



SUPPORT FOR CARE LEAVERS

COVID-19: Application form and checklist for non-government agencies

This document is for Service Providers seeking amendment to an existing plan or requesting approval of financial elements of a new plan as part of the [leaving care planning process](#) for young people in response to COVID-19.

It provides:

- A streamlined approval process for leaving care supports funded by the Department of Communities and Justice (DCJ)
- A checklist of other supports available for young people to consider during leaving care planning.

Financial assistance for care leavers is provided by a fortnightly aftercare allowance and/or one-off payments for contingencies. Payments must be consistent with the leaving care plan.

If a young person has a new or additional support need after leaving care, the agency that last supervised their placement should review their plan and make any necessary amendments, or create a new plan if one does not exist. Where amendments include financial assistance from DCJ, that part of the amended plan along with this form must be referred to the DCJ [Child and Family District Unit](#) (CFDU) for approval.

Essential details

OOHC Agency Name: _____

Caseworker Name: _____

Name of Young Person: _____

ChildStory ID: _____

Part one: DCJ funded supports

Allowance/ payment	Description	Is this support in their leaving care plan?
Aftercare Allowance	<p>All young people who are undertaking full time training or education and would be at risk of homelessness if financial assistance was not provided should receive the Aftercare Allowance.</p> <p>This allowance of \$240 per fortnight is provided for a three month period, reviewable at that time.</p>	<p>Yes, already included <input type="checkbox"/></p> <p>No, not required <input type="checkbox"/></p> <p>No, but it is required <input type="checkbox"/></p> <p><i>Justification and costs:</i></p>



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Allowance/ payment	Description	Is this support in their leaving care plan?
Aftercare Contingencies	<p>One-off financial assistance outlined under the Ministerial Guidelines to help care leavers:</p> <ul style="list-style-type: none"> • Obtain accommodation • Support education and training • Obtain legal advice • Find employment • Access health and dental services • Access counselling and support 	<p>Yes, already included <input type="checkbox"/></p> <p>No, not required <input type="checkbox"/></p> <p>No, but it is required <input type="checkbox"/></p> <p><i>Justification and costs:</i></p>
Post Care Education Financial Support	<p>Provides financial assistance to carers who continue to support a young person in their home after 18 years while completing Year 12 studies.</p> <p>To receive Post Care Education Financial Support:</p> <ul style="list-style-type: none"> • the carer must have been receiving a care allowance immediately before the young person reached 18 years of age, and • the out-of-home care placement must have ended due to the young person reaching 18 years of age, and • the young person must be 18 to 24 years of age and live with the carer, and • the young person must be studying full-time in order to complete Year 12 or equivalent studies, and • the carer must reside in NSW. 	<p>Yes, this support is in the young person's plan <input type="checkbox"/></p> <p>No, not required <input type="checkbox"/></p> <p>No, but it is required and the application form has been submitted for it <input type="checkbox"/></p>



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Approvals

Endorsed by Caseworker: _____ Date: _____

Approved by Manager / Delegate: _____ Date: _____

Please provide this form and the young person's leaving care plan to your local CFDU for processing. Every effort will be made to process amendments as quickly as possible.

For DCJ (CFDU) use only

Payment approved by Delegate. Note, Executive District Director approval is only required if a payment is out-of-guidelines or over \$50,000. Approvers and delegation limits are as follows:

- < \$1,000 Manager Casework
- < \$5,000 Manager Client Services
- < \$50,000 Director Community Services

Name: _____

Date: _____

Part Two: Checklist of other payments for young people

The checklist serves as a reminder of supports that should be considered and applied for where appropriate.

Allowance/ payment	Description	In their leaving care plan?
Transition to Independent Living Allowance (TILA)	One-off payment up to \$1,500. Usual process continues, in NSW the caseworker applies using NSW application form . If the young person is unable to print and sign the application form, they may take a photo of their name and signature on a piece of paper and forward that to their caseworker. SYFS has agreed that this is acceptable under current circumstance, as is the caseworker's digital signature which is contained in their email.	Yes <input type="checkbox"/> No <input type="checkbox"/>
Referral to a Specialist Aftercare Service	DCJ funds nine specialist aftercare services who can support care leavers with more complex needs.	Yes <input type="checkbox"/> No <input type="checkbox"/>



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JobSeeker Payment	Financial help for young adults aged 22 onwards. The JobSeeker payment is available for people who are unemployed and looking for work, or doing approved activities to find a job. It's also for people who are sick or injured and can't do their usual work or study.	Yes <input type="checkbox"/> No <input type="checkbox"/>
JobKeeper Payment	The JobKeeper payment is a new payment for people who are employed but where their employment is affected by COVID-19. People in this situation should speak with their employer, they will advise if the young person is eligible to claim the JobKeeper payment.	Yes <input type="checkbox"/> No <input type="checkbox"/>
Youth Allowance	The Youth Allowance provides financial assistance to young people aged 24 or younger who are a student or apprentice, or to young people aged 21 or younger and looking for work.	Yes <input type="checkbox"/> No <input type="checkbox"/>
ABSTUDY	ABSTUDY is for Aboriginal students who are studying or undertaking an apprenticeship. ABSTUDY includes supports to cover the cost of study, housing, living expenses and travel.	Yes <input type="checkbox"/> No <input type="checkbox"/>
Disability Support Pension	The Disability Support Pension provides financial assistance to help young people with a permanent physical, intellectual or psychiatric condition that prevents them from working.	Yes <input type="checkbox"/> No <input type="checkbox"/>
Youth Disability Supplement	<p>The Youth Disability Supplement is automatically applied to young people aged under 21, and who are receiving the Disability Support Pension.</p> <p>Young people may also be eligible to receive the Youth Disability Supplement if they are aged under 22 and get either:</p> <ul style="list-style-type: none"> • Youth Allowance as a job seeker, full time student or apprentice, or • ABSTUDY as a full time student or apprentice 	Yes <input type="checkbox"/> No <input type="checkbox"/>
Parenting payment	The Parenting Payment is an income support payment for people who are a young child's main carer. This payment supports parents or guardians to help with the cost of raising children.	Yes <input type="checkbox"/> No <input type="checkbox"/>
Child care subsidy	The Child Care Subsidy is paid directly to a child care provider, the subsidy provides assistance to cover the cost of child care.	Yes <input type="checkbox"/> No <input type="checkbox"/>