





# **Start Strong Fee Relief** Funding 2024

There are three main changes in the 2024 Start Strong requirements compared to 2023.

- Reporting a separate "Surplus" fee relief payment.
- Reporting the child's fee relief category as 3 year old (3YO) or 4 year old (4YO+).
- A new 6-monthly fee relief report layout.

#### **Surplus Payment**

Surplus funds occur when a child's gap fee is reduced to zero before the full preschool fee relief allocation is applied to the child for the week.

The service can allocate the surplus funds to other eligible children who are not receiving fee relief funding and/or children who have a gap fee after the regular preschool fee relief is applied.

For example, a child is entitled to \$44.00 preschool fee relief per week, but the child's gap fee after CCS/ACCS is deducted is only \$38.00, leaving \$6.00, which is considered surplus and can be allocated to another child to reduce that child's gap fee. The \$6.00 must be reported as a surplus payment for the child who receives the surplus.

The 2024 NSW Preschool Fee Relief payment must be reported as a regular payment and as a separate surplus payment for each child on the 6-monthly fee relief report and also on the child's Statement of Entitlement.

To cater for the new 2024 requirements, the following changes have been made:

#### Other Subsidy

The NSW Preschool Fee Relief payment must still be entered as a weekly amount using Other Subsidy on the Booking and in the Daily Sessions as was the case in 2023.

If you allocate any surplus fee relief to the child for a week, the full amount of the fee relief – **regular amount plus any surplus amount** - must be entered as the Other Subsidy amount.





For example, if a child normally receives \$44.00 regular fee relief per week and you have decided to allocate an additional \$6.00 surplus from another child to this child, you enter \$50.00 (\$44.00 + \$6.00) in the other subsidy for the child receiving the surplus.

Services will be able to identify the \$6.00 as surplus and \$44.00 as regular in the new Start Strong tab located on the Child page.

# Start Strong Tab

A new 'Start Strong' tab has been added to the Child page that will allow you to record the preschool year (2023, 2024, etc), child category (3YO or 4YO+), yearly and weekly regular fee relief amounts, child address, declaration and consent form signed value, receive fee relief value, and a note to record relevant details regarding the fee relief, such as surplus amount given or received.

For example,

🏓 Redbourr	ne Child Care Service	əs (3) - Centre I	Based Care (7) Ct										Support 🗢 -
Home Family	Children Edit	1											
ARIELLE D	DAY					[	à						111 Q
General Details	Subsidies Needs	Immunisations	Medical Medicatio	ons Authorisations	Alerts Orders	Pre-School	Bookings	Guardians CCMS	Enrolments CC	S Enrolments Doo	s Portfolio	Timesheets	Rooms
NSW Start Stro	ng												
													Add a Year
													Add a rear
Year ~	CCS Approval	V Id	QA ~ Guardian	~ Cat	egory ~	Yearly ~ Amount	Weekly Amount	<ul> <li>Declaration</li> <li>Form Signed</li> </ul>	<ul> <li>Apply</li> <li>Fee Relief</li> </ul>	<ul> <li>Guardian</li> <li>Address</li> </ul>	Note ~		08
2023	190016364C - My LDC and Pre	school SE-000008	397 Maizy Day		3YO	\$1,860.00	\$32.0	00 Yes	Yes	Yes	No	Action -	*
2024	190016364C - My LDC and Pre	eschool SE-000008	397 Maizy Day		4YO+	\$2,000.00	\$27.0	00 Yes	Yes	Yes	Yes	Action -	
н н 1	► H												1 - 2 of 2 items

The 'Add Year' button allows you to add a new preschool year record for the child.

ARIELLE [	DAY																	I	≣ Q
General Details	ls Subsidies	Needs	Immunisations	Medical	Medications	Authorisations	Alerts	Orders	Pre-School	Bookings	Guardians	CCMS Enr	rolments	CCS Enrolments	Docs	Portfolio	Timesheets	Rooms	
Year ~	CCS Approv	val	ACECC	0A ~ AQ	Guardian	~ Ca	itegory	Ye ~ Ar	early ~ mount	Weekly Amount	✓ Dec Form	laration ~	Apply Fee Relie	<ul> <li>✓ Guardia</li> <li>ef Addres</li> </ul>	an ~	Note		Add a	Year
2023 2024	190016364C - My 190016364C - My	LDC and Pres	school SE-000008	97 Ma 97 Ma	sizy Day sizy Day		3YO 4YO+		\$1,860.00 \$2,000.00	\$3.	2.00	Yes Yes	Yes	Yes		No Yer	Action g		÷
H 4 1	1 🕨 🖻															-	Q View B Delete	1 - 2 of 2 it	ems

The 'Action' menu against an existing preschool year entry allows you to:

- 'Edit' the record.
- 'View' the record.
- 'Delete' the record.
- View and update the Fee Relief details for the processed session reports.

The 'Add Year' button and 'Edit' menu option allows you to add/edit the fee relief details for a specific preschool year.







The '**View**' option allows you to view the fee relief details for a specific preschool year without the options of making changes.

The 'Fee Relief' menu option allows you to view the amount of fee relief allocated to each week that has been submitted to CCS and to also identify how much of that other subsidy is regular fee relief and how much is surplus fee relief.

The '**Delete**' option allows you to delete the fee relief details for a specific preschool year if it was created in error. A new record must be created if you delete a record by mistake.

#### **IMPORTANT:**

It is essential that you create a separate fee relief record for each preschool year for each child on Start Strong because many of the details are required for the 6-monthly fee relief report that must be submitted to the NSW Government and the details change from year to year for a child.

# **Preschool Year Child Details**

A page similar to the following will be displayed if you select the 'Add Year' button or the 'Edit' menu option for an existing record:

Child Name Arielle Day Guardian* Maizy Day Gender 22/08/2019 ••• 4y 10m Female Indigenous Status Language Spoken At Home Not Aboriginal nor TS Islander English Fee Relief Details Year* CCS Approval* ACECQA Id 2024 190016364C - My LDC a  SE-00000897 CDeclaration and Consent Form Signed Category* Year Allocation* Weekly Allocation* 4YO+  2000 27 Note	Child Name Arielle Day Guardian* Maizy Day Solution Note Solution Soluti	Child Name Arielle Day Date of Birth Age Gender 22/08/2019 •••• 4y 10m Female Indigenous Status Language Spoken At Home Not Aboriginal nor TS Islander English Fee Relief Details Year* CCS Approval* ACECQA Id 2024 190016364C MVLDC a X SE 00000897	Guardian* Maizy Day 56 Newtown Road Campbelltown NSW 2 Child Lives at a different address Address Line 1 56 Newtown Road Address Line 2 Suburb State Postcode
Arielle Day   Date of Birth   Age   Gender   22/08/2019   4y 10m   Female   Indigenous Status   Language Spoken At Home   Not Aboriginal nor TS Islander   English     ACECQA Id   2024   190016364C - My LDC a v   SE-00000897   2 Declaration and Consent Form Signed   2 Receive Fee Relief from this service   Category*   Year Allocation*   Weekly Allocation*   4YO+   2000   27	Arielle Day Date of Birth Age Gender 22/08/2019 Ay 10m Female Address Language Spoken At Home Not Aboriginal nor TS Islander English  Fee Relief Details  fear CCS Approval* CCS Approva	Arielle Day       Date of Birth     Age     Gender       22/08/2019     4y 10m     Female       ndigenous Status     Language Spoken At Home       Not Aboriginal nor TS Islander     English         Fee Relief Details	Maizy Day 56 Newtown Road Campbelltown NSW 2 Child Lives at a different address Address Line 1 56 Newtown Road Address Line 2 Suburb State Postcode
Date of Birth Age Gender   22/08/2019 4y 10m Female   Indigenous Status Language Spoken At Home   Not Aboriginal nor TS Islander English     Fee Relief Details   Year* CCS Approval*   2024 190016364C - My LDC a v   SE-00000897   O Declaration and Consent Form Signed   Receive Fee Relief from this service   Category*   Year Allocation*   Weekly Allocation*   4YO+   2000     Note	Date of Birth Age Gender   22/08/2019 4y 10m Female   Indigenous Status Language Spoken At Home   Not Aboriginal nor TS Islander English     Fee Relief Details   Year* CCS Approval*   2024 190016364C - My LDC a v   SE-0000897   Celoaration and Consent Form Signed   Receive Fee Relief from this service   Category*   Year Allocation*   4YO +   2000   27   Apply \$6.00 surplus transferred from Wendy Williams.	Date of Birth     Age     Gender       22/08/2019     ••••     4y 10m     Female       Indigenous Status     Language Spoken At Home       Not Aboriginal nor TS Islander     English	56 Newtown Road Campbelltown NSW 2         Child Lives at a different address         Address Line 1         56 Newtown Road         Address Line 2         Suburb       State    Postcode
22/08/2019 4y 10m   Female   Indigenous Status   Language Spoken At Home   Not Aboriginal nor TS Islander   English   Fee Relief Details   Year*   CCS Approval*   ACECOA Id   2024   190016364C - My LDC a v   SE-00000897   Suburb   State   Postcode   Campbelltov   NSW   2560   Note   Note	22/08/2019 4y 10m   Female   Indigenous Status   Language Spoken At Home   Not Aboriginal nor TS Islander   English   Fee Relief Details   Year*   CCS Approval*   ACECOA Id   2024   190016364C - My LDC a *   SE-00000897   2 Declaration and Consent Form Signed   2 Receive Fee Relief from this service   Category*   Year Allocation*   Weekly Allocation*   4YO+   2000   27   Apply \$6.00 surplus transferred from Wendy Williams.	22/08/2019       4y 10m       Female         Indigenous Status       Language Spoken At Home         Not Aboriginal nor TS Islander       English         Fee Relief Details         Year*       CCS Approval*         ACECQA Id         2024       190016364C       My LDC a       SE 00000897	Child Lives at a different address Address Line 1 56 Newtown Road Address Line 2 Suburb State Postcode
Indigenous Status Language Spoken At Home   Not Aboriginal nor TS Islander English     Fee Relief Details     Year* CCS Approval*   ACECQA Id   2024 190016364C - My LDC a v   SE-00000897     Poclaration and Consent Form Signed   Receive Fee Relief from this service   Category*   Year Allocation*   Weekly Allocation*   4YO+   2000   27     Note	Indigenous Status Language Spoken At Home   Not Aboriginal nor TS Islander English     Fee Relief Details   Year* CCS Approval*   2024 190016364C - My LDC a *   SE-00000897   2 Declaration and Consent Form Signed   2 Receive Fee Relief from this service   Category*   Year Allocation*   Weekly Allocation*   4YO+   2000   27   Note Address Line 1   56 Newtown Road   Address Line 2   Suburb   State   Posts   Campbelltov   NSW *   256   Apply \$6.00 surplus transferred from Wendy Williams.	Indigenous Status Language Spoken At Home Not Aboriginal nor TS Islander English Fee Relief Details Year* CCS Approval* ACECQA Id 2024 1400162846C MVLDC a YEE 00000997	Address Line 1 56 Newtown Road Address Line 2 Suburb State Postcode
Indigenous Status Language Spoken At Home   Not Aboriginal nor TS Islander English     Fee Relief Details   Year* CCS Approval*   2024 190016364C - My LDC a v   SE-00000897   Seceive Fee Relief from this service   Category*   Year Allocation*   4YO+   2000   27   Note	Indigenous Status Language Spoken At Home   Not Aboriginal nor TS Islander English     Fee Relief Details   Year* CCS Approval*   2024 190016364C - My LDC a v   SE-00000897   Category* Year Allocation* Weekly Allocation* Weekly Allocation* Weekly Allocation* ACECQA Id Second and Consent Form Signed Provide the second and Cons	Indigenous Status Language Spoken At Home Not Aboriginal nor TS Islander Fee Relief Details fear* CCS Approval* ACECQA Id 2024 190016264C. My LDC a Y SE 00000997	56 Newtown Road Address Line 2 Suburb State Postcode
Note       Address Line 2         Fee Relief Details       ACECOA Id         2024       190016364C - My LDC a v       SE-00000897         © Declaration and Consent Form Signed       Receive Fee Relief from this service         Category*       Year Allocation*         4YO+       2000       27	Not Abbrightar hold 1'S Islander       English         Fee Relief Details       Address Line 2         Year*       CCS Approval*       ACECQA Id         2024       190016364C - My LDC a v       SE-00000897         2 Declaration and Consent Form Signed       Receive Fee Relief from this service         Category*       Year Allocation*         4YO+       2000         27	Fee Relief Details       Year*     CCS Approval*       ACECQA Id       2024	Address Line 2 Suburb State Postcode
Fee Relief Details         Year*       CCS Approval*         2024       190016364C - My LDC a v         SE-00000897         Image: Declaration and Consent Form Signed         Receive Fee Relief from this service         Category*       Year Allocation*         Veekly Allocation*         4YO+       2000         27	Fee Relief Details         Year*       CCS Approval*         2024       190016364C - My LDC a          SE-00000897         Image: Declaration and Consent Form Signed         Receive Fee Relief from this service         Category*       Year Allocation*         VPO+       2000         Note         Apply \$6.00 surplus transferred from Wendy Williams.	Fee Relief Details           Year*         CCS Approval*         ACECQA Id           2024         190016364C         MV LDC a         X	Suburb State Postcode
Fee Relief Details         Year*       CCS Approval*         2024       190016364C - My LDC a •         SE-00000897         Declaration and Consent Form Signed         Receive Fee Relief from this service         Category*       Year Allocation*         Verty*       2000         27	Fee Relief Details         Year*       CCS Approval*         2024       190016364C - My LDC a v         SE-00000897         Image: Declaration and Consent Form Signed         Image: Receive Fee Relief from this service         Category*       Year Allocation*         Veekly Allocation*         Image: Veekly Sector         Image: Veekly Sec	Fee Relief Details           Year*         CCS Approval*         ACECQA Id           2024         190016384C         My LDC a         SE 00000897	Suburb State Postcode
Year*       CCS Approval*       ACECOA Id         2024       190016364C - My LDC a v       SE-00000897         Image: Comparison of the compar	Year*       CCS Approval*       ACECQA Id         2024       190016364C - My LDC a v       SE-00000897         Image: Composition of the service       SE-00000897         Image: Composition of the service       Second service         Category*       Year Allocation*         Image: Very Second service       Second service         Category*       Year Allocation*         Image: Very Second service       Second service         Category*       Year Allocation*         Image: Very Second service       Second service         Category*       Year Allocation*         Image: Very Second service       Second service         Category*       Year Allocation*         Image: Very Second service       Second service         Apply \$6.00 surplus transferred from Wendy Williams.	Year*         CCS Approval*         ACECQA Id           2024         190018384C         My LDC a         SE 00000897	Suburb State Posicode
2024       190016364C - My LDC a v       SE-00000897         2 Declaration and Consent Form Signed       Receive Fee Relief from this service         Category*       Year Allocation*         4YO+       2000         27	2024       190016364C - My LDC a        SE-00000897         Image: Comparison of the service       SE-00000897         Receive Fee Relief from this service       Category*         Year Allocation*       Weekly Allocation*         4YO+       2000         27         Note         Apply \$6.00 surplus transferred from Wendy Williams.	2024 190016364C MyLDC a Y SE 00000897	Campbellton NSW y 2560
C Declaration and Consent Form Signed Receive Fee Relief from this service Category* Year Allocation* Weekly Allocation* 4YO+ 2000 27 Note	C Declaration and Consent Form Signed  Receive Fee Relief from this service  Category* Year Allocation* Weekly Allocation*  4YO+ 2000 27  Note  Apply \$6.00 surplus transferred from Wendy Williams.		
4YO+ • 2000 27 Note	4YO+     2000     27       Note   Apply \$6.00 surplus transferred from Wendy Williams.	Category*     Year Allocation*     Weekly Allocation*	
Note	Note Apply \$6.00 surplus transferred from Wendy Williams.	4YO+ • 2000 27	
	Apply \$6.00 surplus transferred from Wendy Williams.	Note	





# **Child Details**

• Name, Date of Birth, Age, Gender, Indigenous Status, and Language spoken at home details are view only and obtained from the General Details tab.

# Fee Relief Details

Year

- Enter the fee relief preschool year.
- The year is a calendar year (Jan to Dec).
- The Year determines the format of the 6-monthly report, which has changed for 2024.

CCS Approval / ACECQA Id

- Select the CCS Approval that has been approved for the fee relief payment.
- When an approval is selected, the ACECQA Id is displayed.
- The ACECQA Id is returned from CCS when the CCS Approval is queried.

Declaration and Consent Form Signed check box

- Check this control if you have received the signed declaration and consent form from the guardian for this preschool year.
- The child cannot be included in the 6-monthly report unless this check box has been checked.

Receive Fee Relief from this service check box

- Check this check box if the guardian has elected to receive fee relief from your service instead of another service.
- This option is required for the 6-monthly report.

#### Category

- Select the child's fee relief category either 3YO or 4YO+.
- When selecting the category, the child's age should be calculated as of 1<sup>st</sup> July in the selected preschool year.
- This option is required for the 6-monthly report.

Yearly / Weekly Allocation

- Enter the amount of regular fee relief that the child is entitled to for the selected preschool year and the amount to allocate to each week. (Yearly Amount / number of fee relief weeks).
- At this stage, the amounts are for documentation purposes only and are not used to automatically calculate the weekly allocation in Daily Sessions.





• The amounts are displayed in the new 'NSW Preschool Fee Relief Funding Reconciliation Report' to allow you to manage your fee relief allocation for each child.

### Child Address

Guardian

• When you select the child's guardian, the guardian's address is displayed.

Child Lives at a different address check box

- Check this check box if the child **doesn't** live with the selected guardian.
- If the check box is checked:
  - The 'Address Line 1', 'Address Line 2', 'Suburb', 'State', and 'Postcode' fields become modifiable to allow you to enter the child's address.
- If the check box is unchecked:
  - The selected guardian's address is displayed in the 'Address Line 1', 'Address Line 2', 'Suburb', 'State', and 'Postcode' fields which become view only.
- The child's address is reported in the 6-monthly report.

Note

- Enter any information that is relevant to the child's fee relief for the preschool year.
- For example, document any surplus that has been given to another child or has been received from another child.

# **Preschool Year Fee Relief Details**

India Dotana Out	ibsidies Needs	Immunisation	Medical	Medications	Authorisations	Alerts	Orders	Pre-School	Bookings	Guardians	CCMS Enrolments	CCS Enrolments	Docs	Portfolio	Timesheets	Rooms
A Charle Charles									-							
V Start Strong																
																_
												-				Add a
rear v CCS	S Approval	ACE V Id	CQA ~	Guardian	~ C:	ategory	⊻ An	arly ~	Weekly Amount	<ul> <li>Decla</li> <li>Form</li> </ul>	ration ~ App Signed Fee R	oly Guardia Ielief Addres	an ~	Note	~	0
fear ~ CCS	S Approval	~ ACE Id	CQA ~	Guardian	~ C:	ategory	∨ An	nount	Weekly Amount	Decla     Form	Signed Fee R	oly Guardi: telief Addres	an v	Note	v Aatlan -	ø
rear ~ CCS 3 190016	S Approval 6364C - My LDC and	ACE Id Preschool SE-000	0897 M	Guardian laizy Day	~ C:	ategory 3YO	∨ An	s1,860.00	Weekly Amount \$3	Decla     Form 2.00	ration ~ App Signed Fee R Yes Y	telief Addres	an v	Note	~ Action ~	۵
Year         CCS           3         190016           4         190016	S Approval 6364C - My LDC and 6364C - My LDC and	<ul> <li>ACE Id</li> <li>Preschool</li> <li>SE-000</li> <li>Preschool</li> <li>SE-000</li> </ul>	CQA ~ 0897 M 0897 M	Guardian laizy Day laizy Day	~ C:	3YO 4YO+	⊻e ∼ An	sarly v mount s1,860.00 \$2,000.00	Weekly Amount \$3 \$2	2.00 Decla Form 7.00	ration App Signed Fee R Yes Y Yes Y	telief Addres	an v	Note No Yes	<ul> <li>✓</li> <li>Action ▼</li> <li>Action ▼</li> </ul>	٥
Year         CC \$           13         190016           14         190016	S Approval 6364C - My LDC and 6364C - My LDC and	v ACE Id Preschool SE-000 Preschool SE-000	0897 M 0897 M	Guardian Iaizy Day Iaizy Day	~ C:	3YO 4YO+	∨ An	sarly v nount s1,860.00 \$2,000.00	Weekly Amount \$33 \$2	2.00 Decla Form 7.00	Iration ~ App Signed Fee R Yes 1 Yes 1	lelief Addres	an v	Note No Yes	<ul> <li>✓</li> <li>Action ▼</li> <li>Action ▼</li> <li>Edit</li> </ul>	

A page similar to the following will be displayed if you select the '**Fee Relief**' menu option for an existing preschool year record for a child.





	ails					Regular F	/R		
Child		G	uardian			Category	Year Allocation	n Week	ly Allocation
Arielle Day			Maizy Day			4YO+	2,000.00	27.0	00
Year		CCS Approval							
2024		190016364C - My I	_DC and Preschool						
S Processed	Weeks							Potential ~	
			Other ~	Other ~ Subsidy		Regular V F/R	Surplus ~	Surplus	
Week Ending 🔍	<ul> <li>Total Fee</li> </ul>	v ccs v	Subsidy	Amount	Gap Fee 🛛 🗸	Applied	Applied	Transfer	8
Week Ending ~	Total Fee \$400.0	CCS	Subsidy NSW Pre school Funding	Amount \$50.00	Gap Fee ~ \$350.00	Applied \$44.00	Applied \$6.00	Transfer \$0.00	C Surplus F/R
Week Ending 102/2024	Total Fee \$400.1 \$400.1	CCS	Subsidy NSW Pre school Funding NSW Pre school Funding	Amount \$50.00 \$50.00	Gap Fee ~ \$350.00 \$350.00	Applied \$44.00 \$44.00	Applied \$6.00	Transfer           \$0.00           \$0.00	2 Surplus F/R Surplus F/R
Week Ending 102/2024 102/2024 102/2024	<ul> <li>Total Fee</li> <li>\$400.1</li> <li>\$400.1</li> </ul>	✓ CCS ✓ 00 \$0.00 00 \$0.00 00 \$0.00 00 \$0.00	Subsidy NSW Pre school Funding NSW Pre school Funding NSW Pre school Funding	Amount \$50.00 \$50.00 \$50.00	Gap Fee → \$350.00 \$350.00 \$350.00	Applied \$44.00 \$44.00 \$44.00	Applied         \$6.00           \$6.00         \$6.00	Transfer           \$0.00           \$0.00           \$0.00	Surplus F/R Surplus F/R Surplus F/R
Week Ending 102/2024 102/2024 102/2024 Tota	<ul> <li>Total Fee</li> <li>\$400.0</li> <li>\$400.0</li> <li>\$400.0</li> <li>\$400.0</li> <li>\$400.0</li> </ul>	<ul> <li>✓ CCS ✓</li> <li>✓ S0.00</li> <li>✓ S0.00</li> <li>✓ S0.00</li> <li>✓ S0.00</li> <li>✓ S0.00</li> <li>✓ S0.00</li> </ul>	Subsidy NSW Pre school Funding NSW Pre school Funding NSW Pre school Funding	Amount \$50.00 \$50.00 \$50.00 \$150.00	Gap Fee         ✓           \$350.00         \$350.00           \$350.00         \$350.00           \$350.00         \$350.00	Applied \$44.00 \$44.00 \$44.00 \$132.00	Applied \$6.00 \$6.00 \$6.00 \$18.00	S0         S0.00           \$0.00         \$0.00           \$0.00         \$0.00	Surplus F/R Surplus F/R Surplus F/R
Week Ending         102/2024           102/2024         102/2024           102/2024         1	<ul> <li>✓ Total Fee</li> <li>\$400.1</li> <li>\$400.1</li> <li>\$400.1</li> <li>\$400.1</li> <li>\$1,200.0</li> <li>₩</li> </ul>	CCS         ~           D0         \$0.00           D0         \$0.00           D0         \$0.00           D0         \$0.00           D0         \$0.00	Subsidy NSW Pre school Funding NSW Pre school Funding NSW Pre school Funding	Amount \$50.00 \$50.00 \$50.00 \$150.00	Gap Fee → \$350.00 \$350.00 \$350.00 \$1,050.00	Applied \$44.00 \$44.00 \$44.00 \$44.00 \$132.00	Applied \$6.00 \$6.00 \$6.00 \$6.00 \$18.00	Transfer           \$0.00           \$0.00           \$0.00           \$0.00           \$0.00           \$0.00	Surplus F/R Surplus F/R Surplus F/R

# Child Details

• The child's name, selected guardian, preschool year, and CCS Approval Id are displayed and are view only.

#### Regular F/R

- The Category, Weekly Allocation, and Weekly Allocation details are displayed as view only and relate to the selected preschool year.
- These details are displayed for documentation purposes only and are **not used** to automatically allocate Other Subsidy to a week.

#### CCS Processed Weeks

• The data grid displays a list of weeks in the preschool year for the child and guardian for the CCS Approval that have been **fully processed by CCS** (submitted and queried) and contain Other Subsidy amounts that were identified as 'NSW Preschool Funding'.

#### Week Ending

- The Sunday date for the week.
- Only week endings that fall within the Preschool year are displayed.

#### Total Fee

• The cost of care for the week.







# CCS

• The amount of CCS or ACCS that has been allocated by Centrelink for the week.

# Other Subsidy

• The name of the other subsidy scheme that is attached to the CCS Approval that was allocated to the week. Normally 'NSW preschool Funding'.

# Other Subsidy Amount

- The amount of other subsidy (preschool fee relief) that was applied to the week.
- The amount includes regular and surplus fee relief.

# Gap Fee

• The parent payment amount for the week after the Total Fee is reduced by CCS and Other Subsidy amounts.

# Regular F/R Applied

- The amount of Other Subsidy fee relief that has been identified as 'regular' fee relief.
- This amount can be adjusted using the 'Surplus F/R' button.

# Surplus F/R Applied

- The amount of Other Subsidy fee relief that has been identified as 'surplus' fee relief.
- This amount can be adjusted using the 'Surplus F/R' button.

# Potential Surplus for Transfer

- The amount of regular Weekly fee relief allocation that could potentially be given to one or more other children.
- This value is calculated based on the 'Weekly F/R Allocation' and the 'Other Subsidy Amount'.

IF 'Weekly Allocation' is greater than the 'Other Subsidy Amount'

'Potential Surplus for Transfer' = 'Weekly Allocation' less the 'Other Subsidy Amount'







For example, in the screen shot below:

Week = 11/02/2024 Weekly Allocation = \$48.00 Other Subsidy = \$40.00 Potential Surplus = \$48.00 - \$40.00 = \$8.00

The column is included to highlight possible surpluses that could be used to benefit other children/guardians.

For example,

Child Detai	ls ——						Regular F/	R		
Child			Gi	uardian			Category	Year Allocation	Weekly	Allocation
Julie Andrews			N	Maria Andrews			4YO+	2,000.00	48.00	)
Year		CCS Approva	I							
2024	leeks	190016364	JC - My L	.DC and Preschool		\$48.0	)0 - \$40.00 = \$8.	00		
Week Ending V	Total Fee	✓ CCS	~	Other ~ Subsidy	Other	Gap Fee 🗸 🗸	Regular ∽ F/R Applied	Surplus ~ F/R Applied	Potential Surplus for Transfer	3
/02/2024	\$400	.00	\$0.00	NSW Pre school Funding	\$40.00	\$360.00	\$40.00	\$0.00	\$8.00	Surplus F/R

#### Surplus F/R button

- This button displays a popup window similar to the following that allows you to identify how much of the Other Subsidy applied to a week is regular fee relief and how much is surplus fee relief.
- A popup window similar to the following is displayed when you select the button:

Veek Ending	Total Fee	CCS	Other Subsidy	Gap Fee	
11/02/2024	400.00	0.00	50.00	350.00	
eaving Regular F.	44.00				

• All the fields are view only except the Surplus F/R value.







- As you type the Surplus Fee F/R amount, the Regular F/R value is calculated (Other Subsidy less Surplus F/R).
- You cannot change the Other Subsidy amount, you can only change the proportion of Surplus F/R to Regular F/R.
- Any changes to the Other Subsidy amount must be done in the Session Settings popup window in the Daily Sessions for the week.