



# Santa Clara County Quality Matters Stipend Program Family Resource Center (FRC) 2019-2020

## Program Description

The Santa Clara County Quality Matters Stipend Program is designed to provide financial incentives to FIRST 5 grantees employed at FIRST 5 Family Resource Centers. Individuals enrolled in this program receive a stipend based on the completion of professional development within the year.

## Eligibility Requirements

- Must hold a FIRST 5 Santa Clara County funded FRC staff position, such as:
  - Director
  - Manager
  - Program or Volunteer Supervisor

**ENROLL ONLINE**

[www.santaclaraquality.org](http://www.santaclaraquality.org)

*September 16, 2019 –  
November 01, 2019*

**Questions? Contact us at  
(408) 299-1700**

- Program or Volunteer Coordinator
- Community Worker or Program Associate

**Please note:** The FRC position must be funded by the FIRST 5 Family Resource Center Initiative throughout participation in the QUALITY MATTERS Stipend Program (July 1, 2019- June 30, 2020); and at the time of the stipend request. Employers will verify the eligibility and employment status of a participant through an online verification process.

- Be at least 18 years of age.
- Have a Social Security number.
- Have access to a valid email account that is checked regularly.

**For more information about the Quality Matters Stipend Program,  
please visit <https://www.ejinstitute.org>**

## How to Earn a FRC Stipend

Task	Deadline Dates
1. Submit an online <b>Enrollment form</b> at <a href="http://www.santaclaraquality.org">www.santaclaraquality.org</a> and select Training Option	NOVEMBER 1, 2019
2. Complete and submit a minimum of 21 hours of professional development between July 1, 2019 and May 1, 2020. <b>*NOTE: New deadline date – May 1, 2020</b>  Additional details: <ul style="list-style-type: none"> <li>▪ Only WestEd E3 approved trainings will be counted. For a complete list of acceptable trainings, please visit <a href="http://www.e3institute.org">www.e3institute.org</a></li> <li>▪ <b>IMPORTANT:</b> FRC Staff can only apply <u>10 hours</u> of FIRST 5 sponsored trainings toward the 21 hour stipend requirement.</li> <li>▪ College coursework can be used to satisfy the 21-hour requirement. Hours are calculated using the following conversion: 1 semester unit = 15 hours; 1 quarter unit = 10 hours.</li> </ul>	MAY 1, 2020
<b>For NEW Participants Only</b>	
<ul style="list-style-type: none"> <li>▪ Have a California Early Care and Education Workforce Registry Account (<a href="http://www.caregistry.org">www.caregistry.org</a>)</li> <li>▪ Submit a W-9 Form</li> </ul>	MAY 1, 2020

### Important Information

- Stipends will be sent to the participant's home address in September 2020.
- WestEd E3 Institute may raise or lower stipend amounts based on the amount of available funds and the number of eligible applicants.
- Stipends must be declared as income subject to income tax. A 1099 form with the stipend amount will be mailed during the first week of February 2021 to any participant who received a stipend of \$600 or more.

This program is funded by FIRST 5 Santa Clara County [www.first5kids.org](http://www.first5kids.org)

