



Guidelines for the Professional Advancement for Childhood Educators Stipend **PACES PLUS-PLUS** Child Care Professional Trainings Application Fiscal Year 2019-2020

APPLICATION RELEASE

First 5 Imperial also known as the Imperial County Children and Families First Commission will be offering applications on October 1, 2019, starting at 8:00am to 4:30 pm to eligible applicants for the purpose of establishing eligibility for the award of stipends through Quality Start Imperial, PACES Program for Fiscal Year 2019-2020.

A total of 133 applications will be available on a first-come first-served basis to qualifying participants working at childcare sites that participate in the First 5 IMPACT Quality Start Imperial. Only one application per person will be assigned; applications should not be duplicated. A waiting list will be established once all applications are exhausted; individuals on the waiting list will be contacted in the event of applications availability.

The PACES Program was created as a result of the Commission's commitment to establish a stipend program that offers professional development opportunities to early care and education providers who work in Imperial County and who may need educational support. For FY 2019-2020, the Commission will work to establish the Quality Start Imperial which will focus on continuous quality improvement, and support childcare sites enrolled in the program interested in increasing measures that have consistently demonstrated support for quality improvement.

APPLICATION DEADLINE AND SUBMISSION

Applications are due no later than 4:30 p.m. on July 31, 2020 and must be submitted to the Commission office. If the individual has not completed the application correctly, has not attached the required copies, or has not turned in the application's required documents on time, the Commission may disqualify the application and the individual will not be considered for a stipend award. The Commission may consider other qualifications or criteria for eligibility. Please be sure to submit:

- ✓ Original PACES Plus-Plus Application
- ✓ PACES Plus-Plus Claim and Survey
- ✓ Copy of California Driver's License or valid California ID card, and copy of Social Security Card
- ✓ Complete record of Quality Start Imperial approved trainings attended during the 2019-2020 fiscal year
- ✓ Submit copy of Work Force Registry Number Card

ELIGIBILITY CRITERIA AND STIPULATIONS

1. Applications will be made available to licensed family childcare home-based providers and professionals working in federal, state or private and/or other public preschools, and alternative childcare sites that have been certified as being enrolled as part of the Quality Start Imperial. Applications will be made available only at the Commission office and distributed to the individual who is applying for the Child Care Professional Trainings stipend.
2. Childcare home-based and center-based providers must be licensed and must have children 0-5 (not including own children) currently enrolled under their care or staff working with children 0-5 through identified alternative sites in order to

apply. Individuals must work in Imperial County. Commission staff will verify employment information and may seek clarification and/or further proof of occupation from the applicant's place of employment. Individuals may be required to provide a copy of the most current home or center-based license.

3. Applicants must enroll in and complete a minimum of one (1) approved training and up to a maximum of 10 Quality Start Imperial approved trainings that will support continuous quality improvement for the childcare setting. Quality Start Imperial approved trainings may be offered through in-county and out-of-county sources. These trainings must clearly be connected to continuous quality improvement and fall within one of the elements of the Quality Rating Improvement System. Any trainings not previously identified by the Quality Start Imperial as eligible for award will need prior approval before an individual attend that training. **Note: No internet trainings will be accepted unless PRIOR approval is given by the Special Programs Manager.**
4. Applicants must complete and submit the PACES Quality Start Imperial Claim and Survey form which will be included in the application packet.
5. Applicants must submit a copy of their California Driver's license or other Identification card and a copy of their social security card.
6. Applicants must submit a record of completed Quality Start Imperial approved trainings attended during the 2019-2020 fiscal year (a copy of a certificate of completion is acceptable).
7. Applicants may be awarded \$30.00 for each Quality Start Imperial approved training completed, for a maximum award of up to \$300 for the completion of at least 10 Quality Start Imperial approved trainings.
8. Individuals who are eligible to participate in the Professional Development and Retention program (AB212) are also eligible to receive this stipend. AB212 is a professional development and retention program that is administered by the Imperial County Early Care and Education Planning Council which is funded by the California Department of Education, Child Development Division.
9. Applicant Responsibility:
 - Ensure Commission receives the application in a timely manner prior to deadline and all forms are accurate;
 - Ensure all requests of documents are included in the packet, e.g. Survey, ID Card; etc.
 - Applicant is responsible for the verification and accuracy of all information and must submit additional information within 10 business days of the original request; and
 - Applicant is responsible to communicate any changes in writing to the Commission.
10. In the event that an application is disqualified, submitted after the due date or was not received by the Commission, the next individual identified on the Waiting List will be considered. Applicants must ensure that their application is received.

PARTICIPANT ASSISTANCE AND APPLICATION SUBMISSION

Applications are due no later than 4:30 p.m. on July 31, 2020 in person at the First 5 Imperial offices located at 1240 State Street in El Centro. Applications sent via U.S. Mail or carrier will not be accepted. Do not send fax or electronic submissions.

For questions regarding the Quality Start Imperial PACES Program or if participants need assistance completing the application, please contact us at (760) 482-2988. Assistance in Spanish is available.