

MEMORANDUM

TO: Directors/Operators, Licensed Child Care
FROM: Rola AbiHanna, Director, Early Learning and Child Care (ELCC) Branch
DATE: May 7, 2021
RE: **INFORMATION AND REPORTING FOR THE OPERATIONAL COSTS GRANT (OCG)**

As indicated in the Memorandum regarding funding sent May 3, 2021, we will be providing child care centres and family home agencies with emergency operational and staffing support similar to the mandated closure last spring, and during the reopening period June 15 to August 31, 2020.

We are asking you to complete the attached template with baseline enrollment information for your centre the week of April 12-16, 2021 and attendance information the week of May 3-7, 2021. We will use this information to assess the impact that the third wave has had on your centre's enrollment. This will be used to determine the amount of emergency operational and staffing support that will be provided. We will request updated enrollment and attendance information every two weeks as necessary.

Enrolled families who are not attending care at this time will not be charged fees and will have their spaces held. Funding will continue to be provided by EECD to enable centre operations and staffing to be maintained during this pandemic shut down period.

Further information on funding will be sent out in the coming days.

Until funding is issued, it may be helpful to consider other financial sources that can later be replenished with the grant, such as:

- on-going parent fee revenue of children attending
- quarterly grant funding (issued April 1st and quarterly), where applicable
- subsidy funding, where applicable
- other revenue sources, such as federal options (<https://www.canada.ca/en/department-finance/economic-response-plan.html#businesses>)

Please complete the attached form electronically and submit to EECD by e-mail **no later than Friday May 14th**:
ECDSGrants@novascotia.ca

To clarify, only centres that have been asked to close to address COVID-19 will qualify for provincial funding. Centres that close voluntarily will not qualify for provincial funding. If you have closed voluntarily, you may be able to access federal business funding.

We will continue to monitor this rapidly evolving situation and reassess, as necessary. We appreciate your continued patience and dedication. Thank you.