Early Learning and Care Career Development Initiative

2021-22 Stipend Program Information

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Edirle Menezes, Quality Counts San Mateo
Fall 2021
Stipend Program
Purpose & History

- Former AB 212 Stipend Program
- **Goal**: support ELC professionals along career pathways by incentivizing:
  - Degree and Child Development Permit attainment
  - Skill building through professional growth activities
  - Retention of professionals in ELC
- Stipends offered this year for:
  - College Coursework & Educational Milestones
  - Trainings
  - “Top Priority Area” Professional Development Trainings
Stipend Program
Funding & Partners

- Funded by California Department of Social Services, First 5 CA, and First 5 San Mateo County
- Partners include:
  - SMCOE
  - Quality Counts
  - Child Care Partnership Council
  - Child Care Coordinating Council (4C’s)
  - San Mateo County Community College District
- DISCLAIMER: stipend amounts presented today are estimates – actual stipend amounts based on available funding and the number of participants
Eligibility

Must meet Criteria #1-3 and at least one from #4:

1. At least 18 and have a Social Security Number or Tax ID Number.
2. Work in ELC field in San Mateo County for at least 6 months during program year (July 2021 to June 2022).
3. Work minimum of 15 hours/week directly with children 12 years or younger.
   - Not in Transitional Kindergarten (TK) - 8th Grade
4. Meet at least ONE of the following:
   - Be employed at a Quality Counts San Mateo program ([https://smcqualitycounts.org/](https://smcqualitycounts.org/)).
   - Licensed Family Child Care
   - Licensed infant/toddler, preschool, or school age centers
   - License-exempt home-based child care providers
   - License-exempt child care centers

Note: If stipend funds are limited, priority given to teachers working in a CCPC Priority 1 Zip Code: [https://bit.ly/3gMYAEs](https://bit.ly/3gMYAEs)
Requirement 1: Registry Profile and ID Number

• CA ECE Workforce Registry is a state, regional and local collaboration for centrally tracking and promoting education, training and experience of ELC workforce.
• All stipend program participants must have a complete, up-to-date profile in the Registry
• If you do not have a Registry Profile:
  • Go to www.caregistry.org and click “Register Now.”
  • You will receive an email with a link to activate your account.
  • Click link and log in - must log in to activate Registry account.
  • Keep Registry ID number stored in your cell phone contacts - will need this number when registering for trainings.
• Whenever contact or employment information changes, update your Registry profile.
• Visit www.caregistry.org for Frequently Asked Questions, a tutorial on how to use the Registry, and to access the Registry Help Desk.
Requirement 2: Education Plan or Professional Growth Plan

• If on the College Coursework Track: meet with Stipend Program College Advisor to create or update 2021-2022 Education Plan

• If on Training Track: meet with a CTC Professional Growth Advisor to create or update 2021-21 Professional Growth Plan (PGP)

• PGP Plan Forms available at www.smcoe.org/elcstipend

• License-exempt child care providers who are only completing Health and Safety Trainings do not need a Professional Growth Plan to be eligible for a training stipend.
Requirement 3: Email Account

• Email is the primary method of communication for the Stipend Program.

• Please add **ELCstipend@smcoe.org** to email contacts to make sure you receive email messages from SMCOE.

• Should your email change, please inform your Stipend Program College Advisor and SMCOE stipend program staff right away.
Application Process

1. **BY DECEMBER 17, 2021: Complete online application**
   - English: [https://www.caregistry.org/index.cfm?module=stipend_request](https://www.caregistry.org/index.cfm?module=stipend_request)
   - Para Español: cuando entre al sitio haga clic en “language” y eliga español

2. **BY DECEMBER 17, 2021: Upload Supplemental Documents to the registry**
   - ✓ A copy of Child Development Permit, if applicable

3. **BY MAY 31, 2022: Complete Education Plan and/or Professional Growth Plan with an advisor.**

4. **BETWEEN MAY 1 - JUNE 5, 2022: SMCOE Staff will verify participants’ employment**

5. **By JUNE 11, 2022, upload copies of transcripts, degrees, and Child Development permits to the ECE Workforce Registry.**
Meet your Advisor at Cañada College
Jamie Hui
Program Services Coordinator
Cañada College
huij@smccd.edu
(650) 306-3404
Program Services
Coordinators’ Roles

• One-on-one student support
• Course guidance in ECE and EDUC
• Child Development Permit process supports
• Assist with career and job searches
• Provide stipend and scholarship information
• Connect you to resources within the college and the greater community
Explanation of the Stipend Tracks
College Coursework Track Overview

• If you do will be completing unit-bearing coursework this year, you are on the College Coursework Track!
• Open to new and returning participants.
• **Approximately stipend amount = $700**
  • For completion of 6 units minimum toward degree or permit (*if less than 6 units, offering a prorated stipend amount per unit, upon availability of funds*)
• College Coursework Track participants cannot also receive a Training Track stipend
College Coursework Track
Requirements

• Meet with College Advisor to complete or update Education Plan with coursework for current academic year.
• Complete a minimum of six (6) semester or nine (9) quarter units (approved by Stipend Program Advisor) with a passing grade of ‘C’ or higher.
  * Coursework must be completed between July 1, 2021 - May 31, 2022
• If taking coursework toward an Associate’s degree, must take classes at Skyline, College of San Mateo, Cañada, OR at a college approved by your Stipend Program College Advisor.
• If taking classes toward a Bachelor’s degree, must complete coursework at a regionally accredited higher education institution and submit an approved Education Plan from your four-year institution(s) to your Stipend Program Advisor for approval.
• If attending an approved college outside of San Mateo County Community College District, upload transcripts for coursework to the Workforce Registry by June 11.
Education Milestones

Returning Stipend Program participants are eligible for an “Education Milestone” stipend if they complete one of the following, with Advisor approval, between July 1, 2021, and June 5, 2022:

**MILESTONE 1: STIPEND: $200**
First time application for Child Development Permit

**MILESTONE 2: STIPEND: $300**
Child Development Permit Upgrade

**MILESTONE 3: STIPEND: $400**
Associate’s Degree in Child Development/Early Childhood Education or a related field

**MILESTONE 4: STIPEND: $500**
Transfer Ready in Child Development/Early Childhood Education or a related field

**MILESTONE 5: STIPEND $600**
Bachelor’s Degree in CD/ECE or a related field
Training Track Overview

• If you are not completing college coursework this year, you are eligible for the Training Track!

• Open to new and returning participants.

• **Approximately stipend amount =**
  - $250 for 10-20 hours of PD
  - $400 for 21+ hours of PD

• Training Track participants cannot also receive a College Coursework Track stipend
Eligible Trainings

Must select Trainings from these sources:

• **SMCOE – Early Learning Support Services**
  

• **California Early Childhood Online (CECO)**
  
  [https://www.caearlychildhoodonline.org/](https://www.caearlychildhoodonline.org/)

• **San Mateo County 4Cs**
  
  [https://sanmateo4cs.org/providers/professional-development/](https://sanmateo4cs.org/providers/professional-development/)

• **ECE Workforce Registry Training Calendar**
  
  [https://www.caregistry.org/index.cfm?module=trainingCalendarSearch](https://www.caregistry.org/index.cfm?module=trainingCalendarSearch)
Training Track Requirements

• Meet with Professional Growth Advisor to complete or update Professional Growth Plan with activities for current program year.

• Repeated trainings are not eligible for a stipend.

• Training must be completed between July 1, 2021 to May 31, 2022
“Priority Areas” Professional Development

Participants in either the College Coursework or Training Track may be eligible for stipends for completing “Priority Areas” PD through SMCOE

**Stipend for each series- $300**

Eligible professional development series are:

- **✓ CSEFEL Preschool** (contact Edirle Menezes, emenezes@smcoe.org, enrollment is limited)
- **✓ Dual Language Learning (DLL) Professional Development Series**
- **✓ Pathways to Inclusion Series**
- **✓ SEEDS of Learning Preschool Framework training series**

**To receive a stipend, participants must attend all the sessions in a series.**

- **✓ ELC participants can receive a College Coursework stipend or a Training stipend in addition to the “priority area” training stipend. “Priority area” trainings stipends will be paid in July 2022.**
Foreign Transcript Evaluation Assistance

Returning Participants in the College Coursework Track are eligible for this pathway

This is a reimbursement to participants obtaining a transcript evaluation during the 2021-2022 program year.

Your coursework and degree will be evaluated to determine relevance for:

- Child Development Permit Requirements
- Degree Requirements

IMPORTANT: If you are interested in receiving this service, please contact your home college Counseling Department to request an approval of your request. A letter from the Counseling Department must be submitted to your ELC Stipend College Advisor for review and approval of request for reimbursement of your official transcript evaluation.
Foreign Transcripts Evaluation

STIPEND amount: $100-$200 per transcript evaluation.

San Mateo County Community College District approves the following evaluation agencies: https://smccd.edu/transcript/foreign-transcripts.php

Only transcript evaluations completed in the 2021-2022 program year will be considered for cost reimbursements.

By or before June 11, 2022
• Upload a copy of the transcript evaluations to the Workforce Registry
• Upload a copy of the receipt of your foreign transcript evaluation to the Workforce Registry
<table>
<thead>
<tr>
<th><strong>Stipend Program Summary</strong></th>
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<tbody>
<tr>
<td><strong>College Coursework Track</strong></td>
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<td>*(prorated amount for less than 6</td>
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<td>units)*</td>
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<td><strong>Education Milestone</strong></td>
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<td>$200 - $600 depending on Milestone</td>
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<td><strong>Training Track</strong></td>
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<tr>
<td><strong>“Priority Area” PD</strong></td>
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<td>$300 per series</td>
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Example – Center-based teacher

Example 1 (Training Track):
Teacher has AA in Child Development and wants to take trainings in 2021-22
After completing 21 hours of training, eligible for $400 stipend
Also takes one “priority area” PD series for an additional $300
Total stipend = $700

Example 2 (College Coursework Track):
Teacher is working on completing units toward an AA in ECE
After completing 6 (or more units), eligible for $700 stipend
Also upgraded Child Development Permit= $300 for Education Milestone
Total stipend = $1,000
Example – Family Child Care Owner or Employee

Example 1 (Training Track):

Provider has BA in ECE and wants to take trainings in 2021-22

Completed between 10-20 hours of training, eligible for $250 stipend

Also takes one “priority area” PD series for an additional $300

Total stipend = $550

Example 2 (College Coursework Track):

Provider is working on completing units toward an AA in Child Development

After completing 6 (or more units), eligible for $700 stipend

Also obtained their AA degree = $400 for Education Milestone

Total stipend = $1,100
Example – Family, Friend or Neighbor Provider

Example (Health and Safety Only Training Track):

Provider is completing 16 hours of Health and Safety Trainings

Completes 10-20 hours of H&S training, eligible for $250 stipend

Eligible trainings listed at [www.smcoe.org/elcstipend](http://www.smcoe.org/elcstipend)

*No professional growth or education plan required*
Timeline – All Participants

- **September 24-December 17, 2021:**
  - Create/Update Registry Profile and Apply Online
  - Upload Supplemental Documents to CA Workforce Registry

- **By May 31, 2022:**
  - Meet with Stipend Program College Advisor or Professional Growth Advisor to create/update Education Plan and/or Professional Growth Plan

- **May 2022:**
  - SMCOE staff will verify employment status with your employer.
Timeline - College Coursework
Track Participants

• Complete coursework between July 1, 2021 – May 31, 2022, with a grade of “C” or higher

• July 1, 2021 - May 31, 2022 - Achieve Education Milestone (if applicable)

• By June 11, 2022 - Upload all transcripts, degrees and permits in the ECE Workforce Registry
Timeline – Training Track Participants

• Complete 10-21 hours of eligible trainings between July 1, 2021 – May 31, 2022
Stipend Payment Process

• Stipend amounts listed in this presentation are approximate. Final stipend amounts are based on available funding and number of participants.

• Stipends must be declared as income and are subject to income tax regulations.
  • Any participant who receives total payments of more than $600 during the year will receive a Tax Form 1099 for 2021 taxes mailed to participant’s home address by January 31, 2022.

• Stipend payments are mailed in late July 2022 to participant’s home address as entered on the W-9 Form.