



# Community Child Care Fund Special Circumstances Grant Opportunity

The Community Child Care Fund (CCCF) Special Circumstances funding supports continuity of child care, in particular for disadvantaged or vulnerable communities, where service viability is affected by an unforeseen event or circumstance that a service did not cause and cannot influence. This could be a natural weather disaster, extreme weather event or pandemic.

The amount of funding provided to services will be determined on a case-by-case basis, depending on the service's individual circumstances. Services can apply for funding more than once, for example where they have been impacted by more than one unforeseen event, such as bushfire and flood.

## Eligibility

To be eligible to apply for Special Circumstances funding you must demonstrate that you are:

- an approved provider under Family Assistance Law operating in a disadvantaged or vulnerable community (refer [CCCF Special Circumstances Grant Opportunity Guidelines](#) section 4.2), and
- at risk of temporary/permanent closure due to viability issues resulting from an unforeseen event or circumstance such as but not limited to natural disaster, extreme weather event or pandemic, or
- at risk of permanent closure due to another event or circumstance, where that closure would result in a lack of suitable child care (market failure) for the community, or
- seeking to commence a new service in a community where another service has closed, resulting in a lack of suitable child care (market failure), and the new service will require funding to establish a viable operation.

The [CCCF Special Circumstances Grant Opportunity Guidelines](#) (Section 4) has more information on eligibility.

## Eligible grant activities

Special Circumstances grants **can** be used for activities such as:

- implementing changes to business practices and/or models, in response to the unforeseen event or special circumstance

- temporarily contributing to standard child care operating costs to assist with the service remaining open, including costs related to the provision of care at an alternate venue
- helping with additional costs as a result of the unforeseen event or circumstance
- addressing health and safety requirements, directly related to an unforeseen event
- other reasonable activities, as agreed with the department, that are responsive to the needs of the community, or to ensure the service can continue to provide quality child care, such as additional transport services, family engagement, extended hours and other support activities.

The following are examples of activities grant funding cannot be used for:

- activities not related to the delivery of child care services
- activities that are already fully funded by the CCCF program or any other government source or program
- activities that have already occurred
- any expense that is claimable under the service's insurance policy.

## Key factors to consider before applying

Before applying for Special Circumstances funding all services should consider:

- Information provided in this fact sheet, the [CCCF Special Circumstances Grant Opportunity Guidelines](#) and the [CCCF Special Circumstances Grant Opportunity FAQ's](#)
- Victorian services must be at high risk of permanent closure as a result of Stage 3 and Stage 4 lockdown, or jurisdictional equivalent.
- Services applying outside of Victoria (National COVID-19 Measure) must be at high risk of imminent closure (temporary/permanent).
- Applications for COVID-19 related funding cannot exceed \$150,000 (GST exclusive). These applications must include specific documentation set out in section 4 of the [CCCF Special Circumstances Grant Opportunity Guidelines](#).
- The funding amount requested should be relative to the immediate needs of the service. You can use the budget template in the application to calculate the amount you require to remain viable.
- Funding is intended to be one-off and short-term, it is not intended to be long-term or repeated.
- Departmental payment records will be checked to confirm attendance figures, CCS and ACCS claimed, Transitional and Additional Viability Support Payments where relevant.
- Financial documentation will be reviewed internally and further information may be requested.

- All funding requested must support the continuity of child care for the service.

## **How to apply**

To apply, you will need to complete an application form.

The application form is available on the [CCCF Special Circumstances](#) webpage.

## **The assessment process**

The Department of Education, Skills and Employment will assess your application for Special Circumstance funding based on its merit and the degree to which the eligibility and assessment criteria are met. You will be advised of the outcome of the process by email.

## **More information**

Please refer to the [CCCF Special Circumstances Grant Opportunity Guidelines](#) for further details on eligibility, assessment criteria and reporting requirements.

Enquiries about this grant opportunity can be emailed to the Department of Education, Skills and Employment at [cccfspecialcircumstances@dese.gov.au](mailto:cccfspecialcircumstances@dese.gov.au).