

Ministry of Education

Early Years Division
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Ministère de l'Éducation

Division de la petite enfance
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Queen's Park
Toronto ON M7A 1L2



2018: EYCC8

MEMORANDUM TO: Chiefs of First Nations with Child Care and Early Years Service Agreements
Child Care and Early Years Administrators

FROM: Abby Dwosh
Director (A), Programs and Service Integration Branch
Early Years and Child Care Division
Ministry of Education

DATE: **May 7, 2018**

SUBJECT: **2018-19 Child Care and Child and Child and Family Agreement Package**

We are pleased to provide you with the 2018-19 child care and child and family service agreement package. This package includes:

- 2018-19 service agreement
- Updated 2018-19 Ontario Child Care and Child and Family Business Practice, Service and Funding Guideline (“guideline”)
- Other relevant supporting documents (where applicable), including:
 - Statement of Attestation and Conformity – Ministry of Education – 2018-19 Health & Safety Funding
 - Child and Family Program Serious Occurrence Form
 - Ontario Works Overview Document

Please refer to the applicable sections of the guideline for details on each of your specific funding lines noted in the budget schedule of your 2018-19 service agreement.

Ministry Updates

A. Full Day Kindergarten (FDK) Transition Funding

FDK Transition funding was established in 2012-13 to help child care centres on-reserve transition during FDK implementation. FDK is now fully implemented and the ministry is working to integrate this funding with the larger child care allocation as noted in memo [2017: EYCC2](#). The 2018-19 FDK Transition allocations have been provided at the same level as in 2017-18. More information will be shared with First Nations over the coming year on the future approach for this funding.

B. 2018-19 Health and Safety Funding

The Ministry invited First Nations to apply for 2018-19 Health and Safety funding by submitting a project Request Form by April 26, 2018 as noted in memo [2018: EYCC3](#). Health and Safety applications will continue to be accepted throughout the fiscal year. First Nations are encouraged to submit their applications for Health and Safety funding to the Ministry as soon as possible to allow for projects to proceed in the summer months.

C. Reporting for Child and Family Programs

As of January 1, 2018, all child and family programs funded by the Ministry became part of an increasingly integrated and cohesive system of services and supports known as EarlyON Child and Family Centres. As a result, funding previously associated with Child Care Resource Centres and Better Beginnings Better Futures has been integrated into First Nations' allocations for *Journey Together*. The *Journey Together* guidelines for operating, funding, and policy direction will now apply.

More details on the *Journey Together* initiative are available on our provincial [website and in the guideline](#).

D. Base Funding for Licensed Home Child Care

As outlined in *Ontario's Renewed Early Years and Child Care Policy Framework*, the government has increased operating funding to support a base funding model for licensed home child care (LHCC) agencies. LHCC base funding supports the provision of stable, predictable funding to assist agencies with forecasting, planning, and actively recruiting more providers. First Nations with licensed home child care agencies will receive a home child care allocation, based on the number of licensed homes, as part of their 2018-19 service agreement. Please refer to the guideline for details on this funding.

E. Wage Enhancement and Home Child Care Enhancement Grant (HCCEG)

The Ministry has made an ongoing commitment to support a wage increase for child care professionals employed in the licensed child care sector through the wage enhancement and HCCEG.

In 2018-19, the wage enhancement/HCCEG entitlement will be determined based on the greater of the notional 2017-18 allocation and 2017-18 entitlement (as per the approved application plus additional uptake). The mandatory requirement for wage

enhancement applications has been removed beginning in 2018-19. Application forms will continue to be available to First Nations and Transfer Payment Agencies (TPAs) with staffing changes resulting in the Wage Enhancement entitlement exceeding the notional allocation and requiring an amendment to the 2018-19 service agreement, or to those that have not previously applied for wage enhancement/HCCCEG grants, on a case-by-case basis. First Nations and TPAs that have received Wage Enhancement in the past that do not require an amended service agreement will continue to receive payment based on prior year's entitlement. First Nations will continue to report on actual Wage Enhancement expenditures at year-end through their Financial Statements submissions. Wage enhancement application forms are available upon request from your Financial Analyst.

2018-19 Cash Flow

Monthly cash flow in 2018-19 will initially be based on the most recent 2017-18 entitlement.

Once the 2018-19 signed service agreement is received by the Ministry, monthly cash flow will be updated to reflect your 2018-19 allocation.

Pending receipt of the signed service agreement by **June 29, 2018**, child care and early years cash flow for 2018-19 allocation will be updated in August 2018. The August payment will include a catch-up payment so that cash flow is reflective of your 2018-19 allocation.

2018-19 Key Dates

The signed 2018-19 service agreement must be submitted to the Ministry by **June 29, 2018**. For your convenience, First Nations have the choice of submitting their signed service agreement by **email** to: tpa.edu.earlylearning@ontario.ca, or alternatively by regular mail.

Should you choose to submit your signed agreement by regular mail, please send two original signed copies to:

Programs and Service Integration Branch
Ministry of Education
24th Floor, Mowat Block, 900 Bay Street
Toronto, Ontario M7A 1L2

The Ministry will email a scanned signed copy or mail a hard copy of the completed agreement back to you for your records.

The chart below lists all documents that are required to be submitted to the Ministry during the 2018-19 fiscal year. Documents may be submitted via email (to: tpa.edu.earlylearning@ontario.ca) or regular mail.

Document	Due Date
2018-19 Health and Safety Request Form (where applicable)	Accepted throughout the year
2018-19 Service Agreement	June 29, 2018
2018-19 Health & Safety Attestation Forms (where applicable)	March 29, 2019
2018-19 Financial Statements (EFIS and Attestation)	July 31, 2019

Please contact your Early Years Advisor directly if you have any questions or concerns regarding this memorandum and the enclosed materials. For questions regarding 2018-19 cash flow or financial reporting, please contact your Financial Analyst. A contact list and other information on funding are available on the [Financial Analysis and Accountability Branch website](#).

Thank you once again for your ongoing partnership and commitment to serving children and families.

Sincerely,

Original signed by:

Abby Dwosh
 Director (A),
 Programs and Service Integration Branch
 Early Years and Child Care Division
 Ministry of Education

Copy:

Early Years Advisors, Programs and Service Integration Branch, Ministry of Education

Financial Analysts, Financial Accountability and Data Analysis Branch, Ministry of Education