



Llywodraeth Cymru
Welsh Government



Rhondda Cynon Taf Childcare Team

Childcare Provider Grant 2021-2022

Guidance notes for applicants

1. Grant Purpose

Welsh Government has made available funding to support the childcare sector in RCT navigate the challenges that the COVID-19 pandemic is causing. The purpose of the grant is to:

- Support Full or partial closures must be from **1st April 2021 – 6th August 2021**. We cannot support any closures before this date.
- From 7th August 2021, we will only consider applications for full closures from CIW registered childminders. This follows updated guidance from Welsh Government that states only those who have tested positive for COVID are required to isolate. Identified close contacts are no longer required to isolate if they are under 18 years of age and/or have been fully vaccinated (anyone identified as a close contact who is not fully vaccinated is still required to self-isolate as directed by TTP). Childminders can submit applications to support full closures of their settings from **7th August 2021- 31st March 2022** (unless new guidance supersedes this information). If any other type of childcare setting has been instructed by TTP, between 7th August – 31st March 2022, to fully or partially close because of an identified cluster of positive cases, please contact the childcare team to discuss.
- Cover increased costs associated with COVID-19, such as additional heating, cleaning or uniform costs or premises related costs due to settings not being able to open or operate at full capacity. You are only eligible to apply for staffing cost funding to cover operational staff, including supernumerary. You cannot apply for funding to cover staffing costs if they were eligible or received furlough between **1st April 2021 – 30th September 2021** via the Coronavirus Job Retention Scheme (CJRS) and / or any other financial support in order to retain the workforce. It is also **not** available for management or back office staff.
- Provide financial support to childcare settings that are experiencing severe financial hardship due to COVID-19 and where no other public funding is available to cover these costs. This grant is to support short term sustainability. If you believe your setting may not be operational within the next six months or after 31st March 2022, please contact childcareteam@rctcbc.gov.uk **BEFORE** completing this application.

2. Who can apply?

- Childminder
- Full day care nursery
- Out of school care (after school/holiday)
- Sessional care (playgroup/Cylch Meithrin)

- Wraparound care for nursery aged children

Please note – We are unable to accept grant applications from childcare settings that are wholly funded by Flying Start

3. Eligibility criteria

To be eligible to apply, a childcare setting must:

- Be based in Rhondda Cynon Taf
- Priority will be given to CIW registered settings. Funding may be available for unregistered settings on condition that they demonstrate commitment to becoming CIW registered within 12 months of this application
- Agree to be bound by the terms and conditions of the grant
- Agree to receive support, advice and training emails and updates from RCT Childcare Team
- Be registered or apply to be registered with the Family Information Service (FIS) and DEWIS. To contact FIS please use the contact information below:
FIS team email: fis@rctcbc.gov.uk or call 01443 425006
To sign up to the DEWIS website please use this link to create an account
<http://www.dewis.wales/>

Further eligibility criteria related to each grant section is indicated below.

4. What can be funded?

There are three sections of grants on the application form. You must read each section fully and chose one grant you wish to apply for per application. If you would like to apply for more than one section (for example, if you have had more than one full or partial closure), then you must complete a separate application for each section/closure. Please find a description of each section below:

Section A – Self isolation grant (full or partial closure)

This funding is to support individual settings that have been required to fully or partially close due to COVID-19. Priority will be given to CIW registered settings. Funding may be available for unregistered settings on condition that they demonstrate commitment to becoming CIW registered within 12 months of this application.

Please note you can only apply for this grant up to a maximum of 3 times.

- Funding will be paid after the setting has re-opened
- It is **ONLY** for settings that have been closed by PHW/Environmental Health/TTP
- Applications can be made retrospectively for any full or partial closures from **1st April 2021 – 6th August 2021**. We cannot support any closures before this date.
- **From 7th August 2021**, we will only consider applications for full closures from CIW registered childminders. This follows updated guidance from Welsh Government that states only those who have tested positive for COVID are required to isolate. Identified close contacts are no longer required to isolate if they are under 18 years of age and/or have been fully vaccinated (anyone identified as a close contact who is not fully vaccinated is still required to self-isolate as directed by TTP). Childminders can submit applications to support **full** closures of their settings from **7th August 2021- 31st March 2022** (unless new guidance supersedes this information). If any other type of childcare setting has been instructed by TTP, between 7th August – 31st March 2022, to fully or partially close because of an identified cluster of positive cases, please contact the childcare team to discuss.
- Settings must inform CIW/FIS/ RCT Childcare Team of closure by completing the positive case notification form. To complete this form to notify of full or partial closure please see link [ChildcareProviderConfirmedCase/CaseDetails](#)
- Settings must inform CIW/FIS/ RCT Childcare Team of re-opening by email
- Funding will be paid at a rate of £45 for each full time (10 hr) childcare place that is **unavailable** due to the requirement to self-isolate.
- £22.50 per half-day place – up to 5 hours per day
- £13.50 per sessional/wraparound/after school care place – up to 3 hours per day
- Funding will only be available for those places that are not funded by any other schemes or public funding (Childcare Offer, Flying Start, non-maintained FPN funding etc.). For example, if a room with 10 children booked to attend must self-isolate, but 3 are already funded by the Childcare Offer, then the grant will cover 7 places.
- The grant is a contribution to cover loss of income from private fees **ONLY**. It cannot be claimed if you are charging parents for those places.
- You must submit evidence of the number of children booked in for each day of the closure via the funded places template sent to you in the original cover email. This will need to be uploaded to the application form via a word document, please follow the instructions on the application form.

This Grant can be claimed for up to 3 separate full or partial closure periods.

If you click 'no' to evidence not being provided your application will be immediately rejected.

Section B – Increased costs / premises related costs

This funding is to support settings who have increased costs as a direct result of COVID-19 safety measures or are unable to open or operate at full capacity because of limitations on the usage of their rented premises. Priority will be given to CIW registered settings. Funding may be available for unregistered settings on condition that they demonstrate commitment to becoming CIW registered within 12 months of this application.

Increased costs may include:

- Increased heating costs arising from the need for increased ventilation
- Additional cleaning requirements
- Increased demands for staff uniforms
- This section will not cover the cost of PPE resources. RCT Childcare Team has a separate scheme to support settings with this cost
- This is only for settings that are open and operational

Increased costs funding is available as a one off contribution towards increased costs directly caused by the COVID-19 pandemic. These are set at:

- £750 for settings in non-domestic premises
- £500 for setting in domestic premises (childminders)

Premises related costs may include:

- Loss of income due to 'tenant' settings (school, community centre, church hall, Scout hut, etc.) being unable to operate or only able to operate a reduced service due to 'landlord' requirements/PHW or Environmental Health advice/Protective Measures guidance.
- Rental costs or other overheads where no other support is available or been received.
- You are only eligible to apply for staffing cost funding to cover operational staff, including supernumerary. You cannot apply for funding to cover staffing costs if they were eligible or received furlough between 1st April 2021 – 30th September 2021 via the Coronavirus Job Retention Scheme (CJRS) and / or any other financial support in order to retain the workforce. It is also **not** available for management or back office staff.
- The setting must be fully or partially closed due to COVID-19 restrictions.

Premises related funding for settings that are closed or running at reduced capacity due to premises related restrictions is set at:

Partial closure

- £1000 for full day care settings

- £1000 for sessional/out of school settings

Full closure

- £2000 for full day care settings
- £2000 for sessional/out of school settings

Operational staff not on furlough / other job support funding:

- £25.00 per day for full day care settings (£125.00 per week per staff member)
- £12.50 per half day for sessional/out of school settings (£62.50 per week per staff member)

Please note if your setting is fully open and running at full capacity your application will be deemed ineligible and will be rejected

If you click 'no' to evidence not being provided your application will be immediately rejected.

Section C – Severe financial hardship

You can apply via this section if your setting is suffering severe financial hardship as a direct consequence of COVID-19 and cannot be funded by other means, including existing government support. Only apply via this section if the reason for your financial hardship is not covered in any other section and you are at imminent risk of permanent closure. Priority will be given to CIW registered settings. Funding may be available for unregistered settings on condition that they demonstrate commitment to becoming CIW registered within 12 months of this application.

This may include:

- Reduced demand for childcare places, where this is thought to be temporary and attributable to COVID-19 and is having a significant detrimental effect on the settings' income.
- Costs due to partial/temporary closures that are not covered by Sections A or B.
- You must submit a template for resources/ funded items this template has been sent to you in the original cover email. This will need to be uploaded to the application form via a word document, please follow the instructions on the application form.
- This grant is to support short term sustainability. If you believe your setting may not be operational within the next six months or after 31st March 2022, please contact childcareteam@rctcbc.gov.uk **BEFORE** completing this application.

Funding in this section is not capped. However, due to limited funds, it may not be possible to fully support any applications received. Only apply for those items/costs that are vital to the continued operation of the setting and without which you are at risk of permanent closure.

We will require evidence that income is currently less than expenditure. An income and expenditure template is provided in the grant application.

If you click 'no' to evidence not being provided your application will be immediately rejected.

The closing date for applications for all sections is **Monday 28th February 2022**. The closing date may be brought forward if all available funds have been committed.

5. Application & Assessment Process

Please ensure that all sections of the grant application are fully completed. Incomplete applications or applications that have not submitted the requested evidence will be rejected.

Grant applications will be assessed on detailed information provided.

All applications received by the deadline below will be discussed and decisions to award funding made at a dedicated Grant Panel meeting.

Application Deadline	Grant Panel Meeting
28th February 2022	Grant panel will meet weekly to assess applications

All applications will be assessed consistently against the stated eligibility criteria and funding criteria to ensure that the funding available is allocated appropriately.

We will aim to process your application within 10 working days. This may vary to coincide with grant panel meetings. Due to public holidays, your application may take longer to be assessed.

Wherever possible, applicants will be notified by email of the outcome of their application within two weeks of the Grant Panel meeting taking place. Upon receiving a successful grant award email, you will be provided with a 'Conditions of Acceptance' form. This must be fully completed, signed and sent back to the Childcare Team at RCTChildcareGrants@rctcbc.gov.uk

If you do not submit the signed conditions of acceptance, we will be unable to award your payment.

6. Payment Process

Payment will be made by BACS transfer to the business bank account stated in the application. Payment will be made once the application has been assessed and agreed by the grant panel and a conditions of acceptance form has been returned. If you do not provide us with the completed form in a timely manner and adhere to the terms and conditions of the grant being awarded, we may reject your application and no payment will be made.

For any further information please email: RCTChildcareGrants@rctcbc.gov.uk