

December 21, 2023

**RE: 2023 Reconciliation dates and supports**

Dear Service Provider,

The chart below lists the reconciliation dates for each of the 2023 funding programs. Please complete all reconciliation reports within GovGrants and upload any applicable Excel templates directly into GovGrants.

| <b>2024<br/>Due Date</b> | <b>Funding Program</b>                                       | <b>Upload Excel<br/>Template in<br/>GovGrants</b> |
|--------------------------|--|---|
| Jan 31                   | General Operating Fund Staff Wages and Benefits              | Required  |
|                          | Wage Enhancement Grant and Home Child Care Enhancement Grant | Not required                                      |
|                          | Enhanced Program Support Funding                             | Not required                                      |
|                          | Licensed Home Child Care Base Funding                        | Required  |
| Feb 29                   | Workforce Innovation Funding                                 | Not required                                      |
|                          | Canada-Wide Early Learning and Child Care Funding            | Required  |
| Jul 30                   | Before and After School Program Pilot                        | Required  |

**Reconciliation Supports**

**Materials available online**

All reconciliation materials, including templates, video tutorials and other documents will be available on our [website](#) under the section “Financial policies and reporting.”

Please note that resources in this section will be updated in early January. For convenience, a copy of all applicable templates is included as an attachment to this memo. These templates have been updated and replace all prior versions of these documents.

**Q&A sessions**

Funding-specific Q&A teleconference sessions will be held in January and February. These sessions are optional to attend and we encourage you to watch the video tutorials prior to attending the sessions.

Please notify us if you anticipate any challenges with meeting the deadlines. Should you miss a deadline for submission, corrective actions will be taken as outlined in the Service Provider Handbook.

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

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

Sincerely,

Matthew Wan  
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