

**Elderly Person Centres**  
**Questions Re: EPC Funding**

**Q1. What is the maintenance and operating grant and what is it supposed to cover?**

A1. Pursuant to subsection 4(2) of the *Elderly Persons Centres Act* (EPCA) and Regulation 314 thereunder, the maintenance and operating grant may only be used for costs related to the maintenance and operation of an approved centre. The province may contribute up to 50% of the net monthly operating and maintenance costs of an approved centre, provided that the relevant municipality [or municipalities] also contributes at least 20% of these costs. The grant by the province is capped at \$2,500 per month (\$30,000 per year). As per subsection 10(1) of Reg. 314, the net monthly operating and maintenance costs are determined in accordance with the form provided by the Minister and submitted by the EPC, and these costs must be approved by the Director.

**Q2. What is the special grant and what does it cover?**

A2. Pursuant to section 5 of the EPCA and Reg. 314, the province may provide a grant of up to \$15,000 per fiscal year in respect of the cost of services, facilities or research for elderly persons. However, these grants must be for costs that are not otherwise funded through the capital grant or the maintenance and operating grant.

**Q3. Can the “special grant” funding be considered on-going or is it one-time?**

A3. According to the EPCA, a special grant is limited to \$15,000 for any approved centre in any fiscal year. The special grant will be subject to negotiations between the ministry and the EPC on an annual basis.

**Q4. Would the following purchases be acceptable under a special grant?**

- i) computers and software to replace existing computers (used for program attendance data management including class lists, statistics and evaluation);**
- ii) centre promotion and advertising including newsletters, posters, flyers**

A4. Funding can be used for costs associated with new services, facilities or research for elderly persons, including staffing costs. If the funding is required to support a new program or initiative that is not otherwise funded through another grant available under the EPCA, the special grant might be used to fund:  
i) replacement computers and software in an amount that is less than \$1,000<sup>1</sup>;  
ii) new promotion and advertising. .

**Q5. How do I fill out the special grant form?**

A5. Itemize, with a brief description, the items that you intend to claim under the special grant and enter the estimated cost in the “Budget” column. When

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<sup>1</sup> Pursuant to section 8 of Regulation 314 under the EPCA, capital grants may be made for items in excess of \$1,000.

providing a year-end report to the ministry, this same form will be used, filling in the "Actuals" column. Note that the amount on the Special Grant Schedule is not to be included in the regular Operating Expenditure Schedule.

**Q6. I operate an EPC and I receive less than \$30,000 as a maintenance and operating grant. How do I apply to get the maximum maintenance and operating grant available under the EPCA and the regulations?**

A6. The process to apply for increased funding up to the legislated maximum is under consideration.

The ministry intends to offer existing EPCs that receive less than \$30,000 as their annual base subsidy from the Ministry an opportunity to apply to increase their maintenance and operating grant up to \$30,000. This would be contingent on the municipality contributing 20% of these costs for maintaining and operating the centre.

**Q7. I operate a centre that does not currently receive EPC funding. Could you please identify the criteria and process to become an approved EPC.**

A7. In order to become eligible for funding under the EPCA, there are three pre-conditions that must be met:

- a. the minister must approve the corporation that intends to establish and operate the centre, in accordance with subsection 2(1) of the EPCA;
- b. the minister must approve the building in which the centre will be located, in accordance with subsection 2(2) of the EPCA;
- c. the minister must approve a by-law passed by the relevant municipality approving the establishment and operation of a centre to be operated by the municipality, as per section 3 of the EPCA.

In order to receive funding under the EPCA, the specific requirements as set out in the EPCA and Reg. 314 for each type of grant must be met.

More information will be provided shortly by the Manager, Provincial and Priority Programs: Community Services, LHIN Liaison Branch, MOHLTC relating to the process for new proposals.

**Q8. Is there assistance that I can access to help "walk me through the process" to become an approved EPC?**

A8. To be determined

**Q9. How can I access a copy of the EPCA and the Regulations?**

A9. Go to [www.e-laws.gov.on.ca](http://www.e-laws.gov.on.ca) - Current legislation is listed alphabetically. Select "E" and scroll through the list to *Elderly Persons Centres Act*. The Act and the Regulations can be downloaded from this site.

**Q10. How is the 2007-08 special grant funding allocation calculated for centres that operate multiple sites and receive multiple EPC grants,?**

A10. The new funding allocation for special grants allows for a grant to a maximum of approximately 42% (\$12,700) of each approved EPC's current maintenance and operating grant, with a minimum amount of \$5,000 per centre.

This total special grant amount includes:

- > funding that had been provided in prior fiscal years that was based on 1.5% of the existing maintenance and operating grant, and
- > any other funding that had been previously approved that was in excess of the \$2,500 per month maximum maintenance and operating grant.

If one organization had three sites, then each of those sites received a special grant allocation based on the individual sites budget. This would translate to three special grants for the one organization.

**Q11. Is the special grant funding tied to funding support from the municipality?**

A11. No. The EPCA does not require a municipal contribution for a special grant.

**Q12. When will the centres receive the new funding?**

A12. We anticipate that special grant payments will be made as soon as possible (i.e. at the beginning of November) via electronic funds transfer. Reconciliation for special grants will be done after the fiscal year end.

**Q13. Why did the budget package include an "Application for Provincial Subsidy Form"?**

A13. According to subsection 10(1) of Regulation 314 under the EPCA, an application for a payment of the operational and maintenance subsidy under subsection 4 (2) of the Act must be made in a form provided by the Minister. The form included in the budget package is the required form.

**Q14. Why am I being asked to submit a budget?**

A14. Starting in 2007-08, the budget process is being centralized, and all EPCs are being treated in a consistent manner.

As a matter of accountability, the funds provided to each organization must be tied to a request by each organization and a plan for how those funds are to be expended.

**Q15. What is meant by the term "Current Year Actual Projected" on the budget forms?**

A15. In previous budget cycles, organizations would have been preparing the budget before the year's end based on a projection. Since we are currently asking for the 2007-08 Budget in the fall of 2007, the "Actuals" for 2006-07 are known and should be placed in the "Current Year Actual Projected" column.