

ECCE Payment FAQ's Oct 2016

Q1: Why didn't I get paid?

There could be a couple of reasons why you didn't get paid, see below:

- You have not completed the online contracting process for the ECCE programme
- Your service is not tax compliant
- You have not registered any ECCE children on PIP
- You have not submitted your Fees List and Service Calendar on PIP
- You have already been paid in excess of what you were due

If none of the reasons are relevant to you and you have still not received any payment then please contact onlinesupport@pobal.ie

Q2: What was the preliminary payment based on?

Services that had completed the online contracting process and had an up to date tax certificate, received a preliminary payment. This payment was based on the number of children that were registered on PIP in the service on the last week of last year's programme call.

For example if your service had 10 children registered on PIP last programme call then you would have received payment for 10 children and this was paid for a 6 week period. This means that you would have received payment from 29th Aug until Oct 7th for 10 children.

Q3: Was my preliminary payment based on higher capitation or standard capitation?

This depends on whether or not you were approved higher capitation last programme call. If you were approved higher capitation last programme call then your preliminary payment should have been based on higher capitation.

If you were not in receipt of higher capitation last programme call then your preliminary payment would have been based on a standard capitation.

Q4: I have more children registered on PIP this year than I had last year, when will I get the extra payment for those children?

If you registered more children on PIP this programme call than you had registered in your service last programme call then this additional payment would have been paid to the service in a top-up payment. When you received the payment for those additional children was dependent on when you registered them on PIP.

All top-up registration payments had to be entered on PIP by close of business on Monday in order to receive payment for those children on that Friday.

Q5: In my preliminary payment I received a higher capitation allocation payment, however when I registered additional children on PIP my top-up payment did not add up to a higher cap payment, why is that?

Unfortunately after the preliminary payments were made, PIP had to revert all registrations back to a standard capitation in order to prepare for the input of the new higher capitation functionality. Therefore even though you may have received a higher capitation included in your preliminary payment additional child registrations were only paid at a standard capitation. Any additional payments due to the service will be calculated in the 7th Oct payment run.

Q6: What period is the ECCE payment on the 7th Oct up till?

The payment on the 7th Oct is a payment to cover the period up to the 4th Nov.

Q7: How do I calculate my ECCE Payment?

Step 1:

How many paid weeks are you due from your start date up until the 4th November?

Remember to include any non-payment weeks that you marked as non-payment weeks on your Service Calendar.

For example: If you started your ECCE programme on the 29th Aug and have marked the October mid-term as a non-payment week then your service will be due payment for 9 weeks.

Child Start date: take away Non Payable 31/10*

- 29/08/2016 - 04/11/2016 = 10 weeks 9 payable weeks
- 05/09/2016 - 04/11/2016 = 9 weeks 8 payable weeks

Step 2:

How many ECCE children have you registered on PIP?

Remember the child's start date will impact on the amount of weeks due for that child.

Step 3:

How much is the child due/week (please do calculations based on standard cap first and then we will add in your Higher cap in step 4:)

A child at a

- 38 wk service is due €64.50/5 day week
- 41 week service is due €59.73/4 day week

Remember to look at **the number of days** a child is attending for example a child attending 3 days at a 38 wk service will be due $\text{€}64.50/5\text{days} \times 3\text{days} = \text{€}38.70/\text{week}$

Work out how much each child is due for the payment period

- Payable Weeks X
- Amount due /week

For eg if a child starts on the 29/08 at a 38 week service and attends 3 days a week the amount they are due to the 04/11/16 (with one non payable week) is $9 \times \text{€}38.70 = \text{€}348.3$

For eg. If a child starts on the 29/08 at a 38 week service and attends 5 days a week the amount they are due to the 04/11/16 (with one non-payable week) is $9 \times \text{€}64.50 = \text{€}580.50$

For eg. If a child starts on the 12/09 at a 38 week service and attends 5 days a week the amount they are due to the 04/11/16 (with one non-payment week) is $7 \times \text{€}64.50 = \text{€} 451.50$

Do this calculation for each child if the children have varying start dates. Add up the entire standard capitation due to your service for all your children up until the 4/11.

Step 4:

How much of a higher capitation payment am I due?

This will depend on what is the higher cap capacity that was awarded to your service from DCYA.

For example: If your service was awarded a capacity of 11 this means that your service will be capped at 11 registrations at a higher cap rate. Any additional registrations over the capped amount to the service will be awarded at a standard capitation rate.

- If your service has a higher cap capacity of 11 and,
- your ECCE session started on the 29/08 and will run until the 30/06/17 and
- you have 11 (full sessions, 5 x 3hrs per week) registrations on PIP from the start date
- then this will give you a yearly higher capitation allocation of $\text{€}4389$ ($11 \times \text{€}10.50 \times 38\text{wks}$)
- you can then divide the yearly allocation by 38wks, for example $\text{€}4389$ divided by 38wks = $\text{€}115.50$ per week.
- You will need to multiply the HC weekly rate by the no of weeks you are being paid and add it to the total of your standard allocations to get the full payment amount

Please be advised that this higher capitation allocation will adjust throughout the year if your higher cap capacity reduces or increases. Registrations may also affect this allocation.

The total calculated for the Higher Capitation for the Programme call can be found in the Special Allocation tab on the Portal

Step 5:

- Now you should have your standard capitation and your higher capitation worked out for the payable weeks from the start of the programme to the 04/11. Remember to take away any weeks that you have marked as non-payable.

- Add up all payments that you have received from Pobal for this programme year in relation to ECCE (including your preliminary payment).
- Subtract this amount from the amount that you have calculated
- The remaining amount, should be the payment that you received on the 7th Oct

For example: if your total amount due (including higher and standard cap) for 9weeks payment is €7425, however you have already received a preliminary payment of €2250. Then subtract €2250 from €7425 and this should give you a remaining total due to you on the 7th of Oct of €5175.

For further information please refer to the Information Guide on Higher Capitation which can be found on both the portal and the homepage.