

Guidelines for the Professional Advancement for Childhood Educators Stipend PACES (PACES PLUS-PLUS) Child Care Professional Trainings Application Fiscal Year 2022-2023

APPLICATION RELEASE

First 5 Imperial also known as the Imperial County Children and Families First Commission will be offering applications on January 10TH, 2023, from 8 am to 4:30 pm to eligible applicants for the purpose of establishing eligibility for the award of stipends through the Quality Start Imperial PACES Program for Fiscal Year 2022-2023.

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 Program. 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 2022-2023, the Commission will work to establish the Quality Start Imperial Program 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. A maximum allocation of \$40,000 has been earmarked for this initiative through the Child Care Professional Trainings component of the Quality Start Imperial Program.

APPLICATION DEADLINE AND SUBMISSION

Applications are due no later than 4:30 p.m. on June 30, 2023 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 Claim and Survey
- ✓ Copy of California Driver's License or valid California ID card
- ✓ W-9
- ✓ **Registry Participant Education and Training Report**
- ✓ Complete record of Quality Start Imperial approved trainings attended during the 2022-2023 fiscal year

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 Program. 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 Program as eligible for award will need prior approval before an individual attends that training..
4. Applicants must complete and submit the PACES Quality Start Imperial Program Claim and Survey form which will be included in the application packet.
5. Applicants must submit a record of completed Quality Start Imperial approved trainings attended during the 2022-2023 fiscal year (a copy of a certificate of completion is acceptable).
6. Applicants may be awarded \$30.00 for each Quality Start Imperial Program approved training completed, for a maximum award of up to \$300 for the completion of at least 10 Quality Start Imperial Program approved trainings.
7. 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 *i.e.*, Survey, ID Card;
 - 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.
8. 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 4:00 p.m. on June 30th, 2023 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 Plus-Plus Program or if participants need assistance completing the application, please contact us at (760) 482-2988. Assistance in Spanish is available.