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Enquiries: Deon Louw

Circular: 0037/2020

Expiry date: 31 March 2021

To: Deputy Directors-General, Chief Directors, Directors (Head Office and district offices), Deputy Directors (Head Office and district offices), Circuit Managers and Principals of WCED Subsidised Independent Schools

Short summary: Presidential Employment Initiative Programme for WCED Subsidised Independent Schools.

Subject: PRESIDENTIAL EMPLOYMENT INITIATIVE PROGRAMME FOR BASIC EDUCATION

The Western Cape has identified Jobs and the Economy, Safety and Wellbeing and Dignity as its primary policy objectives for effective recovery from the impact of COVID-19. These policy themes align directly with the objectives of the funding set aside by the National Treasury for job creation and protection and will greatly aid the Western Cape in strengthening existing public employment programmes and support measures to further expand credible and evidence-based proposals for job creation in the province.

Saving Jobs initiatives

- 1.1. Funding allocated to the Western Cape Education Department (WCED) will be utilised for the protection of jobs by supporting the effects to save posts at WCED - subsidised independent schools.
- 1.2. All independent ordinary schools and independent special schools, who are currently subsidised by the WCED, qualify to apply for the subsidy to support the payment of current salaries. This is exclusive of Grade R posts (see 1.3 below).
- 1.3. Posts at all institutions offering Grade R are not included for this initiative, as the WCED already provides a subsidy for all Grade R practitioners through the Norms and Standards funding for Grade R at independent schools registered with the WCED.
- 1.4. The main purpose of the funds is to augment the schools' Compensation of Employees (COE) budgets and as such will only be disbursed to schools where there are legitimate

budget pressures, arising out of parents not being able to pay school fees or schools forfeiting their income supplements generated from donations and sources other than through WCED subsidies. Schools will thus have to prove to the WCED that they are unable to pay salaries due to budget constraints that they are experiencing.

- 1.5. Funds will come in the form of relief to the schools and the WCED will thus not take over the payment of salaries in totality.
- 1.6. The funds will only be available for the duration of the implementation of the Presidential Employment Initiative for Basic Education, which is expected to run from 1 November 2020 until 31 March 2021 for the "Saving Jobs" initiative. The relieve funding to approved schools will therefore be for 5 months only.
- 1.7. Attached to this circular you will find the application form (**Annexure I-A**) to be completed and forwarded to Mr Deon Louw (021 467 2653) at Deon.Louw@westerncape.gov.za and / or Ms Nadeyah Abrahams (021 467 2304) at Nadeyah.Abrahams@westerncape.gov.za and / or Mr Malcolm Williams (021 467 2179) at Malcolm.Williams@westerncape.gov.za .
- 1.8. . Also ensure that your application includes the following information as part of your request for relief funding to augment salaries for affected posts:
 - a. 2020 Approved Budget
 - b. Proof of own income received (from all sourced other than WCED allocations, including any funding received from the UIF) and salaries paid for the period 1 January 2020 until 30 September 2020.
 - c. Extract from the school's payroll for the months of both November and December 2020, confirming the list of names of the posts applied for, the post description for the staff member (eg. Educator Grade 5) as well as the total cost per post. No Grade R post may be included (refer to point 1.3 above).
- 1.9. Schools can only submit requests for posts that were filled on 01 April 2020 and became threatened as a result of COVID-19. This implies that no funding will be allocated for aspirational posts and all claims processed for the months following the November claim will be aligned to the November claim that will serve as the base-month.
- 1.10. The WCED will determine how much relief will be provided to an affected school based on the school's level of financial distress, the current salary level of the posts under threat and the total funds allocated to the WCED to save posts. Schools will be informed in writing of the outcome of their application and all approved applications will serve as approval for the duration of the project.

1.11. The table below provides a guide on how the WCED would assist schools, with affordability being of paramount importance.

AVERAGE AFFECTED SALARY LEVEL OF THE SCHOOL	WCED INPUT TO SALARIES	SCHOOL INPUT TO SALARIES
X ≤ R10 000	80%	20%
R10 001 – R15 000	70%	30%
R15 001 – R20 000	50%	50%
X ≥ R20 001	35%	65%

1.12. All applications must be submitted to the Directorate: Institutional Management and Governance by latest 13 November 2020 latest and will also serve as claim form for approved schools for the subsidy to support the payment of both November and December SGB salaries. The WCED will not be able to accept any late applications.

1.13. The claim form for the subsidy to support the payment of January, February and March salaries will be made available to schools with approved applications only.

Funding

2.1. Attached to this circular you will find the Memorandum of Understanding (**Annexure I-B**), which must be entered into between the WCED and each school and signed by the School and returned to the Project Office prior to any funding for the Presidential Employment Initiative Programme being approved for release to any school

2.2. The funding subsidy made available to schools in support of their appointees' payroll cost will be paid starting from 1 November 2020 and ending on 31 March 2021. Funds will be transferred on a monthly basis to schools via a transfer payment and will be available in schools' bank accounts prior to the last day of each calendar month. The funding Subsidy for the December payrolls will be clustered with the November tranche, considering the school closure date for the December school holiday.

SIGNED: BK SCHREUDER
HEAD: EDUCATION
DATE: 2020-11-05