

EARLY LEARNING AND CHILD CARE CIRCULAR

Date: June 12, 2023

CIRCULAR NUMBER: ELCC-2023-09

To: Funded child care centres, nursery schools and family/group child care homes

Subject: Second Payment of Reduced Parent Fee Revenue Grant

Effective Date: Not applicable

Type: <input type="checkbox"/> Policy	<input type="checkbox"/> All Facilities	<input checked="" type="checkbox"/> Action Required
<input type="checkbox"/> Procedure	<input checked="" type="checkbox"/> Funded Centres	<input type="checkbox"/> Information Only
<input type="checkbox"/> Licensing	<input checked="" type="checkbox"/> Funded Nursery Schools	
<input checked="" type="checkbox"/> Financial	<input checked="" type="checkbox"/> Funded Family/Group Homes	
<input type="checkbox"/> Subsidy		

This circular is to advise all funded early learning and child care (ELCC) facilities about the next payment of the Reduced Parent Fee Revenue Grant. This funding offsets the reduction in parent fees received directly from families and/or from the Child Care Subsidy Program following the introduction of \$10 a day child care on April 2, 2023.

Your facility received an initial payment based on full utilization of your facility’s licensed spaces for three facility reporting periods (April 2 to April 29, April 30 to May 27 and May 28 to June 24) during the week of April 2, 2023.

As was explained at the launch of the \$10 a day initiative, following the initial payment of the Reduced Parent Fee Revenue Grant that was provided in the week of April 2, 2023, the Reduced Parent Fee Revenue Grant payments will be based on enrolment data submitted by facilities in the Facility Attendance Report.

The purpose of the Reduced Parent Fee Revenue Grant is to ensure facilities do not lose revenue as a result of the reduced parent fees. The Grant provides the difference between the current and previous maximum parent fees for children enrolled in the facility whether reported as attended or absent. Facilities are not eligible for this Grant for spaces that are not occupied and therefore, for which no parent fees are being collected.

Manitoba Education and Early Childhood Learning will issue the second Reduced Parent Fee Revenue Grant payment beginning the week of June 26, 2023.

Second Payment Process - Reduced Parent Fee Revenue Grant:

We are continuing to develop the long-term approach supporting the implementation of this Grant. In the interim, this second payment of the Reduced Parent Fee Revenue Grant will be:

- Based on the enrolment (days attended and absent) submitted on your Facility Report for the April 2 to April 29, 2023 reporting period. This Facility Report was due by May 28, 2023. **If the Facility Report for the April 2 to 29, 2023 period is not received by Wednesday, June 14, 2023, your payment will be delayed.**
- Issued in one lump sum for the following four facility reporting periods:
 - June 25 to July 22, 2023
 - July 23 to August 19, 2023
 - August 20 to September 16, 2023
 - September 17 to October 14, 2023
- Adjusted to reflect changes such as summer closures as applicable.
- Depending upon your method of receiving payment, you can expect to see the Reduced Parent Fee Revenue Grant directly deposited in your bank account or you will receive a cheque beginning the week of June 26th if your Facility Report has been submitted.
- Those facilities with direct deposit will receive their payment earlier than if they are awaiting a cheque. If you do not have direct deposit and would like to set it up, please email us at ELCCFinance@gov.mb.ca.

Facility Reporting- Please remember:

- Facility Reports are required to be submitted within 30 days of the end of each 28-day subsidy reporting/billing period as per [The Child Care Regulation \(M.R. 62/86\), Section 42.1](#).
- Funded centres and funded homes must include the days attended and absent days for all children (subsidized and non-subsidized) on your Facility Reports.
- Facility Reports are processed and subsidy payments are issued as reports are received. Facility reports for child care homes are prioritized for processing.
- 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.
- To access a list with the start and end dates for Facility Attendance Reporting periods, go to: [https://direct3.gov.mb.ca/daycare/cdcadmin.nsf/vaFile/ReportPeriodsEN/\\$File/subsidy_report.pdf?OpenElement](https://direct3.gov.mb.ca/daycare/cdcadmin.nsf/vaFile/ReportPeriodsEN/$File/subsidy_report.pdf?OpenElement).

- If you have any questions regarding the processes or timelines noted above, or about how to complete and submit your *Facility Report* through Child Care Online, please email: cdcsubsidy@gov.mb.ca or call the Child Care Subsidy Program at 204-945-8195 in Winnipeg or 1-877-587-6224 (toll free).

For additional information:

- You may review the related [Circular ELCC-2023-03](#), the [New Regulated Parent Fees and Reduced Parent Fee Revenue Funding - FAQs for Facilities](#) and [Total Parent Revenue Table](#).
- If you were not able to attend one of the webinars or would like to review the webinar presentations, recordings and transcripts, they can be accessed at: https://www.gov.mb.ca/education/childcare/childcare_news/current_circulars.html.
- To learn more about early learning and child care initiatives, and Manitoba's action plans under the agreements with Canada at: www.manitoba.ca/education/childcare/actionplan.html

If you have any further questions regarding the information in this circular, please email cdcinfo@gov.mb.ca with the subject line "Second Payment - Reduced Parent Fee Revenue Grant" or call 204-945-0776 (toll free: 1-888-213-4754).

If you have any questions concerns after receiving your second payment, email us at ELCCFinance@gov.mb.ca.

Thank you for your ongoing commitment to meeting the needs of Manitoba families and children, and the early learning and child care sector.