



Transition Support Payment 2019

The Department of Children and Youth Affairs (DCYA) has a budget of €2m for allocation as a Transition Support Payment to Early Learning and Care and School-Age Childcare Services who enter into a contract for the new National Childcare Scheme.

The Transition Support Payment is being provided to support Early Learning and Care Services to meet the administrative requirements associated with transitioning to a new scheme and, in particular, the parallel requirements of legacy schemes and the National Childcare Scheme (NCS) within the first year. It includes supporting Services for the time spent familiarising themselves with the new National Childcare Scheme, ensuring that they will be able to meet and comply with all requirements.

KEY DATES

- Opening date for applications to enter into contract for the National Childcare Scheme
10th June 2019
- Opening date for online applications to the National Childcare Scheme Transition Support Payment Fund on the PIP system
10th June 2019
- Closing Date for online applications to the National Childcare Scheme Transition Support Payment Fund on the PIP system
Friday 13th of September 2019 @ 3 pm

BASIC ELIGIBILITY REQUIREMENTS FOR APPLICANTS

- Community* and Private Early Learning and Care and School Age Childcare Services* are eligible to apply for this funding.
- All applicants must have a DCYA reference number for the facility which is the subject of the application for a Transition Support Payment.
- Applicants must be tax compliant. The applicant's tax compliance status will be checked by Pobal prior to issue of the payment.
- Applicants must have signed a National Childcare Scheme contract with DCYA to participate in the National Childcare Scheme for 2019-2020.
- The applicants' Primary Authorised User (PAU) for the PIP system must complete the online application form for the NCS Transition Support Payment. Posted or emailed application forms will not be accepted.
- Applicants must agree to adhere to the requirements set out in this document.

Allocation of payments

The size of the maximum payment available to each service will be based on the available fund and the number of children in the service who are actively registered on one of the Department's childcare programmes on 13th May 2019*. Please refer to the **important notes below**, regarding services who hold an ECCE contract and have only ECCE children registered.

Funding will be allocated based on the overall number of applications and across payment categories depending on the number of actively registered children. The bands will be

Payment Categories	No. of actively registered children on 13 th May 2019
Category A	1- 20
Category B	21- 40
Category C	41- 60
Category D	61- 80
Category E	81- 100
Category F	Over 100

***IMPORTANT NOTES:**

1. Services will be organised into payment categories depending on their active registrations on the specified date. Payments will be calculated based on the available fund and the total number of applications received, with a defined payment amount assigned to each payment category.
2. Services who do not currently hold a contract with the DCYA for the delivery of the targeted childcare programmes and who enter into a contract to deliver the National Childcare Scheme will be eligible for a Category A payment.
3. Early Learning and Care services who (a) hold an ECCE contract only or (b) have only ECCE children registered on 13th May 2019 will be eligible for a Category A payment.

The basis for the calculation of the number of actively registered children is the number of individual children recorded on the PIP system at 10am on the 13th May 2019 for the service. The DCYA Programmes used for this calculation are as follows:

- Community Childcare Subvention Programme (CCS)
- Community Childcare Subvention Programme Plus (CCSP)
- Community Childcare Subvention Programme Universal (CCSU)
- Community Childcare Subvention Resettlement (CSSR)
- Community Childcare Subvention Re-settlement Transition (CSSR-T)
- Training and Employment Childcare (TEC)
- Early Childhood Care and Education (ECCE) Programme

APPLYING FOR THE PAYMENT

Services wishing to avail of the National Childcare Scheme Transition Support Payment Fund must:

1. Enter into a contract to participate in the National Childcare Scheme.
2. Complete the online application form for National Childcare Scheme Transition Support Payment on the PIP system by the closing date.

DECISION MAKING

Pobal is the final decision maker on all applications on behalf of the Department of Children and Youth Affairs. Once an online application form is submitted on the PIP system, an applicant can review the payment status of their application on their account on the system.

PAYMENT OF THE TRANSITION SUPPORT PAYMENT TO SERVICES

Payments will be made by Pobal by electronic transfer (EFT) to the bank account setup on the PIP system for your service.

GENERAL DATA PROTECTION REGULATION (GDPR)

This regulation places direct responsibility and obligations on services in relation to processing personal data. Please refer to the Data Protection Commission for additional information in relation to your obligations in relation to GDPR.

Here is a link to their website: **Data Protection Commission**

Please ensure that Personal Data is not disclosed within the application form for any reason other than information which is necessary to complete the application form. Any individual whose personal data is submitted within the form must be informed of the use of their personal data by you, and their express consent must be given for same.

The personal information requested as part of the application form and process is as follows:

- Primary contact name and e-mail address for your service i.e. Primary Authorised Users name and contact for your service on the PIP system

In compliance with GDPR, all application forms and personal information submitted to Pobal will be kept only for purposes relating to the administration of the funding. We will hold your personal information on our systems for as long as is necessary for the relevant activity, or for as long as is set out in any relevant contract you hold with us. This is subject to legislation and regulatory rules we must follow as set out by the DCYA. Pobal takes our security responsibilities seriously, employing the most appropriate administrative, physical and technical measures to safeguard your personal data, and regularly review these measures.

CONTACT INFORMATION ON THE TRANSITION SUPPORT PAYMENT

You can contact Pobal via e-mail or telephone:

Telephone: 01 5117222

Email: onlinesupport@pobal.ie

Further information on the [National Childcare Scheme](http://www.ncs.gov.ie) at www.ncs.gov.ie