

**Corporation of the County of Bruce**

**Human Services Department**

30 Park Street, PO Box 399, Walkerton ON N0G 2V0

Telephone (519) 881-0431

Toll free (800) 265-3005

Fax (519) 881-4324



October 21, 2020

Sonya Watson  
Municipality of Brockton  
P.O. Box 68  
Walkerton, Ontario N0G 2V0

**RE: 2020 Funding and Reconciliation**

Thank you for your ongoing partnership and dedication to serve Bruce County children and families during the COVID-19 pandemic. We greatly appreciate all the work and information you have provided to us in a timely manner to navigate the funding support provided by the Ministry of Education.

This letter serves to provide detailed information on funding received and reconciled up to September 30, 2020, as well as new funding being allocated.

**COVID -19 Child Care Sustainability Reconciliation March 16 – June 30**

At the onset of the COVID-19 pandemic, Bruce County continued to flow funding to support the financial sustainability across the child care sector. The total amount of Child Care Sustainability Funding your centre received is \$52,721.92.

On May 9, 2020, the Ministry of Education announced that funding provided during the closure period was to be used on Fixed Overhead Costs. Based on your provided information your fixed overhead costs between March 16 and June 30 totaled \$55,251.70.

Therefore, your total top up for COVID-19 for Child Care Sustainability is **\$2,529.78.**

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**Wage Enhancement Grant Reconciliation January 1 – May 31**

On May 9, 2020, the provincial government announced that child care centres were required to apply for Canada Emergency Wage Subsidy (CEWS) and the Federal COVID-19 Economic Response Plan funding to support staffing costs retroactively to March 15, 2020.

At that time, the County of Bruce had already flowed Wage Enhancement Grant funding from January 1 to May 31, 2020 to your centre in the amount of \$16,070.55.

We appreciate you sending in your Wage Enhancement Grant Reconciliation for the two time periods of January 1 to March 15 and from March 16 to May 31, 2020 for a total of \$9,009.65.

Therefore, your total recovery for Wage Enhancement Grant is **\$(7,060.90).**

**CEWS Salary and Wage Enhancement Grant Top Up June 1 – August 31**

As per Ministry direction, child care operators are required to apply for CEWS to maximize all federal supports for salary and wages. When applying for CEWS, operators should submit their salary and wages inclusive of the eligible Wage Enhancement Grant amount for eligible staff.

Child Care Operators will receive provincial Wage Enhancement funding (distributed through the County) for the portion of Wage Enhancement not covered by CEWS. These two sources combined provide eligible staff with their full Wage Enhancement Grant allocation.

Operators that apply for CEWS but are ineligible will be supported with full provincial Wage Enhancement funding distributed through the County for their eligible staff.

Thank you for providing information regarding your actual salary hours and costs during the closure period, as well for the reopening period up to August 31. Based on the information provided, you will be allocated the following to cover the salary and Wage Enhancement Grant that was not covered by the CEWS support. As your

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municipal program was not eligible for CEWS the full salary amounts were covered, as follows:

CEWS Salary Top up = \$134,133.52  
CEWS WEG Salary Top up = \$3,856.80  
CEWS WEG Benefits Top up (17.5%) = \$674.94  
**Total CEWS Top Up = \$138,665.26**

Moving forward, The County will require staffing numbers and actual hours submitted monthly to determine revised Wage Enhancement allocations. This will allow Bruce County to flow funding without the need to reconcile later. More information and timelines will be provided soon, and we will support you through the process.

### **Safe Restart Funding**

On August 14, 2020, the Ministry of Education announced the Federal Safe Restart Fund (SRF). The SRF Funding can be used for additional personal protective equipment (PPE, such as gloves, gowns, etc.), enhanced cleaning, additional staff to meet health and safety requirements, support for short term vacancies as operators transition to return to full capacity, and minor capital required in accordance with Ministry's reopening operational guidance or local public health requirements.

Safe Restart funding has been allocated to operators based on your current licensed capacity. Safe Restart funds can be utilized by March 31, 2021.

**You will receive \$47,236.06 in Safe Restart Funding.**

### **Play-Based Material and Equipment Funding**

Play-Based Material and Equipment funding is intended to help licensees create enriching environments both indoors and outdoors with open-ended materials that promote children's learning and development through exploration, play and inquiry consistent with the views, four foundations and pedagogical approaches of *How Does Learning Happen? Ontario's Pedagogy for the Early Years*.

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*Be an explorer.*

Your Play-Based Material and Equipment allocation is based on your centre's operating capacity.

You will receive **\$12,928.42** for play-based material and equipment.

### **Capacity Building Allocation**

Capacity Building funding is intended to support professional learning and development opportunities that build the capacity of licensees, supervisors, program staff/caregivers, home visitors, home child care providers and non-profit volunteer board members to support the provision of high quality programs for children ages 0 to 12.

Your Capacity Building allocation is based on your staff full time equivalency (FTE).

You will receive **\$2,032.82** for capacity building.

### **Total Amount Being Allocated**

Based on all the funding and reconciliation identified above, the total amount that will be deposited in your account within 30 days is: **\$196,331.44**.

Please note that this is the net amount based on your recovery and allocations outlined above.

Please refer to the above funding allocations for the individual amounts that must be utilized and reconciled according to the guidelines.

### **Reconciliation Process**

Any funding not used for its intended purposes will be recovered. To reconcile this funding, you will need to enter all your expenses in the applicable tabs in your operator's workbook.

Further, a signing officer for your centre will need to sign an attestation stating the funding was used for its intended purposes. Attestation Forms will be provided near year end.

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Child Care operators are required to keep all receipts on file for seven years (as per our Service Agreement) related to this funding for auditing purposes. Additionally, Bruce County requires copy of receipts for all purchases \$3,000 and above.

Please refer to Section 7 *Financial Records and Reports* in your Service Agreement for more information regarding financial records and auditing.

If you have any questions or concerns, please feel free to contact Gillian Andrews at 226-909-2737 or [gandrews@brucecounty.on.ca](mailto:gandrews@brucecounty.on.ca), or you can reach me directly at 226-909-3071 or [tmetcalfe@brucecounty.on.ca](mailto:tmetcalfe@brucecounty.on.ca).

Sincerely,

A handwritten signature in dark ink, appearing to read 'Tina Metcalfe', written in a cursive style.

Tina Metcalfe  
Children's Services Manager