



**Bright
Futures**
For Early Childhood and Families
**Early Childhood Education
Stipend Information**

Bright Futures is partnering with the Office of Professional Development to grant Early Childhood Professionals with Educational Stipends. Funds are available to eligible applicants for one class per term; Spring, Summer, Fall and Winter 2010 terms. To determine eligibility, please read the information below. To apply, return the following forms to the locations provided:

Applications:

- Eligibility form below – **return to Bright Futures, PO Box 4216, Telluride, CO 81435 or fax 970-369-1312**
- Copy of your class schedule - **return to Bright Futures**
- W-9 form below (more than \$600, you will need to declare on your income tax) – **return to Bright Futures**
- Credential application online http://www.netnewsdesk.com/resources/375/File/ECC-OPD/PDF/co_prof_cred/ECECredentialApplication.pdf or contact Bright Futures for a hard copy. – **return to Office of Professional Development, 1580 Logan Street, Suite 310, Denver, CO 80203 or Fax 303-333-6020**

The goal of the Educational Stipend Project is to reduce the dependency of needy parents by promoting job preparation and work. The Project will enhance the long-term self-sufficiency of eligible, low-income child care workers; reduce the number child care workers and their families living in poverty; increase the number of TANF eligible participants in meaningful child care work. This project is funded by the State Strategic Use Funds, Colorado Works, and Colorado Department of Human Services.

Eligibility:

In order to be eligible providers must meet both the Temporary Assistance to Needy Families (TANF) and the Colorado Office of Professional Development (COPD) requirements.

TANF Eligibility

Must meet all criteria to be TANF eligible:

1. Family income is less than \$75,000 per year
2. Have care and control of a dependent child (must be related and can be up to 5th degree of kinship)
3. Verify lawful presence (anyone 18 years or older)

Stipend Eligibility

Must meet all criteria for TANF and also COPD criteria:

1. Must work in a licensed child care facility (centers, homes, before and/or after school programs) at least 20 hours per week
2. The facility must have a salary schedule
3. Participants must complete, at a minimum, a three semester hour course every semester. Summer semester is optional.
4. Participants must be working within Bright Futures Early Childhood Council

Stipend Amount:

- The stipend will be awarded after the participant has completed at least one three semester hour course and received a grade of “C” or higher.
- Stipend amount is based upon the level of credential working toward or awarded. No additional money will be awarded if the cost of the class is more than the stipend listed below.

- Participants will only be awarded one stipend amount per semester. No additional money will be awarded if the participant takes more than three semester credit hours or equivalent per semester.
- Participants will be awarded a stipend in addition to any scholarship programs, TEACH, or financial aid they are receiving.
- Each council partner will have a total amount of funds that will be set aside and dedicated to their providers. The councils will decide how best to focus their stipend awards.
- Stipends can be used for credential renewal or promotion.

Stipend Amounts – (Your credential application will determine your level)

Credential Level	Time it can be renewed	Stipend amount*	Time allowed at this level	Requirements to receive a stipend:
Entry Level	Non renewable: One time award	\$150	Six months	<ul style="list-style-type: none"> • Must work on pre-requisites, e.g.; GED, for college course work and documented 6 contact hours of community level training in early childhood during the six month period the stipend covers • Includes any developmental classes that may be needed up to 3 semester hours.
Pre Level I	Two-time award	\$200	Two semesters	<ul style="list-style-type: none"> • Must take 101 and any other class for Early Childhood Teacher (group leader) qualifications. Must then proceed with Level I credential requirements (Completion of ECE 102 or 103)
Level 1 Completion of ECE 101 and 102 or ECE 101 and 103 (or equivalent coursework), continue working towards Level II	Valid for three years, renews twice	\$300	Three years	<ul style="list-style-type: none"> • Continued enrollment in a 3 semester-credit course from an accredited college or university related to the next credential level. • Must have a “C” grade or better. Working on attaining the other 6 courses required for a Level II Early Childhood Credential.
Level II ^** Director Qualification or 30+ credits in ECE degree requirements, continue working towards Level III	Valid for five years, can be renewed indefinitely	\$400	Three years	<ul style="list-style-type: none"> • Continued enrollment in a 3 semester-credit course from an accredited college or university related to the next credential level. Must have a “C” grade or better • Would also include ECE 111: Infant Toddler and/or ECE 112: Infant Toddler Lab for the Infant Toddler Endorsement and courses taken to renew a Level II Credential
Level III ^^ ** Completed Associates Degree or 60+ credits in ECE degree requirements, continues working towards an Level IV	Valid for five years, can be renewed indefinitely	\$500	No time limit, awarded each semester as requirements are met	<ul style="list-style-type: none"> • Continued enrollment in a 3 semester-credit course from an accredited college or university. Must have a “C” grade or better • Course(s) must be applicable to degree or early childhood education profession. • Would also include courses taken to renew a Level III Credential or towards the next credential level.
Level IV ** Completed Bachelors Degree, continued enrollment in coursework towards Master’s Degree or for professional development	Valid for five years, can be renewed indefinitely	\$600	No time limit, awarded each semester if semester as requirements are met	<ul style="list-style-type: none"> • Continued enrollment in a 3 semester-credit course from an accredited college or university. Must have a “C” grade or better • Course(s) must be applicable to degree or early childhood education profession. • Would also include courses taken to renew a Level IV Credential.

More Questions:

Contact the Colorado Office of Professional Development: Cynthia Zimmerman, 303-861-1549, Cynthia.Zimmerman@ccd.edu, www.ColoradoOfficeofProfessionalDevelopment.org

Educational Stipend Eligibility Form

Directions:

1. Applicant completes the form.
2. Council representative verifies information/completion of form.
3. **Both the Council Representative and the applicant sign the form.**
4. Please submit this form along with:
5. ◇ W9
6. ◇ Current Class Schedule
To Bright Futures, PO Box 4216, Telluride, CO 81435; 970-369-1312 fax
7. ◇ Complete Credential Application – **return to Office of Professional Development, 1580 Logan Street, Suite 310, Denver, CO 80203 or Fax 303-333-6020** (If you hold a current Credential with the Office, you do not need to submit another credential application)

Please note that all of the criteria below must be met to participate in the Educational Stipend Program.

CHECK EACH BOX THAT APPLIES AND COMPLETE THE FORM COMPLETELY.

Participant's Name _____

Participant's Date of Birth (mm/dd/yyyy) _____

Phone (_____) _____

Participant's **Last 4 digits** of Social Security Number _____

Participants Email Address _____

Participant's Anticipated Stipend Level _____

Participant's Council _____

◇ Participant works in a licensed child care facility/home.

Name of Child Care Center _____

Colorado Department of Human Services child care license number _____

◇ Participant works at least 20 hours a week in a child care center/home

◇ Participant's child care center/home has a salary schedule or is working on adopting one

TANF eligibility requirements (must meet each requirement):

◇ I am lawfully present in the United States

◇ I have an annual family income that is less than \$75,000

◇ I have care and control of a dependent child under the age of 18

Please select the semester for which you are applying (**you will fill out a new form every semester you wish to participate in the Stipend**)

◇ Spring 2010

◇ Summer 2010

◇ Fall 2010

◇ Spring 2011

Signatures:

Participant's Signature

Date

Council Representative's Signature

Date

***Stipend checks are distributed after official, grade posted transcripts have been verified by the Colorado Office of Professional Development. This process may take up to 4-6 weeks after the end of the semester.**

****Please note, if money is owed to the State of Colorado for taxes, past due accounts, child support, etc., the payment for the Stipend will be garnished by the appropriate State office.**

**Request for Taxpayer
Identification Number and Certification**

**Give form to the
requester. Do not
send to the IRS.**

Print or type
See Specific Instructions on page 2.

Legal Name (as reported on your income tax return)	
Business Name, if different from above	
Check appropriate box: <input type="checkbox"/> Individual/ Sole proprietor <input type="checkbox"/> Corporation — <i>Do you provide medical services</i> ▶ <input type="radio"/> Yes <input type="radio"/> No <input type="checkbox"/> Estate/Trust <input type="checkbox"/> Partnership ▶ <input type="radio"/> General <input type="radio"/> Limited <input type="checkbox"/> Other Groups of Individuals <input type="checkbox"/> Government (or Government Operated) Entity <input type="checkbox"/> Organization Exempt from Tax under Section 501(a) — <i>Do you provide medical services</i> ▶ <input type="radio"/> Yes <input type="radio"/> No	<input type="checkbox"/> Exempt from backup withholding
Address (number, street, and apt. or suite no.)	Requester's name and address (optional)
City, state, and ZIP code	COLORADO COMMUNITY COLLEGE P.O. Box 173363 Campus Box 211 Denver, CO 80217-3363
List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on Line 1 to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on reverse side.

Social Security number										
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Check here if you DO NOT have a SSN or EIN, but have applied for one.
See reverse side for information on *How to Obtain a TIN*. Licensed Real Estate Broker? ▶ Yes No

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
- I am a U.S. person (including a U.S. resident alien).

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the Certification, but you must provide your correct TIN. (See the instructions on reverse side.)

Sign Here	Name (Print or Type) ▶ _____	Title (Print or Type) ▶ _____
	Authorized Signature ▶ _____	Date ▶ _____ Phone ▶ (____) _____

By signing above, I understand that any person who misrepresents a firm's status as a small, HUBZone small, small disadvantaged, women-owned or Veteran or Service-Disabled Veteran-Owned Small Business concern in order to obtain a contract awarded under the Small Business Act shall 1) be punished by imposition of fine, imprisonment or both, 2) be subject to administrative remedies including suspension and debarment, and 3) be ineligible for participation in programs conducted under the Authority of the Act.

Required Federal Business Classification Information

Large Business Concern: Dominant in field of operations per Federal Acquisitions Circular (FAC 9.201)	(LBC)	Y___	N___
Small Business Concern: Independently owned and operated, and meets industry size and receipt requirements for small businesses per SBA13 CFR 121, Section 3 of the Small Business Act.	(SBC)	Y___	N___
Woman-Owned Small Business: Is a small business and at least 51% owned and controlled by one or more women who are U.S. citizens and have active involvement in day-to-day operations.	(WOSB)	Y___	N___
Small Disadvantaged Business: SBA certified; minimum 51% owned, controlled and operated day-to-day by one or more socially and economically disadvantaged individuals.*	(SDB)	Y___	N___
Historically Black Colleges/Universities and Minority Institutions:	(HBCU/MI)	Y___	N___
HUB Zone Small Business: SBA certified; is small and is located in an 'historically underutilized business zone' and is owned and controlled by one or more US citizen(s) and at least 35% of employees reside in HUB zone.	(HUB Zone SB)	Y___	N___
Veteran-Owned Small Business: Is a small business and is at least 51% owned, controlled and has active involvement in day-to-day operations by one or more U.S. veterans.	(VOSB)	Y___	N___
Service-Disabled Veteran-Owned Small Business: VOSB and with a disability that is service connected; may include spouse/caregiver of veteran with permanent or severe disabilities.	(SDVOSB)	Y___	N___

*SDB Ethnicity Definitions (Please check one): African American____; Hispanic American____;
Native American (American Indian, Eskimo, Aleut & Native Hawaiian)____; Asian-Pacific American____; Asian-Indian American____.

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