

MADISON COUNTY PARTNERSHIP FOR CHILDREN & FAMILIES, INC.
Smart REWARDS APPLICATION: JULY 1, 2023 - JUNE 30, 2024

First Name: _____ Last Name: _____

Home Mailing Address: _____

Home Phone: _____ Work Phone: _____ E-Mail Address: _____

Education Level already attained (check **ALL** that apply):

___ High School Diploma/GED

Early Childhood Education:

___ AA Degree in ECE

___ BA/BS in ECE

___ MA/MS in ECE

___ Ph.D. in ECE

Other Fields (Specify field of study):

___ AA Degree _____

___ BA/BS _____

___ MA/MS _____

___ Ph.D. _____

Other Early Childhood Certificates or Credentials already attained (check **ALL** that apply):

___ NC Credential ___ Administrative Credential Level I ___ Level II ___ Level III

___ Early Childhood Certificate ___ Infant/Toddler Certificate ___ EC Special Education Certificate

Required Attachments to this application form:

- **ALL applicants:**

A Professional Development Plan (form provided in this application packet)

Applicant:

By signing below, I verify that all information I provided is accurate. I understand that Madison County Partnership for Children and Families (Smart Start) will report any professional development supplement I receive, in excess of \$600, to the Internal Revenue Service. I understand that The Partnership may use my name and application information for research/evaluation purposes. I agree to notify The Partnership of any changes in my employment status.

Signed: _____ **Date:** _____

Employer:

I certify that _____ (name of employee) is currently employed by _____ (name of program) and that he/she works in a classroom directly with children ages birth to five at least 15 hours per week.

Authorized Signature/Title: _____ **Date:** _____

Name of Program: _____ License # _____

Return this application and the Professional Development Plan to: whitney@madisonss.org or mail to:

Smart REWARDS Coordinator
Madison County Partnership for Children
PO Box 1657
Mars Hill, NC 28754





MADISON COUNTY SMART START

Proudly Sponsors

**Smart
REWARDS**

Smart REWARDS is a professional development project for Madison County child care providers. It provides a financial supplement for child care staff who complete college level courses in early childhood education or who achieve an early childhood education milestone during the current enrollment period.

Who Is Eligible?

- ❖ Any child care provider who is employed in a licensed child care program in Madison County, AND
- ❖ Works at least 15 hours in a classroom with children ages Birth – Five, or is a center director or assistant director in a program serving children ages Birth – Five, AND
- ❖ Completes an approved early childhood college class with a grade of C or better, AND/OR
- ❖ Achieves an early childhood credential, early childhood certificate or early childhood college degree during the current enrollment period.

Deadlines:

- Summer & Fall Applications: October 31, 2023
- Summer & Fall Grades: January 12, 2024
- Spring Applications: January 31, 2024
- Spring Grades: June 14, 2024

CONTACT US NOW! YOU MAY BE ELIGIBLE TO PARTICIPATE!

For more information and additional eligibility requirements,
contact Professional Development Coordinator: Penny Briggs
(828) 689-1529

Or

Penny@madisonss.org



GRANT AGREEMENT FOR SMART REWARDS GRANT

1. This Grant Agreement is hereby entered into by and between Madison County Partnership for Children and Families, Inc. (“Grantor”), and (“Grantee”) (referred to collectively as the “Parties”).
2. This Grant shall be effective on **July 1, 2023** and shall terminate on **June 30, 2024**.
3. The Grantee agrees to comply with the following Grant requirements:
 - A. Eligibility Requirements:
 - 1) Must be working with children ages birth to five years at a legally-operating child care program in Madison County for at least 15 hours per week. Directors and Assistant Directors do not have to work directly with children to be eligible.
 - 2) Must submit a completed application with supporting documentation by the established deadline, unless an extension has been approved.
 - B. Programmatic and Financial Grant Requirements:
 - 1) Must complete an approved early childhood college course with a grade of ‘C’ or better; and/or
 - 2) Must have earned an approved early childhood-related milestone during the enrollment period. A milestone payment is a one-time only payment for successive milestones achieved during the enrollment period.
 - C. Additional Terms and Conditions:
 - 1) Meeting the requirements specified in the Grantee’s grant application.
 - 2) Providing the Grantor with all requested information related to the Grant by established deadlines.
4. The total payment under this Grant shall not exceed the amounts listed (per course or milestone) in *Attachment A: Smart REWARDS Stipend Amounts: FY 2023-2024*. **In no event will payments under this Grant be made after June 30, 2024**. The Grantor has the authority to withhold payment or require repayment if Grantee fails to comply with the terms of the Grant.
5. Payment Procedure:

Semi-annual payment(s) shall be made as follows:

Projected payment dates are on or around January 31, 2024 and June 30, 2024; all required documentation must be received prior to payment dates. The amount of payments will be calculated based on successful course completion and/or milestone achievement according to Attachment A.
6. The payment of the sums specified in this Grant Agreement is dependent and contingent upon and subject to the appropriation, allocation and availability of funds for this purpose to the Grantor.
7. This Grant Agreement and any documents attached or incorporated specifically by reference represent the entire agreement between the Parties and supersede all prior oral or written statements or agreements.
8. Any amendment to this Grant Agreement must be in written form and executed by duly authorized representatives of the Grantee and Grantor.
9. Failure to comply with any of the terms of this Grant Agreement is considered a material breach and may result in the immediate termination or suspension of this Grant Agreement and the return of monies received under the Grant by the Grantee. Waiver by the Grantor of any default or breach of the terms of this Grant Agreement by the Grantee shall not be deemed a waiver of any subsequent default or breach and shall not be construed to be modification of the terms of this Grant Agreement.

Smart REWARDS
Supplement Amounts
For Enrollment Period July 1, 2023 – June 30, 2024

Qualification	Amount of Supplement
NC Early Childhood Credential (NCECC) (Earned with EDU 119)	\$50
Administrative Credential	\$50
Early Childhood Certificate; Infant / Toddler Certificate; BK License	\$100
AA Degree in Early Childhood or approved related field	\$250
EDU College Course with a C or better	\$350 *Note: An additional per course stipend of up to \$50 may be available based on funding
BA/BS in Early Childhood or approved related field	\$500

***Milestones submitted during the enrollment period are only paid once**



Smart REWARDS

July 1, 2023 – June 30, 2024

QUESTIONS & ANSWERS

WHO IS ELIGIBLE FOR CCR&R GRANTS?

To be eligible, you must:

- * Operate a licensed child care center or home in Madison County and serve children 0-5 years.
- * Agree to have the CCR&R Coordinator perform an approved early education assessment on your center or program. The results from the assessment will be used to purchase high-quality materials, or provide a cash supplement, as funds allow.

HOW DO I APPLY?

Submit a completed application and Professional Development Plan to the Smart REWARDS Coordinator at the Partnership.

NOTE: Even if you are not taking early childhood courses in the Fall, but plan to in the Spring, we ask that you file your application packet now.

WHAT PAPERWORK IS REQUIRED BY THE OCTOBER 31, 2023 DEADLINE?

ALL applicants:

Application and Professional Development Plan, signed by your center director

WHAT WILL I HAVE TO SEND DURING THE SEMESTER?

You will be asked to send a screenshot of your Moodle or Self Service coursework screen to the Professional Development Coordinator to ensure you are still enrolled in an early education course.

WHAT WILL I HAVE TO SEND AT THE END OF THE SEMESTER?

After completion of coursework: Copy of Grades/Transcript; copy of milestone degree or credential/certificate (or your application for the credential/certificate)

A *Grant Agreement* and *W9* will be provided to participants upon receipt in our office of grades/milestone paperwork, and must be returned before payments can be issued.

WHAT IS THE PURPOSE OF THE PROFESSIONAL DEVELOPMENT PLAN?

The Professional Development Plan is a tool for you and your supervisor to plan your educational goals. It is a required attachment to the application. Both documents should be submitted together.

Previous Smart REWARDS participants complete a plan each year since the courses they enroll in change from year to year.

The Professional Development Plan enables the Partnership to plan funding for the project, both short- and long-term.

WHAT INFORMATION SHOULD BE INCLUDED IN THE PROFESSIONAL DEVELOPMENT PLAN?

Fill in the top section to include every early childhood course you completed during the Summer, are enrolled in for Fall semester, and the courses you plan to take in the Spring. Provide the course number and name.

Also report any early childhood milestone(s) (degree, credentials, certificates, etc.) you expect to achieve between July 2023 - June 2024.

The back of the form asks for your longer-term educational plans, and must be signed by the applicant and the center director.

I DIDN'T ENROLL FOR FALL SEMESTER. CAN I APPLY FOR SPRING?

Yes. Spring application packets for Smart REWARDS will be made available in December, with a due date of January 31, 2024.

Fall participants do not need to re-submit the application package for Spring enrollment, but must notify the Professional Development Coordinator if they are taking Spring coursework or completing a milestone which will earn them a Smart REWARDS supplement, so the Partnership can ensure adequate funds in the budget to cover supplements paid in June.

WHERE DO I SEND REQUIRED PAPERWORK?

Paperwork may be mailed, faxed, or scanned and emailed.

Mailed

Madison Co. Partnership
PO Box 1657
Mars Hill, NC 28754

Scanned and e-mailed

whitney@madisonss.org

In Person

Spilman Hall, Mars Hill University
1st Floor, Room #213

WHEN WILL I RECEIVE MY PAYMENT?

Payments for Summer classes will usually be paid by December 31st ; Fall classes will usually be paid at the end of January. For the Spring semester, all checks will be issued prior to June 30th. Your check will be mailed to your home address, or you can pick them up at our office.

WHO CAN I CONTACT WITH QUESTIONS?

Questions about Professional Development, PD Plans, TEACH, Working Scholars, Education Courses and College Enrollment: Penny Briggs: 689-1529 penny@madisonss.org

Questions specific to Smart REWARDS applications, grant agreements, W9s and payments: Whitney Nazari: 689-1525 whitney@madisonss.org