

July 8, 2022

RE: Region of Peel Expression of Interest to the Canada-Wide Early Learning and Child Care (CWELCC) Program – Licensed Home Child Care (LHCC)

Dear Agency,

In follow-up to the Region of Peel's Information Session held on July 6, 2022, we are pleased to share information on how to submit the Region's Expression of Interest template, which you must complete to indicate your interest in learning more about what the CWELCC program would mean for your organization should you choose to opt-in.

As you may know, the Ministry of Education has told us that the CWELCC funding allocations for LHCC Agencies will go to the Service System Manager (SSM) where the head office is located. It is not clear to us which Agencies belong in which SSM area, and we are waiting for the Ministry to provide us with these details.

IMPORTANT: We wish to avoid any potential delays in the process due to this confusion. We are asking all LHCC Agencies providing services in Peel, regardless of where your head office is located, to please complete the Region of Peel's Expression of Interest template and submit it to us by July 22, 2022. When we receive confirmation from the Ministry of Education regarding which SSM you should work with related to the CWELCC program, your Early Years Specialist will support you to ensure you are working with the correct SSM.

Step 1: Complete the Expression of Interest (EOI) Template

Attached to this memo is the Region's EOI template for LHCC Agencies. Please make sure you review the instructions in the EOI template and complete all questions in each of the required tabs in the EOI template.

You must complete the EOI template to either let us know that you are interested in learning more about what the CWELCC program will mean for your organization, or to tell us that you would like to opt-out.

- If you choose "YES" in the EOI template and complete the applicable tabs, we will send you a letter which will include your interim base fees and identify expense categories that would be funded. You will have an opportunity to review this information before formally opting in or out.
 - Please note that completing "yes" in the EOI template does not mean you are formally approved to be enrolled in the CWELCC program.
- If you choose "NO" in the EOI template and opt-out immediately, your Early Years Specialist will contact you directly to understand your reason for opting-out and provide the opt-out form.

Step 2: Formal Opt-In / Opt-Out Decision

The Ministry of Education requires that to be eligible to participate in the CWELCC program, child care providers will need to demonstrate financial viability.

To assess your financial viability, we will review the financial information you submit with the EOI template. If you already submit financial information to the Region, you will not be asked to submit this information again. Depending on the review of your

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EOI template, we may ask you to develop an action plan for 2023. There will be opportunity to have ongoing discussions with the Region over the summer regarding the EOI review process.

By September 1, 2022, you must formally advise the Region if you want to opt-in or opt-out of the CWELCC program. We will provide information on how to opt-in as part of our communication to you on the outcome of our review of your EOI template.

If you formally decide to opt-out, you will be required to advise families and your staff of your decision within 14 days of your decision. You will not be able to participate in the CWELCC program for the remainder of 2022.

Over the summer, we will release the CWELCC LHCC Guideline and additional resources for you to better understand the funding requirements of the CWELCC program in licensed home child care.

Key Timelines in 2022:

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|-------------------|--|
| July 8 | <ul style="list-style-type: none"> Region will email the EOI template to all LHCC Agencies |
| July 8 to July 22 | <ul style="list-style-type: none"> Early Years Specialists will be available to answer your questions about participating in CWELCC and the EOI process |
| By July 22 | <ul style="list-style-type: none"> Deadline for LHCC Agencies to submit their completed EOI template and required documents to the Region |
| Summer 2022 | <ul style="list-style-type: none"> Region will review the EOI template and documents to determine: <ul style="list-style-type: none"> Financial viability/eligibility to participate in the CWELCC program Your base fees and identify expense considerations should you choose to opt-in to the CWELCC program Release of draft CWELCC LHCC Guideline, tools/resources and Agreement, prior to September 1, 2022 opt-in/out deadline |
| September 1 | <ul style="list-style-type: none"> Licensed child care agencies in Peel must formally advise the Region if they want to opt-in or opt-out of the CWELCC program for 2022 |
| Fall 2022 | <ul style="list-style-type: none"> CWELCC program implementation begins CWELCC contract execution and payments After signing the CWELCC contract and the contract is executed, LHCC Agencies are to: <ul style="list-style-type: none"> Reduce their initial base fees by 25% within 31 calendar days Refund fees to agency placed children, retroactive to April 1, 2022, within 60 calendar days Refund/reduce rates for privately placed children, retroactive to April 1, 2022, within 90 calendar days |

- See also attached an infographic of the EOI timelines for LHCC Agencies.

Supports to Child Care Providers

If you have questions about the CWELCC program and how it may impact your child care operations, we are here to support you. Please contact your Early Years Specialist or email EarlyYearsSystemDivision@peelregion.ca with any questions.

In the meantime, we encourage you to share the [Region's website](#) with your families. Our website will also be updated to reflect the latest information as we work towards rolling out Peel's approach.

Thank you for your continued support to children and families in Peel.

Sincerely,
Early Years and Child Care Services Division
Region of Peel

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