**APPLICATION FOR CO-FINANCING OF FEES FOR CHILD'S ATTENDANCE**
**AT A DAY-CARE CENTRE, KINDERGARTEN**
**OR CHILD MINDER'S OR NANNY'S SERVICES**
**EMPLOYEE/former employee: PENSIONER**

Submitted to the DPSA on:

Employee no./computer no.…………..……… Name and surname…………………………………………………………………………………..

Phone no.: ………………...……………………………………………………………………………………………………………………..…….

**Address of residence of the former employee** ……………………………………………………………………………………………….……..

…………………..……………………………………………………………………………………………………………………….………..…...

**Bank account no. of the former employee:**

…………………………………………………………………………………………………………………………………………….……….….

***(changes in a bank account number or address of residence should be reported in writing)***

**Please grant funding from the Social Security Fund for the following persons:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| No. | Name and surname | PESEL (for children and spouses) \* | Degree of relationship | Attached for review(description of documents and signature of DPSA employee) |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

***\*PESEL is only given once when the applicant applies for the first time for the benefit for family members.***

1. The application must be accompanied by: proof of payment issued in the name of the beneficiary or the spouse (e.g. bank transfer receipt, cash register receipt). In addition to payment documents confirming the costs incurred, the entitled person shall submit a declaration annexed to the application for benefit containing the amount to be financed, the full name of the child, and an indication of the period to which the fee relates. In the case of the use of **care provided by a day-care provider or nanny**,it is also required to present the concluded contract **for review**.
2. **Proof of payment/transfer**, together with the **statement** for the given month, will be accepted **until the 15th of the following month**,
except for costs relating to November and December due to the **deadline** for receipt of documents for the
calendar year of **5 December**.

**Payment method – completed by former employees\* (*changes in a bank account number or address of residence should be reported in writing*)**

 postal transfer to the address of residence\*

 bank transfer\*

**mark the right answer\***

**STATEMENT OF THE PENSIONER ON FAMILY INCOME**

I declare that the average monthly income per family member, calculated based on all the income of persons residing in a shared household, achieved in the previous tax year, falls within the range of:

**up to PLN 3,000 over PLN 3,000 to PLN 4,000 over PLN 4,000 to PLN 5,000 over PLN 5,000**

As part of the functional control exercised by the Department of Personal and Social Affairs or at the request of the Inter-Union Social Affairs Team, to verify the reliability of the submitted statements on the average monthly income per family member in a shared household and the completeness of the data contained in the application, the social worker will request the submission **for review** of a certificate from the Tax Office (copies of PITs filed with the Tax Office) on the income of the eligible person and persons in a shared household.

* **The concealment of the actual income level by applicants for support from the Fund's** **resources will result in the loss of the right to any benefits for the current and the following 2 calendar years.**
* **Refusal to submit the requested documents for review will result in forfeiture of the right to any benefits for the current**
**and the following 2 calendar years.**

I declare that I have been informed about the manner and purpose of the processing of data and about my rights related to the processing of my personal data and the personal data of my family's members to benefit from the Social Benefits Fund of the University of Silesia in Katowice under Section 13 (1) and (2) and Section 14 (1) and (2) of Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons concerning the processing of personal data and on the free movement of such data, and repealing Directive 95/46/WE (General Data Protection Regulation; GDPR for short):

* **for employees** in the GDPR information clause annexed to the Information Security Policy at the University of Silesia in Katowice (Regulation of the Rector of the University of Silesia 153/2018);
* **for persons entitled to use the University Social Benefits Fund who are not employees of the University of Silesia** in the GDPR information clause annexed to *Annexe no. 3 to Regulations of the University Social Benefits Fund of the University of Silesia*.

**I confirm the reliability of the above data with my handwritten signature and declare that I have read and understood the contents of**
**Regulations of the Social Benefits Fund.**

 **»»»** …………………………………………………………

 **date and signature of the applicant**

**Statement by former employee pensioner:**

**I declare that my pension has not been suspended »»»**

 **………………………………………………………………
 date and signature of the applicant**

**RECOMMENDATION OF THE INTER-UNION SOCIAL AFFAIRS TEAM**

The Committee recommends: to grant / not to grant

|  |  |  |
| --- | --- | --- |
| **EMPLOYEE/PENSIONER** | **CHILDREN** | **SPOUSE** |
|  |  |  |  |  |  |

## SUBSIDY

**Signatures of the committee members: ……………………………..………… ………………………………………….…**

 **………………………………………… ………………………………...……………**

**DEPARTMENT OF PERSONAL AND SOCIAL AFFAIRS**

Following report no. ………….…..…… of ……………………….….……..…., the subsidy for ……………………………………… …………………………………………………….……… in the amount of PLN ………………...…………… has been / has not been awarded

Formally verified ……….………………………………………. Signature of the DPSA employee

**Annexe to** APPLICATION FOR CO-FINANCING OF FEES FOR CHILD'S ATTENDANCE AT A DAY-CARE CENTRE, KINDERGARTEN OR CHILD MINDER'S OR NANNY'S SERVICES

**STATEMENT**

**Statement by a person entitled to use the Social Benefits Fund for**
**childcare as part of preschool education**

|  |  |
| --- | --- |
| Employee number: |  |
| Full name of the employee: |  |
| Full name of a child: |  |
| The month of attendance: |  |
| Payment for teaching, parenting and care hours (**excluding meals**): |  |

…………………………………………………………………

 date and signature of the applicant