

CIRCULAR

Date: February 26, 2015

CIRCULAR NUMBER: EIA #2012-52 R3 (Revised)

Alternate Programs:

To: Community Social Service Supervisors/Program Managers

Subject: **Increased Rate for Processing Child Care Receipts**

Reference: **Circular 2012-52R** Processing Child Care Receipts

Circular 2002-12 Coverage of Subsidized Child Care Costs for Employment and Income Assistance (EIA) Participants Engaged in Approved Employment Enhancement Measures

Circular 2009-24 Employment Special Needs: Child Care

Schedule A, section 5(b) of the Regulation

EIA Administration Manual: Section 6.11.11 Child Care; Section 21.2.1 (Employment Special Needs: Child Care); Section 21.3.1 for a description of the Daily Care Charges.

Replaces: #2012-52R

Type: Policy For Internal Reference Only
 Procedure
 Rate
 Information Only

Effective Date Immediately

Revision: Wording around the maximum daily EIA reimbursement for unsubsidized child care has been clarified.

The purpose of this circular is to provide updated rates for processing child care receipts. Child Care regulations permit child care centres and family child care providers to charge parents up to \$2.00 per day per child, above the maximum fee subsidized by the Child Care Program. The participant is responsible for paying the first \$1.00 of this non subsidized fee. The EIA program may assist parents with the remaining sum of \$1.00/day/child when child care is required to support an approved participant action plan.

As outlined in Section 6.11.11 of the *EIA Administrative Manual*, participants are required to use subsidized child care services whenever possible.

Some participants may be accessing unsubsidized care while they await a subsidized spot. In these situations they are responsible to pay for the first \$1.00/day/child of the daily fee, **EIA may assist with the remaining amount up to a maximum of \$19.80/day/child** (the sum of the

parent fee of \$1.00/day plus the maximum EIA reimbursement is equivalent to the pre-school centre rate established by Manitoba Early Learning and Child care effective July 2013).

The manner in which these child care supports are processed is dependent upon whether the participant is accessing child care for the purpose of employment or training.

Child Care Expenses for Employment

If the participant is using either subsidized or approved unsubsidized child care in order to take part in employment, the portion of fees to be offset by EIA (up to \$1.00/child/day, plus up to 18.80 in the case of unsubsidized care) is to be treated as an employment expense to be considered against earnings – not as an additional benefit.

Participants are required to pay for their care and submit receipts.

As the cost of child care is considered against earnings in calculating monthly benefits, child care receipts for employed participants should only be processed as a part of issuing regular monthly benefits. Therefore participants are to be encouraged to submit their child care receipts prior to the end of the month with their income declarations.

Should child care receipts be submitted after a participant's benefits have been issued at month-end, the receipts will be held and calculated against the following month's benefits.

Child Care for Education, Training, Social and Health Needs

As is the case with employed participants, those accessing child care for education, training, social and health needs are responsible to pay the \$2/day/child to the daycare themselves.