

PART VII – GRANTS
DIVISION 2 – GRANTS FOR REGULAR OPERATIONS AND PROGRAMS
PROFESSIONAL DEVELOPMENT GRANTS

SECTION 92.1

- (1) *The minister may make a grant to a licensee of a centre or home to assist with the costs associated with professional development as defined in The Child Care Licensee's Manual.***
- (2) *The maximum amount of a grant that may be paid with respect to a facility per year pursuant to subsection (1) is:***
- (a) \$1,500 for each centre with 30 or fewer licensed child care spaces;***
 - (b) \$2,500 for each centre with 31 to 60 licensed child care spaces;***
 - (c) \$3,500 for each centre with 61 to 90 licensed child care spaces;***
 - (d) \$300 for each family child care home; and***
 - (e) \$600 for each group family child care home.***

1 Aug 2025 SR 60/2025 s35.

INTENT

The purpose of this grant is to assist regulated child care facilities with the cost of professional development expenses.

POLICY

The grant is available to regulated child care facilities to assist with the cost of professional development expenses, under the following terms and conditions:

- Grants will be issued to the facility for professional development opportunities that are completed by anyone who is working in the child care facility as well as individuals serving as board members of a regulated child care centre.
- Grants will be issued for completed events identified by the ministry. This includes a variety of in-person and online sessions and may be updated periodically throughout the year as additional events become available.

Every regulated facility is eligible to receive a maximum Professional Development Grant amount for events from March 15 to March 15 of the next year.

Facilities should consider the maximum grant listed below when planning (i.e., carpooling or local professional development rather than long-distance professional development):

Centres with 30 or fewer spaces	\$1,500
Centres with 31-60 spaces	\$2,500
Centres with 61-90 spaces	\$3,500
Family Child Care Homes	\$300
Family Child Care Group Homes (provider \$300 & assistant \$300)	\$600

Event Expenses

Registration fees are eligible for the grant. Receipts are required.

Travel costs are eligible, as specified below:

- Mileage expenses can be claimed if travel is required. Mileage expenses are calculated using the Government of Saskatchewan's per kilometre rate for private vehicle usage, found [here](#). Distance is calculated from the community where the child care facility is located to the community where the professional learning event is being held.
- Meal rates are an eligible expense if a person is required to be away from their community during regular mealtimes, and if meals are not provided at the event. Rates are calculated based on the current Government of Saskatchewan in-province approved meal rates, found [here](#). Receipts are not required.
- Accommodation costs can be claimed for events that are two or more days in length or for events when the person would have to leave home before 7:00 a.m. to attend. Receipts are required.
- Travel costs cannot be claimed when an eligible event is held in the community in which the individual is employed, or for online events.

Staffing Expenses

A staffing stipend is available to help offset the costs of additional wages and/or hiring replacement staff:

- \$25 for events 2 hours or less;
- \$50 for half-day events;
- \$100 for full-day events; or
- \$100/day for multiple full day events.

If an individual registers for the entire duration of an event but does not attend the entire event, the staffing stipend will be adjusted.

GUIDELINES

Each facility must determine and communicate to staff how professional development event expenses will be paid. This includes which staff expenses will be applied for under the Professional Development Grant, which will be paid by the facility, and which expenses are the responsibility of the participant. The facility may set guidelines to allow for equitable opportunities for all staff who indicate interest in completing a professional development learning opportunity.

A certificate of participation is typically awarded to individuals when they complete a professional learning development opportunity. A copy of the certificate must be kept in the participant's staff file. In instances where a certificate of participation is not provided, staff will fill out a Professional Development Reflection form and a copy will be kept on file for that staff member.