

**EARLY LEARNING AND CHILD CARE –
New Regulated Parent Fees and Reduced Parent Fee Funding
Frequently Asked Questions for Facilities (FAQs)
Circular # ELCC-2023-03 (r) *Revised in green***

The FAQs have been reorganized into 4 sections:

- New Regulated Parent Fees Effective April 2, 2023
- Reduced Parent Fee Revenue Grant Funding
- Child Care Subsidy

NEW REGULATED PARENT FEES EFFECTIVE APRIL 2, 2023

1) Are all child care facilities required to reduce parent fees?

Non-profit centres (including infant, preschool, nursery and school age programs) and child care homes (family/group) that receive provincial operating grant funding are required to comply with the regulated maximum parent fees.

Licensed centres and child care homes that do not receive provincial operating grant funding are not required to follow the regulated maximum daily fees for non-subsidized families; however, they cannot charge subsidized families more than the maximum daily fees.

2) Do families need to apply to be eligible for the new fees?

Beginning on April 2, 2023, Manitoba will reduce the regulated parent fees to \$10 per day for regular full-time hours (4 to 10 hours of care) for infant, preschool and nursery school spaces in non-profit centres and child care homes that receive operating grant funding. Families with children enrolled at licensed funded child care facilities are eligible for the new rates. *This is for all families, regardless of income. No application is required for parents.*

3) Will parent fees be reduced for school age children?

Parent fees are also being reduced to \$10 a day for school age children attending for three periods per day (before school, lunch and after school) in funded facilities.

4) Are all parent fees being reduced to \$10 per day?

No. In some cases, the fees will be lower or higher than \$10 per day depending upon the type of care. For example, part-time infant/preschool care for less than four hours per day, including morning or afternoon nursery school sessions will be less than \$10 per day. In cases where extended child care over 10 hours is required by families, fees may be higher than \$10 per day.

School age fees for in-service days and school holidays will remain the same at \$18.20 per day or \$20.80 per day depending on the type of facility.

5) Do the new parent fees still include a non-subsidized daily additional fee per child?

Yes. The maximum non-subsidized daily additional fees per child will not change. For example, for an infant or preschool child attending between 4 and 10 hours per day, the maximum subsidized daily fee is \$8.00 and the maximum non-subsidized daily additional fee is \$2.00 for a parent fee of \$10.00 per day.

For more information, see [Total Parent Fee Revenue Tables](#).

As is current practice, it continues to be a facility decision whether or not the facility charges the non-subsidized daily additional fee.

6) How will families know what their new child care fees are?

Facilities are encouraged to communicate with their families about the new parent fees.

[A letter from the Honourable Wayne Ewasko, Minister of Education and Early Childhood Learning, has been provided for facilities to share with their families.](#)

[FAQs for Families - \\$10 a Day Child Care, has also been provided in a PDF format for facilities to easily share with their families.](#)

Child care facilities can also refer families to the website at www.manitoba.ca/10aday for more information.

REDUCED PARENT FEE REVENUE GRANT FUNDING

- 1) How will facilities make up for the reduced revenue that would have been received directly from parents or from the subsidy program prior to April 2, 2023?** Additional funding will be provided to child care facilities to offset the parent fee reductions, equivalent to the difference between the previous and new fees, ensuring that facilities continue to receive the same revenue as prior to April 2, 2023.

For information, see:

[Total Parent Fee Revenue Tables](#) - This includes the new parent fees (including the maximum subsidized daily fees and maximum non-subsidized daily additional fees per child) and the reduced parent fee revenue funding.

- 2) What do facilities need to do to receive the additional funding to offset the reduced parent fees?**

As is currently required, funded facilities must submit facility attendance reports within 30 days of the end of each 28-day subsidy reporting/billing period. Facility attendance reports must include the days attended and absent days for all children enrolled in the facility. This means non-subsidized children as well as subsidized children must be included in the reports.

As is currently required, unfunded facilities are required to submit facility attendance reports in order to receive subsidy payments for subsidized children enrolled in the facility. The report must include the days attended and absent days for each subsidized child and be submitted within 30 days of the end of each 28-day subsidy reporting/billing period.

- 3) How will the initial payment for the Reduced Parent Fee Revenue Grant funding be calculated?**

To calculate the Reduced Parent Fee Revenue Grant funding that you can expect to receive, use the information in the [Total Parent Fee Revenue Table](#) for your facility type and your total licenced spaces, taking into consideration the following:

- Infant and preschool spaces will be based on 4-10 hours of care.
- School age spaces will be based on 3 periods of care, **where offered**.
- Infant, preschool and school age spaces will be based on 20 days per reporting period.
- Nursery school spaces will be based on the number of morning and/or afternoon sessions offered per reporting period.
- The initial payment will be for three reporting periods:
 - April 2 to April 29, 2023
 - April 30 to May 27, 2023
 - May 28 to June 24, 2023

EXAMPLE 1:**Child care home where the licence holder is a classified as ECE II or ECE III**

- Licensed for 3 infants, 2 preschool and 3 school age children and
- Offers 3 periods of care on school days for school age children.

Number of Spaces	Reduced Parent Fee Revenue Grant Daily Amount	Days per Reporting Period	3 Reporting Periods	Totals
3 Infant	\$20.00	20	3	\$3,600
2 Preschool	\$10.80	20	3	\$1,296
3 School Age	\$0.30	20	3	\$54
Initial Payment for Reduced Parent Fee Revenue Grant Funding				\$4,950

EXAMPLE 2:**Child care home where the licence holder is a NOT classified as ECE II or ECE III**

- Licensed for 3 infants, 2 preschool and 3 school age children and
- Offers 3 periods of care on school days for school age children.

Number of Spaces	Reduced Parent Fee Revenue Grant Daily Amount	Days per Reporting Period	3 Reporting Periods	Totals
3 Infant	\$12.20	20	3	\$2,196
2 Preschool	\$8.20	20	3	\$984
3 School Age	\$0.30	20	3	\$54
Initial Payment for Reduced Parent Fee Revenue Grant Funding				\$3,234

EXAMPLE 3: Nursery school licensed for 20 nursery school spaces

- Operates 5 sessions per week (20 session per reporting period)

Number of Spaces	Reduced Parent Fee Revenue Grant Session Amount	Sessions per Reporting Period	3 Reporting Periods	Total
20 Nursery school	\$5.40	20	3	\$6,480
Initial Payment for Reduced Parent Fee Revenue Grant Funding				\$6,480

EXAMPLE 4: Centre licensed for 8 infants, 16 preschool and 30 school age children

- Does not offer 3 periods of care on school days for school age children.

Number of Spaces	Reduced Parent Fee Revenue Grant Daily Amount	Days per Reporting Period	3 Reporting Periods	Totals
8 Infant	\$20.00	20	3	\$9,600
16 Preschool	\$10.80	20	3	\$10,368
Initial Payment for Reduced Parent Fee Revenue Grant Funding				\$19,968

4) What if my facility charges less than the maximum daily fees?

Your facility will receive the same amount of funding as a facility that charges the maximum fee. The Reduced Parent Fee Revenue Grant amount is calculated as follows:

$$\begin{aligned} & \text{Old Maximum Fee (subsidized + non-subsidized)} \\ & - \text{New Maximum Fee (subsidized + non-subsidized)} \\ & = \text{Reduced Parent Fee Revenue funding} \end{aligned}$$

5) Will facilities receive Reduced Parent Fee Revenue Grant funding when children are absent?

Yes, if you charge fees to the parents, the province will pay the Reduce Parent Fee Revenue Grant. This applies when children are absent due to illness, on holiday, or for any other reason which you would still charge parents based on your facility's normal fee structure. That is why it is important to include days attended and absent days for all children – subsidized and non-subsidized on facility reports.

6) If a facility receives the Reduced Parent Fee Revenue Grant funding for all licensed spaces for three reporting periods but then there is an open space during that time, do we have to return the funding for the open space?

No, there will be no need to return any of the Reduced Parent Fee Revenue Grant funding. The initial payment is purposely based on full occupancy to ensure that no facility receives less revenue than they would have prior to April 2, 2023.

7) My facility charges an additional fee for snack. Are facilities able to charge additional fees that were allowed before April 2, 2023?

The changes effective April 2, 2023 are to the maximum regulated daily fees that can be charged to parents only. There are no changes to what fees are allowed to be charged for additional services. In some cases, the additional services and fees must be optional for families.

For example:

- Lunch and/or snack fees may be charged. Families must have the option to supply their own lunch and/or snack for their child.
- Field trip fees may be charged. A facility should plan low or no cost field trips so children are not excluded due to the cost to families. Child care must be provided for families who choose to opt out of a field trip.
- Activity supply fees for consumables such as paper and paint cannot be charged. A facility must provide daily activities and programming for children, therefore funds in the facility's budget must be allocated for activity supplies.
- For more information, see *Policies and Procedures - Fees for Additional Services*, which was distributed on November 9, 2018.

8) When does a preschool child become a school age child?

According to the Child Care Regulation, a preschool age child is a child 2 years of age or older who is not enrolled in grade one or a higher grade in a school. A school age child is defined as a child enrolled in Grade 1 to 6 in a school. Once a child completes kindergarten, they can be considered enrolled in Grade 1.

It remains a facility policy decision as to the exact date a kindergarten child becomes a school age child and moves into a school age space. For example, a facility may move all kindergarten children into school age spaces on July 1 or September 1 or children may be moved individually as school age spaces become available at other points in the summer.

9) How will the new fee structure affect age exemption requests for kindergarten children to be considered school age?

The department understands that age exemptions for kindergarten children to be considered school age can work well for both families and facilities, providing flexibility to meet the needs of children and programs. The department will continue to accept age exemption requests where proposed by the facility and parent. We are assessing what the potential implications will be for the exemption process moving forward.

10) My facility still has funds remaining from the subsidy advance. How will can the subsidy advance be utilized starting April 2?

If your facility still has funds remaining from the subsidy advance, you are required to ensure that that is issued to parents to offset parent fees. If you are having any difficulties in determining how to do that, please reach out to your Child Care Coordinator for support and we can work with you.

CHILD CARE SUBSIDY

1) How will the new parent fees affect families who receive child care subsidy?

The Child Care Subsidy Program will continue to provide financial support for eligible families to ensure that cost is not a barrier to quality early learning child care and programming.

Manitoba families currently receiving child care subsidy **have been** reassessed. No families receiving child care subsidy will have their child care costs increased as a result of this change. Some families may no longer require child care subsidy if under the new parent fee rates they will be paying less than they were paying with previously subsidized fees.

If there has been an increase to the family contribution, please direct families to contact the Child Care Subsidy Program by emailing cdcsubsidy@gov.mb.ca or calling 204-945-8195 (toll-free 1-877-587-6224).

2) Do families need to reapply for child care subsidy after April 2, 2023?

No. Current subsidy approvals **have been** automatically reassessed at the new parent fee rates. **As long as the family is still eligible for subsidy, their current subsidy approval period will not change.**

Families are only required to reapply if their current subsidy approval period is about to end (for example, if their previous subsidy was approved until the end of the April 2 to April 28, 2023 reporting period).

3) How can we help families who are having difficulty understanding their subsidy reassessment letter?

If a family continues to be eligible:

- *Approval for Child Care Subsidy* will be at the top of the letter.
- There will be **two** assessment blocks:
 - *Your subsidy was:* (previous assessment for period of time ending on April 1, 2023) and
 - *Your subsidy is now:* (new assessment for period of time beginning on April 2, 2023).
- Under a period of time beginning on April 2, 2023, it will include their new *Family Contribution*.

If a family is no longer eligible:

- *Reassessment for Child Care Subsidy* will be at the top of the letter.
- *Your subsidy was:* (previous assessment for period of time ending on April 1, 2023)

- Under a period of time beginning on April 2, 2023, it will state: *Your family is not eligible for the Child Care Subsidy Program during this period as the cost of care is less than the amount of your family contribution.*

Families are informed that: *All families are also charged an unsubsidized daily fee per child that is not included in the Total Family Contribution noted in the chart above.*

Facilities can direct families to contact the Child Care Subsidy Program by emailing cdcsubsidy@gov.mb.ca or calling 204-945-8195 (toll-free 1-877-587-6224) with questions or concerns regarding their subsidy assessment.

4) **Why is the family contribution for a family's school age children higher than for their younger children on the Subsidy Mass Re-assessment summary?**

It is important for facilities to read the subsidy re-assessment summary email carefully to invoice families correctly.

- When assessing subsidy applications, the Child Care Online system assigns the largest portion of the family contribution to the child with the highest cost of care.
- When the subsidy applications were assessed originally, the family contribution was assigned against an infant or preschool child in a family because they had the highest cost of care.
- When the subsidy applications were re-assessed, the family contribution after April 2, 2023 may be assigned to a school age child if the cost of care for their school age child is higher than for younger children in the family.
- **Please note:** the family contribution may be assigned differently during the summer months because the cost of care for their school age child is higher when they are attending full days in the summer.

5) **How will facilities know what to charge subsidized families beginning April 2, 2023?**

Facilities have been sent a system generated mass re-assessment email through Child Care Online.

For all children enrolled with currently approved subsidy applications, the facility have received a mass re-assessment email indicating:

- **For eligible families:** it will include the amount of the family contribution for a period of time beginning on April 2, 2023, and
- **For families that are no longer eligible:** it will include a Family Contribution for period of time ending on April 1, 2023 and under a period of time beginning on April 2, 2023, it will state: *Family Not Eligible for Subsidy.*

If your facility is not currently a Child Care Online user, please visit https://www.gov.mb.ca/education/childcare/centres_homeproviders/cco_login.html to register for a user name and password.

FOR MORE INFORMATION

To provide additional support in implementing the new regulated parent fees, the department offered webinars for centre directors/board members and child care home providers.

To review a webinar offered or for a copy of the Circular, FAQs and Total Parent Revenue Tables, go to:

https://www.manitoba.ca/education/childcare/childcare_news/current_circulars.html .

Information about the New Regulated Parent Fees and Reduced Parent Fee Revenue Funding, can be found at: manitoba.ca/childcare. For general Information and FAQs, visit: manitoba.ca/10aday.

Please visit www.manitoba.ca/education/childcare/actionplan.html to learn more about early learning and child care initiatives, and Manitoba's Action Plans under the agreements with Canada.

If you have any further questions after reading the Updated FAQs, the information in the circular and reviewing the webinar, please email Child Care Information Services at cdcinfo@gov.mb.ca with the subject line "Reduced Parent Fees" or call 204-945-0776 (toll free: 1-888-213-4754).