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**MEMORANDUM TO:** Family Support and Resource Program Leads for Child Care Resource Centres, Ontario Early Years Centres, Better Beginnings Better Futures, Data Analysis Coordinators and Best Start Networks

**FROM:** Jim Grieve  
Assistant Deputy Minister, Early Years Division  
Ministry of Education

Rachel Kampus  
Assistant Deputy Minister, Service Delivery Division  
Ministry of Children and Youth Services

**DATE:** November 21, 2013

**SUBJECT:** Update on the Transfer of Family Support and Resource Programs from the Ministry of Children and Youth Services to the Ministry of Education

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On January 23, 2013, the government released the *Ontario Early Years Policy Framework* to set out the vision, guiding principles, and key areas for action for the early years and family supports system for children age 0-6 years and their parents/caregivers.

One of the key areas for action identified in the framework was the plan to create an effective approach to implementing Best Start Child and Family Centres (BSCFCs) by September 2014. In order to establish a common governance structure for family resource/support programs, child care, and full-day kindergarten, responsibility for Best Start Child and Family Centres will reside with the Early Years Division at the Ministry of Education.

As we move forward, the Ministry of Education will capitalize and build on existing successful practices, collaborative efforts and community networks, and leverage the extensive knowledge and expertise of dedicated early years professionals and volunteers. At this time, there have been

no decisions made on the future approach to BSCFCs. We will continue to benefit from conversations and advice from partners as we move forward on the commitment made in the *Ontario Early Years Policy Framework*.

We are pleased to provide you with an update on the transfer of existing family support and resource programs from the Ministry of Children and Youth Services to the Ministry of Education. The transfer of family support and resource programs will be phased in to ensure a seamless transition of responsibilities:

**Phase One – effective January 1, 2014:**

- The Ministry of Education will assume policy responsibilities for Child Care Resource Centres (CCRCs), Ontario Early Years Centres (OEYCs), Data Analysis Coordinators (DACs), Better Beginnings Better Futures (BBBFs) and Best Start Network Planning; and
- The Ministry of Education will assume program, funding, contract management and financial reporting responsibilities related to **calendar year contracts** for CCRCs, OEYCs, DACS and Best Start Network Planning Funding.

**Phase Two – effective April 1, 2014:**

- The Ministry of Education will assume the remaining program, funding, contract management and financial reporting responsibilities related to **fiscal year contracts** for CCRCs, OEYCs, DACs, BBBFs and Best Start Network Planning Funding.

In addition to the above programs and supports, funding, policy and operational responsibilities for Parenting and Family Literacy Centres and the Early Development Instrument (EDI) were also transferred to the Early Years Division of the Ministry of Education in October 2013.

The organizations (and applicable programs) that will be transferring to the Ministry of Education effective January 1, 2014 are listed in *Appendix A – Phase One* and the organizations (and applicable programs) that will be transferring to the Ministry of Education effective April 1, 2014 are listed in *Appendix B – Phase Two*.

The Ministry of Education will assume calendar year program, funding, contract management and financial reporting responsibilities beginning January 1, 2014. The Ministry of Education will communicate next steps with organizations identified in Appendix A in December 2013. At that time, information will be provided about the 2014 contract management, funding and financial reporting processes as well as the structures in place to support family support programs within the Ministry of Education.

The Ministry of Children and Youth Services will continue to have responsibility for funding, contract management and financial reporting for organizations identified in Appendix B until March 31, 2014. The Ministry of Education will communicate with these organizations in the New Year to provide information about the 2014-15 contract management, funding and financial reporting processes as well as the structures in place to support family support programs within the Ministry of Education.

Our primary focus, throughout this transition period, is to ensure continuity of services to you and the children and families in your communities. Our Ministries will continue working in close partnership to ensure a smooth, modified status quo transfer of knowledge and responsibilities.

A modified-status quo transfer means that it is business as usual for family support programs and allocations will be consistent with historical MCYS funding levels. There may be modifications to the contract management and financial reporting processes in order to streamline and simplify business practices.

This transition supports the government's vision of building a stronger, coordinated, and accessible system of early years and family supports in the province. Your ongoing partnership is most appreciated during this transition period. We thank you for your commitment and dedication in providing early years and family support programs across the province.

Sincerely,



Jim Grieve  
Assistant Deputy Minister  
Early Years Division  
Ministry of Education



Rachel Kampus  
Assistant Deputy Minister  
Service Delivery Division  
Ministry of Children and Youth Services

Enclosures:

Appendix A: Calendar Year Contracts Transferring Effective January 1, 2014

Appendix B: Fiscal Year Contracts Transferring Effective April 1, 2014

Copy: Greg Douglas, Director, Client Services Branch, Service Delivery Division, Ministry of Children and Youth Services  
Pam Musson, Director, Early Years Implementation Branch, Early Years Division, Ministry of Education  
Regional Directors, Service Delivery Division, Ministry of Children and Youth Services  
Esther Levy, Director, Child and Youth Development Branch, Ministry of Children and Youth Services  
Anne Premi, Director, Strategic Information and Business Intelligence Branch, Ministry of Children and Youth Services  
Rupert Gordon, Director, Early Years Policy and Program Branch, Early Years Division, Ministry of Education  
Marie Li, Director (A), Financial Analysis and Accountability Branch, Elementary/Secondary Business and Finance Division  
Andrew Davis, Executive Director, Fiscal & Financial Planning, Elementary/Secondary Business and Finance Division, Ministry of Education  
Ontario Early Years Centre Provincial Network  
Family Supports Institute of Ontario  
Ontario Municipal Social Services Association  
Early Years Leads, District School Boards

## Appendix A: Calendar Year Contracts Transferring Effective January 1, 2014

Agency Name	MCYS Regional Office	Child Care Resource Centres (A386 or A387)	Ontario Early Years Centres (A462)	Data Analysis Coordinators (A466)	Best Start Planning- ECD (A525)
ALGOMA DISTRICT SERVICES ADMINISTRATION BOARD	Northern	✓			✓
BRANT COUNTY HEALTH UNIT	Hamilton/Niagara			✓	
CHILDREN'S RESOURCES ON WHEELS INC	South East		✓	✓	
CITY OF BRANTFORD	Hamilton/Niagara	✓			✓
CITY OF CORNWALL	Eastern				✓
CITY OF GREATER SUDBURY	Northern	✓			✓
CITY OF HAMILTON	Hamilton/Niagara	✓		✓	✓
CITY OF KAWARTHA LAKES	Central East				✓
CITY OF LONDON	South West	✓			✓
CITY OF OTTAWA	Eastern		✓		✓
CITY OF PETERBOROUGH	Central East				✓
CITY OF ST THOMAS	South West				✓
CITY OF STRATFORD	South West				✓
CITY OF TORONTO	Toronto	✓			✓
CITY OF WINDSOR	South West	✓	✓	✓	✓
COUNTY OF BRUCE	South West		✓	✓	✓
COUNTY OF DUFFERIN	Central West		✓	✓	✓
COUNTY OF GREY	South West		✓		✓
COUNTY OF HASTINGS	South East	✓			
COUNTY OF HURON	South West		✓	✓	✓
COUNTY OF LAMBTON	South West	✓			✓
COUNTY OF LENNOX AND ADDINGTON	South East	✓			
COUNTY OF NORTHUMBERLAND	Central East				✓
COUNTY OF OXFORD	South West				✓
COUNTY OF RENFREW	Eastern				✓
COUNTY OF SIMCOE	Central East	✓			✓
COUNTY OF WELLINGTON	Central West				✓
DISTRICT MUNICIPALITY OF MUSKOKA	North East				✓
DISTRICT OF COCHRANE SOCIAL SERVICES ADMINISTRATION BOARD	North East	✓			✓
DISTRICT OF NIPISSING SOCIAL SERVICES ADMINISTRATION BOARD	North East	✓			✓
DISTRICT OF PARRY SOUND SOCIAL SERVICES ADMINISTRATION BOARD	North East	✓			✓
DISTRICT OF SAULT STE MARIE SERVICES ADMINISTRATION BOARD	Northern	✓			✓
DISTRICT OF THUNDER BAY SOCIAL SERVICES ADMINISTRATION BOARD	Northern	✓			✓
DISTRICT OF TIMISKAMING SOCIAL SERVICES ADMIN BOARD	North East				✓
FAMILY SPACE QUINTE INCORPORATED	South East		✓		
KENORA DISTRICT SERVICES BOARD	Northern	✓			✓
LIMESTONE ADVISORY FOR CHILD CARE	South East		✓	✓	
MANITOULIN-SUDBURY DISTRICT SERVICES BOARD	Northern	✓			✓
MUNICIPALITY OF CHATHAM-KENT	South West				✓
NIAGARA REGIONAL HEALTH SERVICES	Hamilton/Niagara			✓	
NORFOLK COUNTY	Hamilton/Niagara	✓		✓	✓
RAINY RIVER DISTRICT SOCIAL SERVICES ADMIN BOARD	Northern	✓			✓
REGIONAL MUNICIPALITY OF DURHAM	Central East			✓	✓
REGIONAL MUNICIPALITY OF HALTON	Central West	✓		✓	✓
REGIONAL MUNICIPALITY OF NIAGARA	Hamilton/Niagara	✓			✓
REGIONAL MUNICIPALITY OF PEEL	Central West	✓		✓	✓
REGIONAL MUNICIPALITY OF WATERLOO	Central West				✓
REGIONAL MUNICIPALITY OF YORK	Central East	✓		✓	✓
SUPERIOR CHILDREN'S CENTRE	Northern		✓	✓	
UNITED COUNTIES OF LEEDS & GRENVILLE	South East		✓	✓	
COMTÉS UNIS DE PRESCOTT ET RUSSELL	Eastern		✓		✓

**Appendix B: Fiscal Year Contracts Transferring Effective April 1, 2014**

Agency Name	MCYS Regional Office	Child Care Resource Centres (A386 or A387)	Ontario Early Years Centres (A462)	Data Analysis Coordinators (A466)	Better Beginnings, Better Futures (A520)	Best Start Planning-ECD (A525)
ADVENTURE PLACE	Toronto		✓			
ALGONQUIN CHILD AND FAMILY SERVICES	North East		✓	✓		
ANDREW FLECK CHILDCARE SERVICES	Eastern		✓			
ASSOCIATION CANADIENNE-FRANCAISE DE L'ONTARIO CONSEIL REGIONAL DES MILLE-ILES KINGSTON	South East					✓
BRAEBURN NEIGHBOURHOOD PLACE & BOYS & GIRLS CLUB	Toronto		✓			
BRASS BELL FAMILY RESOURCE CENTRE INC	Northern		✓	✓		
CALEDON PARENT- CHILD CENTRE	Central West		✓			
CAMBRIDGE FAMILY EARLY YEARS CENTRE	Central West		✓			
CANADIAN MOTHERCRAFT OF OTTAWA-CARLETON	Eastern		✓			
CANADIAN MOTHERCRAFT SOCIETY	Toronto		✓	✓		
CENTRE DES SERVICES COMMUNAUTAIRES DE VANIER/VANIER COMMUNITY SERVICE CENTRE	Eastern		✓			
CENTRE POUR ENFANTS TIMISKAMING CHILD CARE	North East		✓	✓		
CHATHAM-KENT CHILDREN'S SERVICES	South West		✓	✓		
CHILD CARE ALGOMA	Northern		✓	✓		
CHILD CARE RESOURCES	Northern		✓	✓		
CHILD DEVELOPMENT RESOURCE CONNECTION PEEL	Central West		✓			
CHILDREACH CENTRE	South West		✓			
CHILDREN'S AID SOCIETY OF THE CITY OF GUELPH & THE COUNTY OF WELLINGTON	Central West				✓	
CHILDREN'S AID SOCIETY OF THE COUNTY OF RENFREW	Eastern		✓			
CHILDREN'S AID SOCIETY OF THE NIAGARA REGION	Hamilton/Niagara		✓			
CHILDREN'S MENTAL HEALTH SERVICES (HASTINGS & PRINCE EDWARD)	South East					✓
CITY VIEW CENTRE FOR CHILD & FAMILY SERVICES	Eastern		✓			
COLLEGE MONTROSE CHILDREN'S PLACE	Toronto		✓			
COMMUNITIES TOGETHER FOR CHILDREN RESOURCE CENTRE & REFERRAL	Northern		✓	✓		
COMMUNITY LIVING BRANT	Hamilton/Niagara		✓			
COMMUNITY LIVING ELGIN	South West		✓	✓		
COMMUNITY LIVING NORTH BAY	North East		✓	✓		
COMMUNITY RESOURCE CENTRE OF NORTH AND CENTRE WELLINGTON	Central West		✓			
CONSEIL SCOLAIRE CATHOLIQUE DES AURORES BOREALES	Northern					✓
CONSEIL SCOLAIRE CATHOLIQUE DES GRANDES RIVIERES	North East					✓
CONSEIL SCOLAIRE CATHOLIQUE DU NOUVEL-ONTARIO	Northern					✓
CONSEIL SCOLAIRE CATHOLIQUE FRANCO-NORD	North East					✓
CONSEIL SCOLAIRE DE DISTRICT CATHOLIQUE CENTRE-SUD	Toronto					✓
CONSEIL SCOLAIRE DES ECOLES CATHOLIQUE DU SUD-OUEST/CONSEIL SCOLAIRE CATHOLIQUE PROVIDENCE	South West					✓
CONSEIL SCOLAIRE DES ECOLES PUBLIQUES DE L'EST DE L'ONTARIO	Eastern					✓
CONSEIL SCOLAIRE DU GRAND NORD DE L'ONTARIO	Northern					✓
CONSEIL SCOLAIRE DU NORD-EST DE L'ONTARIO	North East					✓
CONSEIL SCOLAIRE VIAMONDE	Toronto					✓
DAVENPORT-PERTH NEIGHBOURHOOD & COMMUNITY HEALTH CENTRE	Toronto		✓			
DIXIE BLOOR NEIGHBOURHOOD DROP-IN CENTRE	Central West		✓			
E3 (EDUCATE ENABLE EMPOWER) COMMUNITY SERVICES INC	Central East		✓	✓		
EARLSCOURT - CRECHE CHILD DEVELOPMENT INSTITUTE	Toronto		✓			
EAST SCARBOROUGH BOYS & GIRLS CLUB	Toronto		✓			
EAST YORK/EAST TORONTO FAMILY RESOURCES	Toronto		✓			
FAMILY AND CHILDREN'S SERVICES OF FRONTENAC LENNOX AND ADDINGTON	South East					✓
FAMILY AND CHILDREN'S SERVICES OF LANARK LEEDS AND GRENVILLE	South East					✓
FAMILY DAY CARE SERVICES	Central East		✓			
FAMILY DAY CARE SERVICES	Central West		✓			
FAMILY DAY CARE SERVICES	Toronto		✓			
FIREFLY	Northern		✓	✓		
GEORGE HULL CENTRE FOR CHILDREN & FAMILIES	Toronto		✓		✓	
GLENGARRY INTER-AGENCY GROUP INC	Eastern		✓			
GUELPH COMMUNITY HEALTH CENTRE	Central West		✓	✓		
HALDIMAND-NORFOLK RESOURCE EDUCATION & COUNSELLING HELP	Hamilton/Niagara		✓			
HAMILTON EAST KIWANIS BOYS & GIRLS CLUB	Hamilton/Niagara		✓			
HAMILTON-WENTWORTH CATHOLIC CHILD CARE CENTRES INC	Hamilton/Niagara		✓			
HINCKS-DELLCREST CENTRE	Toronto		✓			
INVESTING IN CHILDREN INC	South West			✓		
JANE/FINCH COMMUNITY & FAMILY CENTRE	Toronto		✓			
KINGSTON COMMUNITY HEALTH CENTRES (KCHC)	South East				✓	
KITCHENER-WATERLOO YOUNG MEN'S CHRISTIAN ASSOCIATION	Central West		✓	✓		
LA CLE D'LA BAIE EN HURONIE- ASSOC CULTURELLE FRANCOPHONE	Central East		✓			
LA RIBAMBELLE CENTRE PRESCOLAIRE FRANCOPHONE DE LONDON	South West		✓			
LAKESHORE AREA MULTI-SERVICES PROJECT INC (LAMP)	Toronto		✓			
LAMBTON COLLEGE OF APPLIED ARTS AND TECHNOLOGY	South West		✓	✓		
L'EQUIPE D'HYGIENE MENTALE POUR FRANCOPHONES DE S D & G INC	Eastern				✓	
LONDON CHILDREN'S CONNECTION INC	South West		✓			
MACAULAY CHILD DEVELOPMENT CENTRE	Toronto		✓			
MALTON NEIGHBOURHOOD SERVICES	Central West		✓			
MALVERN FAMILY RESOURCE CENTRE	Toronto		✓			
MASSEY CENTRE FOR WOMEN	Toronto		✓			
M'CHIGEENG FIRST NATION	Northern	✓				
MERRYMOUNT CHILDREN'S CENTRE	South West		✓			
MILTON COMMUNITY RESOURCE CENTRE	Central West		✓			
MISSISSAUGA PARENT CHILD RESOURCE CENTRES	Central West		✓			
NIAGARA CATHOLIC DISTRICT SCHOOL BOARD	Hamilton/Niagara		✓			
NIBINAMIK FIRST NATION	Northern	✓				
NORTH BAY REGIONAL HEALTH CENTRE	Northern	✓	✓			
NORTH EASTERN ONTARIO FAMILY AND CHILDREN'S SERVICES/SERVICES A LA FAMILLE ET AL ENFANCE DU NORD EST DE L'ONTARIO	North East		✓	✓		
NORTH LAMBTON CHILDCARE CENTRE	South West		✓	✓		
NORTHERN FRONTENAC COMMUNITY SERVICES CORP	South East		✓	✓		
OAKVILLE PARENT CHILD CENTRE	Central West		✓			
ONTARIO EARLY YEARS CENTRE - SIMCOE NORTH	Central East		✓			
ONTARIO EARLY YEARS CENTRE HALIBURTON VICTORIA BROCK INC	Central East		✓	✓		
OPEN DOORS FOR LANARK CHILDREN & YOUTH	South East					✓
ORLEANS-CUMBERLAND COMMUNITY RESOURCE CTR/ CTRRESSOURCESCOMMORLEANS-CUMBERLAND	Eastern		✓			
OUR PLACE FAMILY RESOURCE & EARLY YEARS CENTRE	Central West		✓			
OXFORD COMMUNITY CHILD CARE INC	South West		✓	✓		
PARENT PRESCHOOL RESOURCE CENTRE OF THE NATIONAL CAPITAL REGION INC	Eastern		✓	✓		
PERTH COUNTY ADVISORY GROUP FOR FAMILY SERVICES	South West		✓	✓		
PETERBOROUGH FAMILY RESOURCE CENTRE	Central East		✓	✓		
PINECREST-QUEENSWAY COMMUNITY HEALTH CENTRE/ CENTRE DE SANTE COMMUNAUTAIRE PINECREST-QUEENSWAY	Eastern		✓			
PORT COLBORNE COMMUNITY ASSOC FOR RESOURCE EXTENSION (PORT CARES)	Hamilton/Niagara		✓			
REACH OUT CENTRE FOR KIDS	Central West		✓			
REGENT PARK COMMUNITY HEALTH CENTRE	Toronto				✓	
SIMCOE COMMUNITY SERVICES	Central East		✓			
SIX NATIONS OF THE GRAND RIVER	Hamilton/Niagara	✓				
SOCIAL ENTERPRISE FOR CANADA	Central East		✓			
SOUTH-EAST OTTAWA COMMUNITY SERVICES	Eastern				✓	
SUDBURY BETTER BEGINNINGS BETTER FUTURES ASSOCIATION	Northern				✓	
THE OSHAWA YOUNG WOMEN'S CHRISTIAN ASSOCIATION	Central East		✓			
THORNCLIFFE NEIGHBOURHOOD OFFICE OF TORONTO	Toronto		✓			
TODAY'S FAMILY CARING FOR YOUR CHILD	Hamilton/Niagara		✓			
WALPOLE ISLAND FIRST NATION	South West				✓	
WESLEY URBAN MINISTRIES	Hamilton/Niagara		✓			
WEST SCARBOROUGH NEIGHBOURHOOD COMMUNITY CENTRE	Toronto		✓			
WESTERN OTTAWA COMMUNITY RESOURCE CENTRE	Eastern		✓			
WIKWEMIKONG UNCEDED INDIAN RESERVE	Northern	✓				
YMCA NORTHUMBERLAND	Central East		✓	✓		
YMCA OF GREATER TORONTO	Central East		✓			
YMCA OF NIAGARA	Hamilton/Niagara		✓			
YORK CHILD DEVELOPMENT AND FAMILY SERVICES INC	Central East		✓			