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May 29, 2020

Dear Service Provider:

After reconciliation of your March expense submission, we will require information on both April and May submissions to finalize any further COVID-19 relief advance funding. The memo sent by the Ministry of Education to all Child Care Operators on May 9<sup>th</sup>, 2020 had information and details of Ontario's child care sustainability approach. Based on the required application for Federal COVID-19 Economic Response Plan funding to support staffing costs, many providers or individuals may have started to receive the government's funding.

As we adjust to new funding allocations and provincial priorities due to COVID-19, our focus remains on sustainability of the system. Financial information will continue to be collected on a monthly basis during the period of the provincially mandated closure. We will require April and May's worksheet by June 15<sup>th</sup>. Thank you to those that have already provided April's information, we now require all information up to May, by June 15<sup>th</sup>.

If government assistance from any of the various Federal COVID-19 Economic Response Plan sources has not been received by the end of May, please identify that in your response, along with confirmation of when funding should be expected. We will have June's expense sheet to capture any updated amount for the assistance received.

Continued COVID-19 relief funding will be based on each submission during the closure period. The initial COVID-19 advance payment, along with regular base funding from the funding agreement will support ongoing fixed overhead costs for centres remaining closed. The reconciliation process will help determine the approved COVID-19 relief funding required to support ongoing operating costs to sustain your business.

Please note the COVID-19 relief advance received in May was to help with cashflow until government assistance could be researched and applied to. This is now available and can be accessed through the link provided by the Ministry of Education at <https://www.canada.ca/en/department-finance/economic-response-plan.html> .

The advance should not be recorded as revenue because it will be adjusted based on the final reconciliation process. We do not want to impact your eligibility for any calculation of government grants. The actual amount of relief funding will be determined once your expense worksheets are finalized over the closure period. We are unsure at this time how long the closure order will be in place.

A reconciliation will be done, depending on any new revenue received from the government's Federal COVID-19 Economic Response Plan.

**REMINDER: The expense worksheets from March to May, 2020 must be provided by June 15<sup>th</sup>.**

If you have any questions please contact Lori Bell by phone at 905-980-6900 extension 3816 or by email at [lori.bell@niagararegion.ca](mailto:lori.bell@niagararegion.ca).

Yours truly,

  
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Darlene Edgar, RECE  
Director, Children's Services