

**CIRCULAR**

**Date:** January 7, 2022

**CIRCULAR NUMBER:** COVID-19 2020-189(r3) **(New information appears in bold.)**

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**To:** Community Living disABILITY Services shift-staffed residential service providers, Child and Family Services group care/community care providers, and Early Learning and Child Care facilities

**Subject:** Pandemic Staffing Support Benefit

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**Type:**  Policy

Procedure

**Effective Date:** Immediately

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The Pandemic Staffing Support Benefit program provides assistance to organizations in the adult disability, child welfare, and child care sectors. **The Manitoba government has expanded eligibility criteria for the benefit; the types of expenditures eligible for support have been broadened and limits on accumulated surplus have been eased.**

The Pandemic Staffing Support Benefit provides assistance to organizations for their additional staffing costs that cannot be accommodated from within their existing revenue / resources as a result of the COVID-19 pandemic. **While organizations' accumulated surplus will continue to be taken into account in assessing eligibility, for the purpose of the PSSB Application, the allowable amount has increased. Applicants may now hold up to the equivalent of three months of operating costs.**

To date, the benefit has provided assistance in offsetting the costs for overtime, sick time and staff replacement. This may include costs due to illness, the need to isolate, and/or staffing challenges related to compliance with public health orders (e.g., resignations, staff placed on leave). As well, the benefit can support ongoing staffing costs if public health directs the temporary closure of an early learning and child care facility or isolation/quarantine of a specific child care cohort in response to a case of COVID-19.

**The benefit now may also be used to support costs incurred for service providers to conduct contact tracing/notification, and for recruitment and travel support. Eligible recruitment and travel support costs include: recruitment expenses, and travel incentives for staff who travel to support or fill agencies' needs due to the pandemic.**

Eligibility

Non-profit Community Living disABILITY Services shift-staffed residential service providers, Child and Family Service agency and/or community care provider operated group homes, and child care facilities licensed and funded by the Department of Families are able to apply for this benefit.

Application

Organizations must apply monthly and complete all sections of the application including submission of all required information. A statement of operations must be provided on a monthly basis.

Recognizing that individual organizations' level of need will change over time, applications will be taken on an ongoing basis until March 2022.

More information about the Pandemic Staffing Support Benefit, including eligibility criteria and the application form, is posted online at <https://www.gov.mb.ca/fs/pandemic-staffing-support-benefit.html>.

Sincerely,

Kathryn Gerrard, Deputy Minister  
Manitoba Families