

Before and After School Program (BASP) Pilot Questions & Answers

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PAYMENTS/ FUNDING

1. When will I receive my payment to implement the BASP pilot?

If you signed your funding agreement in GovGrants by October 17, 2023, you would receive monthly payments beginning in November 2023 through to June 2024. Your monthly payment equals your total allocation divided equally by eight months (November 2023 to June 2024).

2. Will this pilot be extended beyond the 2023/2024 school year?

At this time, funding for the pilot is only for the 2023/24 school year. The continuation of the program will be subject to funding availability, the results of the pilot's evaluation, and alignment to Peel's Service System Plan. We encourage you, your staff, and your families to participate in the evaluation once it rolls out.

BASP PILOT FEE REDUCTION

3. Can I issue credits to families for future service instead of the refund?

BASP service providers participating in the pilot must reduce their fees or refund families. Service providers who choose to reduce their fees can provide a **one-time credit** retroactive to September

4. Please note:

- The credit must be applied by December 31, 2023. E.g., if your fees are reduced by January 1, 2024, the credit/refund for the period September 4 to December 31 must be applied by December 31, 2023.
- You must issue refunds to families no longer enrolled in the program if they were unable to use the full amount of the credit before leaving the program.
- This exemption does not apply if you choose to issue refunds three times through the year instead of reducing fees.

4. Are children ages 6+ years old who are enrolled in a kindergarten-age program eligible?

No, children enrolled in a kindergarten BASP program are not eligible to benefit from the BASP pilot as they are eligible for the CWELCC Fee Reduction. The fee reduction through the BASP pilot is intended for eligible children 6-12 years old enrolled in primary/junior school-age programs.

5. If a child is absent, are they eligible for the refund/reduced fees for the absent day?

Yes, families should continue to benefit from the reduced fees for absent days if they paid a child care fee for that day.

6. Are providers required to issue refunds to families who withdraw from the BASP program?

We recognize that enrolment in BASP may take a few weeks to stabilize after the start of the school year and issuing refunds to families that have withdrawn during this time may be administratively cumbersome for providers.

- If the family withdrew in September: You can choose to issue a refund to the family, but it is not required. Your choice must be applied consistently to all families.
- If the family withdrew on or after October 1: You must issue a refund based on the number of days between September 4, 2023 to June 28, 2024 where the family paid a child care fee.

7. If an eligible family in receipt of fee subsidy exceeds their maximum number of absent days and is required to pay the full child care fee, should the fee reduction be adjusted for the absent day?

Yes, families in receipt of subsidy should receive a fee reduction based on the actual fee they paid for the eligible child. If the amount they pay changes for any reason (e.g., reassessment, exceeding maximum absent days), then the amount of the fee reduction should be adjusted to reflect the actual fee that the family paid for the eligible child.

When a child in receipt of subsidy exceeds their maximum number of absent days, their family is required to pay full fees and should receive a fee reduction for days not subsidized.

For example:

- If a family in receipt of subsidy pays \$6/day for child care, the reduced fee would be \$3/day.
- After the family in receipt of subsidy exceeds their maximum number of absent days, if the family is required to pay \$30/day for absent days, then the reduced fee should be \$15/day for the absent day.

8. I usually increase my rates in January of each year. How do I calculate the fee reduction after my rates increase?

If your market rates increase during the pilot (September 2023 to June 2024), the fee reduction must be adjusted to reflect the increase. For example, if your before and after school program rate is \$30 in September of 2023 and it increases to \$31 as of January of 2024:

- The BASP pilot would cover \$15 from September to December of 2023 and \$15.50 from January to June of 2024
- Parents would be charged \$15 from September to December of 2023 and \$15.50 from January to June of 2024.

As a reminder:

- You must let us know your revised market rate schedule sixty (60) calendar days prior to your rate change coming into effect.
- In alignment with Peel's fee subsidy increase policy, fee increases are only permitted one annually.

9. I need help calculating my rate reduction for my program. Who should I contact?

In November, we will share a Planning and Reconciliation template to support you. If you require assistance calculating your rates, please email us at EarlyYearsSystemDivision@peelregion.ca.

ENRICHMENT PROGRAMS (ELIGIBLE FOR LICENSED CHILD CARE CENTRES ONLY)

Note: the enrichment component of the BASP pilot is eligible for licensed child care centres only. Licensed home child care agencies are not eligible for this funding component.

10. What are examples of enrichment programs?

Examples of eligible enrichment programs include, but are not limited to:

- Sports: Soccer, basketball, volleyball
- Martial arts: Taekwondo, Judo, karate
- Arts and crafts: pottery, painting, knitting, woodworking, sculpture
- Music: drumming, group singing lessons, choir
- Dance: hip hop, Bhangra, Zumba for kids
- STEAM (Science, Technology, Engineering, the Arts, and Mathematics): robotics, coding
- Independence: Babysitting, Homework Help, Creative Writing

11. Am I able to deliver the BASP pilot enrichment programs using my existing staff rather than a third party?

Yes, you can use existing staff, however, enrichment programs delivered by existing program staff may not result in an additional cost eligible for BASP pilot funding. For instance, if the program staff leads a yoga session with children, no additional cost may be incurred as the program staff is required to be there to meet ratio requirements which are already funded through your regular child care fees. See page 7 of the guideline for a list of eligible costs covered.

12. If a provider has already been delivering an enrichment program activity prior to January 8, is this covered under the pilot funding?

If you implement a new or enhanced eligible enrichment program (pages 7 and 8 of the guideline) after signing your agreement and surveying families of eligible children, you may use the funding that you received under the “other” budget category to support the implemented activities. Please note:

- Activities implemented must be within your budget.
- The funding only covers the extra cost incurred.
 - For example, if you were already providing one-hour music lessons once a week, and based on the survey most families want additional music lessons, you may increase the number of hours of music lessons (e.g. from 1 to 2 hours). In this case, you can only claim 1 extra hour.

13. My site has a Physical Literacy Champion. Can they assist in the enrichment program planning for the site?

If your agency still has a physical literacy champion, your physical literacy champion may help you inform your enrichment program approach. As a reminder, the pilot is to support enrichment programs that stem from the interests of children and families, and you must survey your families from the onset to inform your planning. The survey should serve as the main tool to support you in choosing enrichment program activities to be implemented.

14. Can I offer enrichment programs on Professional Activity (PA) days as well?

Yes. However, we know that some providers may already be delivering enrichment activities during your full-day programs offered on PA days and over school breaks. Providers cannot use the BASP pilot funding to offset the cost of existing programs that are already included in your fee but can choose to further enhance these programs on PD days by offering additional time or enhancement activities.