

2019 City of Hamilton Child Care Operator Funding Calendar

January	February	March
2019 General Operating Grant (GOG) Market Rate Reduction Funding letter sent out Dec 19/18 Due January 11, 2019 2018 General Operating & Wage Enhancement Reconciliation sent out January 14 th Due January 31st 2019 2018 System Priorities funding reconciliation sent out January 16th Due January 31st 2019 2019 General Operating for Wages (GOG) Funding Agreements and guidelines to be sent out by end of January Due February 15th, 2019	2019 General Operating for Wages (GOG) Funding Agreement - 2 signed copies Due February 15th, 2019	*2019 Wage Enhancement Funding Application date to be determined.
September	October	
2020 General Operating for wages (GOG) funding request to be sent out TBD	2020 General Operating for wages (GOG) funding request due TBD	

Annual Service Contract Review for Fee Subsidy

Child Care Operators are required to submit an Annual Service Contract Review which is due within four months of their Fiscal Year End. Please see below to determine when your Annual Service Contract Review should be submitted:

Operator's Fiscal Year End	Annual Service Contract Review & Financial Statements Due	Operator's Fiscal Year End	Annual Service Contract Review & Financial Statements Due
September 2018	January 2019	March 2019	July 2019
October 2018	February 2019	April 2019	August 2019
November 2018	March 2019	May 2019	September 2019
December 2018	April 2019	June 2019	October 2019
January 2019	May 2019	July 2019	November 2019
February 2019	June 2019	August 2019	December 2019

Financial Statements Reporting Requirements

Financial reporting requirements are based on the amount of funding received by the Child Care Operator. Please see the reporting requirement details below.

- 1) Child Care Operators who receive \$100,000 or more in General Operating funding for Wages from the City of Hamilton are required to submit audited financial statements that include a third party special purpose report, verifying that the wages portion of the General Operating funding issued has been used for the purpose(s) intended.
- 2) Child Care Operators who receive between \$30,000 - \$99,999 in General Operating funding for Wages from the City of Hamilton are required to submit a third party special purpose report, verifying that the wages portion of the General Operating funding issued has been used for the purpose(s) intended AND either a Review Engagement or audited financial statements.
- 3) Child Care Operators who receive less than \$30,000 in General Operating funding for Wages from the City of Hamilton are required to submit financial statements signed by Board Chair or Agency Authorized Signee/Owner.