

FREQUENTLY ASKED QUESTIONS (FAQ)

Who is eligible to apply?

For **individual stipends** (Professional Growth and Education Advancement), any person working in a participating Quality Counts or state-funded/California Department of Education (CDE) Early Care and Education program in San Luis Obispo County as paid staff directly responsible for the care and education of children can apply. Positions such as food service workers, family advocates, home visitors and interns are not eligible to apply. For **mini block grants** (Program Achievement), only site supervisors or program directors should request to participate on behalf of their programs.

Can I submit my documents in-person or by mail?

With the exception of official transcripts, ALL documents must be uploaded to Pinwheel (<http://sloqualitycounts.ipinwheel.org>) using your personal login information. Please contact your QC Coach should other arrangements need to be made.

I have a training that will be completed after the May 1, 2019 deadline. Will this count toward my stipend?

Documents will not be accepted after the May 1st deadline. Please hold on to the certificate and apply it toward the next stipend period.

I completed academic coursework and at least 21 professional growth hours. Can I apply for both of the stipends for individuals?

Applicants may choose only one area of focus per stipend year—Professional Growth **OR** Education Advancement.

My agency/supervisor paid my registration fee to attend a professional growth opportunity. Are these hours eligible for the stipend program?

This program is intended to support Early Care and Education providers with the out-of-pocket costs of attending professional growth opportunities on their own time. If an applicant's agency/supervisor paid for their registration and time (i.e. wage/salary), these hours DO NOT apply for the stipend program. However, they do count toward the professional growth hours required to maintain a child development permit and Quality Counts rating (i.e. teacher qualifications).

Is the Professional Growth Plan (PGP) required by the stipend program the same as the Professional Growth Plan and Record Form used by the California Commission on Teacher Credentialing (CCTC)?

The Quality Counts Professional Growth Plan was formatted specifically for the stipend program, in order to align with our training calendar and your site's quality commitment plan. Applicants do not have to meet with a Professional Growth Advisor for our PGP, as required for the Professional Growth Plan and Record Form from CCTC . However, it is required that participants communicate with their QC coach and supervisor when creating their PGP. The Professional Growth Plan (Google form) should be submitted by **November 2, 2018** for Professional Growth Stipend applicants.

How do I demonstrate familiarity with ERS and CLASS?

Applicants for the Program Achievement Mini Block Grant will need to have at least one staff attend a(n) ERS and CLASS training provided by Quality Counts. Please refer to the QC Professional Development & Training Calendar or www.sanluischildcare.org for dates.

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FREQUENTLY ASKED QUESTIONS (FAQ) CONTINUED

Are General Education units acceptable for the Education Advancement Stipend?

The Quality Counts Stipend Program is intended to assist current members of the Early Care and Education workforce who are participating in Quality Counts in completing an Associate's or Bachelor's degree in Child Development (CD)/Early Childhood Education (ECE) or achieving a Child Development Permit. Therefore, it is our priority to reimburse CD/ECE units. General Education (GE) units will only be reimbursed if the course is taken during the last semester or quarter towards the degree, as well as in the event that a GE course is required for an applicant to move up on the Child Development Permit matrix.

I requested my stipend. Am I guaranteed approval and payment?

Stipends are not guaranteed upon submission of documentation. Stipends will be processed in the order received and awarded based on the availability of funds. Applicants may check their Pinwheel account for the status of their stipend. If you have further questions after checking your status, contact sloqualitycounts@capslo.org.

I applied for a stipend and received an approval notification. How will I receive payment?

Individual recipients who have been awarded will receive a check by mail in the order of approval to the address submitted on the W-9 form. Please update QC staff with changes to personal information immediately. If you are a CAPSLO employee, your stipend will be processed through payroll. Mini block grants will be awarded to the program.