

Ministry of Education
Financial Analysis and
Accountability Branch
21st Floor, Mowat Block
900 Bay Street
Toronto, Ontario M7A 1L2
Tel.: (416) 327-9356
Fax: (416) 325-2007
Email: Andrew.Davis@Ontario.ca

Ministère de l'Éducation
Direction de l'analyse et de la
responsabilité financières
21^e étage, édifice Mowat
900, rue Bay
Toronto, Ontario M7A 1L2
Tél. : (416) 327-9356
Télééc.: (416) 325-2007
Courriel: Andrew.Davis@Ontario.ca



2011: ELCC7

MEMORANDUM TO: **CMSM/DSSAB Children's Services Finance Leads**

FROM: Andrew Davis
Director
Financial Analysis and Accountability Branch

DATE: July 18, 2011

SUBJECT: 2011 Child Care Revised Estimates (Mid-Year Report)

I am pleased to inform you that the 2011 Child Care Revised Estimates (Mid-Year Report) and instructions detailing the changes for this cycle are now available through the Ministry's extranet site at <http://faab.edu.gov.on.ca>. The Revised Estimates are due to the Ministry by August 31, 2011.

Training

To assist you in preparing the Revised Estimates, we are offering three training sessions via Adobe Connect in order to walk you through the changes to the revised estimates document set. The invitation was extended to all CMSM and DSSABs June 29, 2011. The training dates and times are as follows:

Tuesday, July 19th 10:00 – 11:30 am (English session)
Tuesday, July 19th 1:00 – 2:30 pm (French session)
Thursday, July 21st 10:00 – 11:30 am (English session)

If you have not received the invitation or have not yet registered, please send your preferred date and time for training to Kristina.Sundukovsky@ontario.ca as soon as possible.

2012 Contractual Service Targets

The Revised Estimates document set includes a schedule asking CMSMs and DSSABs to enter their projected 2012 contractual service targets. This schedule will be used as the starting point for child care advisors to initiate discussions with CMSMs and DSSABs (immediately following the revised estimates submission) for negotiating the 2012 contractual service target levels in the fall of 2011. Given the negotiation process for establishing service targets for 2012, the targets submitted in the revised estimates report will not be considered final. These service targets should however be the CMSMs and DSSABs best estimates for the 2012 calendar year service delivery given the current Business Practices Guidelines.

Final service target levels for 2012 will be reflected in your 2012 Child Care Service Agreement which will be distributed in the Fall and due by December 31, 2011 to the Ministry.

Submission

The Revised Estimates forms are accessible through the Ministry's extranet site at <http://faab.edu.gov.on.ca>. After you login, click on the Revised Estimates link on the home page, then 2011-12, then 2011-12 Child Care forms.

CMSMs and DSSABs are required to promote their submission to "Active" status by August 31, 2011.

From the active EFIS submission of the 2011 Revised Estimates, CMSMs and DSSABs are also required to submit two original signed copies (hardcopy) of the following:

- Title Page;
- Schedule 3.1 (all 3 pages); and
- Completed message explanation report.

Please submit these signed copies to:

Ms. Diane Strumila
Project Manager, Grant Services
Financial Analysis and Accountability Branch
21st Floor, Mowat Block, 900 Bay Street
Toronto, Ontario
M7A 1L2

Late Filing

The Revised Estimates are due to the Ministry by August 31, 2011. In the event that the Revised Estimates are filed after this date, cash flow penalties may be implemented to reduce the CMSMs and DSSABs regular cash flow consistent with the terms in the service contracts. Upon submission of the Revised Estimates, the Ministry will revert back to the normal monthly payment process and will include the total amount withheld up to that point in the monthly payment.



Andrew Davis
Director
Financial Analysis & Accountability Branch

cc. Pam Musson, Director Early Learning and Child Care Implementation Branch