



An Roinn Gnóthaí Fostaíochta  
agus Coimirce Sóisialaí  
Department of Employment Affairs  
and Social Protection

## Application to be considered for a Tús

(Please read the eligibility conditions in part D)

### PART A

### For completion by the Applicant

*The applicant should only complete part A of this form and return to your Local Office/Intreo Centre*

First Name:

Surname:

Address 1:

Address 2:

Address 3:

County:

Mobile Phone Number:

Landline:

Email Address:

PPS Number:

Date of Birth:

Local Development/Partnership  
company you wish to apply to:

**Please Note:** In order to qualify for Tús, you must have been fully unemployed and in receipt of a Jobseeker's payment continuously for at least 12 months. You must be currently in receipt of Jobseeker's Allowance.

(A break of up to 30 days in the past 12 months may be permitted).

1. Have you been fully unemployed for at least 12 months and "signing on" on a full-time basis? Yes No

2. Are you currently in receipt of Jobseeker's Allowance or Jobseeker's Transition payment? Yes No

3. Have you been in receipt of a Jobseeker's Payment for more than 12 months? Yes No

4. Have you participated on Community Employment (CE), BTEA, JobBridge or Gateway within the previous 12 months? Yes No

5. Have you participated on Tús within the previous 36 months? Yes No

If 'yes' to Q4/ 5, please provide details

I wish to apply for a place on Tús and I understand that my eligibility has yet to be confirmed by the Dept. of Employment Affairs & Social Protection (DEASP). I give permission to the DEASP to provide the details requested on this form to the above named Local Development/Partnership company. I understand that by completing this form, there is no obligation on the Local Development/Partnership company or the DEASP to guarantee me a place on Tús. I understand I may be selected for other activation programmes, including **Jobpath** by the Department before I receive an official offer and contract for a Tús placement. If I commence on a Tús placement and I am currently on Jobpath, I understand that I must continue to engage with the Jobpath Service Provider for the remaining duration that I am contracted to Jobpath.

Signed: \_\_\_\_\_ Customer's Signature Date: \_\_\_\_\_

**PART B For completion by the Department of Employment Affairs & Social Protection**

1. Is JA awarded? Yes ☐ No ☐  $\Rightarrow$  **Not eligible** – application cannot proceed unless the customer satisfies No 6 below.



2. Does the claim category field contain any the following codes? "cas", "casn", "etdo", "farm", "fass", "fish", "intn", "lmaf", "prta", "pteo", "spft", "sppt", "semp", "slo", "tlo", "smlh", "spri", "sst", "stea", "wowo", "wpg", "wpgi", "wpo", "mom", "trmt", "stwt", "eux", "imef", "imep", "ptji" or "rbte"?

- No ☐ Yes ☐  $\Rightarrow$  **Not eligible** – application cannot proceed unless the customer satisfies No 6 below.



3. Are the CT days more than 312?

- Yes ☐ No ☐  $\Rightarrow$  **Not eligible** – application cannot proceed unless the customer satisfies No 6 below.



4. Is the commencement date of the Jobseekers payment more than 12 months previous to today's date?

- No ☐ Yes ☐  $\Rightarrow$  **Eligible – proceed to case officer determination**



**Not eligible** – application cannot proceed unless the customer satisfies No 5 below.

5. Has the customer participated on Tús within the previous 36 months? Yes ☐ No ☐

6. Is the customer on :

- Jobseekers Transition Payment (JST) ( formerly in receipt of OFP) Yes ☐ (**No qualifying period applies**)

**Conclusion**

Yes ☐ **eligible** to proceed to the Case Officer for determination

No ☐ **Not eligible** – application cannot proceed.

Intreo Office Stamp

Officer signature: \_\_\_\_\_

Print name: \_\_\_\_\_

Date : \_\_\_\_\_

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## PART C For completion by a Case Officer.

The purpose of this part is to support the Case Officer in their determination of the suitability of a work placement on Tús to the activation needs/progression plan of the jobseeker.

- A. Has the applicant fully completed Part A of this form? Yes ☐ No ☐
- B. Is the applicant currently in receipt of Jobseekers Allowance/JST? Yes ☐ No ☐
- C. Is the applicant eligible (see part B) Yes ☐ No ☐
- D. Is the applicant currently fully unemployed? Yes ☐ No ☐
- E. Are you satisfied that a Tús placement will assist the applicant progress to employment and/or will respond to their requirement for work experience to enhance employability? Yes ☐ No ☐

If 'Yes' give the basis of your recommendation: \_\_\_\_\_  
\_\_\_\_\_

*If 'No' to any of the above questions, Tús should **not** be recommended.*

- ☐ I **recommend** this applicant for Tús (a copy of this form should be forwarded to the Divisional Liaison Officer (DLO) with responsibility for Tús who should then forward the name to the Tús Implementing Body )
- ☐ I am **NOT** recommending this applicant for a Tús placement because \_\_\_\_\_  
\_\_\_\_\_

Case Officer signature: \_\_\_\_\_

Print name: \_\_\_\_\_

Date : \_\_\_\_\_

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## PART D

## Tús eligibility conditions

### What criteria will apply to get a placement?

- A customer :
  - must be fully unemployed and in receipt of a jobseeker's payment continuously for at least 12 months (A break of up to 30 days in the past 12 months may be permitted) and
  - must be currently in receipt of a Jobseekers Allowance payment from the Department of Employment Affairs and Social Protection or
  - must be in receipt of a Jobseekers Transition payment (former One-Parent Family payment - OFP). No qualifying period applies.
  - A refugee aged 18 years old, authenticated by the Department of Justice & Law Reform (Garda Registrar Certificate with Stamp 4) and getting Jobseekers Allowance payment (no qualifying period applies)

### How much will the participants be paid?

- The rate of payment will be calculated at the maximum rate of underlying Social Welfare payment being received by the participant plus a top up of €22.50 per week.
- The rates of payment are as follows:

Personal Rate of Jobseekers Allowances	Max rate of €198.00 per week
Increase for a Qualified Adult	Max rate of €131.40 per week
Full rate child increase	€31.80
Half-rate child increase	€15.90

- An 'A' PRSI contribution will be paid in respect of all participants.

### How many hours will participants be required to work?

- Participants will work 19½ per week for a maximum duration of 12 months.
- Two persons may share a single full-time position if required and acceptable to the community organisation.
- Work placement can spread over a full day and include weekend working arrangements.
- There may be some degrees of flexibility in terms of the schedule of hours.

### How long can you remain on Tús?

- Participation is limited to a maximum of one year from beginning of employment.

### Who will administer Tús?

- Implementing Bodies/Local Development Companies (LEADER/Partnership companies) and Údarás na Gaeltacht will have local responsibility for delivering the work opportunities.
- Community and voluntary organisations will be canvassed by the relevant Implementing Body/Local Development Company to provide quality work opportunities in the delivery of services.