and not duplicated or included in the Actual Cost-Based Funding Expenditures.

Reference: *Chapter 2, Division 2: CWELLC Cost-Based Funding Guideline*

Name: One-Time Unexpected Costs Expenditure (within Cost-Based Funding)

Definition: Non-discretionary, unexpected costs incurred by eligible centres/agencies above their Program Cost Allocations, such as emergency repairs to minor assets, as approved by CMSMs/DSSABs.

These expenditures are supported through funding flexibility within Cost-Based Funding (such as when a licensee agrees to a lower allocation).

These costs should be reported separately and not duplicated or included in the Actual Cost-Based Funding Expenditures.

Refer to Chapter 2, Division 2: CWELLC Cost-Based Funding Guideline, Part 1: Using Funding Flexibility to Cover One-Time, Unexpected Costs for further details of One-Time Unexpected Costs Expenditure.

Reference: *Chapter 2, Division 2: CWELLC Cost-Based Funding Guideline*

(The following items are to be reported by CMSMs/DSSABs for information purposes to provide additional information on the financial allocations and expenditures under Cost-Based Funding).

Name: Aggregated Program Expenditures for Licensees (Detailed Reporting)

Definition: The total aggregated, line-by-line eligible expenditures incurred by all licensees under Cost-Based Funding during the calendar year, net of any cost funded by another public source or reimbursed by another source.

CMSMs/DSSABs should report the full sum of all eligible costs incurred across all licensees by detailed expenditure lines, as follows:

Eligible Centre-Based Program Costs: Program Staffing, Supervisor, Accommodations, and Operations.

Eligible Home Agency Program Costs: Provider Compensation, Visitor Compensation, Agency Operations.

Expenditures must be reported prior to applying the calculation that determines Actual Program Cost as the lesser of the total sum of all eligible costs or the Program Cost Allocation, and would generally align with the total aggregated, line-by-line costs reported in the *Standardized Financial Reports* at the licence-level.

Additionally, report expenditures before making adjustments for the Actual Base Fee Revenue Offset. Ensure that Actual Amount in Lieu of Profit/Surplus is not included in these expenditures.

Reference: *Chapter 2, Division 2: CWELLC Cost-Based Funding Guideline*

Name: Aggregated Special Needs Resourcing (SNR) Expenditures

Definition: The total aggregated, eligible SNR expenditures reported by all licensees under Cost-Based Funding during the calendar year, net of any cost funded by another public source or reimbursed by another source.

Expenditures must be reported <u>prior to</u> applying the calculation that determines Actual Program Cost as the lesser of the total sum of all eligible costs or the Program Cost Allocation, and would generally align with the total aggregated, line-by-line costs reported in the *Standardized Financial Reports* at the licence-level, as applicable.

Note: All reported SNR expenditures should also be included in the Aggregated Program Expenditures for Licensees (Detailed Reporting) above.

Reference: *Chapter 2, Division 2: CWELLC Cost-Based Funding Guideline*

Name: Legacy Top-Up Allocation (applicable to 2025 only)

Definition: The amount allocated by CMSMs/DSSABs to centres/agencies with legacy cost structures that exceed individual benchmark allocations under Cost-Based Funding for the calendar year.

Reference: *Chapter 2, Division 2: CWELLC Cost-Based Funding Guideline*

Name: Growth Top-Up Allocation

Definition: The amount allocated by CMSMs/DSSABs to new centres/agencies or existing centres/agencies that expand with additional licensed spaces or active homes within the calendar year.

Reference: *Chapter 2, Division 2: CWELLC Cost-Based Funding Guideline*

Name: Rolling Top-Up Allocation (applicable to calendar years after 2025)

Definition: The amount allocated by CMSMs/DSSABs to existing centres/agencies that received a top-up in the previous calendar year (either Legacy, Growth, or Rolling Top-Up or some combination).

Reference: *Chapter 2, Division 2: CWELLC Cost-Based Funding Guideline*

1.C LOCAL PRIORITIES – OTHER FUNDING

Name: WEG/HCCEG Expenditures

Definition: Funding to CMSMs/DSSABs to licensed child care centres and home child care agencies to support a wage enhancement of up to $2 per hour, plus benefits for eligible child care staff or an increase of up to $20 per day for home child care providers.

CMSMs/DSSABs must report salaries and benefits expenditures separately for both fully and partially eligible positions under the following categories:

Child Care Centre Program Staff and Home Child Care Visitors

Home Child Care Providers

This funding applies to CWELCC-enrolled licensees (for non-CWELCC-eligible children) and non-CWELCC-enrolled licensees exclusively serving non-CWELCC-eligible children. WEG/HCCEG expenditures for CWELCC-enrolled licensees serving children aged 0 –to 5 are supported through Cost-Based Funding and should be excluded.

Reference: *Chapter 3: Local Priorities Guideline*

Name: Workforce Compensation

Definition: Expenditures under workforce compensation to support increased wages and benefits for eligible RECE and non-RECE staff, reported by CMSMs/DSSABs in the following categories:

Wage Floor: Payments made to meet the wage floor for eligible RECE program staff, RECE supervisors, and RECE home child care visitors. Each staff category is reported separately.

Annual Wage Increase: Payments made to provide annual wage increases for eligible RECE program staff, RECE supervisors, and RECE home child care visitors. Each staff category is reported separately.

Minimum Wage Offset: Payments to licensees to offset minimum wage increases for eligible non-RECE program staff, non-RECE supervisors, and non-RECE home child care visitors. Each staff category is reported separately.

Benefits: Expenditures covering benefits for both RECE and non-RECE staff, including RECE program staff, RECE supervisors, RECE home child care visitors, non-RECE program staff, non-RECE supervisors, and non-RECE home child care visitors. Each staff category is reported separately.

All expenditure requirements must be submitted by auspice (that is, for-profit, not-for-profit, or directly operated)

This funding applies to CWELCC-enrolled licensees (for non-CWELCC-eligible children) and non-CWELCC-enrolled licensees exclusively serving non-CWELCC-eligible children. Workforce compensation expenditures for CWELCC-enrolled licensees serving children aged 0 –to 5 are supported through Cost-Based Funding and should be excluded.

Reference: *Chapter 3: Local Priorities Guideline*

Name: Professional Learning

Definition: Expenses related to professional learning opportunities that build capacity of the early years and child care sector to support the provision of high-quality programs that align with *How Does Learning Happen? Ontario's Pedagogy for the Early Years*.

Professional Learning expenditures should all be reported under *Child Care Financial Reporting* in EFIS as follows and should not be duplicated in the *EarlyON Financial Reporting* in EFIS:

Total Professional Learning Expenditures – Child Care

Total Professional Learning Expenditures – EarlyON

Reference: *Chapter 3: Local Priorities Guideline*

Name: Small Water Works (SWW)

Definition: Total operating expenditures on a claim basis related to small water works regulation that came into effect on December 19, 2001.

Legislation: Safe Drinking Water Act, 2002

Reference: *Chapter 3: Local Priorities Guideline*

Name: Territory Without Municipal Organization (TWOMO) Funding

Definition: Funding to support child care services in areas without municipal organization, allocated to eligible DSSABs on a claim basis. Expenditures are reported in financial statements, with DSSABs submitting their approved budget and levy apportionment details for verification.

Reference: *Chapter 3: Local Priorities Guideline*

1.D LOCAL PRIORITIES – FLEXIBILITY FUNDING

(Reported expenditures for Local Priorities – Flexibility Funding must include actual expenditures supported with provincial funding and municipal cost-share amounts.)

Name: General Operating Expense (excluding expenditures for Pay Equity, Capacity Building, Special Needs Resourcing, and Fee Subsidy)

Definition: Expenditures to support eligible operational expenses for child care services, serving children aged 6 to 12 at both CWELCC-enrolled licensees and non-CWELCC-enrolled licensees exclusively serving non-CWELCC-eligible children.

This amount represents the final reconciled expenditures to eligible licensees related to General Operating, Repairs and Maintenance, Play-Based Materials and Equipment, Business Transformation, and Licensed Home Child Care (LHCC).

Reference: *Chapter 3: Local Priorities Guideline*

Name: Pay Equity Memorandum of Settlement

Definition: Expenditures related to funding provided to child care programs (centre or home child care) as a result of the April 23, 2003, Memorandum of Settlement between the government and five unions.

Reference: *Chapter 3: Local Priorities Guideline*

Name: Capacity Building Expenditure

Definition: Expenditures to support professional learning and development of licensees, supervisors, program staff/caregivers, home visitors, home child care providers, and non-profit volunteer board members in delivering high-quality programs.

Reference: *Chapter 3: Local Priorities Guideline*

Name: Special Needs Resourcing (SNR) Expenditure

Definition: Funding provided to CMSMs/DSSABs to support the inclusion of children with special needs through staffing, equipment, supplies or capacity building initiatives.

CMSMs/DSSABs are required to report on expenditures for the following SNR categories:

- Staffing - Funding for staffing (resource teachers/consultants or supplemental staff) to support the inclusion of children with special needs.

- Equipment/Resource - Funding for specialized/adaptive equipment and supplies to support children with special needs.

- Capacity Building - Funding for training for staff working with children with special needs.

CMSMs/DSSABs must also track and report expenditures as direct support (funds provided to licensees) and indirect support (funds managed and spent by the CMSMs/DSSABs).

Reference: *Chapter 3: Local Priorities Guideline*

Name: Fee Subsidy Expenditure

Definition: Fee subsidies provided through agreements with licensed non-profit and for-profit child care centres and home child care agencies through contracts with delivery agents.

CMSMs/DSSABs are required to report on expenditures for the following fee subsidy categories:

- Fee Subsidy – Exclude expenditures related to Camps and Children's Recreation as well as formal and informal child care arrangements of Ontario Works (OW) participants.

- Camps and Children's Recreation - Subsidies used to purchase spaces from camps and children's recreation programs (as defined in Section 1 of O. Reg. 138/15 under the *Child Care and Early Years Act, 2014*) through agreements with delivery agents.

- Ontario Works Child Care - Expenditures for formal and informal child care arrangements of Ontario Works (OW) participants.

Reference: *Chapter 3: Local Priorities Guideline*

1.E INDIGENOUS-LED CHILD CARE PROGRAMS

Name: Indigenous Led Child Care Programs

Definition: Funding provided to CMSMs/DSSABs to support culturally relevant, Indigenous-led licensed child care programs. CMSMs/DSSABs are required to report expenditures by approved project under the following categories:

- Ongoing operating expenses

- Administration expenses

These reporting requirements apply to the following project types: Indigenous-led child care programs, and Indigenous-led joint programs. Expenditures should be reported net of any offsetting revenues.

Reference: *Chapter 4: Indigenous-Led Child Care and Child and Family Programs*

1.F INFRASTRUCTURE PROGRAMS

Name: Start-up Grants

Definition: Funding to CMSMs/DSSABs to support the creation of new, affordable child care spaces for CWELCC-eligible children in targeted areas through Start-up Grants.

CMSMs/DSSABs are required to report on Start-up Grant expenditures in the following categories:

- Funding commitments entered during the year

- Disbursements made on prior year commitments

- Disbursements made on current year commitments

- Funding recovered on prior year commitments from applicants who withdrew from CWELCC, ceased operations prior to March 31, 2026, or used funds on ineligible expenses (amount to be returned to the ministry)

- Funding recovered on current year commitments from applicants who withdrew from CWELCC, ceased operations prior to March 31, 2026, or used funds on ineligible expenses (amount to be returned to the ministry)

- Funding committed but not paid to applicants by December 31 of the year when the project was supposed to complete (amount to be returned to the ministry)

- Funding commitments completed during the year (that is, fully completed projects)

All expenditure requirements must be submitted by type of setting (centre- or home-based), and by auspice (for-profit, not-for-profit)

Reference: *Chapter 5: Infrastructure Guideline*

PART 2: CHILD CARE REPORTING REQUIREMENTS – SERVICE DATA

2.A GENERAL – SERVICE DATA

Name: Number of Licensed Centre-Based Sites for which the CMSM/DSSAB has Purchase of Service Agreements

Definition: The total number of licensed centre-based sites covered by purchase of service agreements held between the CMSM/DSSAB and child care licensee for the provision of child care services.

Name: Number of Licensed Home Child Care Agencies for which the CMSM/DSSAB has Purchase of Service Agreements

Definition: The total number of licensed home child care agencies with purchase of service agreements with the CMSM/DSSAB for the provision of child care services.

Name: Number of School Board Operated Programs for which the CMSM/DSSAB has Purchase of Service Agreements

Definition: The total number of sites operated by school boards with purchase of service agreements with the CMSM/DSSAB for the provision of child care services.

Name: Number of Licensed Child Care Spaces (centre and home based, excluding board operated programs) Supported Through a Purchase of Service Agreement

Definition: The total number of licensed (centre- and home-based, excluding school board-operated programs) child care spaces that receive support (that is, total licensed capacity of child care centres that hold purchase of service agreements with the CMSM/DSSAB).

Name: Number of Child Care Spaces Supported Through a Purchase of Service Agreement with a School Board.

Definition: The total number of child care spaces located in a board operated program that receive support(that is, total licensed capacity of a board operated child care program that hold purchase of service agreements with the CMSM/DSSAB).

2.B ADMINISTRATION FUNDING

Name: Number of staff (head count) by position

Definition: The total number of CMSM/DSSAB staff (head count) by position supported through administration funding.

Reference: *Chapter 1: Funding Guideline*

Name: Number of full-time equivalent staff by position

Definition: The total number of full-time equivalent CMSM/DSSAB staff by position supported through administration funding. Full-time equivalent is based on a minimum of 35 hours per week.

Reference: *Chapter 1: Funding Guideline*

Name: Total salaries associated with each position type

Definition: The total salaries by position supported through administration funding, within the CMSM/DSSAB.

Reference: *Chapter 1: Funding Guideline*

Name: Total benefits for all staff

Definition: The total benefits for all staff supported through administration funding, within the CMSM/DSSAB.

Reference: *Chapter 1: Funding Guideline*

Name: Number of Child Care Centres that received Wage Enhancement Administration Funding

Definition: The number of licensed child care centres that have or will receive wage enhancement administration funding from the CMSM/DSSAB to support administrative effort associated with implementing WEG/HCCEG.

Reference: *Chapter 1: Funding Guideline*

Name: Number of Home Child Care Agencies that received Wage Enhancement Administration Funding

Definition: The number of home child care agencies that have or will receive wage enhancement administration funding from CMSMs/DSSABs to support administrative effort associated with implementing the WEG/HCCEG.

Reference: *Chapter 1: Funding Guideline*

2.C COST-BASED FUNDING

Name: Number of Child Care Centres supported with Cost-Based Funding

Definition: The total number of child care centres receiving Cost-Based Funding from the CMSM/DSSAB. Reported by auspice (that is, non-profit, profit, or directly operated).

Reference: *Chapter 2, Division 2: CWELCC Cost-Based Funding Guideline*

Name: Number of Home Child Care Agencies supported with Cost-Based Funding

Definition: The total number of home child care agencies receiving Cost-Based Funding from the CMSM/DSSAB. Reported by auspice (that is, non-profit, profit, or directly operated).

Reference: *Chapter 2, Division 2: CWELCC Cost-Based Funding Guideline*

Name: Number of Home Child Care Active Homes supported with Cost-Based Funding

Definition: The total number of active homes supported by Cost-Based Funding from the CMSM/DSSAB. Reported by auspice (that is, non-profit, profit, or directly operated).

Reference: *Chapter 2, Division 2: CWELCC Cost-Based Funding Guideline*

Name: Number of Licensed Child Care Spaces supported with Cost-Based Funding

Definition: Number of licensed child care spaces supported by Cost-Based funding from the CMSM/DSSAB. Reported by auspice (that is, non-profit, profit, directly operated).

Reference: *Chapter 2, Division 2: CWELCC Cost-Based Funding Guideline*

Name: Number of Children Served – Special Needs Resourcing (SNR)

Definition: The number of children with special needs supported through Cost-Based Funding. Each child should be counted once per calendar year.

Reference: *Chapter 2, Division 2: CWELCC Cost-Based Funding Guideline*

2.D LOCAL PRIORITIES – WAGE ENHANCEMENT/HOME CHILD CARE ENHANCEMENT GRANT

Name: Number of Fully Eligible staff FTEs including home child care visitors eligible for WEG

Definition: The number of full-time equivalent staff working in licensed child care centres who have or will receive a full ($2/hour) WEG.

One FTE = 1,754.5 hours for the entire year (approximate number of working days in the year less 2 weeks' vacation x 7.25hrs/day).

Name: Number of Partially Eligible staff FTEs including home child care visitors eligible for WEG

Definition: The number of full-time equivalent staff working in licensed child care centres who have or will receive a partial (< $2/hour) WEG.

One FTE = 1,754.5 hours for the entire year (approximate number of working days in the year less 2 weeks' vacation x 7.25hrs/day).

Name: Number of Fully Eligible Home Child Care Providers Receiving HCCEG

Definition: The number of home child care providers who have or will receive a full ($20.00/day) HCCEG.

Reference: *Chapter 3: Local Priorities Guideline*

Name: Number of Partially Eligible Home Child Care Providers Receiving HCCEG

Definition: The number of home child care providers who have or will receive a partial ($10.00/day) Home Child Care Enhancement Grant.

Reference: *Chapter 3: Local Priorities Guideline*

Name: Number of Child Care Centres Receiving WEG

Definition: The number of licensed child care centres that have or will receive wage enhancement.

Reference: *Chapter 3: Local Priorities Guideline*

Name: Number of Home Child Care Agencies Receiving HCCEG

Definition: The number of home child care agencies who have or will receive HCCEG. Home child care agencies can have multiple home child care providers.

Reference: *Chapter 3: Local Priorities Guideline*

2.E LOCAL PRIORITIES – WORKFORCE COMPENSATION

CMSMs/DSSABs are required to report on the following data:

- Number of RECE program staff supported by the wage floor.

- Number of RECE supervisors supported by the wage floor.

- Number of RECE home child care visitors supported by the wage floor.

- Number of RECE program staff supported by the annual wage increase.

- Number of RECE supervisors supported by the annual wage increase.

- Number of RECE home child care visitors supported by the annual wage increase.

- Number of child care centres supported by the wage floor or annual wage increase.

- Number of home child care agencies receiving funding for wage floor or annual wage increase.

- Number of non-RECE program staff supported by the minimum wage offset.

- Number of non-RECE supervisors supported by the minimum wage offset.

- Number of non-RECE home child care visitors supported by the minimum wage offset.

- Number of child care centres supported by the minimum wage offset.

- Number of home child care agencies receiving funding for minimum wage offset.

All data requirements noted above must be reported by all licensees and separately for staff serving eligible children and children who are not eligible under CWELCC but can still receive workforce compensation funding.

If a staff member is serving both categories, they should be included in the category where they mostly work.

Reference: *Chapter 3: Local Priorities Guideline*

2.F LOCAL PRIORITIES – PROFESSIONAL LEARNING

Name: Number of child care staff/providers who participated in professional learning

Definition: Total number of child care program staff and supervisors (RECE and non-RECE) in licensed child care centres, home child care visitors and providers that have participated in the professional learning day. Count each person once.

Reference: *Chapter 3: Local Priorities Guideline*

Name: Number of EarlyON program staff and supervisors who participated in professional learning

Definition: Total number of program staff and supervisors (RECE and non-RECE) that have participated in the professional learning day in EarlyON Child and Family Centres. Count each person once.

Reference: *Chapter 3: Local Priorities Guideline*

Name: Number of child care licensees (centre-based and home child care agencies) supported by professional learning

Definition: For the child care staff participating in the professional learning day, the associated total number of licensees supported.

Reference: *Chapter 3: Local Priorities Guideline*

Name: Number of EarlyON Child and Family Centres supported by professional learning

Definition: For the EarlyON staff participating in the professional learning day, the associated total number of EarlyON Child and Family Centres supported.

Reference: *Chapter 3: Local Priorities Guideline*

Name: Number of individuals participating in mentorship programs.

Definition: Number of individuals that have been supported through mentorship programs. Count each person once.

Reference: *Chapter 3: Local Priorities Guideline*

Name: Number of additional staff who participated in professional learning – Child Care

Definition: Total number of additional staff that have participated in the professional learning day in child care licensees. Count each person once.

Reference: *Chapter 3: Local Priorities Guideline*

Name: Number of additional staff who participated in professional learning – EarlyON

Definition: Total number of additional staff that have participated in the professional learning day in EarlyON Child and Family Centres. Count each person once.

Reference: *Chapter 3: Local Priorities Guideline*

2.G LOCAL PRIORITIES – SMALL WATER WORKS

Name: Number of Child Care Centres Supported

Definition: The number of licensed child care centres located on small water systems receiving funding to support the costs related to regular ongoing water testing and maintenance expenses.

Reference: *Chapter 3: Local Priorities Guideline*

2.H LOCAL PRIORITIES – TERRITORY WITHOUT MUNICIPAL ORGANIZATION

No data reporting requirements.

2.I LOCAL PRIORITIES – FLEXIBILITY FUNDING

2.I (1) General Operating Expense

Name: Number of Child Care Centres supported with General Operating Funding

Definition: The total number of child care centres supported by general operating support. Reported by auspice (that is, non-profit, profit, or directly operated).

Reference: *Chapter 3: Local Priorities Guideline*

Name: Number of Home Child Care Agencies supported with General Operating Funding

Definition: The total number of home child care agencies receiving general operating support. Reported by auspice (that is, non-profit, profit, or directly operated).

Reference: *Chapter 3: Local Priorities Guideline*

Name: Number of Home Child Care Active Homes supported with General Operating Funding

Definition: The total number of active homes supported by General Operating support. Reported by auspice (that is, non-profit, profit, or directly operated).

Reference: *Chapter 3: Local Priorities Guideline*

Name: Number of Licensed Child Care Spaces Supported with General Operating Funding

Definition: Number of licensed child care spaces supported by General Operating funding. Reported by auspice (that is, non-profit, profit, directly operated).

Reference: *Chapter 3: Local Priorities Guideline*

2.I (2) Pay Equity Memorandum Of Settlement

Name: Number of Contracts with Licensees and non-profit Agencies **Definition:** The number of contracts with licensees and non-profit agencies (such as SNR) that receive funding under the pay equity union settlement. **Reference:** *Chapter 3: Local Priorities Guideline*

2.I (3) Capacity Building

No data reporting requirements.

2.I (4) Special Needs Resourcing

Data Elements:

Name: Number of Licensed Programs Supported **Definition:** The number of child care centres and home child care agencies that receive support for SNR through Local Priorities – Flexibility Funding or indirect services provided. **Reference:** *Chapter 3: Local Priorities Guideline*
Name: Number of Children Served, 0 to 12 years **Definition:** The number of children aged 0 to 12 with special needs receiving SNR through Local Priorities – Flexibility Funding. Each child should be counted once per calendar year. Include SNR supporting children enrolled in camps and children's recreation programs in separate table. **Reference:** *Chapter 3: Local Priorities Guideline*
Name: Number of Children Served, age 13 to 18 **Definition:** The number of children aged 13 to 18 with special needs receiving SNR through Local Priorities – Flexibility Funding. Each child should be counted once per calendar year. Include SNR supporting school-aged children enrolled in camps and children's recreation programs in separate table. **Reference:** *Chapter 3: Local Priorities Guideline*

Name: Average Monthly Number of Children Served up to and including Kindergarten - Special Needs Resourcing

Definition: The average monthly number of children with special needs up to and including Kindergarten receiving SNR through Local Priorities – Flexibility Funding. Each child should be counted once per month. The number reported is the year-to-date average (mean) of the number of children served each month. Include SNR supporting kindergarten children enrolled in camps and children's recreation programs.

Reference: *Chapter 3: Local Priorities Guideline*

Name: Average Monthly Number of School-Aged Children Served – Special Needs Resourcing

Definition: The average monthly number of school-aged children receiving SNR (includes Junior school age) through Local Priorities – Flexibility Funding. Each child should be counted once per month. The number reported is the year-to-date average (mean) of the number of school-aged children receiving SNR. For school-aged children who are 68 months of age or older but younger than 13 years of age. Include SNR supporting school-aged children enrolled in camps and children's recreation programs.

Reference: *Chapter 3: Local Priorities Guideline*

Name: Number of Full Time Equivalent (FTE) Staff

Definition: The number of resource teachers/consultants or supplemental staff responsible for the delivery of SNR services. Full-time equivalent is based on a minimum of 35 hours per week.

Reference: *Chapter 3: Local Priorities Guideline*

2.I (5) Fee Subsidy

Name: Average Monthly Number of Infants Served

Definition: The number of infants receiving fee subsidy. Each child should be counted once per month. The number reported is the year-to-date average (mean) of the number of infants receiving fee subsidy in each month. For infants, younger than 18 months of age. Each child will move up to the next age group according to their birth date.

Reference: *Chapter 3: Local Priorities Guideline*

Name: Average Monthly Number of Toddlers Served

Definition: The number of toddlers receiving fee subsidy. Each child should be counted once per month. The number reported is the year-to-date average (mean) of the number of toddlers receiving fee subsidy in each month. For toddlers, 18 months of age or older but younger than 30 months of age. Each child will move up to the next age group according to their birth date.

Reference: *Chapter 3: Local Priorities Guideline*

Name: Average Monthly Number of Preschoolers Served

Definition: The number of preschoolers receiving fee subsidy. Each child should be counted once per month. The number reported is the year-to-date average (mean) of the number of preschoolers receiving fee subsidy in each month. For preschoolers, 30 months of age or older but younger than 4 years of age. Each child will move up to the next age group according to their birth date.

Reference: *Chapter 3: Local Priorities Guideline*

Name: Average Monthly Number of Kindergarten Children Served

Definition: The number of Kindergarten children receiving fee subsidy (includes JK and SK). Each child should be counted once per month. The number reported is the year-to-date average (mean) of the number of Kindergarten children receiving fee subsidy in each month. For Kindergarten children who are 44 months of age or older, as of August 31 of each year, up to and including 6 years of age.

Reference: *Chapter 3: Local Priorities Guideline*

Name: Average Monthly Number of School-Aged Children Served

Definition: The number of school-aged children receiving fee subsidy (includes Junior school age). Each child should be counted once per month. The number reported is the year-to-date average (mean) of the number of school-aged children receiving fee subsidy in each month. For school-aged children who are 68 months or older as of August 31 of each year, but younger than 13 years of age (under 18 for children with special needs).

Reference: *Chapter 3: Local Priorities Guideline*

Name: Number of Children Served – 0 to 12

Definition: The number of children aged 0 to 12 receiving fee subsidies (and 13 to 18 where children with special needs are eligible). Each child should be counted once per calendar year. Please include fee subsidies for kindergarten and school-aged children enrolled in camps, authorized recreational and skill building programs, and school board operated before and after school programs.

Reference: *Chapter 3: Local Priorities Guideline*

Name: Consolidated Total Number of Children Served by Income Level

Definition: Total number of children served receiving fee subsidies, funded through the Local Priorities – Flexibility Funding and funding for Indigenous-led child care and child and family programs by family income level. These will be reported under the following income ranges (under $20K, $20K-$30K, $30K-$40K, $40K-$50K, $50K-$60K, $60K-$70K, $70K-$80K, $80K-$90K, $90K to $100K, above $100K). Each child should be counted once per calendar year.

Reference: *Chapter 3: Local Priorities Guideline*

Name: Consolidated Average Monthly Number of Children Served by Income Level

Definition: Total average monthly number of children receiving fee subsidies, funded through the Local Priorities – Flexibility Funding and funding for Indigenous-led child care and child and family programs by family income level. These will be reported under the following income ranges (under $20K, $20K-$30K, $30K-$40K, $40K-$50K, $50K-$60K, $60K-$70K, $70K-$80K, $80K-$90K, $90K to $100K, above $100K). Each child should be counted once per month.

Reference: *Chapter 3: Local Priorities Guideline*

Name: Number of Children Served – OW Formal

Definition: The number of children of Ontario Works participants provided with child care in licensed child care settings. Also includes children enrolled in school-board-operated before and after school programs. Each child should be counted once per calendar year.

Reference: *Chapter 3: Local Priorities Guideline*

Name: Average Monthly Number of Children Served – OW Formal

Definition: The average monthly number of children of Ontario Works participants provided with child care in licensed child care settings. Each child should be counted once per month. The number reported is the year-to-date average (mean) of the number of children of Ontario Works participants provided with child care in licensed child care settings.

Reference: *Chapter 3: Local Priorities Guideline*

Name: Average Monthly Number of Children Served – OW Informal

Definition: The average monthly number of children receiving Ontario Works informal child care. Each child should be counted once per month. The number reported is the year-to-date average (mean) of the number of children receiving Ontario Works informal child care in each month.

Reference: *Chapter 3: Local Priorities Guideline*

Name: Number of Children Served – OW Informal

Definition: The number of children of Ontario Works participants provided with child care in unlicensed child care settings. Each child should be counted once per calendar year.

Reference: *Chapter 3: Local Priorities Guideline*

Name: Number of Children Served Through the Reduction of Parental Contributions

Definition: The number of children served by CWELCC-enrolled licensees benefiting from the reduction of parental contributions by type of setting (that is, centre or home-based) and by auspice (that is, not-for-profit, for-profit or directly operated).

Reference: *Chapter 3: Local Priorities Guideline*

2.I (6) Camps and Children's Recreation

Name: Average Monthly Number of Kindergarten Children Served

Definition: The number of kindergarten children enrolled in camps or recreation programs receiving fee subsidies. Each child should be counted once per month. The number reported is the year-to-date average (mean) of the number of children enrolled in camps or recreation programs per month. For Kindergarten children who are 44 months of age or older but younger than 68 months of age.

Reference: *Chapter 3: Local Priorities Guideline*

Name: Average Monthly Number of School-Aged Children Served

Definition: The number of school-aged children enrolled in camps or recreation programs receiving fee subsidies. Each child should be counted once per month. The number reported is the year-to-date average (mean) of the number of children enrolled in camps or recreation programs in each month. For school-aged children who are 68 months of age or older, as of August 31 of each year, but younger than 13 years of age (under 18 for children with special needs).

Reference: *Chapter 3: Local Priorities Guideline*

Name: Number of Kindergarten Children Served – Fee Subsidies Camps and Children's Recreation

Definition: The number of kindergarten children enrolled in camps or recreation programs receiving fee subsidies. Each child should be counted once per calendar year.

Reference: *Chapter 3: Local Priorities Guideline*

Name: Number of School-Aged Children Served - Fee Subsidies Camps and Children's Recreation

Definition: The number of school-aged children enrolled in camps or recreation programs receiving fee subsidies. Each child should be counted once per calendar year.

Reference: *Chapter 3: Local Priorities Guideline*

2.J INDIGENOUS-LED CHILD CARE PROGRAMS

Name: Number of children served

Definition: The number of children served through increased access to culturally relevant, Indigenous-led licensed child care and child and family programs. Each child should be counted once per calendar year.

Reference: *Chapter 4: Indigenous-Led Child Care and Child and Family Programs*

Name: Average Monthly Number of Children Served by age group – Fee Subsidy

Definition: The average monthly number of children receiving funding for Indigenous-led child care and child and family programs. Each child should be counted once per month. The number reported is the year-to-date average (mean) of the number of children receiving fee subsidy in each month.

Reference: *Chapter 4: Indigenous-Led Child Care and Child and Family Programs*

2.K INFRASTRUCTURE PROGRAMS

Name: Number of net new licensed child care spaces supported with Start-up Grants broken down by auspice (that is, for-profit, not-for-profit)

Definition: Number of net new child care spaces that were created, as per fully executed service agreements with CWELCC-enrolled child care licensees, supported through Start-up Grant funded space creation projects completed by December 31.

Start-up Grant funded space creation projects should include projects both fully and partially funded by Start-up Grants. The number of net new child care spaces should only be reported in the calendar year that the project was completed.

Reference: *Chapter 5: Infrastructure Guideline*

Name: Number of net new licensed child care spaces supported with Start-up Grants by type of setting (that is, child care centre, home child care)

Definition: Number of net new child care spaces that were created, as per fully executed service agreements with CWELCC-enrolled child care licensees, supported through Start-up Grant funded space creation projects completed by December 31.

Start-up Grant funded space creation projects should include projects both fully and partially funded by Start-up Grants. The number of net new child care spaces should only be reported in the calendar year that the project was completed.

Reference: *Chapter 5: Infrastructure Guideline*

Name: Number of net new licensed child care spaces supported with Start-up Grants by age group (that is, infant, toddler, preschool, family age grouping)

Definition: Number of net new child care spaces that were created, as per fully executed service agreements with CWELCC-enrolled child care licensees, supported through Start-up Grant funded space creation projects completed by December 31.

Start-up Grant funded space creation projects should include projects both fully and partially funded by Start-up Grants. The number of net new child care spaces should only be reported in the calendar year that the project was completed.

Reference: *Chapter 5: Infrastructure Guideline*

PART 3: EARLYON CHILD AND FAMILY CENTRES REPORTING REQUIREMENTS – EXPENDITURES

Name: EarlyON Expenditures

Definition: The following categories outline the expenditure breakdown required for EarlyON Child and Family Centre reporting. CMSMs/DSSABs are required to report expenditures in EFIS based on these categories.

- Mandatory Core Services and Customized Community Connections

  o Salaries and Benefits - Program Staff

  o Salaries and Benefits - Non-Program Staff

  o Lease and Utilities - Operational

  o Other Expenses - Operational

- Professional Learning and Capacity Building Expenses

- Child Care and Early Years Planning (CCEYP) and Data Analysis Services (DAS)

  o CCEYP and DAS Salaries (by position)

  o CCEYP and DAS Benefits

  o Other Expenses – CCEYP and DAS

- Administration

  o Administration Staff Salaries (by position)

  o Administration Staff Benefits

  o Other Expenses – Administrative

- EarlyON Administration Used for Child Care Administration

Reference: *Chapter 6: EarlyON Guideline*

Name: EarlyON Expenditures – Offsetting Revenues

Definition: The amount contributed by the municipality or other funding sources towards EarlyON Child and Family Centre program costs, reported as offsetting revenues.

Reference: *Chapter 6: EarlyON Guideline*

Name: Indigenous-Led EarlyON Child and Family Programs

Definition: Funding provided to CMSMs/DSSABs to support culturally relevant, Indigenous-led EarlyON child and family programs. CMSMs/DSSABs are required to report expenditures by approved project under the following categories:

- Ongoing operating expenses

- Administration expenses

Expenditures should be reported net of any offsetting revenues.

Reference: *Chapter 4: Indigenous-Led Child Care and Child and Family Programs*

PART 4: EARLYON CHILD AND FAMILY CENTRES REPORTING REQUIREMENTS – SERVICE DATA

4.A EARLYON CHILD AND FAMILY CENTRES

Name: Total Number of New EarlyON Child and Family Centre Sites

Definition: The number of EarlyON Child and Family Centre physical locations that have opened after January 1, 2018. If a previously open EarlyON Child and Family Centre physical site was relocated and opened after January 1, 2018, include only those sites that have expanded their service offerings.

Reference: *Chapter 6: EarlyON Guideline*

Name: Total Number of EarlyON Child and Family Centre Sites

Definition: The number of physical locations where there are EarlyON Child and Family Centres. All locations should be included in reporting the total number of EarlyON Child and Family Centre Sites.

Reference: *Chapter 6: EarlyON Guideline*

Name: Number of Purchase of Service Agreements

Definition: Number of service agreements held between the CMSM/DSSAB and a licensee to deliver EarlyON Child and Family Centre programs.

Reference: *Chapter 6: EarlyON Guideline*

Name: Number of Children Served – All Programs

Definition: Number of children (aged 0 to 6) that received EarlyON services (indoor/outdoor/virtual) at some point during the calendar year[1]. A child should be counted once per calendar year. For example, if 4-year-old John participated in both an in-person (outdoor or indoor program) and virtual EarlyON Child and Family program, John would be counted once. If John only participated in a virtual program, John would also be counted once. This data element is only used when a child participates in an early learning experience.

Reference: *Chapter 6: EarlyON Guideline*

Name: Number of Visits made by Children – All Programs

Definition: The total number of visits that children (aged 0 to 6) made to an (indoor/outdoor/virtual) EarlyON Child and Family Centre program. Count each time a child attended an in-person (outdoor or indoor program) or virtual program that was designed to engage children in an early learning experience.

Reference: *Chapter 6: EarlyON Guideline*

- [1] A virtual EarlyON program is facilitated by staff and ensures participation and engagement with children, parents/caregivers through web-based applications.
- Engagement is defined as follows:
    - The virtual program is INTERACTIVE (that is, two-way flow of information or conversation between two or more people, but should not include social media interactions such as Facebook likes, video views, shared posts, etc., in this data element);
    - The virtual program is PURPOSEFUL (that is, there is a clear early learning, or early child development, or child health and well-being related purpose for hosting the virtual program)

Name: Number of Parents/Guardians/Caregivers Served – All Programs

Definition: The number of parents/guardians/caregivers that actively participated in an (indoor/outdoor/virtual) EarlyON program either with their children or separately. A parent/guardian/caregiver is counted once during the calendar year. For example, if the parent/guardian/caregiver of 4-year-old John participated in both an in-person (outdoor or indoor program) and a virtual program, the parent/guardian/caregiver would be counted once. If the parent/guardian/caregiver only participated in a virtual program, the parent/guardian/caregiver would also be counted once.

Reference: *Chapter 6: EarlyON Guideline*

Name: Number of Visits Made by Parents/Guardians/Caregivers – All Programs

Definition: Total number of visits that parents/guardians/caregivers made to an EarlyON Child and Family Centres (indoor/outdoor/virtual). Count each time a parent/guardian/caregiver attended an in-person (outdoor or indoor) or virtual program that was designed to engage parents/guardians/caregivers with their children or separately.

Reference: *Chapter 6: EarlyON Guideline*

Name: Number of Children Served – Virtually

Definition: Total number of children (aged 0 to 6) that participated in a virtual program or services at some point during the calendar year. Each child should be counted once per calendar year. For example, if 4-year-old John participated in two virtual programs, John would be counted once. If John only participated in one virtual program, John would also be counted once.

Note: If John attended an in-person program as well as a virtual program, he should be included in both data elements (Number of Children Served – All Programs AND Number of Children Served – Virtually).

Reference: *Chapter 6: EarlyON Guideline*

Name: Number of Visits made by Children – Virtually

Definition: The total number of visits that children (aged 0 to 6) made to an EarlyON Child and Family Centre virtual program. Count each time a child attended a virtual program that was designed to engage children in an early learning experience.

Note: If John attended an in-person program as well as a virtual program, he should be included in both data elements (Number of Visits made by Children – All Programs AND Number of Children Served – Virtually).

Reference: *Chapter 6: EarlyON Guideline*

Name: Number of Parents/Guardians/Caregivers Served – Virtually

Definition: Total number of parents/guardians/caregivers that participated in a virtual program/service either with their children or separately at some point during the calendar year. A parent/guardian/caregiver should be counted once per calendar year. For example, if the parent/guardian/caregiver of 4-year-old John participated in two virtual programs, the parent/guardian/caregiver would be counted once. If the parent/guardian/caregiver participated in one virtual program, the parent/guardian/caregiver would also be counted once.

Note: If John's parent attended an in-person program as well as a virtual program, they should be included in both data elements (Number of Parents/Caregivers Served – All Programs AND Number of Parents/Caregivers Served – Virtually).

Reference: *Chapter 6: EarlyON Guideline*

Name: Number of Visits Made by Parents/Guardians/Caregivers - Virtually

Definition: Total number of visits that parents/guardians/caregivers made to EarlyON Child and Family Centres virtual program. Count each time a parent/guardian/caregiver attended a virtual program that was designed to engage parents/guardians/caregivers with their children or separately.

Note: If John's parent attended an in-person program as well as a virtual program, they should be included in both data elements (Number of Visits Made by Parents/Caregivers – All Programs AND Number of Visits Parents/Caregivers Served – Virtually).

Reference: *Chapter 6: EarlyON Guideline*

Name: Number of Children Served – Respite

Definition: The total number of children (aged 0 to 6) that participated in respite child care services at some point during the calendar year. A child should be counted once per calendar year.

Note: If John attended respite child care, he should be included in both data elements (Number of Children Served – All Programs AND Number of Children Served – Respite).

Reference: *Chapter 6: EarlyON Guideline*

Name: Number of Parents/Guardians/Caregivers Served – Respite

Definition: The number of parents/guardians/caregivers visits made to an EarlyON program/service to access respite child care (emergency short-term or occasional care), as a customized community connection service.

A parent/guardian/caregiver should be counted once per calendar year.

Note: If John's parent attended respite child care, they should be included in both data elements (Number of Parents/Caregivers Served – All Programs AND Number of Parents/Caregivers Served – Respite).

Reference: *Chapter 6: EarlyON Guideline*

4.B MANDATORY CORE SERVICES AND CUSTOMIZED COMMUNITY CONNECTIONS

Name: Number of FTE Program Staff

Definition: The number of full-time equivalent staff who are involved in the development, design, and delivery of EarlyON Child and Family Centre programs and services. Full-time equivalent is based on a minimum of 35 hours/week.

Reference: *Chapter 6: EarlyON Guideline*

Name: Number of FTE Non-Program Staff

Definition: The number of full-time equivalent non-program staff (including cooks, drivers, housekeeping, clerical, financial staff, and chief administrators) employed by EarlyON Child and Family Centres. Full-time equivalent is based on a minimum of 35 hours/week. Exclude FTEs to deliver planning and data analysis services.

Reference: *Chapter 6: EarlyON Guideline*

Name: Number of FTE Program Staff that are Registered Early Childhood Educators (RECEs)

Definition: The number of full-time equivalent program staff who are RECEs. Full-time equivalent is based on a minimum of 35 hours per week.

Reference: *Chapter 6: EarlyON Guideline*

Name: Number of FTE Program Staff who are not RECEs who were otherwise approved by the CMSM/DSSAB (excluding the legacy provision)

Definition: The number of FTE program staff who are not RECEs who were otherwise approved based on their qualifications (excluding the legacy provision). Full-time equivalent is based on a minimum of 35 hours/week.

Reference: *Chapter 6: EarlyON Guideline*

Name: Number of Licensees with non-RECE staff who were otherwise approved by the CMSM/DSSAB.

Definition: The number of licensees that have non-RECE staff who were otherwise approved by the CMSM/DSSAB based on qualifications.

Reference: *Chapter 6: EarlyON Guideline*

Name: Number of non-RECE Program Staff who were otherwise approved through the legacy provision

Definition: The number of non-RECE program staff who were otherwise approved by the CMSM/DSSAB because they have 10 or more years of experience working in one or more of the following: Ontario Early Years Centres, Parenting and Family Literacy Centres, Child Care Resource Centres, or Better Beginnings, Better Futures.

Reference: *Chapter 6: EarlyON Guideline*

Name: Program guided by *How Does Learning Happen?*

Definition: Confirmation that EarlyON Child and Family Centres programs and services are guided by and align with the foundations in *How Does Learning Happen?* (that is, yes or no).

Reference: *Chapter 6: EarlyON Guideline*

4.C EARLYON CHILD AND FAMILY CENTRES – ADMINISTRATION

Name: Number of full-time equivalent staff by position

Definition: The total number of full-time equivalent staff by position who provide administrative support to EarlyON Child and Family Centres. Full time equivalent is based on a minimum of 35 hours per week.

Reference: *Chapter 6: EarlyON Guideline*

Name: Number of staff (head count) by position

Definition: The total number of staff (head count) by position supported through administration funding.

Reference: *Chapter 6: EarlyON Guideline*

4.D CHILD CARE AND EARLY YEARS PLANNING AND DATA ANALYSIS SERVICES

Name: Number of full-time equivalent staff

Definition: The total number of full-time equivalent staff to deliver planning and data analysis services. A full-time equivalent is based on a minimum of 35 hours per week.

Reference: *Chapter 6: EarlyON Guideline*

Name: Number of staff (head count) by position

Definition: The total number of staff (head count) by position supported through child care and early years planning and data analysis services funding.

Reference: *Chapter 6: EarlyON Guideline*

4.E INDIGENOUS-LED EARLYON CHILD AND FAMILY

Name: Total Number of Indigenous-led Child and Family Centre Sites

Definition: The number of physical locations where there are Indigenous-led EarlyON Child and Family Centres. All locations should be included in reporting the total number of Indigenous-led Child and Family Centre Sites.

Reference: *Chapter 4: Indigenous-Led Child Care and Child and Family Programs*

Name: Number of Purchase of Service Agreements

Definition: Number of service agreements held between the CMSM/DSSAB and a licensee to deliver Indigenous-led Child and Family Centre programs.

Reference: *Chapter 4: Indigenous-Led Child Care and Child and Family Programs*

Name: Number of Children Served – All Programs

Definition: Number of children aged 0 to 6 that received services at some point during the calendar year. A child is reported in the EFIS report in which they received services and should be counted once per calendar year. This data element is only used when a child participates in an Indigenous-led early learning activity.

Reference: *Chapter 4: Indigenous-Led Child Care and Child and Family Programs*

Name: Number of Visits made by Children – All Programs

Definition: The total number of visits that children aged 0 to 6 made to Indigenous-led Child and Family Centres.

Reference: *Chapter 4: Indigenous-Led Child Care and Child and Family Programs*

Name: Number of Parents/Guardians/Caregivers Served – All Programs

Definition: The number of parents/guardians/caregivers who actively participated in an Indigenous-led program, either with their children or separately. A parent/guardian/caregiver is reported in the EFIS report in which they received services and should be counted once per calendar year.

Reference: *Chapter 4: Indigenous-Led Child Care and Child and Family Programs*

Name: Number of Visits Made by Parents/Guardians/Caregivers – All Programs

Definition: Total number of visits that parents/guardians/caregivers made to Indigenous-led Child and Family Centres

Reference: *Chapter 4: Indigenous-Led Child Care and Child and Family Programs*

Name: Number of Children Served – Virtually

Definition: Total number of children aged 0 to 6 that participated in an Indigenous-led virtual programs or services at some point during the calendar year. A child should be counted once per calendar year. For example, if 4-year-old John participated in two virtual programs, John would be counted once. If John only participated in one virtual program, John would also be counted once.

Note: If John attended an in-person program as well as a virtual program, he should be included in both data elements (Number of Children Served – All Programs AND Number of Children Served – Virtually).

Name: Number of Visits made by Children – Virtually

Definition: The total number of visits that children aged 0 to 6 made to an Indigenous-led EarlyON Child and Family Centre virtual program. Count each time a child attended a virtual program that was designed to engage children in an early learning experience.

Note: if John attended an in-person program as well as a virtual program, he should be included in both data elements (Number of Visits made by Children – All Programs AND Number of Children Served – Virtually).

Reference: *Chapter 4*

Name: Number of Parents/Guardians/Caregivers Served – Virtually

Definition: The total number of parents/guardians/caregivers that participated in a virtual program/service either with their children or separately at some point during the calendar year. A parent/guardian/caregiver should be counted once per calendar year. For example, if the parent/guardian/caregiver of 4-year-old John participated in two virtual programs, the parent/guardian/caregiver would be counted once. If the parent/guardian/caregiver participated in one virtual program, the parent/guardian/caregiver would also be counted once.

Note: if John's parent attended an in-person program as well as a virtual program, he should be included in both data elements (Number of Visits made by Children – All Programs AND Number of Children Served – Virtually).

Reference: *Chapter 4: Indigenous-Led Child Care and Child and Family Programs*

Name: Number of Visits Made by Parents/Guardians/Caregivers Served - Virtually

Definition: The total number of visits that parents/guardians/caregivers made to Indigenous-led EarlyON Child and Family Centres virtual program. Count each time a parent/guardian/caregiver attended a virtual program that was designed to engage parents/guardians/caregivers with their children or separately.

Note: if John's parent attended an in-person program as well as a virtual program, he should be included in both data elements (Number of Visits made by Children – All Programs AND Number of Children Served – Virtually).

Reference: *Chapter 4: Indigenous-Led Child Care and Child and Family Programs*