

2024 CWELCC operating budgets

Technical session



Centre-based licensed child care providers

Early Years & Child Care Services

March 6 & 7, 2024



Housekeeping items

- This meeting is being **recorded** and will be shared with the presentation.
- Your microphone will be muted unless called upon during the question period.
- You can participate by using the chat function to raise any questions you have.
- You can also email us at earlyyearssystemdivision@peelregion.ca or contact your Early Years Specialist.

The personal information collected during this meeting is collected under the authority of the [Municipal Act S.O. 2001, c.25](#). The information will be used for future reference for purposes of the Region of Peel's Human Services Department, Early Years and Child Care Services Division.

Questions about the collection of personal information and information collected should be directed to earlyyearssystemdivision@peelregion.ca.

Agenda

- 2024 CWELCC operating budgets
- Technical session
- Question period



2024 CWELCC Operating Budgets

2024 CWELCC Operating Budget

What?

- A **mandatory** excel based reporting template
- Estimated Budget - Revenue and Expenses
- Calendar year: January to December
- By age group:
 - CWELCC eligible (0-6)
 - CWELCC not-eligible (6-12)

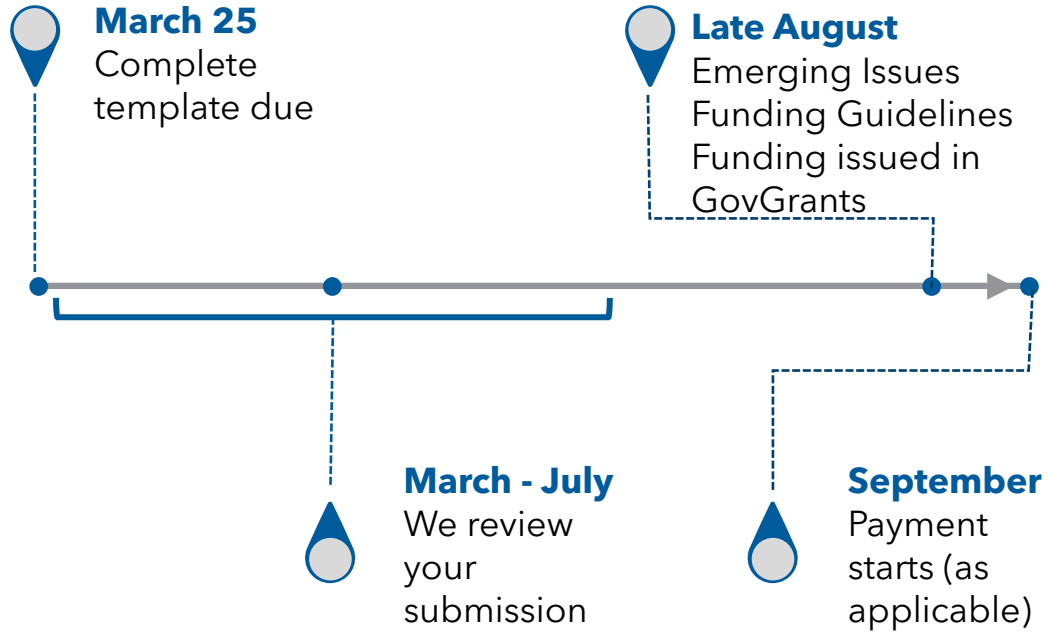
Why?

- Meet Ministry's requirements as we assess your 2024 Emerging Issues Funding (EIF) eligibility and determine allocation.
- Inform other viability funding supports.
- Better understand CWELCC costs

When? 2024 Timeline

Complete
operating
budget due:

March 25, 2024



Supporting documents

When?

- Will ask for what we need once we get your submission
- To verify material changes: If expenses change by \$10,000 or 10% or more

What?

- **Accommodations:** Lease agreements, mortgage documents specifying the current mortgage carrying costs, etc.
- **Staffing:** Collective agreements, copies of staff payroll register, T4s, paystubs, staffing schedules, distribution of HCC payments, timesheets,
- **Other:** Contracts, invoices and receipts, etc.

Technical session





Questions?

Questions?

1. I provide services for children 0-12. How do I determine which eligible costs are for children ages 0 to 6 and which costs are for children ages 6-12?
2. Some of my business costs are not necessary to deliver licensed child care. How do I determine the portion that qualifies?
3. Where in the 2024 CWELCC Operating Budget template do I include wage compression?



Questions?

4. Can I include costs incurred before January 1, 2024?
5. Do I estimate my program staff salaries and benefits using the provincial child care workforce strategy salary amounts?
6. What happens if I do not submit my 2024 CWELCC operating budget?



Have more questions?

- Review our CWELCC operating budget tutorial video.
- Email us at earlyyearssystemdivision@peelregion.ca.
- We will share a Q & A document in the coming days.



Thank You!



Appendices



Non-discretionary costs

- Necessary for the delivery of licensed child care services for children 0-6 in Peel covered under your CWELCC base fee.
- Reasonable and economical
- Required to meet licensing requirements
- Beyond your control and arms-length
- Incurred in 2024



Discretionary costs

- Not necessary
- Avoidable or deferrable without incurring a penalty and without jeopardizing your ability to operate.



Discretionary costs (examples)

- Expenses of the non-licensed portion of your business (if applicable)
- Increases in owners' compensation and/or management fees
- Increasing staffing ratios above December 2023 levels
- Disbursement of dividends (provincial direction)
- In-kind benefits, perks, bonuses, gifts, or honoraria
- Replenishment of reserves (provincial direction)
- Donations to charitable organizations and fundraising
- Meal expenses unless related to staff training or overtime
- Costs associated with addressing wage compression (situations where there is only a small difference in pay between employees regardless of their qualifications, skills, experience or seniority), etc.