

June 16, 2023

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

Dear Agency,

We are writing to share updates on the 2023 Wage Enhancement Grant (WEG)/Home Child Care Enhancement Grant (HCCEG).

Highlights of What's New in 2023 WEG/HCCEG Guideline

- The definition of eligible program hours/days worked has been broadened to include program hours/days (in ratio), professional learning time, planning time, set-up time, and time for participating in meetings mandated by your organization. For staff to be eligible for these hours they must be receiving their base wage.
- We have added the following to support you with the broadened definition of program hours/days:
 - A definition of planning time and set-up time for eligible positions.
 - Parameters for WEG/HCCEG to be used to cover hours for program closures and/or transition times.

NOTE: Refer to Section 7 of the guideline for more details on these changes.

2023 Application – Next Steps

1. Review the updated WEG/HCCEG Guideline and Quick Look document before updating your 2023 application. All materials will be posted on the [Region's website](#) in the coming days.
2. Starting June 19, 2023, you will receive a notification that your 2023 WEG/HCCEG application is open for amendment.
 - a. You must review and make any changes (if applicable) to the application by **July 10**. See the [Wage Enhancement User Guide](#) (page 45) for instructions on how to complete the amendment request.
3. You must complete the application with **actual** operating information from January to June 2023 and the **projected** operating information for July to December 2023.
4. Share the updated information on WEG/HCCEG with impacted eligible positions.

Adding a new site to the 2023 Application

Centre-based providers can add a new site to their existing WEG application if the site is currently licensed and operational or plans on being operational in 2023. Please review the [Wage Enhancement User Guide](#) (page 46) for instructions on how to add a new site.

**Human
Services**

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WEG/HCCEG Payments

- Once your application is approved any adjustments will be retroactive to January 1, 2023. Payments will be adjusted equally over the remaining months.

Key Dates

Date	Details
July 10, 2023	Deadline to amend your 2023 WEG/HCCEG application in GovGrants.
First week of August /September 2023	Revised payments will be adjusted equally over the remaining months to Service Provider.
December 31, 2023	Deadline for you to make your final 2023 WEG/HCCEG payment to eligible positions.
First Quarter 2024	2023 WEG/HCCEG Reporting and Reconciliation.

Useful Links

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

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

If you have questions, please email us at: EarlyYearsSystemDivision@peelregion.ca

Thank you for your ongoing commitment and dedication to supporting children and families in Peel Region.

Sincerely,

Early Years and Child Care Services Division

Attachments:

1. 2023 WEG/HCCEG Guideline
2. 2023 WEG/HCCEG Quick Look