

# **2026 Licensed Home Child Care (LHCC) Workforce and Before and After School Program (BASP) (6 to 12) Funding guideline**

Licensed home child care agencies



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# Highlights of changes

We made the following updates to the 2026 Licensed Home Child Care (LHCC) Workforce and Before and After School Program (BASP) (6 to 12) funding guideline:

## Section 3: Funding components, requirements, and budget management

We updated the budget categories that are part of the 2026 LHCC Workforce and BASP (6 to 12) announcement.

Operations Funding and the Incentive Grant are not included in this announcement. An update will be shared in early Summer 2026 following a review of 2025 policy and funding actuals.

## Section 4: Workforce requirements

We updated workforce requirements for home visitors and home providers for 2026, including:

- An increase to the Wage Enhancement Grant (WEG) cap for home visitors to \$33.81 an hour.
- An increase to the Workforce Compensation Funding (WCF) wage floor for RECE home visitors to \$26.86 an hour.
- An increase to the WCF Wage ceiling for RECE home visitors to \$31 an hour.
- An increase to the Home Child Care Enhancement Grant (HCCEG) cap daily caps to home providers to \$338.10 for full day or \$202.86 for partial days.

We clarified requirements to maintain 2025 LHCC Base Funding wage and pay enhancements for eligible home visitors and home providers. We also confirmed wage stability for eligible home visitors affected by the change in the order of operations.

## Section 5: BASP fee reduction requirements

We confirmed that beginning January 1, 2026, you must provide upfront child care fee reductions to families. Refunds are not an option.

We confirmed that you must reduce BASP fees for eligible programs, including PA days and school breaks by 50% and how the fee reductions apply to families receiving Child Care Subsidy.

## Section 6: Workforce innovation funding (WIF) requirements

We updated the requirements on how to meet your Workforce Innovation Funding (WIF) requirements from January 1, 2026, to December 31, 2026. Planning time is for eligible home providers only; and professional learning is for eligible home visitors and home providers.

We updated planning time requirements:

- Eligible home providers must receive \$75 each month from January 1 to December 31, 2026.
- We added a new eligible planning time activity: setting up inclusive and engaging learning environments.

We updated professional learning requirements:

- Eligible home providers and home visitors may access up to \$500 in professional learning funding in 2026.
- We added a mileage premium of \$0.72 for each kilometre (tax included) for eligible professional learning outside of regular working hours for home visitors.

We added mandatory communication requirements to ensure consistent information is shared with home visitors and home providers. **All required memos and letters must be shared by January 30, 2026, including:**

- [Appendix 4: Planning time and professional learning communication to home providers](#)
- [Appendix 5: Professional learning communication to home visitors](#)
- [Appendix 10: Peel Region memo to existing home visitors affected by the 2025 change LHCC Base Funding order of operations](#)
- [Appendix 11: Peel Region memo to new RECE home visitors](#) outlining the WCF wage floor and wage ceiling
- [Appendix 12: Peel Region memo to new and existing home providers](#) outlining LHCC Base Funding and Home Child Care Enhancement Grant

**Important:** Agencies must submit copies of the required communications to Peel Region by February 13, 2026.

We also updated the following appendices:

- [Appendix 2: Funding approach updated:](#) We updated the funding approach and data to calculate your 2026 allocations.

- [Appendix 8: Key Performance Indicators](#): Updated KPIs, including the removal of the WIF actual planning time hours.

## Section 1: Overview

This guideline covers the period of January 1, 2026, to December 31, 2026, and explains the funding that is available to licensed home child care (LHCC) agencies through the LHCC Workforce and BASP funding for children 6 to 12 years old. This guideline also includes the Workforce Innovation Funding (WIF) to support home visitors and home providers who support children 12 years of age and younger.

Please review this guideline, your Early Years and Child Care (EYCC) Funding Agreement, and the EYCC [Service Provider Handbook](#), to understand the new funding approach, how you can use the funds, and what obligations you have with this funding. The examples noted in this guideline are for illustrative purposes only. We will post resources on our [website](#).

### **This guideline is subject to provincial changes.**

We will continue to update this guideline as needed to align with Ministry of Education regulations and rules.

## Section 2: Who qualifies?

To qualify for the 2026 LHCC Workforce and BASP (6 to 12) funding, you must:

1. Hold a current Ministry of Education licence to operate a licensed home child care agency and programs for children 6 to 12 years old.
2. Have signed a 2026 Early Years and Child Care (EYCC) Funding Agreement.
3. Be taking part in the Canada-wide Early Learning Child Care (CWELCC) program with active homes in Peel Region.
  - Find details about the CWELCC funding rules and requirements in Peel Region's 2026 LHCC CWELCC Guideline.
  - LHCC agencies who have a CWELCC agreement with another service area or municipality because their head office is located outside of Peel may qualify if the agency operates active homes in Peel.
4. Be open and actively providing licensed before, after, or before and after school primary or junior school-age care programs to children 6 to 12 years as of September 30, 2025.

- **Note:** to access workforce funding, home visitors and home providers with your agency may be eligible if they are supporting children 12 years of age and younger.

5. Comply with the requirements in the [EYCC Service Provider Handbook](#), including the Compliance and Authentic Participation policies.
6. Report your enrolment data and operating capacity for this age group in GovGrants quarterly.
7. Comply with all legislative and regulatory requirements under the [Child Care and Early Years Act, 2014 \(CCEYA\)](#).

**Important:** Your eligibility for the funding programs available under the 2026 LHCC Workforce and BASP program announcement may vary by funding type. Refer to Section 3: Funding components, requirements, and budget management for details about funding eligibility for the various programs.

## 2.1 LHCC agency with new or expanding operations

### Existing CWELCC LHCC agencies with school-age programs

If you meet all the eligibility criteria above, and you open one or more new active homes in 2026, you may be eligible to receive the Wage Enhancement Grant (WEG), Home Child Care Enhancement Grant (HCCEG), and Workforce Compensation Funding (WCF) for eligible home visitors and home providers in line with your school-age enrolment (6 to 12).

If you open new active homes in 2026, you may be eligible for WIF for home visitors and providers supporting children 12 years and younger, subject to budget availability.

Eligibility for added funding, such as Child Care Fee Reduction, Administration, Planning Time, Professional Learning funding, will be determined by Peel on a case-by-case basis subject to available funding.

## 2.2 New LHCC agency

If you join CWELCC in 2026 and open new active homes in Peel, you will be eligible for WEG or HCCEG and WCF for eligible home visitors and home providers in line with your school-age enrolment (6 to 12).

Your new active homes may be eligible for WIF for home visitors and providers supporting children 12 years old of age and younger, pending budget availability.

Your eligibility for all other funding, such as Child Care Fee Reduction, Administration, Planning Time, Professional Learning funding, will be based on our budget availability. We will determine your eligibility on a case-by-case basis. [Contact us](#) if you have any questions about your eligibility.

## **2.3 If you withdraw from the CWELCC program**

If you are currently enrolled in CWELCC and decide to end your participation in the CWELCC program, the Opt-Out Policy found in the [Service Provider Handbook](#) will apply to your 2026 LHCC Workforce and BASP (6 to 12) Funding.

## **Section 3: Funding components, requirements, and budget management**

The GovGrants announcement called 2026 LHCC Workforce and BASP (6 to 12) Programs includes the funding for each part in this guideline. This announcement has the following budget categories:

- Wage Enhancement Grant (WEG) and Home Child Care Enhancement Grant (HCCEG).
- Workforce Compensation.
- Base Funding Providers.
- Base Funding SWB.
- Child Care Fees (BASP).
- Planning time.
- Professional learning costs.
- Administration.

We are reviewing Peel's Operations Funding and Incentive Grant funding and will update this guideline once the review is complete.

See [Appendix 2: Funding approach](#) updated to learn how your allocations were calculated.

### **3.1 Mandatory requirements**

By accepting the funding in the 2026 LHCC Workforce and BASP funding announcement, you must:

1. Meet your workforce funding requirements. Refer to [Section 4: Workforce requirements](#) on how to calculate and distribute these wage grants.
2. Meet your fee reduction requirements. Refer to [Section 5: BASP fee reduction requirements](#) for instructions on how to meet fee reduction requirements.

3. Meet your planning time and professional learning requirements. Review [Section 6: Workforce innovation funding \(WIF\) requirements](#) for details on how to meet these requirements.
4. Review all sections of this guideline to understand your requirements for LHCC Workforce and BASP funding, including [Appendix 9: Wage stability for employees affected by the change in order of operations](#).

## Communication with families and staff

We may provide letters or notices for families and staff to make sure they receive consistent information. You must share them if requested by us.

## 3.2 Funding flexibility

If you have leftover funding in 2026 after you meet all the mandatory requirements of the LHCC Workforce and BASP funding, you can use it to cover other eligible costs outlined in this guideline.

Notes:

- You cannot increase your administration budget using unspent funding from other budget categories. You can use unspent administration funding on other expenses as noted in the funding flexibility policy.
- Anything you choose to use unspent funding on still needs to meet the eligibility criteria for that budget category.
- You cannot use funding flexibility to enhance workforce grants beyond the grant's policy requirements. For example, you cannot use funding flexibility to give a \$3 an hour wage increase for WEG.
- If you use funding flexibility in 2026 to offset other costs, you must consider added expenses and enhancements in other categories as one-time expenses. These expenses will not be supported in 2027.

## Example of how to use funding flexibility

For example, if we provide \$20,000 in your child care fees budget and you only need \$19,000 to meet your BASP fee reduction requirements, you can use the remaining \$1,000 towards:

- Adding more fee reductions for eligible children 6 to 12 years old on Ministry approved PA days or breaks.
- Increasing the professional learning budget for eligible staff supporting children 12 years of age and younger.
- Supporting new homes with planning time and professional learning costs.

### **3.3 Budget management**

We encourage you to review your LHCC Workforce and BASP (6 to 12) funding budget throughout the year and use your total school-age funding on eligible costs.

You will be in one of the following situations at the end of 2026: a balanced budget, a shortfall, or a surplus. The following sections explain what happens in each situation.

#### **Balanced budget**

You have spent all your LHCC Workforce and BASP (6 to 12) funding and have no funding left over. This is the ideal and expected scenario. You don't need to take any more action beyond standard reporting and reconciliation requirements.

#### **Shortfall**

If you do not have enough funding to cover your expenses to meet the mandatory funding requirements, email us at [EarlyYearsSystemDivision@peelregion.ca](mailto:EarlyYearsSystemDivision@peelregion.ca) with the subject line "LHCC Workforce and BASP Funding Request" by October 1, 2026.

Depending on our 2026 funding availability, we will determine if we can issue more funding for WEG, WCF, WIF, and child care fees. We will not provide extra funding for administration funding or Base Funding.

#### **Surplus**

If you have leftover funds, you may reallocate them to other eligible budget categories, as outlined in the [Funding flexibility](#) section above.

If you have unspent funding at the end of the year, we will recover funds according to our policies outlined in the [Service Provider Handbook](#).

### **3.4 Eligible and ineligible costs**

You must spend all LHCC Workforce and BASP funding on eligible costs that are appropriate, reasonable, and attributable to school-age program delivery from January 1, 2026 to December 31, 2026.

You are responsible for making sure all expenses meet the eligibility requirements. Using LHCC Workforce and BASP funding for ineligible costs may result in year-end recoveries.

You cannot use this funding to support:

- Costs funded by another public source (such as CWELCC cost-based funding or CWELCC Expansion Start-up Grant).
- Major capital expenses.

- Debt costs including principal and interest payments related to capital loans, mortgage financing, and operating loans.
- Property taxes.
- Bonuses, including retirement bonuses, gifts, and honoraria paid to staff.
- Vehicle financing or lease costs and related maintenance costs, unless the vehicle is used to transport children to, or from school to your child care program.
- Fees paid on behalf of staff for membership in professional organizations, such as the College of Early Childhood Educators.
- Penalties, fines, forfeitures, or liquidated damages.

Review each section of this guideline to carefully understand the eligible and ineligible costs. If you are unclear whether the cost is eligible or not and you cannot find the answer in this document, contact us.

## Section 4: Workforce funding requirements for home visitors and home providers

This section outlines the wage enhancement and incremental employer mandatory benefits requirements you must follow in 2026 for home visitors as well as the workforce requirements to enhance payments to home providers.

LHCC agencies should claim expenses related to RECE home visitors and home providers:

- **Under CWELCC Cost-Based funding:** if the RECE home visitor or home provider supports children younger than 6 years of age.
- **Under LHCC Workforce and BASP (6 to 12) funding:** if the RECE home visitor or home provider supports children 6 to 12 years old.

If the RECE home visitor or home provider serves both age groups, LHCC agencies may expense costs against their School-age Funding (through the WEG, HCCEG, WCF, or LHCC Base Funding budget categories) in line with the proportion of children 6 to 12 years old enrolled with your LHCC agency, to support RECE home visitor staff enhancements and enhancements to home providers.

**Example:** If children 6 to 12 years old make up 10% of your LHCC agency's total enrolment, then you may expense 10% of your total workforce costs against your School-age Funding to support RECE home visitor wage enhancements and enhance payments to eligible home providers. You should expense the remaining 90% of workforce costs against your CWELCC Cost-Based Funding.

**Important:** We encourage you to track your monthly enrolment for children 6 to 12 years old and use the 2026 Staff Wages Planning Tool and your home provider distribution plan to find out the amount of workforce funding you will need. This will help you work out the amount of LHCC Workforce and BASP Funding that you can expense in line with your 6 to 12 enrolments.

## 4.1 Overview of workforce funding requirements

You must:

1. Meet [Ontario's minimum wage](#) requirements for all your employees as set by the province, which is currently \$17.60 an hour.

Reminder: you must use fees collected from families for children 6 to 12 years old to cover base wages.

**Tip:** Stay tuned for upcoming increases. Ontario's minimum wage is revised annually based on the Ontario Consumer Price Index (CPI). The province announces Ontario's annual minimum wage increase by April of each year.

2. Maintain 2024 regular LHCC Base Funding hourly wage and benefit enhancements to home visitors in 2026. This includes LHCC Base Funding staff wages and benefits (SWB), and historical and pay equity enhancements (if applicable) added to eligible RECE home visitors' hourly wage as of December 31, 2024. This requirement does not include one-time top-up payments.
3. Ensure eligible staff affected by the change in the order of operations are, at minimum, held to their 2024 wage.
4. Maintain 2024 LHCC Base Funding enhancements to home providers in 2026 using your previous LHCC Base Funding distribution plan from 2024.
5. Meet 2026 WEG and HCCEG requirements for eligible RECE home visitors and eligible home providers.
  - You must reassess home visitor eligibility based on the updated 2026 WEG maximum of \$33.81 an hour.
  - You must also reassess home providers' eligibility based on the updated 2026 HCCEG maximum of \$338.10 a day for full HCCEG (\$202.86 for partial HCCEG).
6. Meet the 2026 WCF requirements for eligible RECE home visitors.
7. Submit the annual Staffing and Wages Update Task in GovGrants so that we can assess your wage enhancement and benefit costs and ensure you have enough funding to meet the requirements.

**Home visitor RECE staff should not earn less than what they earned in 2024 for the same work.**

The Ministry of Education has indicated in its provincial guideline that "base wages" for the purpose of assessing WEG and WCF must include LHCC Base Funding.

Home visitors who no longer qualify for (or qualify for less) WEG or WCF must have their wages maintained at their December 31, 2024 total hourly wage, including applicable wage enhancements, until they become eligible for more increases. This means that in 2026, you must maintain hourly wages for RECE home visitors as of December 31, 2024, ensuring no reduction in their pay. Refer to [Appendix 9: Wage stability for employees affected by the change in order of operations](#) of this guideline for information.

## 4.2 Maintain 2024 LHCC Base Funding wage enhancements

### LHCC Base Funding is part of agencies' CWELCC allocation

If your agency opened or enrolled into CWELCC **before December 31, 2024**, your legacy costs include LHCC Base Funding expenses. These were used to assess your CWELCC legacy top-up eligibility and are built into your program-cost allocation.

If your agency or home opened or enrolled into CWELCC **after December 31, 2024**, you did not get 2024 LHCC Base Funding and you do not have to maintain 2024 LHCC Base Funding wage enhancements. Instead, your agency can use your program cost allocation, including your growth top-up, to pay competitive base wages.

Agencies who received LHCC Base Funding in 2024:

- Maintain wage and benefit enhancements following the distribution approach used in 2024.

This includes any hourly wage enhancement paid through the former staff wages and benefits, historical, and pay equity (if applicable). One-time top-up Base Funding amounts distributed to staff in 2024 are excluded from this.

- Apply the LHCC Base Funding wage enhancement to the staff's base wage, before WEG and WCF.

Positions supported in 2024 should not experience a decrease in their hourly wages. Refer to [Appendix 9: Wage stability for employees affected by the change in order of operations](#) for details.

## 4.3 Workforce requirements for home visitors

This section applies to RECE home visitors employed with a LHCC agency approved to participate in Peel Region's CWELCC program.

### Home visitors (RECE) qualify for:

- The hourly LHCC Base Funding wage enhancement received in 2024 (staff wages and benefits, historical, and pay equity as applicable).
- 2026 WEG, if their hourly wage is eligible.
- The WCF, including the up to \$4 an hour RECE wage increase and the RECE wage floor if their hourly wage is eligible.

### **Hours that must be supported for Home Visitors RECE**

For home visitors, you must apply the wage enhancements to paid time supporting the program, paid time spent in meetings mandated by the agency, and paid professional learning hours.

### **Ineligible positions**

Requirements related to 2024 LHCC Base Funding maintenance, 2025 WEG, 2025 WCF, and Wage Stability do not apply to the following positions:

- Non-program staff and supervisors.
- Unpaid students and volunteers.
- Students not in a permanent position.
- Owners or operators who do not occupy an eligible position.
- Individuals hired through a third party, such as a temporary employment agency.
- Fee for service contracts.

Home visitors who are not RECEs do not qualify for WCF.

### **Order of operations**

To help you determine staff eligibility and apply the wage enhancements, use our 2026 Staff Wages Planning Tool shared with you and follow this order of operations:

Home visitors who are RECEs

1. Start with your employer-paid base wage as of December 31, 2025.

**Note:** If staff receive an increase to their base wage between January 1 and December 31, 2025, you do not need to reassess their eligibility for workforce funding in 2025. Instead, you must include that increase when determining eligibility for 2026 workforce funding eligibility.

2. Add (if applicable): 2024 LHCC Base Funding staff hourly wage enhancements and related benefits for eligible staff. This includes the former staff wages and benefits (SWB), historical, and pay equity (if applicable) regular hourly wage enhancement amounts and excludes top-up payments.

3. Add: Wage Enhancement Grant (WEG). Full or partial WEG is added if total from steps 1 and 2 is less than \$32.81 an hour for eligible staff positions.
4. Add: Workforce Compensation Funding (WCF) Wage Increase to RECE wage if the total from steps 1, 2, and 3 is less than \$30 an hour for RECE home visitors. Staff must qualify for WEG before they qualify for WCF.
5. Add: WCF RECE Wage Floor if the total from steps 1 to 4 is less than \$26.86 an hour for RECE home visitors.

If after step 5 the (RECE) home visitor's 2026 hourly wage is lower than their December 2024 hourly wage (including enhancements) due to the change in the GOF order of operations:

6. Add: Staff who previously qualified for WEG, WCF, or both in 2024 but no longer qualified in 2025 due to the change in the order of operations, must have their 2024 hourly wage held constant (including applicable wage enhancements) until they become eligible for additional increases. Add the stability amount to their wage that maintains their salary at 2024 levels. Refer to [Appendix 9: Wage stability for employees affected by the change in order of operations](#) for more details.

## **Payments to home visitor requirements**

You must do all the following:

- Pay hourly wage enhancements (LHCC Base Funding, WEG, WCF, wage stability amount) to eligible staff with each pay cheque or payment made. This means that you must pay the wage enhancements at the same time you pay the hourly base wage they enhance. One-time, year-end payments of wage enhancements are not permitted.
- Pay hourly wage enhancements for hours worked between January 1 and December 31, 2026, including overtime hours.
- Pay wage enhancement grants for overtime hours at the same hourly rate of pay.

When staff work overtime, they should receive their wage grants for WEG, LHCC Base Funding, and WCF, for those extra hours. These grants are paid at the same hourly amount as regular hours, not at the overtime rate. So even though their base wage is multiplied by the overtime ratio (like  $1.5\times$ ), the grants stay at the same hourly rate for each hour worked.

For example, if a home visitor qualifies for full WEG of \$2 an hour, they get paid \$2 for a regular hour and the same \$2 for an overtime hour. Include a notation for each program with the associated amounts payable on each paystub for: LHCC Base Funding, WEG and CWELCC (WCF).

Important: if your staff require stability funding, you must include this amount on the CWELCC (WCF) notation on their paystub.

- Keep appropriate records verifying payments and distribution of the LHCC Base Funding, WEG, WCF, and wage stability, paid to staff.
- Cash, or gift card payments are not permitted.

### **Home visitor communication requirements**

You must share the Peel Region home visitor letters as follows:

- [Appendix 10: Peel Region memo to existing home visitors affected by the 2025 change LHCC Base Funding order of operations](#) with your existing home visitors by January 30, 2026.
- [Appendix 11: Peel Region memo to new RECE home visitors](#) with new home visitors eligible for workforce funding (as applicable).

We may ask for proof of communication at any time.

## **4.4 Home provider payment enhancement requirements**

This section outlines the requirements that you must meet in 2026 to enhance payments to eligible home providers.

If your agency supports children 6 to 12 years old, you may use your LHCC Workforce and BASP Funding (HCCEG or LHCC Base Funding budgets) to enhance payments to home providers, in line with your enrolment of children 6 to 12 years old.

### **Home providers qualify for LHCC Base Funding**

Follow your existing LHCC Base Funding distribution plan to continue to enhance eligible home provider payments.

Home providers should not receive less in 2026 than what they received at the 2024 levels.

### **Home providers qualify for HCCEG**

In 2026, to be eligible for HCCEG, the home provider must:

- Hold a contract with a LHCC agency that is enrolled in CWELCC.
- Provide services to one or more eligible children (including privately placed children, excluding the provider's own children). Note: When determining eligibility and payments for HCCEG, you must consider information on privately placed children.
- HCCEG payments are paid to eligible home providers for each day worked in 2026.

- Daily increases for full HCCEG cannot exceed \$20 a day or the daily cap of \$338.10 for home providers that provide full-time care (6 or more hours of care a day). Home providers are eligible if they receive base daily fees, excluding the prior year's HCCEG, of less than \$318.10 (\$20 below the cap of \$328.10).
- Home providers receiving base daily fees between \$318.10 and \$338.10 would be eligible for an amount to bring fees up to the \$338.10 eligibility ceiling.
- The daily increase for partial HCCEG cannot exceed \$10 a day or the daily cap of \$202.86 for part-time care (less than 6 hours of care a day). Home providers are eligible if they receive base daily fees, excluding the prior year's HCCEG of less than \$186.86 (\$10 below the cap of \$183.54).
  - Home providers receiving base daily fees between \$192.86 and \$202.86 would be eligible for an amount to bring fees up to the \$202.86 eligibility ceiling.

Note:

- You must pay home providers in line with their regular payment process.
- One-time, year-end, cash and gift card payments are not allowed.
- You must communicate your distribution plan to home providers.
- Keep appropriate records verifying payment and distribution of LHCC Base Funding, HCCEG to home providers.

### **Home provider communication requirements**

You must share the Peel Region home provider letters as follows:

- [Appendix 12](#) with your existing home providers by January 30, 2026.
- Please also use the memo to share with new home providers as they are joining your agency.

We may ask for proof of communication at any time.

## **Section 5: BASP Fee reduction requirements**

Use your child care fee budget to lower child care fees for families with children 6 to 12 years old who attend before, after, before and after school, PD days, and breaks in licensed child care, and who are not eligible for CWELCC. Summer break is not eligible.

We provide you with funding to replace the revenue you would have otherwise received from those base fees.

To meet your child care fee reduction requirements, you must:

- Communicate the BASP fee reduction to families.
- Provide upfront BASP fee reductions.

Refer to the sections below for details.

## **5.1 Communicate the BASP fee reduction to families**

To ensure families of school-aged children enrolled in your BASP know about the fee reduction, you must share the following information with families:

### **Reduced fee schedule**

Post your fee schedule for the 2026-27 year by August 1, 2026. Your updated fee schedule must include:

- Your regular fees.
- The dollar amount of the fee reduction we are covering.
- The start and end dates for the fee reduction. Fee reductions will be provided upfront. Refunds are not permitted.
- A note that says the fee reductions apply only to before and after school programs (BASP) in Peel, and future reductions will depend on funding being available.

You must use at least one of your regular communication channels, such as email, letter, or parent boards. You must also make your fee schedule publicly available in your parent handbook.

We recommend that you also post your fee schedule on your website.

## **5.2 Reduce your BASP fees**

You must use your Child Care Fee funding from January 1 to December 31, 2026, to reduce your BASP program base fees upfront for eligible children. This means that you must charge families the reduced fee directly, rather than charging the full fee and issuing a refund later. You must:

- Reduce licensed BASP program fees by 50%.
- Reduce fees for Ministry of Education approved PA days and breaks, as noted in your parent handbook, by 50%. For example, if your PA Day full-day fee is \$60, you must reduce it to \$30.
- If your program offers discounts such as multiple children discount, or early-bird discounts, you must apply your discount before the BASP fee reduction.

## **Fee reduction for children who receive Child Care Subsidy**

Families that receive Child Care Subsidy must receive a 50% reduction on their parent contribution for eligible children, even if the contribution is less than \$12 a day.

For example, if a family has an approved parent contribution amount of \$16 a day for their child who attends BASP, you must reduce their parent contribution amount to \$8 a day. This example is for information purposes and will vary according to the family's parent contribution for eligible children.

The Child Care Subsidy program will continue to pay the subsidy portion of your fees separately.

Families who do not pay a parent contribution are not eligible for the fee reduction as their fee is already covered through the subsidy program.

## **BASP fee reduction for eligible children**

The BASP fee reduction is for children who are not eligible for the CWELCC fee reduction program based on their age. Children qualify for the BASP fee reduction if they meet all the following criteria:

- They are enrolled in an eligible licensed primary or junior school age program.
- They pay a fee for licensed before, after, PA Day, or school break care.
- They are at least 6 years old and no longer eligible for CWELCC.

We do not provide you with school-age child care fee funding for kindergarten spaces for children who are not eligible for CWELCC because they are 6 years old or older. You can use your funding flexibility to cover the fee reduction for these children if you meet all the mandatory school-age requirements and do not exceed your school-age funding allocation.

## **Market fee requirement**

We will be collecting your market rate information to support service planning and funding decisions. We will share details about how we will collect the data later in 2026.

## **Section 6: Workforce Innovation Funding (WIF) requirements**

This section outlines what you must do to meet planning time and professional learning requirements.

In 2026, Workforce Innovation Funding (WIF) is available to home visitors and home providers who provide licensed child care for school-aged children (12 years of age and younger) in Peel. WIF supports planning time and professional learning.

### **Important: LHCC agencies taking part in the Canada-wide Early Learning and Child Care (CWELCC)**

You can use your CWELCC cost-based funding to support planning time and professional learning for home visitors and home providers.

If you do not have sufficient funds in your CWELCC cost-based allocation, refer to Section 3 of the [2026 CWELCC LHCC Funding Guideline](#) for information about funding shortfalls.

This funding is subject to budget availability and could be reduced or eliminated in future years.

## **6.1 Planning time**

Planning time gives home providers the chance to align pedagogy, reflect on what they have learned from professional development experiences, consider children's interests and goals, and organize materials and activities.

These efforts support quality care and learning, following [How Does Learning Happen?](#), Ontario's Pedagogy for the early years and child care sector.

### **Funding requirements**

To meet planning time grant requirements, you must:

1. **From January 1 to December 31, 2026:** provide eligible home providers with \$75 each month.
2. **By January 30, 2026:** Inform all eligible home providers that planning time is available, using the template provided in [Appendix 4: Planning time and professional learning communication to home providers](#) and keep proof of your communication.
3. **By February 13, 2026:** Send us a copy of your communication to [EarlyYearsSystemDivision@peelregion.ca](mailto:EarlyYearsSystemDivision@peelregion.ca). This can include a copy of the email sent to home providers (with personal email addresses blocked) or a photo of a notice posted on a staff bulletin board.

### **Home provider eligibility for planning time**

Home providers are eligible if they are enrolled with your agency and are actively caring for at least one agency-placed child from Peel Region.

## Eligible planning time activities

Eligible home providers can use their planning time for the following planning time activities:

- Engaging in reflective practice and [collaborative inquiry](#) around [pedagogical approaches](#).
- Researching, planning, and documenting, based on child observations, interests, goals, teaching practices, and the 4 foundations of [How Does Learning Happen?](#)
- Applying learning from courses or training in the classroom.
- Setting up inclusive and engaging learning environments.
- Reflecting and documenting the impact of current practices and approaches on children, families, and others.

## 6.2 Professional learning costs and time

Professional learning provides eligible home providers and home visitors with opportunities to strengthen knowledge and skills, enhance their pedagogical knowledge, apply new strategies in practice, and reflect on their approaches to supporting children's learning and development. Professional learning opportunities must:

- Be relevant to child care.
- Support home providers and home visitors in their work with children.

Review [Appendix 6: WIF Professional learning topics and activities](#) for resources outlining professional learning topics and activities, and [Appendix 7: Professional learning resources](#) for a general list of agencies or examples of eligible training.

## Funding requirements

We encourage you to accommodate eligible home visitors' and home providers' professional learning requests whenever possible. When operational needs prevent them from taking part at the requested time, we encourage you to provide an alternative time or comparable learning opportunity.

To ensure professional learning is fully supported and accessible for eligible home providers and home visitors, you must:

1. **Develop (if you do not have one) or update** your existing internal professional learning policy and share your new or updated policy with home providers and home visitors. Your policy must outline:

- How eligible home providers and home visitors can access professional learning.
- The processes for requests and approvals.
- Key timelines.

We may ask you to provide a copy of your policy upon request.

2. **By January 30, 2026:** Inform eligible home providers and home visitors that they can access up to \$500 for professional learning costs or time using the template in [Appendix 4: Planning time and professional learning communication to home providers](#) and [Appendix 5: Professional learning communication to home visitors](#). Keep proof of your communication.
3. **By February 13, 2026:** Send us a copy of your communication to [EarlyYearsSystemDivision@peelregion.ca](mailto:EarlyYearsSystemDivision@peelregion.ca). This can include a copy of the email sent to eligible home providers and home visitors (with personal email addresses blocked) or a photo of a notice posted on a staff bulletin board.
4. Use your 2026 LHCC Workforce and BASP (6 to 12) funding to offer eligible home providers and home visitors access to up to \$500 in 2026 for:
  - **Professional learning costs (home providers and home visitors):** Reimburse or cover registration costs and fees for approved professional learning opportunities from January 1 to December 31, 2026.
  - **Paid professional learning time (home visitors only):** Encourage home visitor participation in eligible professional learning activities by supporting:
  - **Extra hours worked:** Pay eligible home visitors wages and employer mandatory benefits for extra hours worked participating in eligible professional learning activities outside their regular working hours. For example, a home visitor works from 7 a.m. to 3 p.m., then participates in professional learning from 3:30 to 5:30 p.m. This home visitor should be paid for the extra hours worked from 3:30 to 5:30 p.m.
  - **Travel time and mileage (home visitors only):** Pay participating home visitors up to one hour of travel time (round-trip) and mileage at \$0.72 a kilometre (tax included) for in-person professional learning outside of regular working hours, following the [CRA recommendation](#).

## Eligibility for professional learning

Each active home provider is eligible to receive up to \$500 in professional learning funding if they are:

- Enrolled with your agency.
- Are actively caring for at least one LHCC agency-placed child from Peel region.

Professional learning funding is calculated for each full-time equivalent (FTE). This means that:

- Home visitors with a 1.0 FTE status can receive up to \$500 for professional learning.
- Part-time home visitors can receive a prorated professional learning amount based on their FTE status.

For example: A home visitor with an FTE status of 0.75 can receive a prorated professional learning amount of up to \$375 (0.75 x \$500).

These amounts are minimum, not maximum. After you meet the minimum requirements, using funding flexibility, you can provide more learning opportunities to home visitors and home providers in line with your professional learning policy. Refer to [Section 3: Funding components, requirements, and budget management](#) for more details.

## Section 7: Administration funding requirements

You can use your administration budget for administration costs to implement the Peel's BASP fee reduction affordability program to school-age children and to meet reporting and reconciliation requirements for the BASP fee reduction program.

Follow these rules for your administration budget:

- Your administration expenses must not exceed the amount in your administration budget category in GovGrants.
- Costs for administration such as bookkeeping or accounting with an external company or a third-party company are eligible if receipts and invoicing support expenses claimed.
- We may request documentation, including T4s and payroll records, logs of time spent on administration, receipts, or itemized invoices.
- Non-arm length transaction costs are ineligible unless conducted at fair market value. Fair market value is the price a goods or service would sell for in an open and competitive market, and should not exceed what an ordinary, typical person would reasonably incur in operating a comparable business providing child care to eligible children.

### 7.1 Owners and operators responsible for administration who are on payroll

Owners and operators responsible for administration, who are on payroll as of January 1, 2026, are eligible to claim salaries and benefits only for time spent on the

administration and completion of regional reporting requirements for the BASP fee reduction affordability program. The time spent on administrative tasks can be determined in the following ways:

- A percentage of total paid time spent on administration of the BASP fee reduction program. For example, if you spend 5% of your time completing regional reporting for the BASP, you can use your administration budget to cover 5% of your wages.
- The number of paid hours spent on administration of the BASP fee reduction program. For example, if you spend 2 hours a week completing regional reporting, you can use your administration budget to cover 2 hours worked and paid at your regular salary rates.

This funding is subject to the availability of budget and could be reduced or eliminated from year-to-year. You must ensure the viability of your school-age programs without depending on this funding as it is subject to change.

## **Section 8: Reporting and reconciliation requirements**

You are responsible for meeting your accountability requirements for the funding we provide you with, including submitting reconciliation report(s). Your financial reporting requirements may vary, depending upon the amount of funding received and your participation in programs.

Refer to the EYCC [Service Provider Handbook](#) and the Accounting and Note Disclosure Guideline for details on our accountability framework and applicable financial reporting requirements. All policies in the Service Provider Handbook apply to School-age (6 to 12) Funding.

### **8.1 Reporting LHCC School-age funding expenditures in GovGrants**

You will use GovGrants to report your expenditures under the school-age program LHCC announcement. In your reconciliation report, you will report your annual spending for each budget category. Table 1 shows you an example of a reconciliation.

**Table 1. Example of a reconciliation**

Budget category	Awarded budget	Spent this period
WEG and HCCEG	\$17,500	\$17,500
Workforce Compensation	\$20,000	\$20,000

Budget category	Awarded budget	Spent this period
Base Funding Providers	\$24,000	\$24,000
Base Funding SWB	\$17,500	\$17,500
Child Care Fees	\$22,500	\$20,000
Planning time	\$10,000	\$10,000
Professional learning costs	\$1,000	\$3,500
<b>Total</b>	<b>\$112,500</b>	<b>\$112,500</b>

Note: In the example above:

- The LHCC agency only needed \$20,000 of the \$22,500 they were allocated to child care fees.
- The unspent \$2,500 from child care fees was reallocated by the agency to cover professional learning costs.
- This resulted in a balanced budget.

We will provide an Excel template for you to provide more detailed expenditure reporting as part of the reconciliation process.

## 8.2 Proration of expenses

When reporting expenses as part of LHCC Workforce and BASP funding (6 to 12) reconciliation, you will need to prorate and report only the school age (6 to 12) eligible amounts. You may use the methodology outlined in the provincial guidelines or establish an alternate reasonable method. Alternate methods must be applied consistently year over year and be supported by clear documentation that explains the rationale and calculation details. Please refer to the Accounting and Note Disclosure Guideline.

## 8.3 Reporting Key Performance Indicators (KPIs)

We use KPIs to create and update allocations, monitor the impact of LHCC school-age programs, and make sure there is accountability for funding.

You will report key performance indicators for the LHCC Workforce and BASP Funding to us through an Excel school-age (6 to 12) reconciliation template and in GovGrants. Refer to [Appendix 8: Key Performance Indicators](#) you need to report to us. We will share details of how you will report KPIs as part of your reconciliation later.

You will also report KPIs to us for LHCC Workforce and BASP programs through update tasks in GovGrants. We are creating a guide that includes information about the data we collect in the updated tasks for you. We will share this guide with you in early 2026.

## **8.4 Documentation and receipts**

You must keep documentation for 7 years, including receipts and invoices, for your LHCC School-age Funding expenses. There is no need to upload your documentation during the reconciliation process unless we tell you to do so. If we ask you to upload documentation, we will provide specific instructions.

## **8.5 Accountability, audits, and recoveries**

As part of Peel Region's Accountability Framework, we or an authorized agent will conduct on-site or virtual funding inspections and reviews to ensure you follow guidelines and policies. If selected for one of these reviews, we will ask for and review supporting documents including receipts and invoices.

Review the [EYCC Service Provider Handbook](#) and your 2026 EYCC Funding Agreement for further details on Peel's Accountability Framework, including information about audits and our recoveries policy.

## **Section 9: Contact us**

If you have questions about your funding, email your Early Years Specialist (EYS) or [EarlyYearsSystemDivision@peelregion.ca](mailto:EarlyYearsSystemDivision@peelregion.ca).

# Appendices

## Appendix 1: Key terms

**Active home:** home child care premises, overseen by an eligible agency, at which child care is currently being provided to at least one eligible child.

**Base fees:** The fee that families must pay for a child to receive child care that meets the requirements under the [Child Care and Early Years Act, 2014 \(CCEYA\)](#).

**Base hourly wage:** the hourly rate paid to the position by the agency before any regional funding. If the position is paid an annual salary, use an online salary calculator to convert it to the hourly rate.

**Child Care and Early Years Act, 2014 (CCEYA):** sets the rules and regulations for child care programs, including licensing requirements, staff qualifications, health and safety standards, and the types of services that must be provided to children. As a child care provider, you must follow the CCEYA to maintain your program's license and to ensure you are meeting legal and regulatory requirements in your daily operations.

**Peel Inclusion Resource Services (PIRS):** A model that connects participating licensed child care providers with a dedicated Resource Consultant who offers capacity building, brief and ongoing consultation support to program staff.

**Registered Early Childhood Educator (RECE):** member in good standing of the [College of Early Childhood Educators](#) (CECE) as outlined in the [Early Childhood Educators Act](#). Review this link to [learn more about the use of the title](#).

**Resource Consultant (RC):** An experienced early childhood educator with specialized knowledge of child development, early intervention, children who need extra support and inclusive practices.

**Statutory benefits:** The mandatory employer benefits that you must provide to your staff by the law such as up to 2 weeks of vacation days, 9 statutory holidays, Canada Pension Plan (CPP), Employment Insurance (EI), and if applicable, the Employer Health Tax (EHT) and Workforce Safety and Insurance Board (WSIB).

**Wage floor:** The minimum that a service provider taking part in the CWELCC program must pay eligible RECE staff (each hour).

**Wage stability:** The amount of funding a staff is eligible to receive to maintain their hourly wage in 2026.

## **Appendix 2: Funding approach updated**

This section explains how we calculated your allocations in the “2026 LHCC Workforce and BASP (6 to 12) Programs” announcement.

### **Workforce funding (WEG, HCCEG, WCF, LHCC Base Funding)**

We calculated your workforce funding by rolling over your allocations from 2025 if you have school-age enrolment 6 to 12, unless otherwise communicated by Peel Region.

Note: New LHCC agencies may be eligible to receive workforce funding based on their school age enrolment and submission of LHCC workforce information as requested by Peel Region. Please note that funding approvals will be subject to budget availability.

### **BASP child care fees**

Based on June 2025 enrolment and market rates funded at 50%, using 217 service days (10 months).

### **Administration**

You received 5% of the BASP child care fee allocation.

### **Workforce Innovation Funding (WIF)**

We calculated your Workforce Innovation Funding in the following way:

- Planning time grants are calculated at \$75 for each active home provider, multiplied by 12 (January 2026 to December 2026).
- Professional learning funding is \$500 for each active home and \$500 for each home visitor in Peel.
- New LHCC agencies may be eligible to receive WIF prorated from the time they are enrolled into CWELCC until December 2026.

Note: Your WIF allocation for children younger than 6 years of age is included in your Canada-wide Early Learning Child Care (CWELCC) funding.

### **Allocation concerns and adjustments**

If you did not receive the funding that you expected to receive, review [Section 2](#). If you believe you meet the eligibility criteria for this funding, but did not receive the funding you expected, review the funding approach used and ensure you provided the required data at the appropriate time for us to include in 2026 allocations.

For any concerns about your LHCC Workforce and BASP Funding, contact us.

## Appendix 3: Fee reduction examples

Table 2 and 3 show a fee reduction example. Your actual deduction may be different because it is calculated using your fees and service offerings.

**Table 2. Standard for home child care**

Service	Base Fee	Daily Reduced Fee
Before school only	\$12 a day	\$6 a day
After school only	\$17 a day	\$8.50 a day
Before and after school	\$26 a day	\$13 a day
Before and after school with 25% multiple children discount	\$26 a day – \$6.50 (25% discount) = \$19.50 a day	\$9.75 a day

**Table 33. PA days and winter break**

Service	Daily Base Fee	Daily Reduced Fee
PA day	\$60 a day	\$30 a day
Winter break	\$50 a day	\$25 a day

PA days and breaks follow the school year calendar by school boards in Peel:

- [Conseil scolaire catholique MonAvenir](#)
- [Conseil scolaire Viamonde](#)
- [Dufferin-Peel Catholic District School Board](#)
- [Peel District School Board](#)

## **Appendix 4: Planning time and professional learning communication to home providers**

<DATE>

Re: 2026 Workforce Innovation Funding (WIF)

Dear Home Provider,

We are pleased to share that funding is available this year to support your planning time and professional learning.

As professionals supporting young children, your work is valued. This funding is one way to recognize your work and to support your professional growth.

### **Planning time is available from January 1, 2026, to December 31, 2026**

Home providers, who have a minimum of one child in care, will receive a \$75 a month grant to support your planning time activities. This paid time is meant to support you in planning thoughtful and engaging activities based on the interests and needs of the children in your care and can include reflective practices.

### **Professional learning is available from January 1, 2026, to December 31, 2026**

Your agency's funding includes up to \$500 to support your participation in professional learning, based on your agency's discretion. You can use funding to cover the cost of eligible sessions, courses, release time, or training that are relevant to your work and professional interests in the child care field.

**Important:** Before signing up or paying for any professional learning activity, you must first get approval from your agency.

You have flexibility in how you take part in professional learning activities. Some examples include:

- Post secondary education courses.
- Online learning like webinars, videos, presentations, and articles.
- Facilitator-led training.

If you have any questions about the information in this letter, please contact your <add agency name>.

## Appendix 5: Professional learning communication to home visitors

<DATE>

Dear Home Visitor,

We are pleased to share that funding is available this year to support your professional learning.

As a home visitor supporting licensed home child care providers, your work is valued. This funding is one way to recognize your key role in promoting quality and safety in home-based child care, and to support your ongoing professional growth.

### **Professional learning is available from January 1, 2026, to December 31, 2026**

Your agency's funding includes up to \$500 for you to take part in professional learning at the agency's discretion. This funding can be used to cover the costs of eligible sessions, courses, release time, or training relevant to your work. It may also be used to support more hours worked.

The amount you can receive is prorated based on your employment status. For example, a home visitor with a 0.75 FTE status can receive a prorated professional learning amount of up to \$375 (0.75 x \$500).

**Important:** Before signing up or paying for any professional learning activity, you must first get approval from your agency.

You have flexibility in how you take part in professional learning activities. Some examples include:

- Post secondary education courses.
- Online learning like webinars, videos, presentations, articles.
- Facilitator-led training.

If you have any questions about the information in this letter, please contact your <agency name >.

## Appendix 6: WIF Professional learning topics and activities

You can use the funding to cover the costs of registration, fees, release time, and extra hours worked to participate in eligible training, courses, and professional learning sessions on the following topics:

- Early years and child care pedagogical practices aligned with [How Does Learning Happen?](#).
- Supporting children with additional needs in an inclusive class-wide model and strategies that support the inclusion of all children.
- Health, safety, and well-being of children such as nutrition, environmental health, communicable diseases, and duty to report.
- Mental health and well-being of staff such as Compassion Fatigue, Personal Resilience, Addressing Burnout and Emotional Intelligence.
- Diversity, Equity, and Inclusion.
- The [CCEYA](#), its regulations and ministry policy.
- Early years and child care [leadership practices](#) to support current and aspiring leaders seeking to learn more about management, administration, and leadership.
- Business administration such as financial literacy, human resource management, policy development, and business software skills.
- Training requirements under the [Accessibility for Ontarians with Disabilities Act, 2005](#).
- ECE diploma courses (if paid out of pocket and not eligible for other grants such as the [Qualification Upgrade Program \(QUP\)](#)), course work and field placement completion.
- Certification in standard first aid, including infant and child CPR, issued by a training agency recognized by the Workplace Safety and Insurance Board.
  - Note all staff: This professional learning cost is eligible only if the courses offered by CDRCP were not available at the time of their hiring.
- Meeting with Peel Inclusion Resources Services (PIRS) staff on Individual Program Plans (IPP).
- Adapting activities and materials to support goals or strategies outlined in a children's IPP.

## Appendix 7: Professional learning resources

There is flexibility to participate in eligible professional learning in a format that best suits your needs. Sessions may be completed individually or in groups, either in-person or online. Examples of ways to engage in professional learning include (but are not limited) to:

- Continuing education courses.
- Online learning such as courses, webinars, videos, presentations, or articles.
- Facilitator-led training sessions.

Below is a general list of agencies and examples of eligible training. Offerings change occasionally so ensure that the training and learning that you engage in is aligned with the topics in the guideline.

Note: This is not an exhaustive list. You may engage in other eligible learning opportunities that meet guideline criteria.

- [Child Development Resource Connection Peel](#) (CDRCP).
- College of Early Childhood Educators of Ontario: [The Continuous Professional Learning \(CPL\) Program | Welcome to the College of Early Childhood Educators for RECE's only.](#)
- Canada Child Care Federation (CCCF): [ELCC Professional Development | Canadian Child Care Federation.](#)
- Association francophone a l'éducation des services a l'enfance (AEFESO): [Learning Activities | Services | AFESEO.](#)
- Association of Early Childhood Educators of Ontario (AECEO): [Professional Learning - Association Early Childhood Educators Ontario.](#)
- Atkinson Centre for Society and Child Development: [Atkinson Centre for Society and Child Development | Ontario Institute for Studies in Education.](#)
- Child Care Resource and Research Unit: [About CRRU | childcarecanada.org.](#)
- Métis Nation of Ontario: [Education and Training - Métis Nation of Ontario.](#)
- Harvard Business Review: [Harvard Business Review - Ideas and Advice for Leaders.](#)
- Geneva Centre: [Learning - Geneva Centre for Autism.](#)
- The Hanen Centre: [The Hanen Centre - The Hanen Centre.](#)
- Ontario Aboriginal Head Start Association: [Professional Development - Ontario Aboriginal Head Start Association.](#)

- Big Ideas for the Care of Tiny Humans: [A Resource for Early Childhood Educators on Infant Mental Health](#).
- Training aligned with your “Raising the Bar” goals.
- Physical literacy, like Sports for Life:
  - [On-Demand Learning](#)
  - [Certifications](#)

## Appendix 8: Key Performance Indicators (KPIs)

### When reporting on your LHCC Workforce and BASP Funding KPIs, make sure you only include school-age (6 to 12) information.

The ministry requires us to report on these Key Performance Indicators (KPIs) below for the LHCC Workforce and BASP Funding.

#### Wage stability

Wage stability includes:

- Your actual wage stability expenditures: The amount spent keeping wages the same for home visitors whose enhanced hourly wages were less in 2026 due to the change in the order of operations (refer to [Section 4.2](#) for employees affected by the change in the order of operations of this guideline).

Note: The amount reported in 2026 can be less than 2025 because home visitors may have become eligible for added WEG and WCF supports, but it cannot be higher than 2025.

- Total number of RECE home visitors serving school-age eligible children whose wages were held constant in 2026, because their 2026 hourly wages were less than their 2024 hourly wages. This is due to the change in the wage calculation order of operations.

#### Wage Enhancement Grant (WEG) for home visitors

WEG KPIs includes:

- Your actual WEG expenditures: Total WEG wages and incremental employer mandatory benefits expenses paid to and on behalf of eligible home visitors serving school-age children.
- Number of eligible staff (RECE home visitor) FTEs including home visitors eligible for WEG:
  - The number of full-time equivalent RECE home visitors working in licensed school-age program who received a WEG.

#### Home Child Care Enhancement Grant (HCCEG) for home providers

HCCEG KPIs include:

- Number of eligible home providers receiving full HCCEG (\$20 a day).
- Number of eligible home providers receiving partial HCCEG (\$10 a day).

#### Workforce Compensation Funding (WCF) for home visitors

WCF KPIs include:

- Total WCF wages and incremental employer mandatory benefits expenses paid to eligible RECE home visitors serving school-age children.
- Number of RECE home visitors supported by wage floor and annual wage increase.

## **Base Funding providers**

Base Funding KPIs include:

- Total LHCC Base Funding paid to eligible home visitor staff supporting school-age children.
- Total LHCC Base Funding paid to eligible home providers supporting school-age children.
- Total LHCC Base Funding incremental employer mandatory benefits expenses paid on behalf of home visitors serving school-age and historically approved supplementary benefit expenses for staff serving school-age children.

## **BASP child care fees (school-age children 6 to 12 in licensed home child care)**

BASP KPIs include:

- Number of children that received the BASP fee reduction in before and after school programs.
- Number of children that received the fee reduction in PA days, winter, spring break programs.

Note: if you operate both centre-based and home child care school age programs you must report this separately.

## **Workforce Innovation Funding (WIF)**

WIF KPIs include:

- Number of home providers supported with planning time: the number of home providers who were supported using funded planning time. Each home provider is counted once.
- Number of home visitors supported with paid professional learning costs: the number of home visitors who were supported using funded professional learning costs. Each home visitor is counted once.
- Number of home providers supported with paid professional learning costs: the number of home providers who were supported using funded professional learning costs. Each home provider is counted once.

## Appendix 9: Wage stability for employees affected by the change in order of operations

The Ministry of Education has instructed us to include LHCC Base Funding in home visitor base wages when calculating eligibility for WEG and WCF. Due to this change, some home visitor staff who qualified for WEG, WCF, or both in 2024, may no longer qualify for all or part of these enhancements in 2025 and 2026.

As required by the Ministry of Education, you must hold constant the wage increases for these employees until they become eligible for more increases.

This means that **if home visitor staff continue to work in the same position, their 2026 hourly wage, including wage enhancements cannot be less than their 2024 hourly wage with enhancements.**

In other words, you must maintain eligible home visitor's 2026 hourly wages at **December 31, 2024, levels** until they qualify for an hourly wage increase in future years.

### Example of wage stability calculation

Mary is a RECE working as a home visitor. In 2024, she earned an hourly base wage of \$25 and:

- She qualified for a full WEG enhancement (\$2) because her hourly base wage was less than the 2024 WEG wage maximum (\$30.59) = \$27 an hour.
- She qualified for a full WCF RECE wage increase (\$2) because her hourly wage with WEG was \$27, and below the 2024 wage ceiling (\$29) = \$29 an hour.
- She also received \$2.50 an hour in LHCC Base Funding, which was not included in the WEG or RECE wage increase calculation in 2024 = \$31.50 an hour.
- Her 2024 hourly wage with wage enhancements was \$31.50.

When the order of operations changed and her LHCC Base Funding wage enhancement was included in the WEG and RECE wage increase calculations, she did not get an employer paid wage increase in 2024 or 2025.

- Her hourly base wage (\$25) plus 2024 LHCC Base Funding (\$2.50 an hour) is \$27.50 an hour.
- She qualifies for a full WEG enhancement (\$2) because her hourly base wage was less than the 2026 WEG wage eligibility ceiling (\$33.81) = \$29.50 an hour.
- In 2026, the WCF RECE wage eligibility ceiling is \$31 an hour. This means that she only qualifies for a RECE wage increase of \$1.50 an hour.

- As her employer must maintain her 2024 hourly wage, Mary must receive at least \$31.50 an hour.

Since Mary's hourly wage with enhancements is lower in 2026 due to the change in the order of operations, her employer must, at least, hold her hourly wage constant at 2024 levels. This means that in 2026, her employer must pay her at least \$31.50 an hour, until she qualifies for an added wage increase.

**Note:** In this example, wage stability supports decreases from \$1.50 an hour in 2025 to \$0.50 in 2026 due to the increase in the WCF wage eligibility ceiling from \$30 an hour to \$31 an hour for RECE home visitors.

## **Appendix 10: Peel Region memo to existing home visitors affected by the 2025 change LHCC Base Funding order of operations**

<Date>

Dear RECE Home Visitor,

We are writing to explain how your wages will be calculated in 2026 and what this means for you.

This letter is for existing RECE home visitors who are already working with a licensed home child care agency.

### **What changed?**

The Ministry of Education changed how wage funding is calculated for home visitors. LHCC Base Funding is now counted when deciding eligibility for other wage funding, including the Wage Enhancement Grant (WEG) and Workforce Compensation Funding (WCF).

Because of this change, some home visitors may qualify for less WEG or WCF funding and may make some home visitors not eligible for 2026 WEG or WCF enhancements.

### **What this means for you**

Even though the funding rules changed, your wages cannot go down.

The Ministry of Education requires employers to make sure that eligible home visitors earn at least the same hourly wage they earned on December 31, 2024.

This rule is called wage stability.

### **What is wage stability?**

Wage stability means your employer must make sure your hourly pay in 2026 is not lower than your total hourly pay on December 31, 2024. Your 2024 wage includes your LHCC Base Funding wage increases and any WEG or WCF amounts you received at the time.

If your calculated wage for 2026 is lower than your 2024 wage, your employer must add extra funding so that your pay stays the same.

### **Wage amounts for 2026**

Here are the provincial wage amounts for 2026:

- WEG eligibility ceiling: \$33.81 an hour.
- WCF wage ceiling for RECE home visitors: \$31.00 an hour.

- WCF Wage floor for RECE home visitors: \$26.86 an hour.

These amounts help decide how much funding your employer receives.

## **How your wages will be paid**

Your employer will use a wage tool to calculate your 2026 wages.

If your LHCC Base Funding pushes your hourly wage over the 2026 WEG or WCF wage eligibility ceilings, your hourly wage as of December 31, 2024, will be maintained, ensuring that your pay does not go down.

If your recalculated wage for 2026 is lower than your December 31, 2024, total hourly wage, your employer must add a wage stability amount to make up the difference, so your pay is held at the 2024 level.

You will continue to receive your wage enhancements through your regular paycheques.

The tables that follow show examples of how wages are calculated for 2024, 2025, and 2026, and how wage stability is applied to ensure wages are not reduced due to the change in calculation rules.

If you have questions about your wages, please speak to your employer.

If you still have concerns, you can contact Peel Region at:

[EarlyYearsSystemDivision@peelregion.ca](mailto:EarlyYearsSystemDivision@peelregion.ca).

Please use the subject line "Staff Workforce Compensation Inquiry" and include your employer's name.

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

Sincerely,

Early Years and Child Care Services

Peel Region

## Examples

Table 4 establishes the wage stability reference point (December 31, 2024):

**Table 4. Example of 2024 wage calculation**

2024 wage item	2024 hourly wage amount
Base wage	\$17.20
Wage Enhancement Grant (WEG)	\$2
<b>Subtotal of base wage and WEG</b>	<b>\$19.20</b>
Workforce Compensation Fund (WCF) annual increase	\$2
WCF Wage Floor	\$2.66
<b>Subtotal with WCF</b>	<b>\$23.86</b>
LHCC Base Funding (SWB, historical, pay equity)	\$3
<b>2024 total hourly wage</b>	<b>\$26.86</b>

In Table 5: The wage is held at the 2024 level because the recalculated 2025 wage is lower due to the order of operations change:

**Table 5. Example of 2025 wage calculation illustrating the impact of the order of operation change**

2025 wage item	2025 hourly wage amount
Base wage	\$17.20
LHCC Base Funding (SWB historical, pay equity)	\$3
<b>Subtotal of base wage including LHCC Base Funding</b>	<b>\$20.20</b>
WEG	\$2
WCF annual increase	\$3
<b>Subtotal with WEG and WCF annual increase</b>	<b>\$25.20</b>
WCF Wage Floor (2025 = \$25.86)	\$0.66
<b>Hourly wage to be paid in 2025 (wage stability applied)</b>	<b>\$26.86</b>

In Table 6, in 2026 the higher wage floor eliminates the need for added wage stability funding. In this example, the home visitor's hourly wage must be held at their December 31, 2024, total hourly wage of \$26.86 in both 2025 and 2026. This requirement applies until the provincial workforce funding increases allows their recalculated wage to meet or exceed the 2024 level.

**Table 6: Example of 2026 wage calculation**

2026 wage item	2026 hourly wage amount
Base wage (increased due to increase in minimum wage)	\$17.60

2026 wage item	2026 hourly wage amount
LHCC Base Funding (SWB, historical, pay equity)	\$3
<b>Subtotal of base wage including LHCC Base Funding</b>	<b>\$20.60</b>
WEG	\$2
WCF annual increase	\$4
<b>Subtotal with WEG and WCF annual increase</b>	<b>\$26.60</b>
WCF wage floor (2026 = \$25.86)	\$0.26
<b>Hourly wage to be paid in 2026 (held to December 31, 2024, total hourly wage)</b>	<b>\$26.86</b>

## Appendix 11: Peel Region memo to new RECE home visitors

<Date>

Dear RECE Home Visitor,

Thank you for paying a fundamental role in shaping the future of children in Peel.

RECEs home visitors who work in licensed child care programs that are taking part in CWELCC, may receive higher wage increases through the provincial workforce funding sources: the wage floor and wage ceiling.

Here is what you need to know.

### **Wage floor**

In 2026, the starting wages for eligible RECE home visitors increased to \$26.86 an hour. This means if you earn less than the wage floor (including Wage Enhancement Grant (WEG), and the RECE annual wage increase), you will receive workforce funds to bring your pay up to the floor.

**Table 7. RECE wage floor from 2022 to 2026**

<b>Wage floor 2022 to 2026</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
RECE Home visitors	\$20	\$21	\$24.86	\$25.86	<b>\$26.86</b>

### **Increase to the wage eligibility ceiling**

The wage eligibility ceiling is the maximum wage that can be reached using workforce funding for the given year. The new provincial wage ceiling is in Table 2.

**Table 8. RECE wage eligibility ceiling from 2022 to 2026**

<b>Wage ceiling 2022 to 2026<sup>6</sup></b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
RECE home visitors	\$25	\$25	\$29	\$30	<b>\$31</b>

In 2026, RECE home visitors earning less than \$31 an hour (including WEG) will receive the workforce wage increase funding up to \$4 an hour.

Please note that this is not a wage cap. Employers can choose to pay RECE wages above the ceiling.

You will receive the applicable wage increases as part of your regular paystubs.

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<sup>6</sup> In addition to the hourly wage, staff must receive the associated benefits.

## **Questions**

If you have questions or concerns about your workforce funding amount, please speak to your employer.

If you still have concerns, please email: [EarlyYearsSystemDivision@peelregion.ca](mailto:EarlyYearsSystemDivision@peelregion.ca) using the subject line "Staff Workforce Compensation Inquiry" and include your employer's name.

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

Sincerely,

Early Years and Child Care Services

Peel Region

## Appendix 12: Peel Region memo to new and existing home providers

<Date>

Dear Home provider,

Thank you for playing a fundamental role in shaping the future of children in Peel.

Home providers who are contracted with a licensed home child care (LHCC) agency that are taking part in Canada-wide Early Learning and Child Care (CWEELCC) system, may receive enhanced payments through 2 key provincial workforce funding sources: LHCC Base Funding and the Home Child Care Enhancement Grant (HCCEG).

Here is what you need to know.

### LHCC Base Funding

In 2026, home providers continue to receive enhanced payments through LHCC Base Funding. Your agency will follow their distribution plan to ensure you continue to receive enhanced payments.

### For home providers: HCCEG

To be eligible for HCCEG in 2026, you must:

- Hold a contract with a LHCC agency that is enrolled in CWEELCC or exclusively serving children aged 6 to 12.
- Provide services to one or more children (including privately placed children and excluding your own children).
- Be actively providing care during the 2026 calendar year.

**Table 9: HCCEG daily maximum rates for 2026**

Provider Type	Daily Enhancement Maximum	Daily Payment Maximum
Full-time home providers (6 hours a day)	\$20 a day	\$338.10 a day
Part-time home providers (less than 6 hours a day)	\$10 a day	\$202.86 a day

HCCEG is provided for each day that you provide care in the 2026 calendar year.

#### Please note

- Your agency must pay you in line with your regular payment process.
- One-time, year-end, cash and gift card payments are not allowed.
- Your agency will communicate their distribution plan to you.

- Your agency will keep appropriate records verifying payment and distribution of funding.

If you have questions about your enhanced payments, please contact your LHCC agency.

Sincerely,

Early Years and Child Care Services

Peel Region