

# General Operating Grant Funding

## Tips

### GOG allocation

Operators can use the funding towards two categories of expenses: increasing staff salaries and/or offsetting operating costs.

### Funding Category 1

Operators **must use at least 80%** of the allocation in this category. It is used to increase your eligible staffs' salaries. All staff must receive a salary of minimum wage prior to all grants (including GOG and Wage Enhancement). Operators may use a maximum of 17.5% of this funding to cover mandatory employer contributions resulting from increased salary and benefit costs. Eligible staff must be in a permanent position, one that is part of a program's regular staffing component.

Eligible positions	Ineligible positions
Registered Early Childhood Educator (RECE)	Owners, who <b>are not</b> the designated Supervisor
Non-RECE	Clerical or administrative staff
Supervisor	Summer students
Home child care visitor	Fee for service contract
Home child care provider	Employees of children's recreation programs
Cook	

The position may be full-time (minimum 35 hours per week) or part-time. Part-time staff should only receive a part of the allocation (versus FT employees) based upon hours worked. You must provide a transparent method of distributing funding, and it must be fair and equitable. Communication to staff must be posted, outlining the distribution method used, and operators are required to obtain signatures from staff acknowledging they are aware of the distribution method and received funds. This will be a part of the reconciliation.

### Funding Category 2

**Maximum 20%** of the approved GOG allocation may be used to offset operating costs in one of the following three areas:

1. Extra-Curricular Activities/Field Trips
2. Lease/Rental costs
3. Audit costs

Category 2 funding is optional, meaning you can use all or part of it towards increasing staff salaries.

## **Rate Incentives**

Rate incentives were introduced in 2018 to increase/maintain affordability for all parents. Operators are required to use this money towards the continued reduction or maintenance of affordable rates. Incentive amounts range from \$2 to \$5 per day depending on the age group and business type. Operators will receive monthly payments through the General Operating Grant budget. Please note your monthly GOG payment includes the rate incentives.