

MADISON COUNTY PARTNERSHIP FOR CHILDREN & FAMILIES, INC.  
Smart REWARDS APPLICATION: JULY 1, 2021 - JUNE 30, 2022

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)

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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 # \_\_\_\_\_

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Return this application and the Professional Development Plan to: [whitney@madisonss.org](mailto:whitney@madisonss.org) or mail to:

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





My Professional Development Plan Timeline and Resources Necessary for Achievement of My Educational and Career Goals:

*Plan for 7/1/2021 – 6/30/2022*

NAME: \_\_\_\_\_ CHILD CARE PROGRAM: \_\_\_\_\_

Smart REWARDS payment(s) I anticipate being eligible for this year (include courses and milestones)

**COURSES:**

Early Childhood Education course(s) completed **SUMMER** 2021. **Provide course number and name.**

\_\_\_\_\_

Early Childhood Education course(s) enrolled in for **FALL** Semester 2021. **Provide course number and name.**

\_\_\_\_\_

Early Childhood Education Course(s) I plan to take **SPRING** Semester 2022. **Provide course number and name.**

\_\_\_\_\_

**MILESTONES:**

Early Childhood Education milestone(s) I will be eligible for between July 2021 and June 2022 (achieved during this grant period): [Refer to Attachment A, Stipend Amounts, for eligible milestones]

\_\_\_\_\_

*Long-Range Professional Development Plan*

Objective	Course(s) I plan to take	Expected Start Date	Information and resources needed to meet my educational goals (Financial assistance, academic counseling, mentoring, etc.)	Anticipated Outcomes	Anticipated Completion Date
<i>Example:</i> obtain my AA in ECE by taking online courses	EDU 119-Early Childhood Education EDU 131-Child, Family, and Community	August 2020	I would like some information about how to help pay for my tuition and books.	Receipt of my AA in ECE	June 2021

Signed Employee: \_\_\_\_\_ Date: \_\_\_\_\_

Signed Director / Employer: \_\_\_\_\_ Date: \_\_\_\_\_

**Smart REWARDS**  
***Supplement Amounts***  
**For Enrollment Period July 1, 2021 – June 30, 2022**

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
BA/BS in Early Childhood or approved related field	\$500

**\*Milestones achieved during the enrollment period are only paid once**



## 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: September 30, 2021
- Summer & Fall Grades: January 7, 2022
- Spring Applications: January 31, 2022
- Spring Grades: June 10, 2022

### **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](mailto:Penny@madisonss.org)



Smart REWARDS  
July 1, 2021 – June 30, 2022  
QUESTIONS & ANSWERS

WHO IS ELIGIBLE FOR SMART REWARDS EDU COURSE STIPENDS?

To be eligible, you must:

- \* Work in licensed child care in Madison County with children 0-5 years old for at least 15 hours per week (Directors or Asst. Directors do not need to work directly with children)
- \* Complete a college-level course in early childhood education with a C or better and/or receive a degree, credentials, or certificates in early childhood education between July 1, 2021 and June 30, 2022.

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 SEPTEMBER 30, 2021 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. Applications do not roll over and a new application and Professional Development Plan must be completed each fiscal 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 2021 - June 2022.

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, please complete the application and PD plan by January 31, 2022, for any courses that will end by June 30, 2022.

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

#### Faxed

828.689.1530

#### Scanned and e-mailed

[whitney@madisonss.org](mailto:whitney@madisonss.org)

#### In Person

Spilman Hall, Mars Hill University  
1<sup>st</sup> Floor, Room #213

### WHEN WILL I RECEIVE MY PAYMENT?

Payments typically occur in January and June. Supplements for Summer and Fall classes will usually be paid at the end of January. For the Spring semester, all checks will be issued prior to June 30<sup>th</sup>. Your check will be mailed to your home address, or you can pick them up at our office in Mars Hill.

### 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](mailto:penny@madisonss.org)

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