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Financial Analysis and
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2012: ELCC6

MEMORANDUM TO: First Nations Child Care Administrators

FROM: Andrew Davis
Director
Financial Analysis and Accountability Branch

DATE: April 30, 2012

SUBJECT: 2012/13 Child Care Estimates

I am pleased to inform you that the 2012/13 Child Care Estimates and instructions detailing how to complete the estimates document set are now available through the Ministry's extranet site at <http://faab.edu.gov.on.ca/CCEstimates.htm>

Training

To assist you in preparing the Estimates, we are offering two training sessions via Adobe Connect in order to walk you through the estimates document set. The invitation is extended to all First Nations that reported their 2011/12 revised estimates submission in EFIS, Education Finance Information System. The training dates and times are as follows:

Tuesday, May 8th, 2012 10:00 – 11:30 am EST
Thursday, May 16th, 2012 10:00 – 11:30 am EST

Please send your preferred date for training to Kristina.Sundukovsky@ontario.ca as soon as possible as well as identifying if you have not previously received EFIS training.

Applicability

As per the 2012/13 Child Care Business Practices Guidelines for First Nations & Transfer Payment Agencies, the 2012/13 Estimates must be completed by all First Nations that have an allocation equal to or greater than \$350,000. The amount of your 2012/13 allocation may be found in Schedule B of your 2012/13 Child Care Service Agreement.

For First Nations that receive a funding allocation of less than \$350,000, the requirement to submit an Estimates submission does not apply.

Submission

The Estimates forms are accessible through the Ministry's extranet site at <http://faab.edu.gov.on.ca/CCEstimates.htm>.

First Nations are required to promote their submission to “Active” status by June 29, 2012. From the active EFIS submission of the 2012/13 Estimates, First Nations are also required to submit two original signed copies (hardcopy) of the following:

- Title Page; and,
- Schedule 3.1

Please submit these signed copies by mail to:

Ms. Diane Strumila
Project Manager, Grant Services
Financial Analysis and Accountability Branch
21st Floor, Mowat Block, 900 Bay Street
Toronto, Ontario
M7A 1L2

Late Filing

As outlined in the 2012-13 Child Care Business Practices Guidelines and Schedule C of your 2012/13 Child Care Service Agreement, the Estimates are due to the Ministry by June 29, 2012. In the event that the Estimates are filed after this date, cash flow penalties may be implemented to reduce the First Nation’s regular cash flow. Upon submission of the 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:

Julie Ramsaran (416) 325-2058 or Julie.Ramsaran@ontario.ca

Stephen Shek (416) 325-8396 or Stephen.Shek@ontario.ca

For log-in assistance, contact:

Mark Bonham (416) 325-8571 or Mark.Bonham@ontario.ca

For other questions on the estimates package, please contact your financial analyst.



Andrew Davis
Director
Financial Analysis & Accountability Branch

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