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Document 1

Children's Services Canada-Wide Early Learning and Child Care Funding Policy Statement

Community and Social Services Department

June 2022

Purpose

Canada-Wide Early Learning and Child Care (CWELCC) funding is intended to support a system of high-quality, affordable, and inclusive early learning and child care services for all eligible families. This national plan will reduce the cost of licensed child care through lower fees, increase access to licensed spaces, and support improved compensation for all qualified workers.

Application

Eligible licensed Child Care Service Providers (CCSPs) will complete an application to indicate their interest in participating in the CWELCC system. Application approval is subject to the submission of a complete application, eligibility, and availability of funding.

Eligibility

All CCSP applicants must meet the applicable Provincial Guideline eligibility criteria and City's eligibility criteria to be considered for funding:

Provincial eligibility criteria:

- Be a licensed CCSP by the Ministry of Education and subject to the requirements of all pertinent legislation including the *Child Care and Early Years Act, 2014* (CCEYA);
- Agree to enter into a funding contribution agreement with the City for the provision of CWELCC funding and agree with terms and conditions of the contribution agreement which may be adapted from time to time, based on the Provincial Guideline;
- Demonstrate financial viability to the City;
- Maintain existing licensed spaces for children ages 0-5, unless approved by the City;
- Agree to maintain parental fees unless previously communicated to families on or before March 27, 2022 and abide by the requirements of the CWELCC program in accordance with the CCEYAS, the Provincial Guideline and the City's Child Care User Guide, as amended from time to time.

City's eligibility criteria:

- Be located in the city of Ottawa;
- Be in Good Standing with the City of Ottawa;
- Agree to use the Child Care Registry and Waitlist (CCRAW) or future platforms.
- Agree to adapt and adjust programs and services in accordance with the Provincial Guideline and Provincial allocations to meet local priorities including those outlined in the Children's Services Child Care and Early Years Service System Plan 2019-2023 and future service system plans.

Funding allocation

Applicants who satisfy the provincial and City eligibility requirements will receive CWELCC funding, subject to the availability of funding.

Funding will be allocated equitably and in a transparent manner to meet program objectives and local needs. Funding calculations will be adjusted from time to time based on the CCEYA, Provincial Guideline and local priorities including those outlined in the City's Child Care User Guide, the Children's Services Child Care and Early Years Service System Plan 2019-2023 and future service system plans.

City contribution

The Children's Services' operating budget includes 100% municipal funding that may be used to enhance provincial funding.

Allowable expenses for fee reductions

All allowable expenses are outlined in the Provincial Guideline.

Reporting and monitoring

Applicants are required to demonstrate maintained eligibility and use of funding by reporting annually in accordance with the terms and conditions set out in the contribution agreement.

As per the Provincial Guideline, reporting requirements include but are not limited to audited financial statements, an auditor engagement that verifies funding was used for its intended purpose, and a valid certificate of insurance identifying the City of Ottawa as an additional insured of the certificate holder.

The City has the right to withhold and/or recover all funding contributions in the event of the following circumstances:

- (a) The whole or any portion of the CWELCC funding contribution is spent on ineligible expenditures.
- (b) The whole or any portion of the CWELCC funding contribution is spent on expenditures unrelated to the objectives of CWELCC.
- (c) The whole or any portion of the CWELCC funding contribution is spent on expenditures not at fair market value.
- (d) The whole or any portion of the CWELCC funding contribution is spent on expenditures deemed to be a transaction with a related party.
- (e) The CCSP does not meet deadlines relating to request for information, documentation and/or reporting.
- (f) The CCSP does not meet any of the requirements under the CWELCC system, the Provincial Guideline or any other requirements established by the City that are consistent with the Provincial Guideline.
- (g) The whole or any portion of the CWELCC funding contribution is not used in accordance with any requirements established by the City that are consistent with the Provincial Guideline.
- (h) The CCSP does not complete its annual Licensed Child Care Operations Survey in accordance with O.Reg.137/15 (77) under the CCEYA.

Authority

Children's Services Child Care and Early Years Service System Plan 2019-2023

Definitions

"CCEYA" means the *Child Care and Early Years Act, 2014*, S.O. 2014, c. 11, Sched. 1, and its regulations, as amended.



“Good Standing” means the applicant CCSP has fulfilled all the terms and conditions of all previous and current agreements and contracts with the City and is in good financial standing with the City (i.e. no arrears).

“Provincial Guideline” means the Ontario Child Care Service and EarlyOn Child and Family Centres Service Management and Funding Guideline, as amended.