



Children's Services  
Social & Community Services Department  
Halton Region  
1151 Bronte Rd  
Oakville ON L6M 3L1

December 20, 2023

## **RE: Mandatory Financial Reporting Template for Emerging Issues Funding**

Dear Child Care Operators,

We are reaching out to inform you about an essential step in our ongoing efforts to support your operations. Attached to this memo is a Financial Reporting Template that is required for all childcare operators participating in the Canada-Wide Early Learning and Child Care System.

The Financial Reporting Template is intended to understand the financial pressures your organization may be facing in 2024. The information gathered will allow the Region to forecast funding needed to support operators under the Ministry of Education's Emerging Issues Funding program. The data collected will be used to assess non-discretionary cost pressures. This application-based process aligns with our commitment to transparency and accountability, ensuring that funds are allocated where they are most needed.

Completion of the template is mandatory. Please ensure that the 2024 Financial Reporting Template is completed and submitted to [ChildCareFunding@halton.ca](mailto:ChildCareFunding@halton.ca) by no later than **January 12, 2024**. Two webinars have been scheduled to offer additional information on completing the template. Please register in advance using the following details:

- January 3, 2024 – 1:00 – 2:00 pm  
[https://halton.zoom.us/webinar/register/WN\\_8xraeqXYRfuleIX3uf2BkQ](https://halton.zoom.us/webinar/register/WN_8xraeqXYRfuleIX3uf2BkQ)
- January 8, 2024 – 10:00 to 11:00 am  
[https://halton.zoom.us/webinar/register/WN\\_4h\\_CBuuwTbqBBO3ImYEkRq](https://halton.zoom.us/webinar/register/WN_4h_CBuuwTbqBBO3ImYEkRq)

To ensure your queries are addressed during the session, please submit your questions in advance. Only questions submitted ahead of time will be discussed in the webinar.

If you have any questions or require assistance, please do not hesitate to contact your program analyst. Thank you for your commitment to children and families in Halton Region.

Sincerely,

A handwritten signature in black ink that reads "Sandy Palinski".

Sandy Palinski  
Director, Children's Services

cc: Christina Gallimore, Manager of Systems Planning and Evaluation

Encl. 2024 Financial Data Template

**Regional Municipality of Halton**

HEAD OFFICE: 1151 Bronte Rd, Oakville, ON L6M 3L1  
905-825-6000 | Toll free: 1-866-442-5866