

# Attention Principals

There is an opportunity for all ECD centres and programmes (registered, unregistered or conditionally registered) to apply for the **ECD Employment Stimulus Relief Fund**.

We have summarised the key information for you and attached the key documents.

## *Key points to note about the process:*

- ECD centres need to apply for this (not individual staff members) – either the owner/principal can make the application & only one application per centre.
- ECD centres can only apply for up to four staff members; however the funds that come in need to be shared across all staff members that have an active employment contract at the centre.
- The amount per staff member will be R4470, made as a once off payment to the centre. The centre will be responsible for making the payments to staff.
- Before applying, you need to do the following:
  - ⇒ If you are not registered or if you do not receive funding from provincial DSD, then you need to FIRST apply online to be loaded on the Centre Supplier Database (CSD). You will need the registration number (starting with “M”) in order to apply for the ECD Employment Stimulus Fund. Please follow the link: <https://secure.csd.gov.za/Account/Register> and use the step-by-step guide that explains how to be loaded onto the Centre Supplier Database ([found here](#))
  - ⇒ You need to have a bank account in your ECD centres name (no personal accounts will be approved).
  - ⇒ You need to have the ID numbers of all staff ready.
  - ⇒ You need the total number of and ages of all children enrolled at your centre.

 **CLICK HERE TO APPLY** for the Relief Fund - <https://govchat.app>

Follow the step-by-step guide on how to apply **FOUND HERE**

- For further questions, read the FAQ document ([found here](#)) or call the toll free number on 0800 089 666.
- **The closing date for applications is 19 February 2021 at 23h59.** 

## *Answers to key commonly asked questions:*

- All ECD centres and non-centre based programmes can apply.
- If centres have not opened up yet, they can still apply. Once these centres receive the funds, they will need to reopen within 60 days of the funds being transferred.
- ECD centres can apply for up to 4 staff members and non-centre based programmes can apply for one staff member. If more staff members have active employment contracts with the centre or programme, then the funds need to be shared equally amongst all staff.
- ECD centres and non-centre based programmes need to appoint a Covid-19 Compliance Officer (one of the existing staff members – their role is to ensure that Covid-19 protocols are in place). Please find a template appointment letter attached.
- Reporting – once your centre receives the funds, you will have two weeks to pay the funds to your staff. The centre will then need to complete a report that shows signed proof of the payments to staff, attendance register showing children at the centre, employment contracts of staff working at the centre, and the [compliance officer appointment letter](#). You will be communicated this information once successful.
- You do not need to be a non-profit organisation in order to apply.

*Find the following key documents here:* 

- [Media Release](#) (from 05 February 2021): the Department of Social Development launched the ECD Employment Stimulus Relief Fund.
- [FAQ document](#) for more details, the requirements, conditions.
- A [step-by-step guide](#) that explains how to apply for the fund.
- A [step-by-step guide](#) that explains how to become loaded on the Centre Supplier Database (CSD)

**We wish you all the best with the application process.**

