

## Quality Matters Stipend Program (QMSP)

For F5 Santa Clara and

F5 San Benito Counties

July 1, 2021 – June 30, 2022



### Program Description

The Quality Matters Stipend Program is administered by WestEd E3 Institute, and is designed to provide financial incentives to family child care providers/staff, program administrators, and teaching staff employed at QUALITY MATTERS sites or a Quality Counts San Benito Site.

Individuals enrolled in the Quality Matters Stipend Program receive a stipend based on the completion of professional development training and/or college coursework within the program year. Individuals participating in this program work independently to complete their requirements.

Note: The Quality Matters Stipend program is offered through the partnership of FIRST 5 Santa Clara County, First 5 San Benito County, and the Santa Clara County Office of Education.

ENROLL ONLINE  
[www.santaclarquality.org](http://www.santaclarquality.org)

September 14, 2021 –  
November 1, 2021

Questions?  
(408) 299-1700 or  
[e3@wested.org](mailto:e3@wested.org)

### Must meet all criteria below to enroll:

- Must be an Early Educator at a Santa Clara County QUALITY MATTERS Center Based Site or Family Child Care Home or an eligible Quality Counts San Benito site.
- Work directly with children, and hold a paid position traditionally referred to as assistant/aide, associate teacher, teacher, master/lead teacher, site supervisor, assistant director, program director, family child care owner, or family child care staff.
- Have a Social Security number.
- **Have access to a valid email account. (email is the primary method of communication. You are responsible to check email regularly).**

This program is funded by FIRST 5 Santa Clara County, First 5 San Benito County, and the Santa Clara County Office of Education with support from Quality Counts California and the California Department of Education.



## Please Note:

- Participants will be contacted by a program specialist to review their professional development plan.
- Most program requirements are completed online. Access to a computer/iPad and internet access is required.

## How to Earn a Stipend

TASK	Deadline Dates
1. Submit an online Enrollment form at <a href="http://www.santaclarquality.org">www.santaclarquality.org</a> . A professional development specialist will then be assigned to you.	NOVEMBER 1, 2021
2. Complete <u>ONE</u> of the Stipend options below:	
<b>OPTION 1 - \$600 College Coursework Stipend</b> Complete a minimum of 3 semester units (4 quarter units) with a grade of "C" or better between July 1, 2021 and June 30, 2022. <ul style="list-style-type: none"><li>■ Coursework must count toward a college degree or to obtain or upgrade a California Child Development Permit or credential.</li><li>■ General education and ESL/Basic Skills courses will be accepted.</li><li>■ Courses must be taken through a nationally accredited college or university.</li></ul>	JUNE 30, 2022  (Transcripts submitted by July 15, 2022)
<b>OPTION 2 - \$400 Training Stipend</b> Complete a minimum of 21 hours of professional development between July 1, 2021 and June 1, 2022. <ul style="list-style-type: none"><li>■ For a complete list of WestEd E3 Institute approved trainings, please visit <a href="http://www.e3institute.org">www.e3institute.org</a>.</li><li>■ College coursework can be used to satisfy the 21-hour requirement. Hour Conversion: 1 semester unit = 15 hours; 1 quarter unit = 10 hours</li></ul>	June 1, 2022
3. Complete an end of year survey	June 1, 2022
For NEW Participants Only	
4. Submit a W-9 Form	June 1, 2022

- Stipends will be sent to the participant's home address in September 2022.
- 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 2023 to any participant who received a stipend of \$600 or more.