

**Ministry of Education**  
Financial Analysis and  
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**Ministère de l'Éducation**  
Direction de l'analyse et de la  
responsabilité financières  
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**2012: ELCC13**

**MEMORANDUM TO:** First Nations Child Care Administrators

**FROM:** Andrew Davis  
Director  
Financial Analysis and Accountability Branch

**DATE:** October 1<sup>st</sup>, 2012

**SUBJECT:** 2012/13 Child Care Revised Estimates

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I am pleased to inform you that the 2012/13 child care Revised Estimates financial submission is now ready for you to complete in the Education Finance Information System (EFIS). Instructions on how to complete the Revised Estimates document set are available through the Ministry's extranet website at <http://faab.edu.gov.on.ca>.

### **Requirement for Reporting**

As per the 2012/13 Child Care Business Practices Guidelines for First Nations, the 2012/13 Revised Estimates submission must be completed by all First Nations with a child care funding allocation equal to or greater than \$350,000. For First Nations that receive a funding allocation of less than \$350,000, the requirement to submit a Revised Estimates submission does not apply.

### **Training for New EFIS Users**

The Ministry is offering three training sessions to assist First Nations that will be using EFIS for the first time. The training will provide these First Nations with information on how to prepare and submit the reports for the Revised Estimates submission. The details of the training locations are listed below. Please contact Cheryl Dalrymple at [Cheryl.Dalrymple@ontario.ca](mailto:Cheryl.Dalrymple@ontario.ca) or at (416) 212-9219 to confirm your participation.

#### *Aamjiwnaang First Nation, Chippewas of Kettle & Stony Point, Oneida Nation of Thames*

Ministry of Education  
London Regional Office  
217 York Street  
London, Ontario  
October 25<sup>th</sup>, 2012 – 10 am to 4 pm

#### *Chippewas of Rama, Chippewas of Saugeen, Wausauksing First Nation*

Simcoe County DSB  
1170 Highway 26  
Midhurst, Ontario  
October 19<sup>th</sup>, 2012 – 10 am to 4 pm

*Batchewana First Nation*

Algoma District School Board Education Centre  
IT training room  
644 Albert Street East  
Sault-Ste Marie, Ontario  
October 23<sup>rd</sup>, 2012 – 10:30 am to 4:30 pm

**Submission**

The Revised Estimates forms are accessible through the Ministry's extranet website at <http://faab.edu.gov.on.ca>. After you login, click on the Revised Estimates link on the home page, then 2012-13, then 2012-13 Child Care forms.

First Nations are required to promote their submission to "Active" status by November 30, 2012. In addition to the active EFIS submission of the 2012/13 Revised Estimates, First Nations are also required to submit one original signed copy (hardcopy) of the following:

- Title Page; and,
- Schedule 3.1

Please submit these signed documents to:

Ms. Kristina Sundukovsky  
Secretary to the Director  
Financial Analysis and Accountability Branch  
21st Floor, Mowat Block, 900 Bay Street  
Toronto, Ontario  
M7A 1L2

**Late Filing**

The Revised Estimates are due to the Ministry by November 30, 2012 in accordance with the 2012/13 Child Care Business Practices Guideline for First Nations. In the event that the Revised Estimates are filed after this date, cash flow may be withheld from the First Nation's regular cash flow as per the late filing policy as outlined in Schedule C of your 2012/13 Child Care Service Agreement. Upon submission of the late Revised Estimates, the Ministry will revert back to the normal monthly payment process and will include the total amount withheld up to that point in the monthly payment.

**Contacts**

For user/navigation assistance on EFIS, contact:  
Adriana Mudron (416) 325-2052 or [Adriana.Mudron@ontario.ca](mailto:Adriana.Mudron@ontario.ca)  
Stephen Shek (416) 325-8396 or [Stephen.Shek@ontario.ca](mailto:Stephen.Shek@ontario.ca)

For log-in assistance, contact:  
Mark Bonham (416) 325-8571 or [Mark.Bonham@ontario.ca](mailto:Mark.Bonham@ontario.ca)

For other questions on the Revised Estimates package, please contact your financial analyst. An updated contact list is attached for your reference.

A handwritten signature in black ink, appearing to read "Andrew Davis".

Andrew Davis  
Director  
Financial Analysis & Accountability Branch

cc. Pam Musson, Director Early Learning and Child Care Implementation Branch