

Kern County Early Care and Education Retention Project Year 19 Application (2020)

For employees of State funded child care/development programs in Kern County

State Legislation, AB212 (Aroner) designated funds for a State Subsidized, Center Based Staff Retention Plan for California. Funds are to be used to retain qualified early childhood employees currently working directly with children at least 15 hours per week in State subsidized, center-based programs. Funds are channeled to the Early Childhood Council of Kern through the California Department of Education/Early Learning and Care Division.

Basic Eligibility (all applicants must meet these basic requirements to apply for any award)

- Have been employed at the same State-funded child development program in Kern County for at least one full program year, **working directly with children at least 15 hours per week, every week** the program is in session.
- Completion of a minimum of six (6) semester or ten (10) quarter CD/ECE units with a grade of C or better to apply for any award.

Education Award - applicants may qualify if they meet the Basic Eligibility requirements above AND:

Award Category 1

- Completion of, or currently enrolled in, CD/ECE classes (three (3) semester units or five (5) quarter units) during the Summer 2019, Fall 2019 or Spring 2020 semesters **OR** Summer 2019, Fall 2019, Winter 2020 or Spring 2020 quarters with a grade of C or better.
- Award amount will range from \$750 to \$900 (based on the number of eligible applications received).

Award Category 2

- Completion of, or currently enrolled in, CD/ECE classes (six (6) semester units or ten (10) quarter units) during the Summer 2019, Fall 2019 or Spring 2020 semesters **OR** Summer 2019, Fall 2019, Winter 2020 or Spring 2020 quarters with a grade of C or better.
- Award amount will range from \$850 to \$1,100 (based on the number of eligible applications received).

For all Education Awards:

- Courses must be child development or general education – unrelated courses will not be accepted. See Frequently Asked Questions for course eligibility information.
- If the class is “In Progress” a course confirmation card **MUST** be signed by the instructor and submitted with the application or received directly from the instructor via email.

Professional Growth Award – applicants may qualify if they meet the Basic Eligibility requirements AND:

- Attended, **on non-paid time**, at least 18 hours of an Early Childhood or Child Development workshop or conference between April 28, 2019 and April 26, 2020.
Original Professional Growth certificates must be submitted with the application - originals will be returned to the applicant. See Frequently Asked Questions for ineligible workshop topics.
- Award amount will range from \$550 to \$700 (based on the number of eligible applications received).

Professional Association Membership Reimbursement - applicants may qualify if they meet the Basic Eligibility requirements AND:

- Joined a professional organization related to early childhood between April 27, 2019 and April 26, 2020.
- Reimbursements are up to \$85 (union dues are not eligible for reimbursement).

Applicants may apply for an Education Award or a Professional Growth Award – not both.

Please read entire application before completing. Application and inserts may be duplicated as needed – copy all pages of application including the cover sheet. Application can also be found at:

www.earlychildhoodkern.org

Return the completed application and all required documents to:

Early Care and Education Retention Project
2000 K Street, Bakersfield, CA 93301

Applications delivered to any other address **WILL NOT BE ACCEPTED**

Faxed or e-mailed applications will not be accepted

APPLICATION DEADLINE 5:00 p.m. Sunday, April 26, 2020

For more information, contact Valente Guzman - 661/861-5274

**Kern County Early Care and Education Retention Project
Year 19 Application (2020)**

Print clearly and answer all questions.

Use the name you use when you file your taxes

Last Name _____ First Name _____ Middle Initial _____

Mailing Address _____ Apartment # _____

City _____ State _____ Zip Code _____

9-Digit Registry Number – REQUIRED (see Frequently Asked Questions for instructions) _____

Home Telephone _____ Work Telephone _____ Fax _____

E-mail address _____ Date of Birth _____

I provide permission to share this email address with program or state evaluators only ___ Yes ___ No

Gender ___ male ___ female

Have you received funds from this project before? Yes ___ No ___

If you applied under a different last name, please provide the name used: _____

Employer Information

Employer Name _____

Your Site Location/Name _____

Director's Name (first & last) _____ Telephone _____

Mailing Address _____ City _____ Zip Code _____

Employment Information.

How many months of the year does your center operate?

___ Full year (12 months)

___ Less than (12 months) If less than 12 months, what are the months of operation? From _____ to _____
Month Month

Your current position:

___ Supervisor/Teacher ___ Teacher ___ Assistant Teacher ___ Associate Teacher ___ Aide

Ages of children you work with (check all that apply)

___ 0 to 23 mos. ___ 24 mos. to 2 yrs. 11 mos. ___ 3 yrs. to 5 yrs. ___ School age

Education information

Highest level of education you have completed:

___ high school diploma or GED ___ some college ___ AA/AS degree

___ BA/BS degree ___ some graduate work ___ MA/MS degree

Do you hold a Child Development Permit? _____ Yes _____ No

If yes, what level?

____ Assistant ____ Associate ____ Teacher ____ Master Teacher ____ Site Supervisor ____ Program Director

Attach a copy of your current Child Development Permit with your application

Please Complete: I am applying for:		
<input type="checkbox"/> Education Award	<input type="checkbox"/> Professional Growth Award	<input type="checkbox"/> Membership Reimbursement
<input type="checkbox"/> Award Category 1	You must include original workshop certificate(s) – they will be mailed back to you	You must attach a copy of your membership card indicating level of membership or receipt
<input type="checkbox"/> Award Category 2		
You must include a copy of current transcripts (do not need to be "Official")		

DOCUMENTATION CHECKLIST – be sure to include everything

<p><u>Education Award</u></p> <p><input type="checkbox"/> College transcripts verifying that a minimum of six (6) semester or ten (10) quarter units with a grade of C or better have been completed by June 30, 2019.</p> <p><input type="checkbox"/> Award Category 1: College transcripts verifying the completion of three (3) semester or five (5) quarter units during specified timeframe.</p> <p><input type="checkbox"/> Award Category 2: College transcripts verifying the completion of six (6) or ten (10) quarter units during the specified timeframe.</p> <p><input type="checkbox"/> Copy of current Child Development Permit</p> <p><input type="checkbox"/> Completed application with all signatures</p> <p>Transcripts do not need to be "Official"</p>	<p><u>Professional Growth Award</u></p> <p><input type="checkbox"/> Original professional growth certificates (minimum of 18 hours) certificates will be returned to applicant – name, date and number of hours must be on certificate</p> <p><input type="checkbox"/> College transcripts verifying that a minimum of six (6) semester or ten (10) quarter units with a grade of C or better have already been completed by June 30, 2019 (for first time applicants only)</p> <p><input type="checkbox"/> Copy of current Child Development Permit</p> <p><input type="checkbox"/> Completed application with all signatures</p> <p><u>Membership Reimbursement</u></p> <p><input type="checkbox"/> Copy of membership card or payment receipt</p> <p><input type="checkbox"/> Copy of current Child Development Permit</p> <p><input type="checkbox"/> College transcripts verifying that a minimum of six (6) semester or ten (10) quarter units with a grade of C or better have already been completed by June 30, 2019 (for first time applicants only).</p> <p><input type="checkbox"/> Completed application with all signatures</p>
---	---

Please read

I (applicant) certify that all information is true and correct. I understand that falsification of information will result in my forfeiture of the award and will obligate me to repay the award. In addition, I will be precluded from receiving any future awards through this project. I authorize the release of employment and/or education information to the Project Coordinator.

I have read and understand the information contained in this application.

Applicant's signature

Date of signature

This section is to be completed by the Center Director or agency's authorized signer

I certify that this applicant has been an employee as indicated on this application and has worked directly with children at least 15 hours per week, every week for at least one full program year for this State funded child development agency.

Number of hours this employee works each week directly with children _____ Applicant's date of hire _____

Authorized signature

Signer's Title

Date of signature

Important Information To Note

(Please refer to Frequently Asked Questions for a full listing of information)

This project operates on a "fiscal" year (July 1, to June 30)

Year 19 application dates

January 2020	release of application
April 26, 2020	application deadline
June 30, 2020	deadline for check mailing

- To find professional growth opportunities go to: www.earlychildhoodkern.org click on "Training"
- Applications are due by April 26, 2020, or post marked by this date. **No applications will be accepted if delivered or post marked after April 26, 2020.** Applications delivered to any address other than that specified will not be accepted.
- Eligible applicants must have worked for the same employer for one full program year by the date their application is submitted.
- A current copy of the applicant's Child Development Permit must be submitted regardless of award for which they are applying.
- Long-term substitutes MAY be considered for an award if they can provide a letter from their employer verifying they worked at least 15 hours per week, every week for one full program year and have met all other eligibility qualifications.
- General Education courses that count towards graduation may be accepted if the individual has already completed at least 12 CD/ECE units. Courses that are not general education or child development related will not be accepted.
- A student may be eligible for an Education Award for the completion of a remedial math or English course if it is a pre-requisite for a course required for graduation. Students will be limited to stipends for two (2) remedial courses with this project.
- In order to count towards completed units, each class must have been completed with a grade of C or better. No course will be accepted with a grade of D, F, Incomplete (I), or Withdrawn (W). "In Progress" courses will be accepted if a Course Confirmation Card is signed by the instructor and submitted with the application. An email directly from the Instructor is allowable for Online Courses. Please see Frequently Asked Questions for course eligibility.
- An Award may be received for "Professional Growth" if the individual attended at least eighteen (18) hours of ECE/CD workshops/conferences between April 28, 2019 and April 26, 2020. Professional growth workshops attended on "paid time" will not be eligible. Only actual instructional hours will be counted towards the required 18 hours. Registration, travel, lunch or vendor time will not be counted as Professional Development hours. **Name of participant, title of workshop, date and number of hours must be printed on all certificates.**
- Award recipients will be required to complete additional forms (sent after application has been processed) to receive the award. Failure to return completed paperwork by the indicated deadline will result in the forfeiture of the Award.
- A program year is determined by the number of months a program operates. For example State Preschool operates 9 months of the year, General Child Care operates 12 months of the year.
- Absence Policy (Maternity or Disability leave): An allowance of eight (8) consecutive weeks of leave will be allowed within one program year. An absence of longer periods of time will make an applicant ineligible.
- Make a copy of all application documents before submitting and keep them for your records.
- **Answers to more questions are located on the enclosed Frequently Asked Questions - Please read!**

**In order to process your application it must be correctly completed and signed.
Please take extra time to read and follow all instructions.**

For Official Use Only: Date received _____		Date processed _____
Education Award		Professional Growth award
Level 1 ____	Level 2 ____	Award amount \$ _____
Award amount \$ _____		Ineligibility (reason):
Membership reimbursement \$ _____		
Date notification sent _____	Due Date _____	Total Award _____