

SEPTEMBER 2010

## IMPORTANT REMINDERS

### **Child Care Subsidy Grant Agreement**

By April 1, 2011, all licensed or approved child care programs operating in Alberta that wish to receive subsidy payments on behalf of eligible parents must submit a Child Care Subsidy Grant Agreement.

Between September 1, 2010 and March 31, 2011, Child and Family Service Authorities (CFSA) will contact programs to assist programs with completing a Child Care Subsidy Grant Agreement. The timing will be as follows:

- if your licence expires between November 1, 2010 and March 31, 2011, your CFSA will send you a subsidy grant agreement to complete with your licence renewal notice; or
- all other programs will be sent a letter before March 31, 2011 to submit a signed copy of the agreement.

For more information about the Subsidy Grant Agreement:

- contact your local Child and Family Service Authority; or
- visit the Alberta Children and Youth Services website at <http://www.child.alberta.ca/home/1309.cfm>

### **Updated Claims Handbook**

The claims handbook has recently been updated to include information about the Child Care Subsidy Grant Agreement. To download a copy please visit the Alberta Children and Youth Services website at <http://www.child.alberta.ca/home/1265.cfm>.