



## Child-minding Development Grant 2017

### Who is the Childminding Development Grant for?

Childminders, grandparents, relatives etc. who provide a childminding service in their own (childminder's) home, or those planning to set up a new childminding service. The grant is not available to childminders caring for children in the parent's home.

### What do I have to do to be eligible to apply for the grant?

- 1) You should be minding or intend minding a minimum of 2 children. At least 1 child on a full time basis<sup>F</sup> and 1 child on a part time basis or at least 3 children on a part time basis.<sup>P</sup> You can apply for the grant in preparation for minding new children but the grant cheque can only be paid when you have started your childminding business.
- 2) You should not have received a CMDG within the last 2 years (from date of last draw down)

### What do I have to do to be eligible to draw down the grant post approval?

- 1) Organise insurance cover for your childminding service.
- 2) Have completed the Introduction to Childminding Workshop (Quality Awareness Programme - QAP) or have relevant childcare training

### Priority will be given to those applicants who:

- a) Are voluntary notified to the County Childcare Committee or notified to the TUSLA, the Child and Family Agency, whichever is appropriate (see overleaf) or willing to notify as appropriate.
- b) Meet eligibility criteria but who have never received a grant previously.
- c) Will increase the number of childcare places particularly in areas of high unmet childcare demand.
- d) Care for the greatest number of children.
- e) Operate a full-time service.
- f) Regular attendance at training or networking events.

### What is the Introduction to Childminding workshop (Quality Awareness Programme)?

The Quality Awareness Programme is an introductory or refresher course designed to provide support concerning the role of the child-minder. Topics include Role of Child-minders and choosing Child-minding; Child Development;

Hygiene, Health and Safety; Well-being of Children; Play; Support Schemes for Child-minders. For details on upcoming QAP course please contact Marie, KCCC on 045-861307

### What is Registration with TUSLA, the Child & Family Agency (CFA)?

If you are caring for 4 or more preschool children at any one time you must register your child-minding service to Tusla, the Child and Family Agency. The contact number for the Preschool Inspection is 045-907841

### How much money can be applied for?

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<sup>F</sup> A place should be counted as full-day care/full-time if it is (a) available *continuously* for more than 5 hours per day, and (b) is in a facility that is notified to the HSE as providing full day care. Full day places can only be available to pre-school aged children.

<sup>P</sup> A place should be counted as part-time if it is available for more than 3.5 hours and up to (and including) 5 hours *continuously*.

Childminders may apply for 90% of the cost of items that are approved for funding up to a maximum of €1,000. E.g. if items cost €1,111 you may receive a grant of €1,000; If items cost €555 you may receive a grant of €500. Kildare CCC suggests that no more than 33% of the grant should be spent on consumable items e.g. paint, play sand, art & craft materials etc. The grant is paid to the childminder retrospectively for receipted items purchased i.e. when the application is approved, items can then be purchased and the receipts for the purchased items are to be sent to Kildare CCC for reimbursement.

**Childminders who commit to operate for 2 years are eligible to apply for the maximum grant of €1,000; 1 year's commitment is required for funding up to €500.**

**Due to a limited budget available to Kildare CCC, there is no guarantee that childminders will be approved for any/all items in their application.**

### How does the grant work?

- Decide on how funding could best improve your childminding service. Get a quotation for all items to be purchased by checking catalogues/ websites for prices or visit safety, childcare equipment and toy shops.
- Complete an application form and submit it to Kildare CCC.
- Your application will be appraised by Kildare CCC whose recommendations will be sent to Pobal. Pobal will review and return a list of approvals. **Don't buy anything yet.** Items already purchased cannot be considered for the grant. No purchases should be made until your application has been approved.
- Ensure you will meet the eligibility criteria:
  - You should be minding or intend minding a minimum of 2 children. At least 1 child on a full time basis and 1 child on a part time basis or at least 3 children on a part time basis. (You can apply for the grant in preparation for minding new children but the grant cheque can only be paid when you have started your childminding business).
  - Organise insurance cover for your childminding service.
  - Ensure you have completed / Register to participate on the next Introduction to Childminding (Quality Awareness Programme) workshop or provide evidence of equivalent training.
  - You should not have received a CMDG within the last 2 years (from date of last draw down)
- Once your application has been approved you will receive a letter of agreement which you should sign and return to Kildare CCC accompanied by:
  - evidence of insurance
  - completion of / intention to complete the 'Quality Awareness Programme' workshop or equivalent (Relevant Childcare Training)
- When your letter of agreement has been returned to Kildare CCC you may then purchase the items approved for funding. It is essential that you retain the original receipts as the grant cheque can only be issued to you when these receipts are forwarded to Kildare CCC.
- If you cease to operate your childminding service within the agreed timeframe Kildare CCC may seek to recoup the value of the grant approved.

### What can I spend the money on?



**Minor adaptations** – changing area, outdoor play space etc.

**Safety items** – fire blanket, fire extinguisher, smoke alarm, socket covers, cupboard locks, first aid kit, stair gate, fireguard, car seat etc.

**Childcare equipment** - changing table / mat, sterilizer, double/single buggy, cot, sturdy child sized table & chairs, booster seat, step up stools, potty, foot operated bin, storage etc.

**Indoor/outdoor play equipment** - swing, slide, climbing frame, sand box, ride on toys, building blocks, art & craft supplies, appropriate toys for various age groups, books etc.

### What is the closing date?

Application forms should be received by Kildare CCC by **2pm Friday 23<sup>rd</sup> June 2017**

### If I previously received a CMDG can I apply for one now?

If you previously received a Childminding Development Grant under previous schemes you may still be eligible for funding. If your last funding draw-down was less than 2 years ago then you are not eligible to apply this time

### Checklist for application:

- Complete the application form & email to Kildare CCC: [info@kccc.ie](mailto:info@kccc.ie)

### Checklist for CMDG draw down:

- You should be minding or intend minding a minimum of 2 children (At least 1 child on a full time basis and 1 child on a part time basis or at least 3 children on a part time basis).
- Submit Quotations/catalogue prices for all items
- Provide evidence of insurance
- Provide evidence of relevant training - Introduction to Childminding (QAP) / other relevant training or
- Complete and submit Introduction to Childminding (QAP) booking form

### Where do I get more information?

Kildare County Childcare Committee

**Telephone:** 045-861307

**Email:** [info@kccc.ie](mailto:info@kccc.ie)