



Family Instructions

A representative of the child care MUST complete the information below. Failure to do so will delay your subsidy application. After you complete the form, please upload it to your online application along with a copy of the parent handbook.

Child Care Instructions

Please complete the information below. Families will also require a copy of the parent handbook. When a family is approved for the program, you will receive a letter confirming the subsidy with further instructions. MNO will NOT pay for invoices before a family's approval. When approved, MNO can offer payment through direct deposit (the average payment is 5-7 business days) or credit card. Please direct questions to elccsupport@metisnation.org.

Families can access other programs (such as CWELCC and child care fee subsidy) besides MNO subsidy. These programs should be applied before the MNO subsidy. Information about MNO programs can be found at https://www.metisnation.org/programs-and-services/education-training/early-learning-and-child-care/

| Child Care Name: | |
|--------------------------------|--|
| Site Name (if appropriate) | |
| Full Address | |
| | |
| | |
| | |
| Contact information (email and | |
| phone number) -Site Supervisor | |
| Contact information (email and | |
| phone number) -Site Supervisor | |
| Website (if applicable) | |
| Social Media (if applicable) | |
| Child Care License number: | |
| | |
| Payment Methods | |
| Other information | |
| | |
| | |





| Name of child | Current Program | Are they currently enrolled OR an expected start date | Days per week | Cost per day |
|---------------|-----------------|---|---------------|--------------|
| | | | | |
| | | | | |
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| | | | | |
| | | | | |

Child Care Signature:

Date:



Suite 1100 - 66 Slater Street, Ottawa ON K1P 5H1 | Ph: 613-798-1488 | Toll Free: 1-800-263-4889 | www.metisnation.org