

## EARLY LEARNING AND CHILD CARE PROGRAM CIRCULAR

**Date:** March 30, 2022

**CIRCULAR NUMBER:** **REVISED - ELCC-2022-07** *Revised information is in bold*

**To:** All licensed child care facilities, Early Learning and Child Care Division

**Subject:** Savings Investment Benefit

**Effective Date:** March 22, 2022

<b>Type:</b> <input type="checkbox"/> Policy	<input checked="" type="checkbox"/> All Facilities	<input checked="" type="checkbox"/> Action Required
<input type="checkbox"/> Procedure	<input type="checkbox"/> Centres	<input type="checkbox"/> Information Only
<input type="checkbox"/> Licensing	<input type="checkbox"/> Nursery Schools	
<input checked="" type="checkbox"/> Financial	<input type="checkbox"/> Family/Group Homes	
<input type="checkbox"/> Subsidy		

**UPDATE/CLARIFICATION:** Facilities are not required to submit any receipts for the deposit of investments made by employees. Facilities should reflect the distribution of benefit funds to eligible ECEs in their annual financial reporting to the ELCC Division. While ECEs are not required to submit proof of their investment, they are encouraged to retain a receipt of their investment for their own personal records.

This circular is being sent to all **licensed early learning and child care (ELCC) centres**, nursery schools, and family/group homes, advising of a one-time savings investment benefit (such as a Tax-Free Savings Account), for Early Childhood Educators (ECEs) with a level II or III classification.

On February 22, 2022, Manitoba entered in the 2021/22 [Canada-Manitoba Early Learning and Child Care \(ELCC\) Agreement](#) which included a one-time Early Childhood Workforce Funding (ECW) Annex. The ECW Action Plan provides dedicated supports to assist Manitoba in attracting and retaining a qualified ELCC workforce.

The one-time savings investment benefit is based on years-of-service and provides recognition to trained Early Childhood Educators (ECEs) who have been long-time sector employees.

The benefit is based on the following years-of-service model:

Years-of-service	Eligible Investment
2 – 4y11m	\$450
5 – 9y11m	\$700
10 -14y11m	\$1,000
15 >	\$1,400

### **Eligibility:**

To be eligible for the savings investment benefit, staff must:

- **be a certified ECE II or III;**
- **have worked at a licensed ELCC centre, home, or nursery school between April 1, 2020 – March 31, 2022;**
- **have a minimum of at least two consecutive years-of-service working at a licensed ELCC centre, home or nursery school.**

### **Implementation:**

Complete and submit the attached ELCC Facility Staffing Information Form to [elccfinance@gov.mb.ca](mailto:elccfinance@gov.mb.ca) by **March 31, 2022**.

Include the names of all eligible ECE staff and start date of first employment in a licensed ELCC facility in Manitoba. This information will be used to calculate years of service.

The information collected through the ELCC Facility Staffing Information Form will be used to provide facilities with the total funding allocation for their identified eligible ECEs.

The ELCC Facility Information Staffing Forms will be processed after March 31, 2022; funding will be provided within 4 weeks from this date.

### **Distribution of Savings Investment Funds**

Facilities are required to disburse the funds from savings investment benefit to eligible ECEs corresponding with their years-of- service worked, as outlined in the eligibility section above.

The disbursement method of funds to eligible ECEs, is at the discretion of the child care facility.

This benefit was developed with the intent to establish or contribute into a savings investment for ECEs. ECEs are encouraged to consider such options when choosing where and how they will deposit their funds.

For additional inquiries, email [cdcinfo@gov.mb.ca](mailto:cdcinfo@gov.mb.ca) or call Child Care Information Services at 204-945-0776 or toll-free: 1-888-213-4754.

Thank you for your dedication to ensuring Manitoba families have access to high quality early learning and child care services.

Early Learning and Child Care