

A young boy wearing a purple cap and a plaid shirt is laughing joyfully. The background is a blurred outdoor setting with warm lighting. The image is overlaid with a blue and teal graphic design.

*It
starts
with
kids*

**Provincial Wage Enhancement Application for
Child Care Centers , Home Visitors and Home Child Care
Providers (2019)**

User Guide — Using Reference ID york.ca/childcareoperators

1

Head Office:

happy[x

Enter at least three characters to search and click on "Head Office Search"

Head Office Search

- Type at least three characters of your Head Office name
- Click on "Head Office Search"
- The enter key will not generate a search

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Head Office / Agency Search Results

Selected Head Office: Happy Valley Inc, (o/a Bugs & Bunny Inc.)

Click on your head office to show related child care sites.

| Head Office |
|---|
| Happy Valley Inc, (o/a Bugs & Bunny Inc.) |

Please wait for a few seconds until the search is completed. If your Head office is not listed in the table above, add your head office into the system by clicking here: [Add Head Office](#)

- Click on your head office name
- Click on "Add Head Office" if this is the first year applying

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Selected Site: Mickey Mouse

Click on your site below to display related information.

| Site Name |
|--------------|
| Bugs Bunny |
| Minnie Mouse |
| Donald Duck |
| Mickey Mouse |
| Goofy |

Please wait for a few seconds until the search is completed. If your site is not listed in the table above, add the site into the system by clicking here: [Add Site Operator](#)

- Click on your site name
- Click on "Add Site" if this is the first year applying

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APPLICANT DETAILS

* Site Address:

14a West Drive

Service Type

Business Type

* Postal Code:

L9B 4H7

City/Town

Newmarket

Profit

Please enter the 2018 Reference ID in the box to the left. If you do not have your reference ID or are a new Operator, click on the "Create New Application" button.

Reference ID

and create 2019 application". If you don't have a reference ID, click on the "Create New Application" button.

Create New Application for Child Care Centres & Home Visitors

- Type in your 2018 Reference ID – you can find this on your 2018 reconciliation email that was sent to you.
- If you do not have a Reference ID click "Create New Application"

After your reference ID is placed in the above Box, click outside and then inside the box for your reference ID to be validated. Once your ID is validated you can load your application.

Download your 2018 application and Create 2019 application



Community and Health Service Department
Social Services Branch/Child Care Services,
Children's Community Programs

- Review the form and make any necessary changes.
- All fields are mandatory.

APPLICANT DETAILS

CHILD CARE CENTRE / AGENCY INFORMATION

Head Office: Happy Valley Inc, (o/a Bugs & Bunny Inc.)
Site Name: Happy Valley Childcare Centre
Business Type: Profit
Mailing Address: 123 Main Street, Vaughan , L5A8H6

CONTACT INFORMATION

Name: Candice Trotter
Phone Number: (905) 806-5193
Email Address: candice.trotter@york.ca
Application Status: Checklist Created

CONTACT INFORMATION

* Contact Name

* Contact Number

* Email Address

* Confirm Email

AGENCY OPERATING INFORMATION

* How many weeks is your center in operation annually?

* Standard Work Week (in hours)

* Standard number of hours worked by each employee in a week.

* Total Operating Capacity:

* Total Licensed Capacity:

SERVICE DATA

* Number of ineligible* RECES

* Number of ineligible* Supervisors

* Number of ineligible* Non-RECEs

* Number of ineligible* Home Visitors

** Staff who receive an hourly salary that exceeds \$27.47 per hour are ineligible

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EMPLOYEE / POSITION INFORMATION

Wage Enhancement Employee Position Information (Program Staff Only)

| Position Description | Position Created in 2018/2019 | Category | Base Hourly Wage | Number of Hours Worked in 2018 | % of Time in Eligible Position |
|----------------------|-------------------------------|----------|------------------|--------------------------------|--------------------------------|
| infant 1 | No | RECE | 20.00 | 2,054.00 | 100.00 |
| infant 2 | No | NON-RECE | 18.50 | 2,102.00 | 100.00 |
| toddler 1 | No | RECE | 20.00 | 1,985.00 | 100.00 |
| toddler 2 | No | NON-RECE | 17.50 | 1,800.00 | 100.00 |
| cook | No | NON-RECE | 16.00 | 2,010.00 | 25.00 |

+ Add ✎ Edit ✕ Remove

- Review each position and update the data with actual hours worked in 2018 and base hourly wage as of Dec 31, 2018.
- To edit a position double click on the position or click once on the position and then click edit.

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The information collected below will be used for the General Operating Grant calculations. Please enter non-program staff and/or staff earning more than \$27.47 per hour who do not appear in the list above.

| Position Description | Category | Base Hourly Wage | Number of Hours Worked in 2018 | % of Time in Eligible Position | FTE |
|----------------------|---------------------|------------------|--------------------------------|--------------------------------|------|
| Supervisor | Supervisor/Director | 30.00 | 2,085.00 | 100.00 | 1.19 |
| Cook | Cook | 16.00 | 2,010.00 | 75.00 | 0.86 |

+ Add ✎ Edit ✕ Remove

Edit Entry

* Position Description
 x

* Category
 RECE NON RECE Supervisor/Director Home Visitor Cook Other

* Base Hourly Wage * Number of Hours Worked in 2018 * % of Time in Eligible Position

Enter estimated hours for 2019 if this position was created in 2018/2019

* FTE

Save Cancel

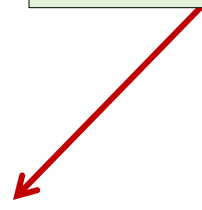
Total FTE

- Click Add to enter positions not eligible for wage enhancement but are eligible for General Operating
- Click Add to enter positions that are listed above at less than 100% time in eligible position (shown in box 6 and 7)

EMPLOYEE / POSITION INFORMATION

| Position Description | New Position | Category | Base Hourly Wage | # of Hours Worked | % of Time in Eligible Position | Eligibility Status | Eligibility Rate Per Hour | FTE | Salary Component | Statutory Benefit Component | Total Compensation |
|----------------------|--------------|----------|------------------|-------------------|--------------------------------|--------------------|---------------------------|------|------------------|-----------------------------|--------------------|
| infant 1 | No | RECE | 20 | 2054 | 100 | Full | 2.00 | 1.17 | 4108.00 | 718.90 | 4826.90 |
| infant 2 | No | NON-RECE | 18.5 | 2102 | 100 | Full | 2.00 | 1.20 | 4204.00 | 735.70 | 4939.70 |
| toddler 1 | No | RECE | 20 | 1985 | 100 | Full | 2.00 | 1.13 | 3970.00 | 694.75 | 4664.75 |
| toddler 2 | No | NON-RECE | 17.5 | 1800 | 100 | Full | 2.00 | 1.03 | 3600.00 | 630.00 | 4230.00 |
| cook | No | NON-RECE | 16 | 2010 | 25 | Full | 2.00 | 0.29 | 1005.00 | 175.88 | 1180.88 |
| Preschool | Yes | RECE | 19 | 2089 | 100 | Full | 2.00 | 1.19 | 4178.00 | 731.15 | 4909.15 |

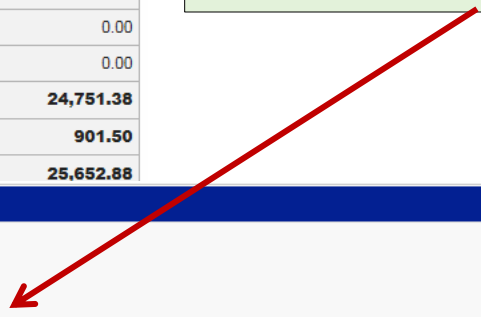
• Review your application in summary Page.



| SUMMARY | | FTE | Salary Component | Statutory Benefit Component | Total Compensation |
|------------------------------|--------------|-------------|------------------|-----------------------------|--------------------|
| Full Eligible Positions | RECE | 3.49 | 12,256.00 | 2,144.80 | 14,400.80 |
| | Non-RECE | 2.52 | 8,809.00 | 1,541.58 | 10,350.58 |
| | Supervisor | 0.00 | 0.00 | 0.00 | 0.00 |
| | Home Visitor | 0.00 | 0.00 | 0.00 | 0.00 |
| Sub-Total | | 6.01 | 21,065.00 | 3,686.38 | 24,751.38 |
| Partially Eligible Positions | RECE | 0.00 | 0.00 | 0.00 | 0.00 |
| | Non-RECE | 0.00 | 0.00 | 0.00 | 0.00 |
| | Supervisor | 0.00 | 0.00 | 0.00 | 0.00 |
| | Home Visitor | 0.00 | 0.00 | 0.00 | 0.00 |
| Sub-Total | | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL | | 6.01 | 21,065.00 | 3,686.38 | 24,751.38 |
| SUPPLEMENTAL GRANT | | | | | 901.50 |
| SUBTOTAL | | | | | 25,652.88 |

Administration funding can be used to offset wage enhancement costs for accounting/bookkeeping and payroll upgrades.

Click Update once amount requested has been entered



ADMINISTRATION FUNDING

GRAND TOTAL

2019 WAGE ENHANCEMENT ADMINISTRATION FUNDING

* I wish to apply for Administration Funding
 Yes No

Maximum: 1795.70

Request Amount

Note:

- One funding approval per head office
- Maximum approval of \$5,625 or 7% of total wage enhancement approval for the head office, whichever is lower.

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CERTIFICATION

As a signing authority for this organization, I certify that the information included in this application for wage enhancement is accurate and represents the positions that can be counted toward adult to child ratios under the Child Care and Early Years Act (CCEYA) as of 06/27/2019

* Name of Signing Authority

Candice Trotter

Reference ID #: 224457507253

* Title

Supervisor

* Date:

6/27/2019

The individual who has signing authority must submit this form



Return to main page

Print Summary

Save and Continue

Complete and Submit

Wage Enhancement is Funded by:
The Government of Ontario

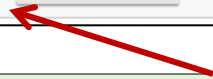
Return to main page

Print Summary

Save and Continue

Complete and Submit

Wage Enhancement is Funded by:
The Government of Ontario



Be sure to print your application before submitting.
Keep your Reference ID for future use.