

**CIRCULAR**

**Date:** May 19, 2020

**CIRCULAR NUMBER:** COVID-19: 2020-76

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**To:** Child care facilities, ELCC program staff

**Subject: Annual Budget Submissions**

**Program(s): All**

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**Type:**  Policy  For Internal Reference Only  
 Procedure  Information Only

**Effective Date** Immediately

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**Topic: Annual Budget Submissions Temporarily on “Pause”**

Due to COVID-19, the ELCC program is pausing requirements for centres to submit their annual budgets and annual applications for nursery schools and home-based providers during the suspension of regular child care services.

The ELCC program will ask centres to submit their annual budgets when regular child care services resume. Details on this requirement will be provided in future communication. Centres should be considering how the COVID-19 pandemic has impacted operations and the overall financial standing of the organization and be planning for an adjusted budget that reflects these unique impacts.

If you have any questions, please email [cdcinfo@gov.mb.ca](mailto:cdcinfo@gov.mb.ca) or call Manitoba Government Inquiry at 204-945-3744 or toll free 1-866-MANITOBA (1-866-626-4862). Manitoba Government Inquiry staff are working with the ELCC program, including Child Care Coordinators, to respond directly and refer calls and emails when needed.

Sincerely,

Early Learning and Child Care Program