

# Workforce Pathways Grant (WPG) Stipend Program Frequently Asked Questions (7/22/2021)

## Eligibility

### **How do I know if the center or family child care home I work at accepts or accepted subsidized tuition?**

Ask the administrator, director, or family child care owner if their program:

- Holds a State Preschool (CSPP) Contract
- Holds a General Child Care (CCTR) Contract
- Accepts Child Action Subsidy
- Participates in the Beanstalk Family Child Care Home Education Network

### **I teach at a Head Start center. Can I apply?**

You are eligible to apply for a WPG stipend if your Early Head Start/Head Start classroom is funded also with state funds e.g., State Preschool or General Child Care funds. Consult your center director to determine the funding for your classroom.

### **I am a center director. Can I apply for a WPG stipend?**

Teaching staff are the target of WPG funds. If you consistently work in the classroom as a teacher for a minimum of 15 hours per week, you may be eligible. For example, some directors teach in the classroom in the morning and then shift to administrative duties in the afternoon.

### **I work with school age children, including children enrolled in transitional kindergarten. Can I apply for WPG stipend?**

No. The WPG funds support teaching staff working with children birth – 5 years who are not enrolled in transitional kindergarten or kindergarten.

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## Applying for Workforce Pathways Grant (WPG)

**I applied for a stipend on my Workforce Registry Profile, but it said I didn't have enough hours to earn a stipend.**

**I applied for a stipend on Workforce Registry, but I haven't heard from you.**

The Sacramento County's WPG Stipend program is not listed on the Workforce Registry. To apply for the Sacramento County WPG Stipend you must apply on the application portal.

### **What is the Web address for the WPG Application Portal?**

The URL for the WPG Application Portal is <https://bit.ly/WPGApp2021>.

### **When is the WPG Application Portal open?**

The WPG Application Portal ("Portal") is open to accept applications:

August 1 – October 15, 2021

December 3 – February 15, 2022

**How many stipends can I apply for per application period?**

Applicants may apply for one stipend per period.

Exceptions:

- FFNs and new FCCH licensees may apply for both the License Fee and Child Care Provider Health & Safety Training stipends in one period.
- Applicants can apply for the 21 Hours Training/PL stipend one time per program year. In the alternate period applicants may apply for another stipend e.g., college units.

**Do I have to have a Workforce Registry number to apply for a WPG stipend?**

Yes. If you do not have a Workforce Registry number, you can apply at [www.caregistry.org](http://www.caregistry.org) . You will need to include your Workforce Registry number on your documentation for it to be considered complete.

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**Stipend-Specific Questions**

There are four WPG stipends available:

- Initial License Fee
- Child Care Provider Health and Safety training (16 hours, incl. CPR & First Aid
- College Units
- 21 Hours Training/Professional Learning (PL)

**License Fee Stipend**

**I am a family child care provider. Can I get my annual licensing fees paid by WPG?**

No. The WPG funds are to incentivize the licensure of new family child care homes.

**Child Care Provider Health & Safety Training Stipend**

**I am an assistant at a family child care home. Am I eligible for the health & safety training?**

The Child Care Provider Health & Safety training stipend is only for the licensee of the family child care. There may be other resources through Child Action. Call (916) 369-0191.

**Do the Health & Safety trainings on CECO be used for the Child Care Provider Health & Safety Training?**

No, the CECO Health & Safety Modules are not EMSA approved. The Child Care Provider Health & Safety Training includes 8 hours of training, 4 hours of CPR, and 4 hours of First Aid. All of the trainings must be approved by the Emergency Medical Services Authority (EMSA). You can find an EMSA-approved training provider here: [https://emsa.ca.gov/childcare\\_provider1/](https://emsa.ca.gov/childcare_provider1/)

## College Units

### **I am in a master's degree program for child development. Am I eligible to apply for a WPG stipend for my college units?**

No. Only applicants pursuing their AA or BA degree in early childhood education or child development are eligible to apply for a WPG stipend for college units.

### **Which classes are eligible for the College Units Enhanced Stipend?**

View the graphic that shows the ECE courses at Los Rios Community Colleges that are eligible for the Enhanced Stipend here: <https://bit.ly/CUEnhanced>. If you completed units at another community college, you may find the equivalent course numbers on this document: <https://bit.ly/CAP8CAPExp>.

## 21 Hours Training/Professional Learning (PL)

### **What professional learnings or trainings are WPG-stipend eligible?**

Below are listed sources of WPG-stipend eligible trainings.

Note: technical assistance like advising, coaching, mentoring, and consulting are not eligible hours.

- Raising Quality Together Professional Learning Calendar <https://bit.ly/RQT2021>
- Child Action, Inc. Trainings [www.childaction.org](http://www.childaction.org)
- Workforce Registry Training Calendar <https://caregistry.org/>
- California Early Childhood Online (CECO) trainings [www.caearlychildhoodonline.org](http://www.caearlychildhoodonline.org)

#### Approved Sources of Online Trainings

- California Early Childhood Online (CECO)
- Childcare Education Institute
- Early Childhood Investigations
- McCormick Center for Early Childhood Leadership
- ePyramid
- Quorum
- Environment Rating Scale Institute (ERSI)
- Teachstone
- ECE-Related Conferences (Email to find out if approved for WPG stipend)

### **What trainings or PL are eligible for the 21 Hours Training/PL Enhanced Stipend?**

To be eligible for the 21 Hours Training/PL Enhanced Stipend an applicant must complete 21 hours of training with at least 10 hours in any of the following:

- CSEFEL/Teaching Pyramid
- Trauma-Informed Practice
- Dual Language Learner
- Diversity, Equity, and Inclusion (DEI)

### **What trainings do not count towards the 21 Hours Training/PL Stipend?**

Trainings required by your job, Licensing, and the Child and Adult Care Food Program cannot count towards the 21 Hours Training/PL Stipend. Ineligible trainings include:

- Mandated Reporter training
  - First aid
  - CPR
  - CACFP (“Food Program”)
  - Integrated Pest Management
  - Any other training required by your employment
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### **Submitting a Complete WPG Documentation Package**

#### **What should I turn in to WPG?**

The Documentation Packet Checklist identifies the specific documents you need to submit. The Documentation Packet Checklists are available for download when you apply for a WPG stipend and on the WPG web page: <https://bit.ly/WPGSCEL>. Because each stipend requires different paperwork, it is important that you select the correct Documentation Packet Checklist.

All WPG documentation should be turned in at the same time.

#### **I don't have access to a scanner. How can I scan documents to email?**

Applicants have used free scanner apps on their phones to submit documentation. If you have an iPhone, you can use the Notes app. Go here for directions: <https://support.apple.com/en-us/HT210336> Or go to the Android or Apple app store to download a scanner app, such as Adobe Scan or Genius Scan. Be sure all scans are readable. Blurry documents or documents with tiny writing will not be accepted.

#### **If I am a FCCH Owner or FFN, how do I verify my employment?**

If you are a FCCH Owner, use the letter template in your Documentation Packet Checklist. If you are a Family, Friend, or Neighbor (FFN), please submit a letter from Child Action documenting that you provide subsidized child care to children age birth – 5 years (not enrolled in transitional kindergarten or kindergarten).

## **Where do I send my WPG documentation package?**

Complete WPG Documentation Packets can be email or mailed.

Email your scanned documentation to [wpgsac@scoe.net](mailto:wpgsac@scoe.net).

Mail to:

WPG Documentation  
c/o SCOE Early Learning Department  
P.O. Box 269003  
Sacramento, CA 95826

## **How will I know if I will receive a WPG stipend?**

Once you submit your documentation package, we will review for completeness. Please submit all documents at the same time since missing documentation will delay your application. Complete documentation packages are required for you to be eligible for the stipend.

If there are missing documents or information, you will be notified by email. You will have 5 business days to submit the missing documents or information. Once your documentation package is complete, you will receive an emailed confirmation of your eligibility to receive a stipend.

As funding is limited, we will then review all complete applications and documentation prior to notification of receipt of stipend. You will receive a second, separate email to notify you if you will receive a stipend. If there are more eligible applications than available WPG funds, then applications will be prioritized based on their work site's Zip code. High priority Zip codes as identified by the current Sacramento County Local Planning Council's Priority Zip code list will be funded first. Stipends will be issued until all WPG funds are expended.

**If you have more questions, please email us at [wpgsac@scoe.net](mailto:wpgsac@scoe.net).**