

Key deadlines:
Apply by 30 September 2025 to be eligible for backpay
Applications close 30 Sept 2026
Payments end 30 Nov 2026

Does your service operate a Centre Based Day Care (CBDC) or Outside School Hours Care?
Is your service approved for Child Care Subsidy?

NO

YES

STOP!
Your service is NOT eligible for the WRP grant

STOP!
Only the Approved Provider OR a PMC listed in PRODA can apply. Ask this person to complete the application instead.

Are you the Approved Provider OR a Person with Management or Control (PMC) who is listed in **PRODA** for the service?

NO

YES

Do you agree to limit fee growth by no more than 4.4% from August 2024-August 2025 and by no more than 4.2% between August 2025 and August 2026?

YES

No, we have already increased fees by >4.4% since 8 August 2024

No, we intend to increase fees by >4.4% before August 2025 and/or by >4.2% the following year

PAUSE!
If you have already increased fees by more than 4.4% since 8 August 2024, you must apply and be approved for the Alternative Fee Growth Percentage Cap before applying for the WRP grant.

SNAICC can help if you need support with this application. Contact your EYS Advisor or workforce@snaicc.org.au for support.

Your service can still apply for the WRP grant now, but you will need to apply for the Alternative Fee Growth Percentage Cap before increasing your fees by >4.4% before 8 Aug 2025 or by >4.2% the following year.

Have you engaged >95% of your staff through an eligible workplace instrument? (This includes signing your service up for the union-based MEA OR having each staff member sign the IFA template provided by SNAICC.)

YES

No, we haven't started this yet OR we need support with this step OR we used a different IFA.

No – less than 95% of staff signed the IFA

PAUSE!
You must implement a compliant workplace instrument before applying for the WRP grant.

SNAICC can help with this. Contact your EYS Advisor or workforce@snaicc.org.au for support.

If you used a different IFA than the one provided by SNAICC and would like us to check it is compliant, please contact us.

Your service can still apply for the WRP grant, but you will need to provide evidence in your application that you've taken all reasonable steps to have all staff sign the IFA.

Have you gathered financial and staffing information for your service, as well as information on historical leave liabilities (incl. personal leave, annual leave, long service leave)?

NO

YES

PAUSE!
Take some time to gather this information. We recommend involving your payroll/finance officer in this process.

SNAICC can support you to understand what information you need to provide. Contact your EYS Advisor or workforce@snaicc.org.au for support.

You should now be ready to apply for the WRP grant!
Please contact your EYS Advisor or workforce@snaicc.org.au if you require support during the application process.



After your application is approved, there is an opt-in Funding Review process. The Funding Review process will ensure you receive sufficient funds under the grant, especially for services who operate over ratio or have low/variable attendance. SNAICC encourages all ACCOs to opt in to the Funding Review.

SNAICC can help with this. Contact your EYS Advisor or workforce@snaicc.org.au for support.