

Financial Guideline P12 - 2021/2022

Enhanced Minor Works Grant Funding for Primary Schools with a particular focus on supporting enhanced ventilation (Circular 65/2021)

1. Introduction

The purpose of this guideline is to provide details of the Minor Works and the Enhanced Minor Works Grant Funding for primary schools in continuing to support the operation of schools generally and particularly within a Covid-19 environment, with a specific focus on providing additional support to schools for the implementation of the ventilation guidance published by the Department in May 2021.

The payment of these grants at this stage gives schools the opportunity to undertake any minor works including ventilation improvements at school level as a matter of priority. The minor works grant funding provides good flexibility to address issues at local school level and to take a targeted approach. Schools need not apply to the Department for approval to carry out works or to purchase items to improve ventilation. Larger scale works (beyond the level of this enhanced funding) can be addressed under the Department's Emergency Works Scheme.

This guideline should be read in conjunction with Circular 0062/2013 "Grant Scheme for Minor Works to National School Properties" and the Department's document "Practical Steps for the Deployment of Good Ventilation Practices in Schools". Circular 0062/2013 "Grant Scheme for Minor Works to National School Properties" is available at <https://www.gov.ie/en/circular/ea522aad554f4e9f9fa8249076f0de93/>

2. Accessing Technical Advice on Ventilation

In supporting schools in undertaking ventilation improvements, good guidance is available at:

<https://www.gov.ie/en/publication/ad236-guidance-on-ventilation-in-schools/>

regarding the following:

- Practical Steps for the Deployment of Good Ventilation Practices
- Carbon Dioxide Monitors (Your Questions Answered)
- Air Cleaners (Guidance for schools including HEPA Air Cleaner Technical Guidance in Appendix 1, Your Questions Answered).

Given that each school setting is different, individual schools are best placed to decide on the appropriate measures for their school and have flexibility in this regard. For instance, the funding also provides an opportunity for schools to enhance their outdoor learning environments for use as the weather permits.

Given that there is no one solution that fits all scenarios, schools may seek specific technical specialist advice/assistance of a Chartered Engineer or Registered Architect to advise on appropriate measures to take for enhancing ventilation. An Engineer or Architect who is currently, or has previously, worked on a project at the school may be well placed to give a school some initial advice on ventilation matters. This may include advice on the appropriate HEPA Air Cleaner unit as an additional measure in conjunction with other methods of ventilation that are available, which is matched to the specific room size, volume and existing ventilation arrangements in circumstances where poor ventilation continues to exist in a particular room/area after the recommended measures in the Practical Steps have been applied. Specialist advice/assistance of a Chartered Engineer or Registered Architect is an important source of support for schools.

The HEPA Air Cleaner Technical Guidance in Appendix 1 in the Room Air Cleaner Guidance document available at <https://www.gov.ie/en/publication/ad236-guidance-on-ventilation-in-schools/#room-air-cleaners> is particularly relevant here.

A dedicated team has been established in the Department of Education to support schools that may have concerns about ventilation. The team is also available to contact schools where required, walking through the steps that schools should take to deploy good ventilation practices etc. Where it is not possible for a school to access the expertise of an engineer or architect, and where necessary, a technical assessment to assist the school can be facilitated through the Department.

The contact details are: Schools_Ventilation@education.gov.ie

3. Minor Works Grant Payment

The table below provides an illustrative example of the value of the Minor Works Grant for primary schools of various sizes.

TABLE 1 School Size (Enrolments)	€5,500 + €18.50 Mainstream + €74 SEN
60	€6,610
100	€7,350
200	€9,200
300	€11,050
400	€12,900
500	€14,750

Calculations in this table are based on the number of mainstream pupils only.

AND
Enhancements to Minor Works Grant at Primary Level

The table below provides an illustrative example of the value of the Enhancements to Minor Works Grant for primary schools of various sizes.

TABLE 2 School Size (Enrolments)	Enhanced Grant Amount (Half the value of the Standard MWG)
60	€3,305
100	€3,675
200	€4,600
300	€5,525
400	€6,450
500	€7,375

4. Administration

The grant will be paid directly into the school bank account. The payment will be made in two tranches: the standard MWG paid first (Table 1) and the Enhancements to MWG funding subsequently (Table 2). It is envisaged that all payments will be processed in December 2021.

As with all exchequer grant-aid, school authorities should maintain detailed records on how funding, provided under this scheme, was spent. If there is any unused funding this should also be recorded.

Where there is insufficient funding to address specific ventilation enhancements, schools can address this through the Emergency Works Scheme, which is available at <https://www.gov.ie/en/circular/97829-emergency-works-grant-scheme-migration-to-online-applications-and-minor-revisions-of-scheme/>

Schools are required to adhere to procurement regulations and appropriately record costs paid from the grant received. A Chartered Engineer or Registered Architect can provide assistance to schools on procurement where required.

The payment of the grant at this time provides the opportunity to schools to undertake any minor works including ventilation improvements as a matter of priority. Schools, on request, must be in a position to provide the Department with a written statement of the expenditure of the grant (which may be subject to compliance checks by the Department) and also a record of any unused funding. The treatment and arrangements in respect of any unused funding will be notified to schools by the end of 2022.

5. Recording the grant income and expenditure in school accounts

The existing Minor Works and Covid Minor Works Grant Income and Expenditure codes can be used to record the income and expenditure. These codes are set out in the tables below:

Minor Works Grant (MWG) used for capital purposes		
Grant Income Code	Expenditure Code	Example
3920 – DE Fixtures, Fittings & Equipment Grant Income	1420 – Capital: Fixtures, Fittings and Equipment	Replacement of windows, resurfacing school yard, buying furniture, replacement or improvement of mechanical or electrical services (see Circular 0062/2013).
Covid Minor Works Grant (CMWG) used for capital purposes		
Grant Income Code	Expenditure Code	Example
3905 – Covid Minor Works Capital Grant Income	3941 – Covid Minor Works Building Expense	CMWG is used for the purposes of construction, alteration, partitions, extending the school building or structure
	1425 – Covid Minor Works Fixtures, Fittings and Equipment	CMWG is used to purchase HEPA air cleaner unit, additional furniture for outside, single desks etc.
Minor Works Grant (MWG) used for non-capital purchases		
Grant Income Code	Expenditure Code	Example
3275 – Minor Works Grant (non-capital)	5315 – Minor Works (non-capital) Expense	Painting and repairs etc.
Covid Minor Works Grant (CMWG) used for non-capital purchases		
Grant Income Code	Expenditure Code	Example
3277 – Covid Minor Works Grant (non-capital)	5316 – Covid Minor Works (non-capital) Expense	Rental of additional space/rooms

Queries in relation to minor works grant payments should be emailed to: pbufinmgt@education.gov.ie

If you require any further information, please email primary@fssu.ie or phone (01) 910 4020

Financial Support Services Unit

December 2021

Treoir Airgeadais P12 – 2021/2022

Cistiú Breisithe i gcomhair An Deontais Mionoibreacha le haghaidh Bunscoileanna agus fócas faoi leith aige ar thacaíocht don aeráil feabhsaithe (Ciorclán 65/2021)

1. Réamhrá

Is é cuspóir na treoirlíne seo ná sonraí a sholáthar maidir leis an gCistiú i gcomhair An Deontais Mionoibreacha agus maidir leis an gCistiú Breisithe i gcomhair An Deontais Mionoibreacha le haghaidh Bunscoileanna mar chuid den tacaíocht leanúnach d'fheidhmiú scoileanna i gcoitinne agus go háirithe i dtimpeallacht Covid-19, agus fócas faoi leith ar thacaíocht bhreise a sholáthar do scoileanna i dtaca le cur i bhfeidhm na treorach aerála arna foilsiú ag an Roinn i mí na Bealtaine 2021.

Tugann fócaíocht na ndeontas seo ag an bpointe seo an deis do scoileanna tabhairt faoi aon mhionoibreacha lena n-áirítear feabhsúcháin aerála ar leibhéal na scoile mar ábhar tosaíochta. Tríd an gcistiú deontas mionoibreacha soláthraítear solúbthacht mhaith chun aghaidh a thabhairt ar fhadhbanna ar leibhéal na scoile áitiúla agus chun cur chuige dírithe a ghlacadh. Ní chaithfidh scoileanna faomhadh a lorg ón Roinn chun oibreacha a dhéanamh ná chun earraí a cheannach le haghaidh feabhas a chur ar an aeráil. Is féidir tabhairt faoi oibreacha ar scála níos mó (níos faide ná leibhéal an mhaoinithe fheabhsaithe seo) faoi Scéim Oibreacha Éigeandála na Roinne.

Ba chóir go léifí an treoirlíne seo i dteannta le Ciorclán 0062/2013 “Scéim Deontais do Mhionoibreacha ar Fhoirgnimh Scoileanna Náisiúnta” agus i dteannta le cáipéis na Roinne dar teideal “Céimeanna Praiticiúla chun Feidhm a Bhaint as Dea-Chleachtais Aerála i Scoileanna”. Tá Ciorclán 0062/2013 “Scéim Deontais do Mhionoibreacha ar Fhoirgnimh Scoileanna Náisiúnta” ar fáil ag: <https://www.gov.ie/en/circular/ea522aad554f4e9f9fa8249076f0de93/>

2. Teacht ar Chomhairle Theicniúil maidir leis an Aeráil

Mar thacaíocht do scoileanna agus iad ag tabhairt faoi fheabhsuithe aerála, tá treoir mhaith le fáil ag:

<https://www.gov.ie/ga/foilsuichan/aerála-i-scoileanna/>

maidir leis an méid seo a leanas:

- Céimeanna Praiticiúla chun Feidhm a Bhaint as Dea-Chleachtais Aerála i Scoileanna

- Monatóirí Dé-Ocsaíde Carbóin (Freagraí ar do Cheisteanna)
- Glantóirí Aeir (Treoraíocht do scoileanna lena n-áirítear Treoraíocht Theicniúil maidir le Glantóirí Aeir HEPA in Aguisín 1, Freagraí ar do Cheisteanna)

I bhfianaise go bhfuil gach suíomh scoile éagsúil, is ag an scoil aonair is fearr a bheidh an rogha cinneadh a dhéanamh i dtaca leis na bearta iomchuí don scoil féin agus beidh solúbthacht aici dá bharr. Mar shampla, leis an gcistiú tugtar an deis do scoileanna feabhas a chur ar na timpeallachtaí foghlama lasmuigh le haghaidh úsáide má bhíonn an aimsir in araíocht dó.

I bhfianaise nach ann do réiteach amháin atá oiriúnach i ngach cás, is féidir go gcuardóidh scoileanna sainchomhairle/cúnamh speisialaithe teicniúil ó Innealtóir Cairte nó Ailtire Cláraithe chun comhairle a thabhairt maidir leis na bearta iomchuí atá le glacadh chun an aeráil a fheabhsú. D'fhéadfadh Innealtóir nó Ailtire atá ag obair faoi láthair ar thionscadal sa scoil, nó a d'oibrigh roimhe seo air, a bheith feiliúnach chun réamhchomhairle a thabhairt do scoil ar ábhair aerála. D'fhéadfadh go n-áireofaí air sin comhairle maidir leis an aonad iomchuí de Ghlantóir Aeir HEPA mar bheart breise i dteannta le bearta eile aerála atá ar fáil a oireann do shainmhéid an tseomra, don toirt agus do na socruithe aerála atá ann cheana i gcásanna ina bhfuil droch-aeráil fós i seomra/limistéar faoi leith tar éis do chur i bhfeidhm na mbeart molta sna Céimeanna Praiticiúla. Is foinse thábhachtach tacaíochta do scoileanna comhairle/cúnamh speisialtóra Innealtóra Cairte nó Ailtire Cláraithe.

Tá Treoraíocht Theicniúil maidir le Glantóirí Aeir HEPA in Aguisín 1 sa doiciméad Treorach maidir le Glantóirí Aeir Seomra atá ar fáil ag <https://www.gov.ie/ga/foilsuichan/aerala-i-scoileanna/#glantoiri-aeir> ábhartha go háirithe anseo.

Táthar tar éis foireann thiomanta a chur ar bun sa Roinn Oideachais chun tacú le scoileanna a d'fhéadfaí go mbeadh ceisteanna acu maidir leis an aeráil. Tá an fhoireann ar fáil freisin chun teagmháil a dhéanamh le scoileanna más gá, ag dul trí na céimeanna ar chóir do na scoileanna iad a thógáil chun feidhm a bhaint as dea-chleachtas aerála etc. Murar féidir le scoil teacht ar shaineolas innealtóra nó ailtire, agus más gá, is féidir measúnú teicniúil a éascú tríd an Roinn chun cúnamh a thabhairt don scoil.

Sonraí Teagmhála: Schools_Ventilation@education.gov.ie

3. Íocaíocht an Deontais i gcomhair Mionoibreacha

Sa tábla thíos, tá sampla léiritheach de luach an Deontais i gcomhair Mionoibreacha do bhunscoileanna ar mhéideanna éagsúla.

TÁBLA 1 Méid na scoile (Rolluithe)	€5,500 + €18.50 Príomhshrutha + €74 RSO
60	€6,610
100	€7,350
200	€9,200
300	€11,050

400	€12,900
500	€14,750

Tá na ríomhanna sa tábla seo bunaithe ar an líon daltaí príomhshrutha, agus air sin amháin.

AGUS

Feabhais ar an Deontas Mionoibreacha ar Leibhéal na Bunscoile

Sa tábla thíos, tá sampla léiritheach de luach An Deontais Breisithe i gcomhair Mionoibreacha le haghaidh bunscoileanna ar mhéideanna éagsúla.

Tábla 2 Méid na scoile (Rolluithe)	Méid an Deontais Bhreisithe (Leathluach an Deontais Chaighdeánaigh Mionoibreacha)
60	€3,305
100	€3,675
200	€4,600
300	€5,525
400	€6,450
500	€7,375

4. Riarachán

Íocfar an deontas seo go díreach isteach i gcuntas bainc na scoile. Déanfar an íocaíocht in dhá sciar: ar dtús íocfar an Deontas Mionoibreacha caighdeánach (Tábla 1) agus tar éis sin íocfar an cistiú i gcomhair Feabhais ar an Deontas Mionoibreacha (Tábla 2). Samhlaítear go bpróiseálfar gach íocaíocht i mí na Nollag 2021.

Mar is amhlaidh i gcásanchúnaimh deontais uileón státchiste, ba cheartd'údaráis scoile taifid mhionsonraithe a choinneáil maidir leis an tslí a caitheadh an maoiniú a soláthraíodhfaoin scéim seo. Más ann do mhaoiniú nár baineadh feidhm as, is ceart é sin a thaifeadh freisin.

Sa chás nach bhfuil go leor maoinithe ann chun aghaidh a thabhairt ar fheabhsuithe aerála ar leith is féidir le scoileanna aghaidh a thabhairt air sin tríd an Scéim Oibreacha Éigeandála, atá ar fáil ag

<https://www.gov.ie/ga/ciorclan/19aef-sceim-deontais-oibreacha-eigeandala-ascnamh-chuig-iarratais-ar-line-agus-mionleasuithe-ar-an-sceim/>

Ní foláir do scoileanna cloí le rialúcháin soláthair agus taifead a dhéanamh mar is iomchuí ar chostais a íocadh ón deontas a fuarthas. Is féidir le hInnealtóir Cairte nó le hAiltire Cláraithe cúnamh a sholáthar do scoileanna maidir le soláthar nuair is gá.

Tugann íocaíocht an deontais ag an bpointe seo an deis do scoileanna tabhairt faoi aon mhionoibreacha lena n-áirítear feabhsúcháin aerála ar leibhéal na scoile mar ábhar tosaíochta.

Ní mór do scoil bheith in ann ráiteas scríofa maidir le caiteachas an deontais (a d'fhéadfadh bheith faoi sheiceáil chomhlíontachta na Roinne) agus taifead ar aon mhaoiniú nár baineadh feidhm as a sholáthar don Roinn, arna n-iarraidh sin uirthi. Cuirfear scoileanna ar an eolas maidir le láimhseáil agus socrúithe i dtaobh aon mhaoiniú nár baineadh feidhm as roimh dheireadh 2022.

5. Ioncam agus caiteachas an deontais a thaifeadadh i gcuntais na scoile

Is féidir na cóid atá ann cheana féin i gcomhair Ioncam agus Caiteachas an Deontais Mhionoibreacha agus an Deontais Mhionoibreacha Covid a úsáid chun ioncam agus caiteachas a thaifeadadh. Tá na cóid sin leagtha amach sa tábla thíos:

Deontas Mionoibreacha arna úsáid chun críocha caipitiúla		
Cód Ioncaim Deontais	Cód maidir le Caiteachas	Sampla
3920 – Ioncam Deontais Daingneáin, Feistis & Trealamh RO	1420 – Caipiteal: Daingneáin, Feistis agus Trealamh	Athsholáthar fuinneog, athdhromchlú clós scoile, ceannach troscán, athsholáthar nó feabhsú seirbhísí meicniúla nó leictreachais (féach Ciorclán 0062/2013).
Deontas Mionoibreacha Covid arna úsáid chun críocha caipitiúla		
Cód Ioncaim Deontais	Cód maidir le Caiteachas	Sampla
3905 – Ioncam ó Dheontas Caipitil le haghaidh Mion-Oibreacha Covid	3941 – Costas Tógála Mionoibreacha Covid	Baintear úsáid as an Deontas Mionoibreacha Covid le haghaidh Mion-Oibreacha Covid chun críocha foirgneamh nó struchtúr na scoile a thógáil, a leasú, a dheighilt nó a shíneadh.
	1425 – Daingneáin, Feistis agus Trealamh Mionoibreacha Covid	Baintear úsáid as an Deontas Mionoibreacha Covid chun aonad glantóra aeir HEPA, troscán breise don taobh amuigh, deasca aonair, etc., a cheannach.
Deontas Mionoibreacha arna úsáid chun críocha neamhchaipitiúla		
Cód Ioncaim Deontais	Cód maidir le Caiteachas	Sampla
3275 – Deontas Mionoibreacha (neamhchaipitiúil)	5315 – Costas Mionoibreacha (neamhchaipitiúil)	Péinteáil agus deisiú etc.

Deontas Mionoibreacha Covid arna úsáid chun críocha neamhchaipitiúla		
Cód Ioncaim Deontais	Cód maidir le Caiteachas	Sampla
3277 – Deontas Mionoibreacha Covid (neamhchaipitiúil)	5316 – Costais (neamhchaipitiúil) Mionoibreacha Covid	Spás/seomraí breise a fháil ar cíós

Is ceart fiosrúcháin maidir le híocaíochtaí deontas mionoibreacha a sheoladh ar ríomhphost chuig: pbufinmgt@education.gov.ie

Má tá aon eolas breise uait, ná bíodh drogall ort r-phost a chur chuig primary@fssu.ie nó glao a chur ar (01) 910 4020

An tAonad um Sheirbhísí Tacaíochta Airgeadais
Nollaig 2021