

# Child care and early learning updates e-newsletter

**October 29, 2025**

Welcome to The Regional Municipality of Durham's child care and early learning updates e-newsletter. These e-newsletters provide licensed child care operators in Durham Region with updated information related to child care.

This edition includes the following topics:

- 2026 Funding allocation data tool
- Emergency funding
- Enhanced staffing funding update
- Reminder: Alert notifications after uploading or modifying files in the Child Care Operator Portal

## 2026 Funding allocation data tool

The 2026 funding allocation data tool is now available in the Child Care Operator Portal for completion. This tool is designed to help ensure accurate alignment between operators' funding allocation and planned operating capacity, while also providing insights into staffing.

Please note that actual expense data will be collected during mid-year and year-end reconciliation, so expense reporting is not required in the 2026 tool. However, an optional expenses tab is included for those who wish to use it as a resource.

The submission deadline for the 2026 funding allocation data tool is November 15, 2025.

## Emergency funding

As a reminder, there is limited emergency funding available. Emergency funding is intended to support child care providers in achieving or maintaining regulatory compliance and to assist with critical, one-time, unforeseen expenses that exceed standard program funding. The Child Care and Early Years Division (CCEYD) recognizes that some preventative work may be necessary and will engage in discussions to clearly define the scope of the project.

To promote fairness and transparency, an [application process](#) has been established to assess eligibility for emergency funding. As part of the application, please clearly outline how your program is currently at risk of non-compliance, and provide relevant

documentation that supports your statement. This information is critical in demonstrating the necessity of funding to maintain a safe, compliant operation that does not fit into the centre's Canada-wide Early Learning and Child Care (CWELCC) allocation.

## Enhanced staffing funding update

As outlined in prior communications, the CCEYD has been exploring opportunities to improve the existing enhanced staffing funding model in Durham. It is widely recognized that the demand for additional staffing funding support continues to exceed available funding.

Extending on the update provided in the September 29 [Early Learning update](#), there will be changes to how additional staffing funding support is requested and utilized going forward. The goal is to ensure that available funding is directed to areas of greatest need and used as a short-term support to build capacity and develop plans for longer-term inclusion of all children.

Starting in April 2026, the application form and process to apply will look different from what is currently in place. In addition to modernizing how child care centres can request funding support, the focus will shift to a joint submission between child care programs and their assigned resource consultant. This approach reflects the collaborative nature of supporting all children within a program and aims to optimize referrals and access to Special Needs Resourcing (SNR) supports and services available to licensed child care programs.

As a first step to these coming changes, the existing application has been refreshed to capture additional and necessary information. The [online application](#) will be open for submissions from November 17 to 28 for a three-month funding period spanning from January to March 2026. Please note the change from last year's funding period. The above application link has been shared in advance for your reference. The link will not be accessible until November 17, when the application officially opens.

To assist in the preparation of your application, child care programs can expect to see the following interim changes for the January to March 2026 funding period:

- A new section requesting information about the SNR services currently in place.
- Added questions about the type, frequency, and impact of challenging behaviours.
- Refined questions about elopement.
- Collaborative Action Plans (CAPs) and Individual Support Plans (ISPs) must be dated or updated within the past three to six months to be considered in place and active.

Finally, resource consultants will be asked directly to endorse child care program applications once the child care program has completed filling in its required fields. Please note that this update does not introduce a new requirement. Endorsement of an application by the resource consultant has always been expected. The change simply adds a new layer to how the endorsement is captured and processed, shifting from centres confirming the endorsement to having the resource consultant provide it directly. We thank you for your continued commitment to inclusion.

Operators can access the [online application](#) effective November 17 to 28. Please contact Emily Witlarge at [emily.witlarge@durham.ca](mailto:emily.witlarge@durham.ca) if you have any questions.

## Reminder: Notifications after uploading or modifying files in the Child Care Operator Portal

To support timely communication and document management, all users of the Child Care Operator Portal are requested to follow the notification process when uploading or modifying documents in the HO Shared Documents or SITE Shared Documents folders of their portals.

Responsibilities of operators include:

- Emailing the CCEYD staff member who requested the document.
- If the appropriate staff member is unknown, operators can email [CCEYDnotifications@durham.ca](mailto:CCEYDnotifications@durham.ca) when a document is uploaded or modified.
- Regularly reviewing the following folders for duly executed documents or materials provided by the CCEYD:
  - Service Agreements and Supporting Documents
  - Fee Subsidy Rate Schedules
  - Parent Handbook Policy and Procedures

CCEYD staff will continue to send an email notification when a document in these folders requires your attention.