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| Dear employers and approving managersThank you for your assistance and cooperation as we work through the complexities of the Australian Government’s stimulus packages in response to COVID-19.The JobKeeper Payments represent a massive financial response from the Government to support entities who continue to employ people in the face of reduced or declining income.  For the LCA this has allowed congregations and parishes (and some other entities) to retain many church workers to continue ministry and mission while their offerings (or other income) may have dropped away when worship places were closed.The huge volume of work faced by the Australian Tax Office, payroll system providers, and those people processing payroll while trying to keep up with the incoming and changing information should not be underestimated.    It has been very challenging to keep up to date with a rapidly changing situation – this is true for you as it has been for us here in the Churchwide Office.  We urge you to keep abreast of the situation as best you can and it would appear that this [ATO webpage](https://lutheranchurchofaustralia.cmail20.com/t/t-l-pltkhik-zukjrydjk-j/) is being regularly updated.  **It is now possible to enrol for the initial JobKeeper periods** (30 March to 26 April) **until 31 May 2020.  Payments of at least $1,500 per fortnight must have been made to eligible employees by 8 May.**  This has changed from the situation last week! The LCA HRS can do an additional pay run for top up payments (if required) next week but employers must notify Debbie Venz at this email address JobKeeper.HRS@lca.org.au **before 10am (CST) Tuesday 5 May** to enable additional top up payments where required to be made in time.  If you do not do this in this time frame the April JobKeeper subsidy payments will not be paid to you by the ATO.Entities that have enrolled must complete their monthly reporting requirements with the ATO (via the online portal) by 5 May to confirm April Payments already made.  The Single Touch payroll (STP) files have now been uploaded for the top up payments made to date. Entities will not receive monies from the Government until the reporting requirements have been completed.  A reminder also that your income eligibility test does not need to be resubmitted each month.Please remember that the District Offices can support you with this process.  For most congregations and parishes in the Queensland and NSW/ACT districts the reporting will be done by the District Administrator as the District is the employer. If you are not the individual responsible for employment and financial matters please forward to the person that has this responsibility in your entity.  If you are an approving manager in ALC, ALWS, the Churchwide or a District Office you don’t need to take any action.Thank you again for your understanding and hard work as we work together to facilitate the ongoing ministry of the LCA.If you have any queries please contact Debbie or Chris as below.May God’s peace be with you and your family at this time and always, |
| Debbie VenzLCA Business Managerdebbie.venz@lca.org.au | Chris MaterneManager, Church Worker Supportchristine.materne@lca.org.au    |

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