

December 8, 2022

**RE: 2023 Base Funding & Wage Enhancement Grant/Home Child Care Enhancement Grant – Licensed Home Child Care (LHCC) Agencies**

Dear Agency,

We are writing to share information on the 2023 LHCC Base Funding and Wage Enhancement Grant (WEG)/Home Child Care Enhancement Grant (HCCEG).

With the introduction of Canada Wide Early Learning and Child Care (CWELCC) program, we recognize that funding salaries and benefits has become more complex. In early 2023, we will share a tool to assist you in distributing the funding for salaries and benefits through CWELCC Workforce Compensation.

Please review this memo, the attached guidelines and supporting documents for more information. All materials will be posted on the [Region's website](#) in the coming days.

### 2023 Base Funding

The 2023 Base Funding model continues to include the following components to LHCC agencies with an EYCCS Fee Subsidy Agreement:

1. Fee Reduction Operating Grant (FROG)
2. Payments to Home Child Care Providers
3. Enhancements for Staff Wages and Benefits
4. Base Operating/Administration Funding

Your 2023 Base Funding allocation for these components have been adjusted:

- The FROG allocation will support enrollment of children 6 to 12 years only as they are not eligible for the CWELCC fee reduction. Agencies receiving the FROG must revise their market fee schedules and share the attached **Parent Notice by December 31, 2023** with all full-fee paying families.
- The Staff Wages and Benefits (SWB) allocation will include Historical Funding (for applicable agencies) to streamline reporting requirements for you. This combined funding must be used to continue to enhance/maintain staff wages and benefits at the previous year level. If you used Historical Funding in 2022 to enhance payments to home providers you can continue to do so in 2023.

### 2023 Wage Enhancement Grant/Home Child Care Enhancement Grant

This funding supports an increase of up to:

- \$2 per hour, plus benefits for eligible licensed child care staff; and
- \$20 per day for eligible home child care providers contracted with a licensed home child care agency.

To receive WEG/HCCEG, eligible staff and home child care providers must earn less than the provincial WEG/HCCEG caps. The caps for 2023 are as follows:

- **\$28.59** per hour for WEG; and
- **\$285.90** per day for full HCCEG and **\$171.54** per day for partial HCCEG.

### Human Services

10 Peel Centre Dr.  
Suite B  
PO Box 2136, STN B  
Brampton, ON  
L6T 0E3  
EarlyYearsSystem  
Division@peelregion.ca  
tel: 905-791-1585

peelregion.ca

**Human  
Services**

10 Peel Centre Dr.  
Suite B  
PO Box 2136, STN B  
Brampton, ON  
L6T 0E3  
EarlyYearsSystem  
Division@peelregion.ca  
tel: 905-791-1585

peelregion.ca

## **2023 WEG/HCCEG Initial Approval**

To ensure continuous payments beginning January 2023, you will be invited to a 2023 WEG/HCCEG funding opportunity that is pre-populated with your 2022 position information. You will need to log into GovGrants and accept your interest in the funding opportunity and complete the application submission steps. You must submit your application to the Region of Peel (Peel) **without adjustments** by the deadline. Opportunity to adjust your 2023 position information will be provided in spring 2023.

The videos at the following links can support you with submitting your WEG/HCCEG application:

- [WEG Application Link](#)
- [HCCEG Application Link](#)

## **2023 WEG/HCCEG Application and Allocation Adjustments**

Your application must be submitted to us by **December 12, 2022** to receive a payment in early January. WEG/HCCEG payments must be made to staff/providers working in eligible positions in 2023 and based on actual hours worked from January 1 to December 31, 2023.

If you open a new site in 2023, you will be able to apply for WEG/HCCEG during the Fall 2023. You will be invited to apply through GovGrants once available. Approval is subject to funding availability.

## **Staff Positions and Eligibility Criteria – New for 2023**

We have broadened the definition of eligible program hours/days worked. Eligible hours/days now includes program hours/days, paid professional learning time, paid planning time, and paid time for participating in meetings mandated by your organization. Refer to Appendix 1 in the WEG/HCCEG Guideline for more details about positions eligible for these new hours/days.

## **2023 Administration Funding**

Administration funding will be consolidated where possible to streamline reporting and reconciliation. How you receive this funding will depend on the service agreements that you have with Peel.

- If you have both a CWELCC Funding Agreement and an EYCCS Fee Subsidy Agreement (FSA), your administration funding for CWELCC, Base Funding, and WEG/HCCEG will be provided through your Base Funding Agreement.
- If you are not enrolled in Peel's CWELCC program but you have an EYCCS FSA with us, you will continue to receive administration funding for Base Funding and WEG/HCCEG through your Base Funding.
- If you are not enrolled in the Peel's CWELCC program and do not have an EYCCS FSA with the Region, you will continue to receive your WEG administration funding amount through your WEG/HCCEG Agreement.

**Human  
Services**

10 Peel Centre Dr.  
Suite B  
PO Box 2136, STN B  
Brampton, ON  
L6T 0E3  
EarlyYearsSystem  
Division@peelregion.ca  
tel: 905-791-1585

peelregion.ca

**Key Dates**

<b>Date</b>	<b>Details</b>
<b>December 12, 2022</b>	Deadline to submit the 2023 WEG/HCCEG application through GovGrants
<b>December 13, 2022</b>	Deadline to sign your 2023 Base Funding Agreement to receive monthly payments beginning January 2023.  Deadline to sign your 2023 WEG/HCCEG Agreement to receive monthly payments beginning January 2023. Please refer to Appendix 1 in this memo for steps on how to access and submit your 2023 WEG/HCCEG funding in GovGrants.
<b>January 2023</b>	You will receive your first 2023 WEG/HCCEG payment in January 2023.  You will receive your first 2023 Base Funding payment in January 2023.
<b>Spring 2023</b>	Deadline to submit your 2023 adjusted application in GovGrants
<b>July 31, 2023</b>	Submit your 2023 LHCC Base Funding In-Year Report
<b>December 31, 2023</b>	Deadline to make your final 2023 WEG/HCCEG payment to staff
<b>First Quarter 2024</b>	2023 WEG/HCCEG Reporting and Reconciliation 2023 LHCC Base Funding Final Reconciliation

If you have questions, please email us at: [EarlyYearsSystemDivision@peelregion.ca](mailto:EarlyYearsSystemDivision@peelregion.ca).

Thank you for your ongoing commitment and dedication to supporting children and families in Peel Region. We look forward to continued collaboration with your agency.

Sincerely,

*Original signed by*

**Olivia Nunes**

Manager, System Planning  
Early Years and Child Care Services

*Original signed by*

**Nakiema Palmer**

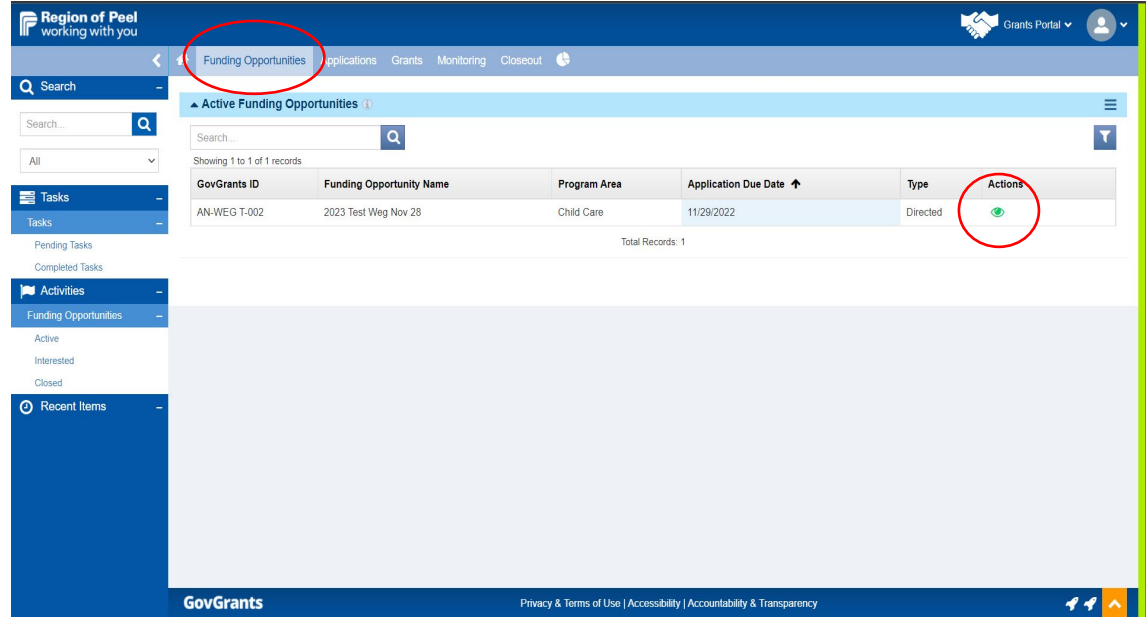
Manager, Program Funding Administration  
Early Years and Child Care Services

**Attachments:**

1. 2023 LHCC Parent Notice - Fee Reduction Programs
2. 2023 LHCC Base Funding Guideline, Quick Look, Questions & Answers
3. 2023 WEG/HCCEG Guideline, Quick Look, Questions & Answers

## Appendix 1: Steps on How to Accept and Submit Your 2023 WEG/HCCEG Funding

1. Click on the **Funding Opportunities** tab from the top navigation panel
2. Locate the applicable funding opportunity and click the **View** (green) icon to open




Region of Peel working with you

Funding Opportunities Applications Grants Monitoring Closeout

Search

Active Funding Opportunities

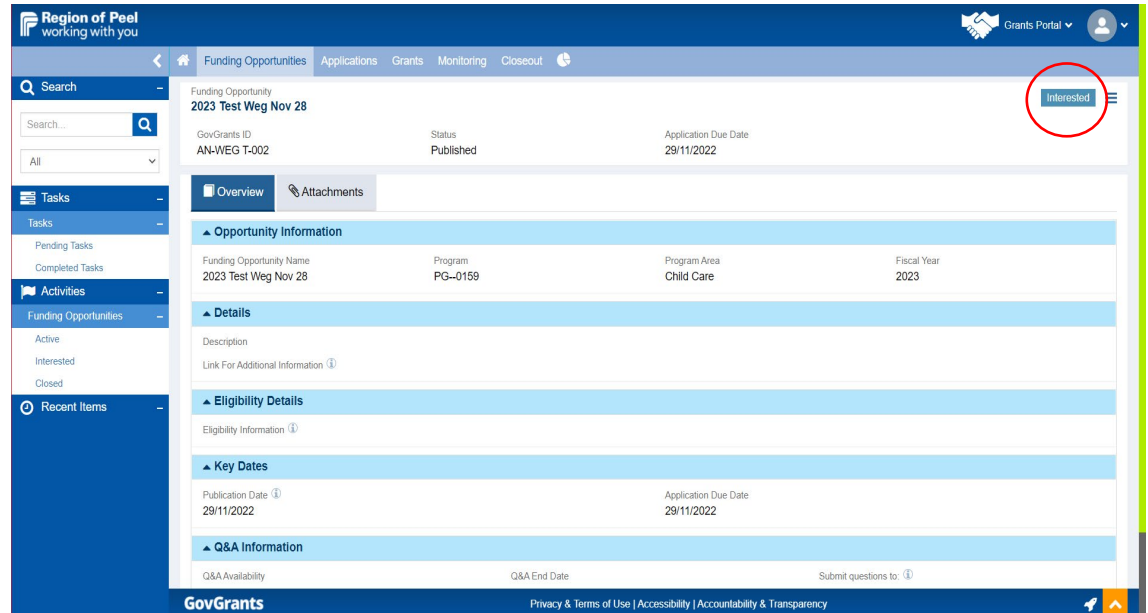
Showing 1 to 1 of 1 records

GovGrants ID	Funding Opportunity Name	Program Area	Application Due Date ↑	Type	Actions
AN-WEG T-002	2023 Test Weg Nov 28	Child Care	11/29/2022	Directed	

Total Records: 1

GovGrants Privacy & Terms of Use | Accessibility | Accountability & Transparency

3. Click the **Interested** button in the top right corner of your screen. The page will refresh.



Region of Peel working with you

Funding Opportunities Applications Grants Monitoring Closeout

Search

Funding Opportunity: 2023 Test Weg Nov 28

GovGrants ID: AN-WEG T-002 Status: Published Application Due Date: 29/11/2022

Interested

Overview Attachments

Opportunity Information

Funding Opportunity Name	Program	Program Area	Fiscal Year
2023 Test Weg Nov 28	PG-0159	Child Care	2023

Details

Description

Link For Additional Information

Eligibility Details

Eligibility Information

Key Dates

Publication Date	Application Due Date
29/11/2022	29/11/2022

Q&A Information

Q&A Availability Q&A End Date Submit questions to:

GovGrants Privacy & Terms of Use | Accessibility | Accountability & Transparency

## Appendix 1: Steps on How to Accept and Submit Your 2023 WEG/HCCEG Funding

4. Click the **Create Application** button

The screenshot shows the 'Region of Peel working with you' Grants Portal. The navigation bar includes 'Funding Opportunities', 'Applications', 'Grants', 'Monitoring', and 'Closeout'. The main content area displays details for a 'Funding Opportunity' titled '2023 Test Weg Nov 28'. The 'Create Application' button is circled in red in the top right corner. The left sidebar contains navigation options like 'Tasks', 'Activities', and 'Recent Items'.

### Human Services

10 Peel Centre Dr.  
Suite B  
PO Box 2136, STN B  
Brampton, ON  
L6T 0E3  
EarlyYearsSystem  
Division@peelregion.ca  
tel: 905-791-1585  
[peelregion.ca](http://peelregion.ca)

5. Select the Budget Tab. Under the Budget Periods section, click the expand '+' icon to access the Child Care Site Wage Enhancement Details

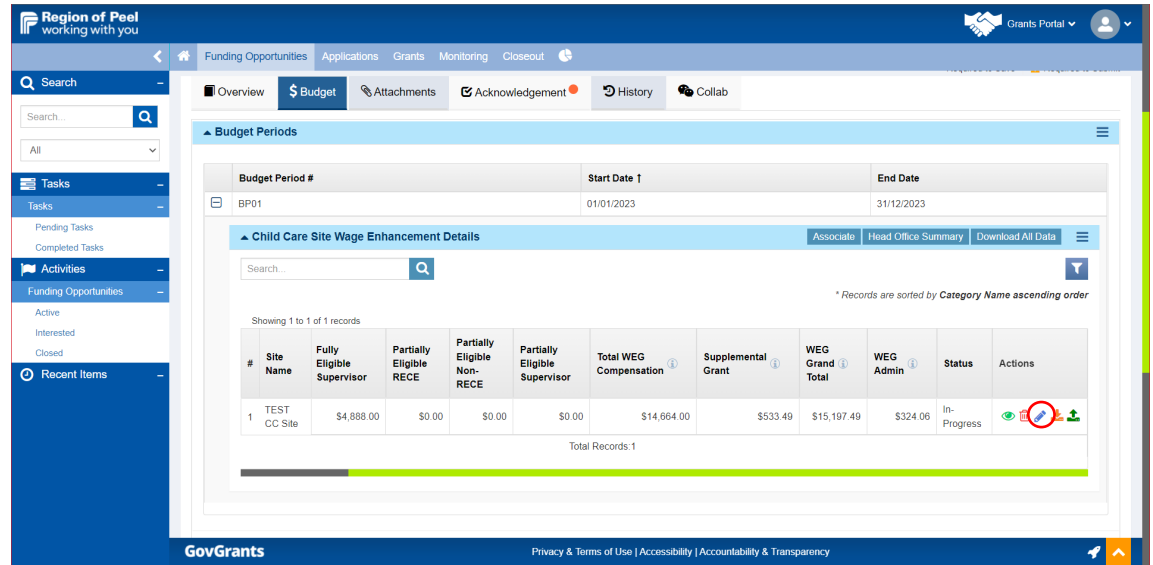
The screenshot shows the 'Region of Peel working with you' Grants Portal with the 'Budget' tab selected. The 'Budget Periods' section contains a table with the following data:

Budget Period #	Start Date	End Date
BP01	01/01/2023	31/12/2023

The expand icon (+) next to the 'BP01' row is circled in red. The 'Budget' tab is also circled in red. The top navigation bar shows 'Applications' as the active tab. The left sidebar is visible on the left side of the screen.

## Appendix 1: Steps on How to Accept and Submit Your 2023 WEG/HCCEG Funding

6. Click the **Edit** (pencil) icon under the Actions column.




**Budget Periods**

Budget Period #	Start Date 1	End Date
BP01	01/01/2023	31/12/2023

**Child Care Site Wage Enhancement Details**

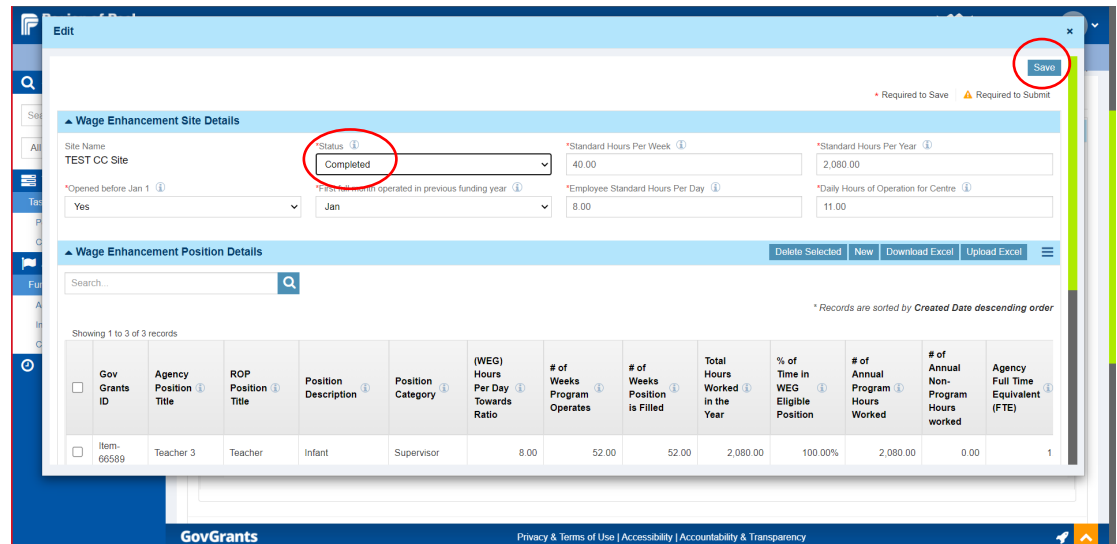
Showing 1 to 1 of 1 records

#	Site Name	Fully Eligible Supervisor	Partially Eligible RECE	Partially Eligible Non-RECE	Partially Eligible Supervisor	Total WEG Compensation	Supplemental Grant	WEG Grand Total	WEG Admin	Status	Actions
1	TEST CC Site	\$4,888.00	\$0.00	\$0.00	\$0.00	\$14,664.00	\$533.49	\$15,197.49	\$324.06	In-Progress	

Total Records: 1

7. Under the Wage Enhancement Site Details section:
  - i. Change site status from “In-Progress” to “Completed.”
  - ii. Click the **Save** button in top right hand corner

**Important:** Do not edit any information under the Wage Enhancement Position Details. You will have the opportunity to do so in Spring of 2023.



**Wage Enhancement Site Details**

Site Name: TEST CC Site

Status: **Completed**

\*Standard Hours Per Week: 40.00

\*Standard Hours Per Year: 2,080.00

\*Opened before Jan 1: Yes

\*First year operated in previous funding year: Jan

\*Employee Standard Hours Per Day: 8.00

\*Daily Hours of Operation for Centre: 11.00

**Wage Enhancement Position Details**

Showing 1 to 3 of 3 records

Gov Grants ID	Agency Position Title	ROP Position Title	Position Description	Position Category	(WEG) Hours Per Day Towards Ratio	# of Weeks Program Operates	# of Weeks Position is Filled	Total Hours Worked in the Year	% of Time in WEG Eligible Position	# of Annual Program Hours Worked	# of Annual Non-Program Hours worked	Agency Full Time Equivalent (FTE)
Item-66589	Teacher 3	Teacher	Infant	Supervisor	8.00	52.00	52.00	2,080.00	100.00%	2,080.00	0.00	1

**Appendix 1: Steps on How to Accept and Submit Your 2023 WEG/HCCEG Funding**

**Human Services**

10 Peel Centre Dr.  
Suite B  
PO Box 2136, STN B  
Brampton, ON  
L6T 0E3  
EarlyYearsSystem  
Division@peelregion.ca  
tel: 905-791-1585  
  
peelregion.ca

8. Repeat steps 6 and 7 for each of your sites
9. Navigate to the Acknowledgement tab and complete the following:
  - i. Click the Acknowledgement tab, click the I Agree checkbox to certify that the application's information is accurate and complete.
  - ii. Click the Save Button at the top right-hand side of the page.
  - iii. The page will refresh and you are ready to submit. Click Submit Application.
  - iv. Click Yes to confirm the submission of the application. Once the application is submitted, you will no longer have edit access to the application.

