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2019: EYCC08

MEMORANDUM TO: Chief Administrative Officers, CMSMs and DSSABs
Directors and/or General Managers, CMSMs and DSSABs

FROM: Jill Dubrick
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Integration Branch
Early Years and Child Care Division
Ministry of Education

Becky Doyle
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Early Years and Child Care Division
Ministry of Education

DATE: October 25, 2019

SUBJECT: **2020 Budget Schedules and 2020 Child Care and EarlyON Child
and Family Centres Service Management and Funding
Guideline**

In keeping with the ministry's commitment to provide funding allocations in time to support municipal planning for 2020, we are pleased to provide the 2020 budget schedule for child care, EarlyON Child and Family Centres, and Indigenous-led Child Care and Child and Family Programs (please see attachment: 2020 Budget Schedule). The budget schedule is accompanied by the *2020 Child Care and EarlyON Child and Family Centres Service Management and Funding Guideline* (the guideline).

Based on sector feedback, the guideline has been revised to merge the previous *EarlyON Child and Family Centres Business Practices and Funding Guideline for Service System Managers* with the *Child Care Service Management and Funding Guideline for Consolidated Municipal Service Managers and District Social Services Administration Boards* into one consolidated document that streamlines program expectations for service system managers and provides better alignment in the management of the early years and child care sector in Ontario.

Investments

In 2020, the Ministry of Education will be investing more than \$2 billion in child care and early years programs.

Child Care

\$1.64B is being invested for child care, including:

- \$1.09B in general allocation;
- \$218M to support child care expansion;
- \$26M in base funding for licensed home child care;
- \$100M in Canada-Ontario Early Learning and Child Care funding¹; and,
- \$208M for Wage Enhancement/Home Child Care Enhancement Grant funding.

Per the government's announcement in August 2019, the ministry is phasing in the changes to child care funding previously announced in the 2019 Budget. The phased implementation approach is as follows:

- On January 1, 2020, CMSMs/DSSABs are asked to cost-share Expansion Plan operating funding at a rate of 80/20 provincial/municipal. Please note that while cost sharing is recommended, the ministry is committing to providing the provincial allocation regardless of the CMSM/DSSAB contribution.
- The following year on January 1, 2021, CMSMs/DSSABs will be asked to continue cost-sharing Expansion Plan operating funding at a rate of 80/20 and be required to cost share all administrative funding at a rate of 50/50; and finally
- On January 1, 2022, the threshold for allowable administrative funding CMSMs/DSSABs can spend on child care will be reduced from 10% to 5% in addition to the ongoing cost sharing requirements previously introduced.

The changes specific to 2020 are reflected in the 2020 guideline, attached to this memo, and future versions of the guideline will reflect the changes occurring in that year.

EarlyON

\$141.5 million is being invested for early years programming, including:

- \$101.5M in provincial allocation; and,
- \$40M in Canada-Ontario Early Learning and Child Care funding¹.

¹ ELCC allocations for the period of April to December of 2020 are pending the renegotiation of the Canada-Ontario Early Learning and Child Care agreement. ELCC funding beyond March 31, 2020 is not confirmed.

Additional Investments

- \$25.5 million is being invested to support off reserve Indigenous-led child care and early years programming in 2020.
- \$390 million is being invested to support the new child care tax credit in 2020.

Update on the Review of the Child Care Funding Formula

As part of the new plan for child care, the ministry will continue to engage our partners on a more equitable funding model that is also more predictable, easier to understand, and more responsive to the needs of parents, caregivers and families. To-date, the ministry has engaged with the sector through the Provincial-Municipal Technical Working Group on Early Years and Child Care, as well as through discussions at the Association of Municipalities of Ontario, the Ontario Municipal Social Service Association, and the Northern Ontario Service Deliverers Association.

The ministry is committed to providing multi-year funding allocations and will continue to consult with the sector as we work together to support implementation of the updated funding formula in 2021.

The Ontario Child Care Management System (OCCMS)

The ministry has been working with York Region and a selection of municipalities to complete a needs assessment for a renewed information management system over the past few months. The intent is to improve the client experience for parents and families, reduce red tape for child care operators, and allow municipalities to deliver services more efficiently. Detailed feedback has been received and is currently being reviewed to support the renewal of the current system. More details, and information on how municipalities can contribute to the renewal, will be provided as this work continues.

Burden Reduction Efforts

As part of the government-wide commitment to reduce administrative burden and red tape by 25 per cent, the ministry is undertaking a review of requirements associated with funding for services related to child care and EarlyON Child and Family Centres. We have already identified areas where we could work to reduce burden, and changes to-date include eliminating estimates submissions, eliminating the requirement to submit the ministry determined application form for the Wage Enhancement/Home Child Care Enhancement Grant, and merging the guideline to streamline information regarding funding and funding parameters. We are also adding the funding for services related to EarlyON Child and Family programs into the existing 5 year child care funding agreement in 2020. More information on this can be found below.

There will be future engagements with our partners to identify further opportunities to reduce burdensome requirements, while upholding the accountability needed to ensure value for government investments.

Thank you for your ongoing participation and valuable feedback. We look forward to your further contributions as we continue to engage on the child care funding formula, administrative burden reduction efforts, and OCCMS.

Important Changes for 2020

Transfer Payment Agreement Process

Since 2018, child care funding has been flowed through a five-year Transfer Payment Agreement (the Agreement) with schedules being replaced annually without the requirement of a signature.

In 2020 the Agreement will be in its third year and will include funding for services related to both Child Care and EarlyON Child and Family Centres. The new budget schedule (Schedule D) included in this package includes the 2020 allocations for services related to Child Care, EarlyON Child and Family Centres, and Indigenous-led Child Care and Child and Family Centre programs. The remaining schedules (Schedules B, C, E, and F) will be provided in the coming weeks. All new schedules will come into effect on January 1, 2020. Signatures are not required for these new 2020 schedules. This consolidation aligns with the merging of the guidelines and supports a streamlined, cohesive approach to system planning for early years and child care.

To support the inclusion of funding for services related to EarlyON Child and Family Centres into the Agreement, the standalone transfer payment agreement which provided funding only for EarlyON Child and Family Centre related services (EarlyON Agreement) will be terminated pursuant to article **A11.0: Termination on Notice** of the EarlyON Agreement, effective December 31, 2019. This means that funding for EarlyON Child and Family Centres will continue until December 31, 2019 and then funding for EarlyON Child and Family Centre related services will be provided pursuant to the consolidated Agreement beginning January 1, 2020.

As indicated in the memo EYCC05, the ministry is also planning to move to a new online system for the administration of transfer payment agreements (TPAs). We are pleased to inform you that we are using Transfer Payment Ontario, a platform that will be familiar to many of you. The ministry is working to ensure that the system works seamlessly with the streamlined and merged documents that will comprise the Child Care and EarlyON Child and Family Centres Agreement. It will also support broader government burden reduction efforts. We look forward to sharing more details of this initiative in the coming months.

Removal of 30-day Grace Period for Reporting Submissions

As a result of feedback received from the sector, the ministry has removed the 30-day grace period for submissions to avoid any confusion over the actual deadline for financial submissions, and thereby impacting their timely receipt. The intent behind the removal of the 30 day grace period is to ensure the ministry has, on a timely basis, the information required to demonstrate accountability for public funds. The ministry will continue to support our CMSMs and DSSABs with timely filings of financial submission requirements through regional outreach, coaching and resources. The ministry will also follow-up with CMSMs and DSSABs impacted by the policy to discuss any challenges with providing the information and to offer support.

Rather than providing 30 days after the submission deadline before cash flow is reduced, the ministry will now inform the CMSM or DSSAB that the submission is overdue immediately following the submission deadline. As per current practice, where a CMSM or DSSAB files its submission after the filing deadline, a reduction in cash flow of 50 per cent of the monthly payment will be enacted (unless an extension has been granted).

Upon submission of ministry requirements, the ministry will revert back to the normal monthly payment process and will include in that monthly payment the total amount withheld up to that point. Please find this change in Section 2 of the 2020 guideline.

Indigenous-led Child Care and Child and Family Programs Funding

In 2020, operating funding allocations will be based on ongoing operating funds identified for 2019 in approved proposal budgets. As per previously approved proposals, CMSMs and DSSABs are permitted to use up to 10% of the operating allocation to support administration in 2020.

Changes to Child Care Funding

- A. Expansion Plan Cost Share**
- B. Ontario-Canada Early Learning and Child Care Agreement**
- C. Updates to Child Care Contractual Service Targets**
- D. Changes to Before and After School Programs (BASP) to align with the BASP Guideline**
- E. Changes Resulting from Restoring Ontario's Competitiveness Act, 2019**

A. Expansion Plan Cost Share

Per the government's announcement in August 2019, the ministry is phasing in the implementation of the cost-sharing and administration changes to child care funding that were originally announced in the 2019 Budget. Beginning in January 2020, CMSMs and DSSABs are asked to cost-share Expansion Plan operating funding at a rate of 80/20 provincial/municipal. Please note that while cost sharing is recommended, the ministry is committing to providing the provincial allocation regardless of the CMSM/DSSAB contribution. Recommended cost-share amounts can be found in the CMSM/DSSAB 2020 budget schedule attached to this memo.

B. Ontario-Canada Early Learning and Child Care (ELCC) Agreement

The 2020 budget schedule includes ELCC funding for the entire 2020 calendar year. The current ELCC agreement ends on March 31, 2020. Due to this upcoming end date, the ELCC funding has been allocated in two parts. The first reflects funds from January 1, 2020 to March 31, 2020, and the second reflects funds from April 1, 2020 to December 31, 2020 and is subject to change should federal investments change after March 31, 2020. ELCC funding beyond March 31, 2020 is not confirmed. If investments change, the approach to ELCC targets for 2020 may also change.

C. Updates to Child Care Contractual Service Targets

General Allocation Targets:

In 2020, CMSMs and DSSABs will be provided with general allocation service targets based on the 2019 targets (as provided in the final 2019 Child Care Service Agreement) and adjusted up or down proportionally, aligning with the per cent change in the 2020 general allocation as compared to 2019.

Additionally, segmentation of service targets by age group will be eliminated, and the ministry will provide only one total target for each category (fee subsidy, Ontario Works, and SNR). This will provide added flexibility to respond to local needs within the established targets. Please note that CMSMs and DSSABs will still be required to report on general allocation service data and expenditures by age group and incremental expenditure requirements must still be met for Child Care Expansion Plan and for ELCC. Please see Section 3 of the 2020 guideline for more information.

Expansion Plan Targets:

The 2020 Expansion Plan targets will be based on the 2019 Expansion Plan targets as identified in executed 2019 Schedule C. Additionally, to reflect the level of provincial investment in Expansion Plan in 2020, the enactment of penalties will only apply to the provincial portion of the Expansion Plan investment and therefore, the CMSMs/DSSABs will only be penalized for not meeting the 80% provincial commitment associated with their 2020 Expansion Plan target (the adjusted Expansion Plan target).

As per usual practice, should a CMSM/DSSAB not meet this adjusted Expansion Plan target by 10% or more and 10 children or more in the aggregate, its Expansion Plan entitlement will be reduced by 1% to reflect the underachievement of the adjusted Expansion Plan service target. For more information, please refer to Section 3 of the guideline.

ELCC Targets:

The 2020 ELCC targets will be based on the CMSMs/DSSABs 2019 ELCC targets as identified in the executed 2019 Schedule C. Please note that the current agreement with the federal government ends on March 31, 2020. As such, the approach to ELCC targets is subject to change. For more information, please refer to Section 3 of the guideline.

D. Changes to Before and After School Programs (BASP) to align with the BASP Guideline

In order to align and streamline information for before and after school programs, the 2020 guideline has been updated with the language in the before and after school programs guideline. This change will be found in Section 4 of the 2020 guideline.

E. Changes Resulting from *Restoring Ontario's Competitiveness Act, 2019 (ROCA)*

With the changes passed through ROCA and subsequent regulatory changes which came into effect on September 1, 2019, language in the section of the guideline pertaining to before and after school programs (Section 4) has been updated. This section now reflects a change in the age eligibility for authorized recreational and skill building programs from 6 to 4 years old as well as adjustments to the eligibility for fee subsidy and special needs resourcing to align with this change.

Changes to EarlyON

F. Changes to Individual Allocations for EarlyON

G. Changes to the Child Care and Early Years Planning and Data Analysis Services Minimum Allowable Expenditure Benchmark

H. Inclusion of Closed-end Leases as an Allowable Expense

I. Professional Learning and Capacity Building

J. Updates to the Service Data Elements

F. Changes to Individual Allocations for EarlyON

In 2020, the ministry has updated the source data inputs for the existing EarlyON funding methodology, to reflect changing community needs on the ground. While the overall allocation for EarlyON funding has not changed from 2019, these updates have resulted in changes to individual allocations for CMSMs/DSSABs. To ensure system stability, a capping adjustment of 2% has been put in place so that no CMSM/DSSAB will have a funding reduction of more than 2% in 2020.

G. Changes to the Child Care and Early Years Planning and Data Analysis Services Minimum Allowable Expenditure Benchmark

To account for updates to CMSM/DSSAB's EarlyON allocations, the Child Care and Early Years Planning and Data Analysis Services Minimum Allowable Expenditure Benchmark has been proportionally adjusted for each CMSM/DSSAB to reflect the percentage change in their funding amount from 2019.

H. Inclusion of Closed-end Leases as an Allowable Expense

Detail has been provided regarding closed-end leasing of a vehicle to support the delivery of EarlyON Child and Family Programs as an allowable operating expense.

I. Professional Learning and Capacity Building

Effective immediately, the priorities for the professional learning and capacity building expense have been updated to include serving francophone and/or Indigenous children/families. Service system managers can also now use this funding to support inter-professional learning opportunities across the early years sector. These changes have been made to support better alignment between the Child Care and EarlyON Child and Family Program Funding Guidelines.

J. Updates to the Service Data Elements

Reporting requirements for the service data elements on 'Total Number of New EarlyON Child and Family Centre Sites' and 'Total Number of EarlyON Child and Family Centre Sites' have been updated to provide further clarity on how to correctly report information.

To support the 2020 investment, please find the following attachments:

- 2020 Allocations Charts (Appendix A)
- 2020 Budget Schedule
- 2020 Child Care and EarlyON Child and Family Centres Service Management and Funding Guideline
- Chart of changes in the 2020 Child Care and EarlyON Child and Family Centres Service Management and Funding Guideline (Appendix B)
- Communications Protocol (Appendix C)

Thank you for your ongoing support. If you have any questions, please contact your Early Years Advisor (EYA) or Financial Analyst (FA). A listing of EYAs and FAs can be found at the [ministry website](#).

Sincerely,

Original signed by

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Programs and Service Integration Branch
Ministry of Education

Becky Doyle
Director, Financial Accountability &
Data Analysis Branch
Ministry of Education

Cc: Early Years Advisors, Programs and Service Integration Branch
Financial Analysts, Financial Accountability and Data Analysis Branch

Appendix A: 2020 Allocations

2020 Child Care Allocations

CMSM/DSSAB	General Allocation	Expansion Plan	Base Funding for LHCC	ELCC (Jan - Mar)	ELCC (Apr - Dec)*	Wage Enhancement/ HCCEG Allocation	Wage Enhancement/ HCCEG Administration	2020 Total Funding
Corporation of the City of Brantford	8,048,214	1,687,401	276,000	203,556	610,668	1,693,976	75,430	12,595,245
City of Cornwall	7,449,650	1,827,583	82,800	193,567	580,698	923,745	57,375	11,115,418
City of Greater Sudbury	15,758,251	2,639,109	82,800	318,225	954,675	2,453,982	148,453	22,355,495
The City of Hamilton	46,135,677	10,201,538	1,062,600	1,133,008	3,399,022	8,043,346	346,488	70,321,679
Corporation of the City of Kawartha Lakes	4,906,800	1,047,968	-	127,037	381,111	782,322	25,574	7,270,812
Corporation of the City of Kingston	8,651,559	1,786,964	124,200	215,524	646,570	2,051,745	97,938	13,574,500
Corporation of the City of London	32,355,983	6,362,618	503,700	761,308	2,283,924	7,433,193	277,075	49,977,801
City of Ottawa	80,425,137	14,763,503	5,637,300	1,744,656	5,233,970	17,315,818	855,325	125,975,709
Corporation of the City of Peterborough	8,404,575	1,645,458	420,900	198,240	594,720	1,617,246	70,933	12,952,072
Corporation of the City of St. Thomas	5,842,179	1,420,791	124,200	153,117	459,351	1,039,792	46,967	9,086,397
Corporation of the City of Stratford	4,107,740	1,008,754	55,200	100,847	302,543	574,255	32,599	6,181,938
City of Toronto	316,271,141	59,881,466	5,927,100	7,167,759	21,503,277	42,629,943	2,052,797	455,433,483
Corporation of the City of Windsor	29,162,170	6,052,289	255,300	724,574	2,173,721	5,132,145	241,025	43,741,224
Corporation of the County of Bruce	3,906,854	918,014	165,600	91,938	275,816	813,338	39,763	6,211,323
Corporation of the County of Dufferin	3,350,972	656,283	69,000	78,202	234,606	793,783	30,164	5,213,010
Corporation of the County of Grey	5,333,073	1,219,274	262,200	131,032	393,095	1,241,082	53,706	8,633,462
Corporation of the County of Hastings	8,320,583	1,758,324	289,800	212,520	637,561	1,457,072	61,269	12,737,129
Corporation of the County of Huron	3,506,303	690,767	103,500	82,919	248,754	639,342	28,193	5,299,778
Corporation of the County of Lambton	12,128,519	1,899,317	262,200	196,358	589,076	1,596,663	79,696	16,751,829
County of Lanark	3,835,691	1,127,255	269,100	103,976	311,930	825,900	38,769	6,512,621
County of Lennox & Addington	3,368,347	1,006,429	138,000	89,123	267,370	481,237	24,826	5,375,332
County of Northumberland	4,432,742	858,069	62,100	103,331	309,991	821,020	32,196	6,619,449
County of Oxford	5,725,715	1,217,044	110,400	145,825	437,474	683,980	50,916	8,371,354
County of Renfrew	5,572,870	1,367,625	110,400	138,442	415,326	946,049	40,313	8,591,025
County of Simcoe	25,634,570	5,495,789	434,700	629,164	1,887,491	5,737,618	259,095	40,078,427
County of Wellington	13,489,044	2,601,433	262,200	286,049	858,145	2,269,753	95,414	19,862,038
District Municipality of Muskoka	3,545,918	754,837	103,500	91,033	273,097	487,107	25,863	5,281,355

CMSM/DSSAB	General Allocation	Expansion Plan	Base Funding for LHCC	ELCC (Jan - Mar)	ELCC (Apr - Dec)*	Wage Enhancement/ HCCEG Allocation	Wage Enhancement/ HCCEG Administration	2020 Total Funding
Corporation of the Municipality of Chatham-Kent	11,656,482	1,794,655	-	188,413	565,241	1,272,777	55,617	15,533,185
The Corporation of Norfolk County	5,718,838	1,296,274	103,500	148,977	446,931	813,007	29,046	8,556,573
Regional Municipality of Durham	40,149,773	8,533,566	565,800	889,258	2,667,775	11,384,624	412,006	64,602,802
Regional Municipality of Halton	30,379,269	6,484,615	552,000	674,101	2,022,302	11,771,714	529,295	52,413,296
Regional Municipality of Niagara	28,788,688	5,275,756	476,100	631,561	1,894,679	4,648,461	250,340	41,965,585
Regional Municipality of Peel	113,240,511	23,029,591	2,277,000	2,704,003	8,112,008	18,953,608	716,945	169,033,666
Regional Municipality of Waterloo	34,683,902	6,596,394	2,566,800	764,681	2,294,042	6,625,142	337,660	53,868,621
Regional Municipality of York	85,597,309	16,456,551	662,400	1,941,621	5,824,865	23,694,245	954,147	135,131,138
United Counties of Leeds & Grenville	5,147,323	1,078,118	75,900	130,341	391,021	1,241,599	55,179	8,119,481
United Counties of Prescott & Russell	5,686,182	1,487,517	186,300	148,338	445,010	1,439,107	67,580	9,460,034
Algoma District Services Administration Board	4,067,937	734,040	-	88,491	265,470	383,196	28,600	5,567,734
District of Cochrane Social Service Administration Board	7,852,250	1,688,698	117,300	186,643	559,927	905,394	48,863	11,359,075
District of Nipissing Social Services Administration Board	7,360,944	1,881,916	248,400	181,842	545,522	1,444,375	63,383	11,726,382
District of Parry Sound Social Services Administration Board	4,332,230	844,363	165,600	101,961	305,881	220,112	20,716	5,990,863
District of Sault Ste Marie Social Services Administration Board	5,604,288	1,250,354	165,600	131,940	395,817	869,126	41,342	8,458,467
District of Timiskaming Social Services Administration Board	5,720,874	917,423	131,100	110,409	331,229	604,506	25,358	7,840,899
Kenora District Services Board	5,733,240	1,382,083	-	123,743	371,230	192,051	29,869	7,832,216
Manitoulin-Sudbury District Social Services Administration Board	4,658,344	2,128,267	27,600	105,215	315,644	341,882	13,534	7,590,486
Rainy River District Social Services Administration Board	2,668,927	1,054,031	-	65,746	197,237	182,358	6,115	4,174,414
District of Thunder Bay Social Services Administration Board	11,172,331	2,342,826	82,800	261,393	784,179	1,218,236	69,410	15,931,175
PROVINCIAL TOTAL	1,089,889,919	218,152,940	25,599,000	25,000,000	75,000,000	198,690,972	8,943,167	1,641,275,997

* ELCC allocations for the period of April to December of 2020 are pending the renegotiation of the Canada-Ontario Early Learning and Child Care agreement. ELCC funding beyond March 31, 2020 is not confirmed.

2020 EarlyON Allocations

CMSM/DSSAB	EarlyON (Provincial)	EarlyON ELCC (Jan - Mar)	EarlyON ELCC (Apr - Dec)*	2020 Total Funding
Corporation of the City of Brantford	1,432,827	142,589	427,767	2,003,183
City of Cornwall	1,163,873	115,824	347,471	1,627,168
City of Greater Sudbury	2,334,900	232,359	697,078	3,264,337
The City of Hamilton	4,164,475	414,431	1,243,292	5,822,198
Corporation of the City of Kawartha Lakes	779,879	77,610	232,831	1,090,320
Corporation of the City of Kingston	2,002,192	199,250	597,749	2,799,191
Corporation of the City of London	2,736,837	272,358	817,075	3,826,270
City of Ottawa	6,984,799	695,097	2,085,292	9,765,188
Corporation of the City of Peterborough	903,198	89,882	269,647	1,262,727
Corporation of the City of St. Thomas	792,933	78,909	236,728	1,108,570
Corporation of the City of Stratford	645,691	64,256	192,769	902,716
City of Toronto	19,211,462	1,911,842	5,735,527	26,858,831
Corporation of the City of Windsor	2,520,651	250,844	752,533	3,524,028
Corporation of the County of Bruce	658,488	65,530	196,590	920,608
Corporation of the County of Dufferin	556,069	55,338	166,013	777,420
Corporation of the County of Grey	748,878	74,525	223,575	1,046,978
Corporation of the County of Hastings	1,023,529	101,857	305,572	1,430,958
Corporation of the County of Huron	594,068	59,119	177,357	830,544
Corporation of the County of Lambton	1,610,950	160,315	480,945	2,252,210
County of Lanark	657,601	65,442	196,325	919,368
County of Lennox & Addington	596,599	59,371	178,113	834,083
County of Northumberland	606,732	60,379	181,138	848,249
County of Oxford	765,754	76,205	228,614	1,070,573
County of Renfrew	957,858	95,322	285,966	1,339,146
County of Simcoe	2,727,528	271,432	814,296	3,813,256
County of Wellington	1,429,141	142,222	426,666	1,998,029
District Municipality of Muskoka	593,558	59,068	177,205	829,831
Corporation of the Municipality of Chatham-Kent	931,366	92,686	278,057	1,302,109
The Corporation of Norfolk County	759,467	75,579	226,737	1,061,783
Regional Municipality of Durham	3,215,086	319,952	959,855	4,494,893
Regional Municipality of Halton	2,986,367	297,190	891,571	4,175,128
Regional Municipality of Niagara	2,872,468	285,856	857,567	4,015,891
Regional Municipality of Peel	8,541,154	849,979	2,549,937	11,941,070
Regional Municipality of Waterloo	2,968,255	295,388	886,164	4,149,807
Regional Municipality of York	6,661,019	662,876	1,988,628	9,312,523
United Counties of Leeds & Grenville	718,874	71,539	214,618	1,005,031

CMSM/DSSAB	EarlyON (Provincial)	EarlyON ELCC (Jan - Mar)	EarlyON ELCC (Apr - Dec)*	2020 Total Funding
United Counties of Prescott & Russell	1,314,350	130,799	392,396	1,837,545
Algoma District Services Administration Board	805,037	80,114	240,341	1,125,492
District of Cochrane Social Service Administration Board	1,464,873	145,778	437,334	2,047,985
District of Nipissing Social Services Administration Board	1,480,481	147,331	441,993	2,069,805
District of Parry Sound Social Services Administration Board	799,262	79,539	238,617	1,117,418
District of Sault Ste Marie Social Services Administration Board	1,120,716	111,529	334,586	1,566,831
District of Timiskaming Social Services Administration Board	753,552	74,990	224,971	1,053,513
Kenora District Services Board	1,130,027	112,455	337,366	1,579,848
Manitoulin-Sudbury District Social Services Administration Board	1,058,489	105,336	316,009	1,479,834
Rainy River District Social Services Administration Board	778,552	77,478	232,435	1,088,465
District of Thunder Bay Social Services Administration Board	1,665,104	165,704	497,112	2,327,920
PROVINCIAL TOTAL	101,224,969	10,073,474	30,220,428	141,518,871

* ELCC allocations for the period of April to December of 2020 are pending the renegotiation of the Canada-Ontario Early Learning and Child Care agreement. ELCC funding beyond March 31, 2020 is not confirmed.

Appendix B: Changes made in the 2020 Ontario Child Care and EarlyON Child and Family Programs Service Management and Funding Guideline

Please note: The table below reflects the significant changes made to the 2020 Ontario Child Care and EarlyON Child and Family Programs Service Management and Funding Guideline, and is not meant to capture all changes.

SECTION	DESCRIPTION	CHANGES MADE	PAGE
Section 1: Introduction – Updated to provide streamlined information applicable to both Child Care and EarlyON Child and Family Programs	Overview	<ul style="list-style-type: none"> • (NEW) Section provides information related to the guideline now including information related to Child Care and EarlyON Child and Family Programs. 	7
	French Language Services	<ul style="list-style-type: none"> • Revised language to provide more information regarding the process to meet the requirements under the <i>French Language Services Act</i>. • Due date updated for 2020 French Language Service plans. 	9 9
	Communications	<ul style="list-style-type: none"> • Previously called “Public Announcements”, this section includes information regarding the expectation of recognition when making announcements and other communications. 	9

Section 2: Ministry Business Practice Requirements – Updated to provide streamlined information applicable to both Child Care and EarlyON Child and Family Programs	Overview of Contracting Process	<ul style="list-style-type: none"> Updated to include information regarding the new, merged TPA that will include both EarlyON Child and Family program, and child care funding and funding parameters. 	11
	Payment	<ul style="list-style-type: none"> Section has been moved so that it follows the contracting section. 	12
		<ul style="list-style-type: none"> Updated language to describe when payments are based on the new budget schedules. 	13
		<ul style="list-style-type: none"> In year funding adjustments section is removed. 	N/A
	Financial Reporting	<ul style="list-style-type: none"> Section has been moved so that it follows the payment section. Updated reporting dates. 	14
	Basis of Accounting	<ul style="list-style-type: none"> Section has been moved so that it follows the reporting section. 	16
	Policy for Late Filing	<ul style="list-style-type: none"> 30-day grace period for submissions removed and penalty language updated. 	17
Recoveries	<ul style="list-style-type: none"> Updated language to include more detailed instructions for EFIS (mimics the information from the EarlyON Child and Family Program guideline). 	18	

Section 3: Child Care Funding Approach – applicable only to child care	New Section	<ul style="list-style-type: none"> (NEW) Section created to describe the child care funding formula, financial flexibility, service targets and audit information that applies only to child care. 	19
	Service/Contractual Targets for Child Care	<ul style="list-style-type: none"> Updated information regarding the service/contractual targets applicable to child care funding. 	23
	Audits	<ul style="list-style-type: none"> Information moved to this new section as it only applies to child care. 	29
Section 4: Child Care Core Service Delivery – applicable only to child care	New section position	<ul style="list-style-type: none"> Child Care Core Service Delivery section moved from Section 7 to Section 4. 	30
	Fee Subsidy Expense	<ul style="list-style-type: none"> Removal of the prioritization of the use of unlicensed child care except for Ontario Works fee subsidy clients. 	30
		<ul style="list-style-type: none"> Updated and streamlined language regarding Ontario Works Participants’ use of unlicensed child care. 	31
	Business Practices	<ul style="list-style-type: none"> Updated language for before and after school programs to align with the Before and After School Guideline. 	39
<ul style="list-style-type: none"> Inclusion of language to recommend that CMSMs and DSSABs align with school board Policy/Program Memos where programs are offered on school premises and adjacent to the instructional day. 		39	
Camps and Authorized Recreational Programs – Eligibility Requirements	<ul style="list-style-type: none"> Updated to reflect changes resulting from the <i>Restoring Ontario’s Competitiveness Act, 2019</i>. 	44	

Section 5: Child Care Special Purpose Funding – applicable only to child care	New section position	<ul style="list-style-type: none"> Child Care Special Purpose Funding section moved from Section 8 to Section 5. 	64
	Capacity Building Expense	<ul style="list-style-type: none"> Revised to provide streamlined information regarding the Centres of Excellence and refer reader to the Centres of Excellence section of the guideline (Section 12). 	64
Section 6: Child Care Expansion Plan – applicable only to child care	New section position	<ul style="list-style-type: none"> Child Care Expansion Plan section moved from Section 3 to Section 6. 	77
	Funding Methodology	<ul style="list-style-type: none"> Updated to include language regarding the new recommended cost-share. 	78
Previous Section 6: Fee Stabilization Support	Section Removed		N/A
Section 7: The Canada-Ontario Early Learning and Child Care Agreement (ELCC) – applicable only to child care	New section position	<ul style="list-style-type: none"> Child Care ELCC section moved from Section 4 to Section 7. 	82
	Funding Methodology	<ul style="list-style-type: none"> Revised language to reflect the timeframe of the current agreement. 	85 and through out section
	Carry Forward of Funds	<ul style="list-style-type: none"> Carry Forward provision removed. 	N/A
Section 8: Wage Enhancement/Home Child Care Enhancement Grants (HCCEG) – applicable only to child care	New section position	<ul style="list-style-type: none"> Wage Enhancement/Home Child Care Enhancement Grants (HCCEG) section moved from Section 9 to Section 8. 	90
	Eligibility	<ul style="list-style-type: none"> The Wage Cap was updated. 	91
	Application process	<ul style="list-style-type: none"> Revised language regarding the approach to the application process for wage enhancement. 	93

Section 9: EarlyON Child and Family Centres – applicable only to EarlyON Child and Family Programs	New Section based on EarlyON guideline information	<ul style="list-style-type: none"> • Inclusion of Overview, Objectives, Vision and Guiding Principles, Pedagogical Framework, Branding and Website information for EarlyON Child and Family programs. • Branding and Website information has been updated and streamlined. 	103
			105
Section 10: EarlyON Funding Approach – applicable only to EarlyON Child and Family Programs	Funding Methodology	<ul style="list-style-type: none"> • Updated 2016 Census source data inputs. • Inclusion of information on 2% capping adjustment. 	106
	Canada-Ontario Bilateral Agreement on Early Learning and Child Care	<ul style="list-style-type: none"> • Revised language to reflect the timeline of the current agreement. 	107
Section 11: Framework for EarlyON Child and Family Centres – applicable only to EarlyON Child and Family Programs	Customized Community Connections	<ul style="list-style-type: none"> • Revised language to provide clarity for community partnerships to support core service delivery, respite child care, RECE exemption. 	109
	Registered Early Childhood Educator Staff Requirement	<ul style="list-style-type: none"> • Revised language to clarify the RECE Exemption. 	114
Section 12: EarlyON Child and Family Centres Supporting Programs and Services – applicable only to EarlyON Child and Family Programs	Community -Based Early Years and Child Care Capital Program	<ul style="list-style-type: none"> • Additional clarifying language regarding timelines. 	118
	Community-Based EarlyON Child and Family Centre Capital Program	<ul style="list-style-type: none"> • Additional clarifying language regarding timelines. 	118

Section 13: EarlyON Child and Family Centres – Eligible Expenses	Eligible Expenses	<ul style="list-style-type: none"> Detail on closed-end leases as an eligible expense. 	120
	Professional Learning and Capacity Building Expense	<ul style="list-style-type: none"> Additional priority added to include francophone and/or Indigenous children and families. 	122
		<ul style="list-style-type: none"> Additional language regarding the use of funds for inter-professional learning opportunities. 	122
	Early Years Planning and Data Analysis Services Expense	<ul style="list-style-type: none"> Additional language on changes to the expenditure benchmark. 	127
Section 15: Indigenous-Led Child Care and Child and Family Programs - Updated to provide streamlined information applicable to both Child Care and EarlyON Child and Family Programs	New Section	<ul style="list-style-type: none"> NEW Section provides consolidated information regarding the funding and reporting requirements for Indigenous-Led Child Care and Child and Family Programs. 	132
	Funding Methodology	<ul style="list-style-type: none"> Updated to reflect the funding methodology for operating funding for 2020. 	132
	Reporting Requirements	<ul style="list-style-type: none"> Updated to provide clearer reporting instructions for joint Child Care and EarlyON Child and Family Program projects to avoid double counting. The requirement to provide the status update has been removed. 	134 N/A
EarlyON Child and Family Centres Data Elements		<ul style="list-style-type: none"> Revised language to clarify reporting requirements for 'Total Number of New EarlyON Child and Family Centre Sites'. Revised language to clarify reporting requirements for 'Total Number of EarlyON Child and Family Centre Sites'. 	Appendix B

Child Care Funding Formula: Technical Paper 2020	Description	<ul style="list-style-type: none">• Various changes, including key updates related to benchmarks and cost-share requirements.	Appendix E
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Appendix C: Communications Protocol Requirements

All public announcements regarding provincial and federal investments in Ontario's child care and early years system are potential joint communication opportunities for the provincial government, federal government, school boards, the Consolidated Municipal Service Manager/District Social Services Administration Board (CMSM/DSSAB), municipalities and community partners.

Public Communications

Municipalities, school boards, CMSMs and DSSABs, and community partners should not issue a news release or any other public communication directed at media regarding major child care and early years investments, without:

- I. First contacting the Ministry of Education through EYCCinvestments@ontario.ca about your plan to publicly communicate these major child care and early years investments; and
- II. Publicly recognizing the Ministry of Education's role in providing funding; and
- III. Inviting the Minister of Education to attend any events related to your investment announcement.

The Ministry of Education may also choose to issue its own news release and/or hold events about investments in child care and early years projects, in addition to those prepared by municipalities, school boards, CMSMs and DSSABs, and community partners.

The intent of this protocol is to promote the role of both the Ministry of Education and stakeholders in bringing new child care and early years projects to local communities.

Major Announcements and Events

Important: For all major child care investments the Minister of Education must be invited as early as possible to the event. Invitations can be sent to EYCCinvestments@ontario.ca with a copy sent to your ministry Early Years Advisor. Municipalities, school boards, CMSMs and DSSABs, and community partners will be notified at least four to six weeks in advance of their opening event as to the Minister's attendance. If the date of your event changes at any time after the Minister has received the invitation, please confirm the change at the email address above.

If the Minister of Education is unavailable, the invitation may be shared with a government representative who will contact your municipality, school board, CMSM or DSSAB, or community partner to coordinate the details (e.g. joint announcement). Municipalities, school boards, CMSMs and DSSABs, and community partners are not expected to delay their announcements to accommodate the Minister or a Member of Provincial Parliament (MPP); the primary goal is to make sure that the Minister is aware of the announcement opportunity.

Other Events

For all other media-focused public communications opportunities, such as sod turnings for example, an invitation to your local event must be sent to the Minister of Education by email (EYCCinvestments@ontario.ca) with at least three weeks' notice. Again, please send a copy to your ministry Early Years Advisor. Please note that if the date of your event changes at any time after the Minister has received the invitation, please confirm the change at the email address above.

Municipalities, school boards, CMSMs and DSSABs, and community partners are not expected to delay these “other” events to accommodate the Minister. Only an invitation needs to be sent; a response is not mandatory to proceed.

This communications protocol does not replace our stakeholders' existing partnerships with the Ministry of Education. Regional early years advisors and regional child care licensing staff should still be regarded as primary points of contact for events and should be given updates in accordance with existing processes.

Acknowledgement of Support

The support of the Government of Ontario must be acknowledged in media-focused communications of any kind, written or oral, relating to new investments. Similarly, CMSMs and DSSABs announcements related to funding received through the ELCC must clearly acknowledge that the contributions were made by the Province of Ontario and the Government of Canada. This acknowledgment could include but is not limited to, any report, announcement, speech, advertisement, publicity, promotional material, brochure, audio-visual material, web communications or any other public communications. For minor interactions on social media, or within social media such as Twitter, etc. where there is a limited restriction on content, municipalities, school boards, CMSMs and DSSABs, and community partners are not

required to include government acknowledgement. In addition, when engaged in reactive communications (e.g., media calls) municipalities, school boards, CMSMs and DSSABs, and community partners do not have to acknowledge government funding; however, if possible, such an acknowledgement is appreciated.