



Track 2B | Entry (Training Hours)

Track 2B is intended for licensed and license-exempt family child care home providers and family child care assistants who have completed less than 6 ECE units. The goal of this track is to prepare individuals to earn a Child Development Teacher Permit and/or an AA degree in Child Development or a related field.

Maximum time in track: 4 years

Stipend: \$500

Track 2B Requirements

- I. **Entry Requirements:** To apply for Track 2B of the Sacramento CARES Program you must meet each of the following requirements:
 - A. Work for pay in a licensed or license-exempt family child care home in Sacramento County for a minimum of 15 hours per week.
 - B. Be 18 years or older.
 - C. Provide direct care for children birth to five years old in a licensed family child care home or license-exempt family child care home.
 - D. Have earned less than 6 units of college coursework in Early Childhood Education (ECE).
 - E. Earn an income of less than \$60,000 annually.
 - F. Must be employed with the same family child care home from May 19, 2009 through May 14, 2010.

- II. **Annual Eligibility Requirements:** To become eligible to receive a stipend you must meet each of the following requirements:
 - A. First year applicants:
 - 1. Must complete 25 professional growth hours from May 19, 2009 through May 14, 2010. All professional growth hours must meet the CARES Approved Professional Growth Guidelines (see page 47).
 - B. Second year applicants:
 - 1. Must complete 36 professional growth hours from May 19, 2009 through May 14, 2010. All professional growth hours must meet the CARES Approved Professional Growth Guidelines (see page 47).
 - 2. Exempt family child care providers must be licensed by February 12, 2010.
 - C. Third year applicants:
 - 1. Must complete 54 professional growth hours from May 19, 2009 through May 14, 2010. All professional growth hours must meet the CARES Approved Professional Growth Guidelines (see page 47).
 - D. Fourth year applicants:
 - 1. Must complete 54 professional growth hours from May 19, 2009 through May 14, 2010. All professional growth hours must meet the CARES Approved Professional Growth Guidelines (see page 47).

- III. **Documentation: All documentation due by May 20, 2010.**
 - A. Licensed Family Child Care Home providers must submit:
 - 1. Child Care Roster (see page 43 for Roster).
 - 2. A copy of Family Child Care License(s). Include prior license if provider has moved or changed capacity.
 - 3. Verification of all completed hours of training and/or college units.*
 - 4. Training Portfolio, Education Portfolio or Education Plan from college if you are earning units.

 - B. Family Child Care Home Assistants must submit:
 - 1. Letter of employment verification (see sample letter on page 39).
 - 2. A copy of Family Child Care License(s). Include prior license if provider has moved or changed capacity.
 - 3. A copy of valid ID including date of birth.
 - 4. Verification of all completed hours of training and/or college units.*
 - 5. Training Portfolio, Education Portfolio or Education Plan from college if you are earning units.

 - C. Licensed-exempt providers must submit:
 - 1. Child Care Roster (see page 43 for Roster).
 - 2. Verification of all completed hours of training and/or college units.*
 - 3. Training Portfolio, Education Portfolio or Education Plan from college if you are earning units.

*College units can be converted to hours; 1 unit is equal to 15 Professional Growth Hours.

“The CARES program is wonderful! What a great incentive to continue learning and growing in the ECE field. It was so helpful in helping me set goals and stay motivated to continue my education.”

Track 2B: Entry (Training Hours) Checklist

Licensed Family Child Care Home providers must submit:

- Child Care Roster (see page 43 for Roster).
- A copy of Family Child Care License(s). Include prior license if provider has moved or changed capacity.
- Verification of all completed hours of training and/or college units.*
- Training Portfolio, Education Portfolio or Education Plan from college if you are earning units.

Family Child Care Home Assistants must submit:

- Letter of employment verification (see sample letter on page 39).
- A copy of Family Child Care License(s). Include prior license if provider has moved or changed capacity.
- A copy of valid ID including date of birth.
- Verification of all completed hours of training and/or college units.*
- Training Portfolio, Education Portfolio or Education Plan from college if you are earning units.

Licensed-exempt providers must submit:

- Child Care Roster (see page 43 for Roster).
- Verification of all completed hours of training and/or college units.*
- Training Portfolio, Education Portfolio or Education Plan from college if you are earning units.

*College units can be converted to hours; 1 unit is equal to 15 Professional Growth Hours.

All documentation due by May 20, 2010