

# CHILD DEVELOPMENT GRANT PROGRAM



*Presented by:  
California Student Aid  
Commission, Institutional  
Support Services*



# INTRODUCTION

- Phones will be muted
- Questions, use the Q&A feature at the right.
- Complete survey

# HISTORY

- The Child Development (CD) Grant Program became effective January 1, 1998 for 1998/99 academic year
- CD Grant Program is federally funded through the California Department of Education. Awards up to \$6,000 total
- Designed to attract students into the field of child care in a licensed child development center or program

# ELIGIBILITY

- U.S. citizen
- Legal resident of California
- Maintain a minimum of 1/2 time enrollment & only California Teaching Credential (CCTC) approved courses.
- Demonstrate financial need
- Maintain satisfactory academic progress (SAP)

# PROGRAM REQUIREMENTS

- Commission on California Teaching Credential (CCTC) approved courses:
  - Child Development Permit of Teacher
  - Master Teacher
  - Site Supervisor
  - Program Director
- Service Agreement
  - Commit one year of full-time employment in a licensed child care center for each year grant assistance is received.

# APPLICATION PROCESS

- There are two types of applications associated with this program. Applicants who are new to the Child Development Grant Program or who were withdrawn from the 2013-14 program must use the New Application found in the 2014-15 "Nomination & Application Packet." The Renewal Application is for 2013-14 academic year participants who are continuing with the program to complete their permit requirements. Access [www.csac.ca.gov](http://www.csac.ca.gov) to print the 2014-15 applications.
- Colleges to submit their nominations to the California Student Aid Commission (Commission). Applications must be mailed to the Commission by the school and be postmarked by MAY 16, 2014. Colleges should notify students if they have their own deadline.
- Colleges are responsible for ensuring the applications are complete before submitting nomination packets.

# STEPS TO APPLY

- 1. File a Free Application** for Federal Student Aid (FAFSA) for the College to determine financial need.
- 2. Interested applicants** should speak to the College Program Coordinator in the Financial Aid Office or Early Childhood Education department, as they must nominate you for this award.
- 3. Fill out a new application** and submit to the Financial Aid Office. The school will submit it as part of the nomination packet.
- 4. Visit our website** at [www.csac.ca.gov](http://www.csac.ca.gov) for the application and additional information.

# RENEWAL PROCESS

- A Child Development Grant is good for two years in duration at a two-year institution and up to an additional two years at a four-year institution if all qualifications are met.
- For 2<sup>nd</sup> year renewal consideration at same school, the applicant **must** submit the **Renewal Application** to be considered for an additional year. This is submitted through the Financial Aid Office.
- Previously awarded community college applicants applying at four-year institution for the first time must go through the initial application process and be nominated by their new school.
- Access Renewal application from our website at [www.csac.ca.gov](http://www.csac.ca.gov)



# SELECTION PROCESS

The Commission uses a combined criteria scoring process to determine grant awardees:

- Each category has a designated point value
- Students are awarded based on highest total points
- Incomplete applications will affect award selection

# SELECTION NOTIFICATION

- New awards are selected annually
- Selected students are notified in Fall
- Award letter and Service Commitment Agreement (SCA) form are sent to student

# PAYMENT PROCESS

- Students attending a 2 year college are able to receive a grant for \$1,000, renewable for an additional year.
  - Students attending a 4 year college are able to receive a grant for \$2,000, renewable for an additional year.
- ❖ Payments are divided by term (semester or quarter) and sent to the colleges.
  - ❖ Total awards cannot exceed a total of \$6,000.
  - ❖ Students must continue to meet all qualifications each year

# Return Payments

- ❖ If the student is not eligible for a term payment, for whatever reason, they will be withdrawn and must reapply using the New Applicant Nomination form.
- ❖ There are no leave of absences for this program. Students will be withdrawn.

# PAYMENT PROCESS

- Check made payable to student and mailed to college
- Administrative Guidelines
- Disbursement Roster
- Service Commitment Agreement (SCA)

# DISBURSEMENT ROSTER

- Disbursement Roster
  - List of awardees
  - New or Renewal
  - Payment term
  - Payment amount
  - Service Commitment Agreement (SCA)
  - Check release or return reason
  - School certification

# SCHOOL RESPONSIBILITY

Before releasing the payment, the Financial Aid Office must verify that a Child Development Grant participant:

- Is maintaining Satisfactory Academic Progress (SAP)
- Has financial need
- Is enrolled in a minimum of 6 units (half-time) every term in courses leading to their permit
- Ensure the Service Commitment Agreement is completed and returned to the Commission

# STUDENT ACCEPTANCE

- When the student arrives at the Financial Aid Office to pick up their Child Development Grant Check, they **must** read and **sign the Service Commitment Agreement** and submit to the Financial Aid Official prior to the release of the funds.



California Student Aid Commission  
Child Development Grant Program  
2011-12 Service Commitment Agreement (SCA)

STUDENT NAME  
ADDRESS  
CITY, STATE ZIP

College Code :  
College Name: CALIFORNIA COLLEGE

Grant Award Amount for 2011-12: \$1000.00 Permit Objective: TEACHER

I, the undersigned Child Development Grant recipient, understand and agree to the following:

**SECTION I - COURSEWORK REQUIREMENTS**

I must:

1. Maintain no less than half-time enrollment and satisfactory progress as defined by my postsecondary educational institution.
2. Maintain enrollment leading to a Child Development Permit in an institution approved by the Commission on Teacher Credentialing (CTC).
3. Complete coursework necessary to obtain the permit listed above and complete a CTC approved program.

**SECTION II - SERVICE COMMITMENT**

I agree that I shall:

1. Provide one full year of full-time employment in a licensed child care center for each year I receive the Child Development Grant.
2. Provide the California Student Aid Commission (Commission) with evidence of service commitment compliance. Evidence will be substantiated by completing an Employment Compliance Verification Form upon receipt and returning it to the Commission by the specified deadline.

**SECTION III - ADDITIONAL REQUIREMENTS**

I must:

1. Respond to all communications and requests from the Commission within the time indicated.
2. Provide written notification to the Commission within 10 days of any change in my legal name or address, or any change in status which affects my grant eligibility.
3. Comply with all conditions cited in this SCA, all program laws and regulations, and all procedures deemed necessary and appropriate by the Commission.

Please answer the following questions:

1. Are you enrolled at least half-time and are you maintaining satisfactory academic progress as defined by your institution for the 2011-12 fall term?  
 Yes  No (If no, please explain below)  
\_\_\_\_\_
2. I will be enrolled at least half time in the 2011-12 Winter and/or Spring term in coursework leading to my permit objective as stated above:  
 Yes  No (If no, please explain below)  
\_\_\_\_\_

I understand that once I have been accepted as a Child Development Grant Program participant, I may appeal any determination of non-compliance with any provisions of the grant program. For an appeal to be considered, I understand that I must submit my appeal in writing within 21 calendar days following the date appearing on the Commission letter being appealed. I must direct the initial appeal to the Child Development Grant Program Analyst. I also understand that I must direct any further appeal first to the Manager of Specialized Programs and then to the Chief of the Program Administration and Services Division. At each stage of the appeal process my written notice must include a concise statement of the action with which I am dissatisfied and must be postmarked within 21 days of the action to be considered timely.

I further understand that my participation in this program will be shared with the State Department of Education and the California State Legislature, as appropriate.

BY MY SIGNATURE I ACKNOWLEDGE THAT I HAVE READ, UNDERSTAND AND AGREE TO COMPLY WITH THE ABOVE INFORMATION:

Signature \_\_\_\_\_

Date \_\_\_\_\_

(\_\_\_\_\_) Telephone Number \_\_\_\_\_

E-mail Address \_\_\_\_\_

OPTIONAL:

1. Please indicate gender:  Male  Female

2. I describe myself as one of the following:

- |   |   |  |
|---|---|--|
| <input type="checkbox"/> (1) African American | <input type="checkbox"/> (4) Pacific Islander | <input type="checkbox"/> (7) Caucasian |
| <input type="checkbox"/> (2) Latino           | <input type="checkbox"/> (5) Asian            | <input type="checkbox"/> (8) Other     |
| <input type="checkbox"/> (3) Filipino         | <input type="checkbox"/> (6) American Indian  |  |

# TRACKING

- After a recipient completes their work for their child development permit, the Commission will track them to verify whether they provided the required full-time employment in a licensed child care center in California.
- The Commission will monitor the recipients until their obligation has been fulfilled.

# CLOSING

- Training resources
  - [www.csac.ca.gov](http://www.csac.ca.gov)
  - School Support 888-294-0153
  - schoolsupport@csac.ca.gov
- Questions and Answers
- Survey

**THANK YOU!**

***California Student Aid Commission  
Institutional Support Services***

***(888) 294-0153***

***[schoolsupport@csac.ca.gov](mailto:schoolsupport@csac.ca.gov)***