



FAIRFAX COUNTY

Office For Children
Early Learning and Emerging Literacy
12011 Government Center Parkway, Suite 920
Fairfax, Virginia 22035-0085
(703) 324-8232 • (703) 802-1432 fax

Thank you for your interest in the new BONUS PROGRAM of the Institute for Early Learning and Emerging Literacy!

The goal of the *Institute for Early Learning and Emerging Literacy* is to provide comprehensive emerging literacy training to providers working in child care settings in the County. This training will enhance the ability of the child care community to support children's emerging literacy, thereby laying the foundation for children's reading and writing success. The Institute BONUS PROGRAM has been established to encourage greater participation in the Institute trainings as well as to help improve child care teacher/provider retention.

WHO IS ELIGIBLE TO RECEIVE THE BONUS?

Child care providers currently employed in non-governmental, regulated child care centers or providing care in state licensed or county permitted family child care homes located in Fairfax County, Virginia. (Regulated child care includes the following: licensed child care centers, religious exempt child care centers, certified preschool or nursery school programs, state licensed and county permitted family child care homes.)

WHAT ARE THE CRITERIA FOR RECEIVING THE BONUS?

To earn a \$500 bonus, participants must earn *certificates of attendance* for **24 hours** of Institute training within one training year (Sept. 2002 – Dec. 2003). **Fourteen – sixteen hours must be in the "Foundations of Emerging Literacy" course.** To earn an additional \$250 bonus, 12 additional hours of Institute training must be taken within the same training year. (Letters of participation do not meet the eligibility criteria.)

HOW TO APPLY?

An application for the Institute Bonus Program is attached. After you have received certificates for completing all necessary Institute coursework, please mail the completed application to:

<i>MAIL TO:</i>	FAIRFAX COUNTY OFFICE FOR CHILDREN INSTITUTE BONUS PROGRAM 12011 Government Center Parkway, Suite 920 Fairfax, VA 22035
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—or— fax the completed application to (703) 802-1432.

ADDITIONAL QUESTIONS?

If you have any questions or if you would like additional information, please call (703) 324-8232.

The Institute Bonus Program, along with the Institute courses and workshops, is made possible by Grant #90L00052/01, a federal Early Learning Opportunities Act grant, from the Child Care Bureau, Administration for Children, Youth and Families, U.S. Department of Health and Human Services. The content of the Institute materials and trainings and the administration of the Bonus Program are the sole responsibility of the Office for Children. No endorsement by the funding agency is implied.

Bonus Program Application

All 3 pages of this application must be completed before a bonus can be awarded.

PERSONAL/CONTACT INFORMATION

First Name:	Middle Initial:	Daytime Phone #:(____)____--____
Last Name:	Evening Phone #:(____)____--____	
E-mail Address:		

Race/Ethnicity/National Origin (*providing this OPTIONAL information will help us ensure that we are serving Fairfax County's diverse populations*):

- African American
 Asian/Pacific Islander
 Caucasian/White
 Hispanic
 Native American
 Multi-racial/ethnic
 Other _____

Country of National Origin: _____

EDUCATION/EXPERIENCE

Please check all levels of education that you have completed:

- High school diploma
 GED

Credential: CDA CCP Montessori Other: _____

Associates Degree: Early Childhood Ed./Child Development Other: _____

Bachelors Degree: Early Childhood Ed./Child Development Other: _____

Advanced Degree: Early Childhood Ed./Child Development Other: _____

Are you a member of any professional child care organizations?

- Yes No If yes, please list: _____

Number of years in early childhood education field: _____ years (if less than 1 year, # of months in field: _____)

Number of years in current program: _____ years (if less than 1 year, # of months in current program: _____)

Number of years in current position: _____ years (if less than 1 year, # of months in current program: _____)

Languages Spoken (*please check all that apply*):

- Arabic
 Chinese
 English
 Farsi
 French
 German
 Hindi
 Japanese
 Korean
 Punjabi

Spanish
 Urdu
 Vietnamese
 Other: _____

CHILD CARE PROGRAM EMPLOYMENT INFORMATION

Program Name (if applicable):		
Program Address:		Director/Owner:
Program Address (cont.):		Work Phone #:(____)____--____
City, State:	Zip:	Work Fax #:(____)____--____

Type of Program:

State Licensed Family Child Care Home County Permitted Family Child Care Home Regulated Child Care Center

Is your program: Full Day OR Part Day? Full Year OR Part Year? For-Profit OR Non-Profit?

Is your program accredited? Yes No If yes, by whom? _____

Job Title or Classification (*check only one*):

Family Child Care Home Provider Family Child Care Home Assistant Center Director Teacher/Director

Child Care Teacher Child Care Assistant Teacher Other: _____

Ages of children in your care (*check all that apply*):

Infant (birth-15 mos.) Toddler (16-23 mos.) Twos (24-35 mos.) Preschool (36-59 mos.) Kindergarten (60-71 mos.)

School Age (72 mos.-13 yrs.) *Directors not working with children 50% or more of the day, please check here:*

Average number of hours worked per week: _____

Current Hourly Rate of Pay (if you are a salaried employee, please list your annual salary here: \$_____):

\$5.15 – \$6.14 \$8.15 – \$9.14 \$11.15 – \$12.14 \$14.15 – \$15.14 \$17.15 – \$18.14

\$6.15 – \$7.14 \$9.15 – \$10.14 \$12.15 – \$13.14 \$15.15 – \$16.14 \$18.15 – \$19.14

\$7.15 – \$8.14 \$10.15 – \$11.14 \$13.15 – \$14.14 \$16.15 – \$17.14 \$19.15 – \$20.14

If you earn \$20.15 or more per hour, please check here:

BONUS ELIGIBILITY

Child care providers currently employed in non-governmental, licensed child care centers or providing care in state licensed or county permitted family child care homes located in Fairfax County, VA.

BONUS CRITERIA

To earn a \$500 bonus, participants must earn *certificates of attendance* for **24 hours** of Institute training within one training year (Sept. 2002 – Dec. 2003). **Fourteen – sixteen hours must be in the “Foundations of Emerging Literacy” course.** To earn an additional \$250 bonus, 12 additional hours of Institute training must be taken within the same training year. (Letters of participation do not meet the eligibility criteria; only certificates of attendance will be accepted.)

I am eligible to receive (*check all that apply*): the \$500 bonus the \$250 additional bonus

I certify that all information provided on this three-page application is accurate and I understand that the Fairfax County Office for Children may verify the information with other parties. I also understand that the bonus that I receive through this program is considered taxable income and may be reported by the County to the Internal Revenue Service. I agree that the Office for Children may use my application information for research/evaluation purposes and I agree to participate in follow-up surveys to determine the effectiveness of this program. By signing below, I certify that I have carefully read and agree to the statements listed above.

Applicant Signature: _____ **Date:** _____

Print Name: _____

First Name:	Middle Initial:	Last Name:
Home Address:	Social Security #: _____ -- _____ -- _____	
City, State:	Zip:	Vendor # (if applicable): _____

Check Institute courses completed and circle the hours earned:

✓	INSTITUTE TRAINING COURSE	HOURS EARNED	✓	INSTITUTE TRAINING COURSE	HOURS EARNED
<input type="checkbox"/>	REQUIRED COURSE: Foundations of Emerging Literacy OR Fundación de la Alfabetización Emergente	14 16 (circle one)	<input type="checkbox"/>	Literacy and Second Language Acquisition	4 6 (circle one)
<input type="checkbox"/>	Extra Credit (Foundations): Story Can Theater	1	<input type="checkbox"/>	Literacy Through Art	4
<input type="checkbox"/>	Picture File	1	<input type="checkbox"/>	Loving Science Through Literature	4
<input type="checkbox"/>	1, 2, 3, A, B, C	5	<input type="checkbox"/>	Make Your Book and Write in It Too!	4
<input type="checkbox"/>	ABC Scrapbooks	4	<input type="checkbox"/>	Making Books with Collage	4
<input type="checkbox"/>	Alfabetización y la Adquisición de un Segundo Idioma	4	<input type="checkbox"/>	Making Children's Books	4
<input type="checkbox"/>	Assessing Literature's Impact on Children (Assessing Children's Literature)	6	<input type="checkbox"/>	Making Stories Come Alive	3 4 (circle one)
<input type="checkbox"/>	Brain Development & Literacy: Reading Right from the Start	4	<input type="checkbox"/>	Message Boards: Communicating with Symbols	2
<input type="checkbox"/>	Bringing Literature to Life	2.5	<input type="checkbox"/>	More than ABC's: Putting Alphabet Knowledge into Practice	5
<input type="checkbox"/>	Carnaval! Adventures in Movement and Emergent Literacy	2.5	<input type="checkbox"/>	Picture Book Art	5
<input type="checkbox"/>	Carnaval! Aventura en Movimiento y la Alfabetización Emergente	2.5	<input type="checkbox"/>	Problem Solving and Children's Literature	6
<input type="checkbox"/>	Choosing and Using Children's Literature	4	<input type="checkbox"/>	Provider Appreciation Event: Celebrating Children's Literacy	1
<input type="checkbox"/>	Communication Through Documentation	2	<input type="checkbox"/>	Puppet Power	2.5
<input type="checkbox"/>	Creating a Children's Library	3	<input type="checkbox"/>	Putting Mind to Paper	4
<input type="checkbox"/>	Creating a Center-Based Emerging Literacy Environment	6	<input type="checkbox"/>	Read the Writing on the Wall	4
<input type="checkbox"/>	Creating a Family Child Care Emerging Literacy Environment	6	<input type="checkbox"/>	Reading Rhythms	2.5
<input type="checkbox"/>	Creative Dramatics to Support Emerging Literacy	5	<input type="checkbox"/>	Relationships to Support Emerging Literacy	8
<input type="checkbox"/>	Dancing Through the Day	2.5	<input type="checkbox"/>	Rhythms, Rhymes and Reading	5
<input type="checkbox"/>	Director's Forum: The Emerging Literacy Institute	3	<input type="checkbox"/>	Seleccionando y Usando Libros para Niños	4 6 (circle one)
<input type="checkbox"/>	Director's Forum and Networking Opportunity: The Director's Pivotal Role in Supporting Emerging Literacy	2.5	<input type="checkbox"/>	Setting Up an Emerging Literacy Environment	3

<input type="checkbox"/>	Exploring Puppetry	8	<input type="checkbox"/>	Storytelling and Beyond	4
<input type="checkbox"/>	First Chapter Books	4	<input type="checkbox"/>	Storytelling for Literacy	9
<input type="checkbox"/>	Having Conversations with Children	4	<input type="checkbox"/>	Supporting the Early Literacy Needs of Children with Disabilities	2
<input type="checkbox"/>	If Books Could Sing	2.5			
<input type="checkbox"/>	Jumping Off the Page	4	<input type="checkbox"/>	Theatre and Communication	5
<input type="checkbox"/>	Leyendo Ritmos	2.5	<input type="checkbox"/>	Words in Our World (Dialogue in Our Day)	4

_____ *Do not write below this line* _____

Early Learning Opportunities Act Grant 67609G/03/000

FOR OFC USE ONLY:

Is this the participant's first bonus application? Yes No Bonus Program Participant #: _____

Hours Completed: _____ Bonus Earned (check all that apply): \$500 \$250 Verified By: _____ Approved By: _____