

Westmeath CCC Support document Programme Readiness Checklist		Tick when completed
<ul style="list-style-type: none"> <li>• <b>Confirm Organisation Details</b></li> <li>• <b>Confirm Service Provider Details</b></li> <li>• <b>Confirm PAU</b></li> <li>• <b>Confirm Portal Users</b></li> <li>• <b>Confirm Bank Account</b></li> </ul>	My Account on the Hive	
<ul style="list-style-type: none"> <li>• <b>Confirm Tusla Registration</b></li> <li>➤ Service providers must provide a valid Tusla registration number on the Early Years Hive for each care type offered. i.e., if you offer School Aged Childcare (SAC), you must provide a valid SAC registration number and if you offer Early Learning and Care (ELC), you must provide a valid ELC registration number.</li> </ul>	My Account -Tusla Certificate	
<ul style="list-style-type: none"> <li>• <b>Create/Confirm 2023/2024 Service Calendar</b></li> </ul>	My Account – Service Calendars	
<ul style="list-style-type: none"> <li>• <b>Confirm Qualifications and Minimum Numbers (ECCE only)</b></li> </ul>	My account – ECCE Pre-contracting upload <a href="#">Form 2 Declaration</a> Form for existing EY services	
<ul style="list-style-type: none"> <li>• <b>Activate the Funding Agreement</b></li> </ul>	Programmes – All Programme application <ol style="list-style-type: none"> <li>1. <a href="#">ECCE</a></li> <li>2. <a href="#">NCS</a></li> <li>3. <a href="#">CCSP Saver</a></li> <li>4. <a href="#">Core funding</a></li> </ol>	
<ul style="list-style-type: none"> <li>➤ <b>Fees Lists Requirement for 2023/2024</b></li> <li>➤ As previously communicated, you will be able to activate a programme’s funding agreement without having to first submit a fees list for the 2023/2024 programme year. Fees lists for ECCE, NCS and the CCSP Saver Programme will be available for services to</li> </ul>	It is important to note that it will still be a requirement to upload a fees list. Information on submitting 2023/2024 fees on the Early Years Hive will be communicated later.	



submit prior to the 2023/2024 programme year beginning.		
<p><b><u>BetterStart AIM Application</u></b></p> <ul style="list-style-type: none"> <li>• <b>AIM Level 1</b></li> <li>• <b>AIM Level 4/AIM Level 7</b></li> </ul>	<p><b>Programmes – AIM Level 1 Applications</b> Opens in August of each year and remains open throughout the programme year.</p> <p>Programmes -AIM Level 4-7 The application process for AIM Level 4 and Level 7 for the 2023/24 pre-school year opened on Hive on 5th May.</p>	
<ul style="list-style-type: none"> <li>• <b>One to One Pobal Compliance (ECCE/NCS/CCSP) supports</b></li> </ul>	Contact Natasha to book an appointment <a href="mailto:nreid@westmeathchildcare.ie">nreid@westmeathchildcare.ie</a>	
<ul style="list-style-type: none"> <li>• <b>1-1 NCS and Hive Supports</b></li> </ul>	Contact Natasha to book an appointment <a href="mailto:nreid@westmeathchildcare.ie">nreid@westmeathchildcare.ie</a>	
<ul style="list-style-type: none"> <li>• <b>Childs Registrations opens</b></li> </ul>	<ol style="list-style-type: none"> <li>1. ECCE 3<sup>rd</sup> July</li> <li>2. CCSP 7<sup>th</sup> August</li> </ol>	

