



Ministry of Education

Ontario Child Care and Early Years Funding Guidelines

for Consolidated Municipal Service Managers and
District Social Services Administration Boards

Chapter 3, Division 4: Child Care and Early Years IT Modernization Transformation Fund

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PART 1: CHILD CARE AND EARLY YEARS IT MODERNIZATION TRANSFORMATION FUND

1.A PURPOSE

The ministry is in the process of developing a new provincial child care and early years digital tool (the “new digital tool”) as part of the child care and early years information technology (IT) modernization initiative.

This new digital tool will have four unique releases, respectively, focusing on:

1. EarlyON Child and Family Centres, including Indigenous-led EarlyON Child and Family programs;
2. Child care search and application;
3. Fee subsidy, including a fee subsidy estimator, application, and management;
4. Funding, contract management and financial reporting between CMSMs/DSSABs and licensed child care centres, home child care agencies, and EarlyON Child and Family Centres.

The Child Care and Early Years IT Modernization Transformation Fund is being provided to CMSMs/DSSABs to support the implementation of the new digital tool and is time limited.

1.B ELIGIBILITY

This funding is to be used by CMSMs/DSSABs transitioning to the new digital tool in the respective calendar year, only on the eligible expenses set out below.

EarlyON service providers (including Indigenous-led EarlyON Child and Family programs) are eligible to receive Child Care and Early Years IT Modernization Transformation funding. CMSMs/DSSABs may enter into service agreements with EarlyON service providers to provide Child Care and Early Years IT Modernization Transformation Funds to cover eligible expenses.

Eligible expenses

Child Care and Early Years IT Modernization Transformation Funds are to be used to fund expenditures associated with implementing the new child care and early years digital tool.

In respect of the new digital tool, eligible CMSM/DSSAB expenses include:

- staff time associated with the creation of internal business processes to support implementation
- staff time to update program materials
- translation costs related to implementation
- staff time for participation in training and liaison with ministry staff
- staff time to develop or disseminate communication materials in support of implementation
- staff time to prepare and validate data migration from existing sources (digital or hard copies)
- costs associated with integrations (such as changes to existing digital systems to integrate with the new digital tool) required to support implementation

In respect of the new digital tool, eligible EarlyON service provider expenses include:

- staff time for participation in training
- staff time to prepare and validate data migration from existing sources (digital or hard copies)
- costs of technology (such as technological hardware, software, software updates, and maintenance) required to support check in and check out implementation

Child Care and Early Years IT Modernization Transformation Funds are enveloped and may only be spent on eligible costs, as outlined above, and in the Transfer Payment Agreement. Any portion of the Child Care and Early Years IT Modernization Transformation Fund provided for a calendar year that is not spent by December 31 of that calendar year will be recovered by the ministry.

Under Schedule D of the Transfer Payment Agreement, each CMSM/DSSAB receives one allocation under the Child Care and Early Years IT Modernization Transformation Fund. Within that allocation, Schedule D sets out a minimum amount that must be provided to support EarlyON service providers operating within the CMSM's/DSSAB's region.

The ministry will recover funds where the total amount provided to EarlyON Child and Family Centre service providers is less than the minimum amount.

1.C IMPLEMENTATION

The Child Care and Early Years IT Modernization Transformation Fund is funded through contributions made by the Government of Canada. CMSMs/DSSABs are encouraged to consider making municipal contributions to support the transition to the new child care and early years digital tool, where appropriate.

Allocations are included in the budget schedule of the Transfer Payment Agreement.

1.D REPORTING REQUIREMENTS

Please refer to Chapter 7: EFIS Reporting Requirements for information on reporting requirements.