

# ***Child Development Grant***



***Make a  
difference  
in a young  
child's life***

## ***2010-11 Coordinator's Guide***



**CALIFORNIA  
STUDENT AID  
COMMISSION**

## Program Description

The Child Development program is designed for students who:

- ▶ Are attending California public or private two-year or four-year postsecondary institutions; and
- ▶

The program provides benefits to selected applicants who:

- ▶ Are enrolled in approved coursework leading to a Child Development Permit issued by the Commission on Teacher Credentialing in one of the following levels:
  - ▶ Teacher
  - ▶ Master Teacher
  - ▶ Site Supervisor
  - ▶ Program Director
- ▶
- ▶

## Getting Started

The California Student Aid Commission is pleased to announce that we are now processing Child Development Grant Program applications for the 2010-11 academic year.

The Coordinator Nomination Form is included with this guide for your use. The Child Development Grant Program Application is available at [www.csac.ca.gov](http://www.csac.ca.gov).

## Grant Amounts

Selected grant recipients who are attending a two-year postsecondary institution are eligible to receive up to \$1,000 per academic year, and recipients attending a four-year university are eligible to receive up to \$2,000 per academic year.

Contact the Commission for further information.

We appreciate your assistance and look forward to another successful year.

## *To be eligible, an applicant must meet each requirement:*

- ◆ Be a U.S. citizen or an eligible noncitizen;
- ◆ Be a California resident;
- ◆ Meet federal Selective Service filing requirements;
- ◆ Submit a completed 2010-11 Free Application for Federal Student Aid (FAFSA) to the federal processor by the final filing date (Students can fill out and submit a FAFSA online at [www.fafsa.ed.gov](http://www.fafsa.ed.gov));
- ◆ Enroll in approved courses leading to a Child Development Permit;
- ◆ Be nominated by an eligible postsecondary institution or nominated by the employing agency; (The employing agency must hold an approved waiver of staffing qualifications on behalf of the applicant.)
- ◆ Maintain at least half-time enrollment in approved courses leading to a permit;
- ◆ Maintain satisfactory academic progress as defined by the postsecondary education institution; and
- ◆ Commit to full-time employment in a licensed children's center in California for a period of one year for each year of benefits received.

# Child Development Grant

### **Coordinator Responsibilities**

A Coordinator can be a member of the faculty or staff at the nominating institutions. Coordinators should ensure that all students have access to information about the Child Development Program. Application materials should be provided to all interested students. Institutions may nominate as many students as qualify. Please list your institution's nominees on the enclosed Child Development Grant Program Coordinator Nomination Form (G-201).

#### **► Grade Point Average**

Your institution must calculate each applicant's grade point average according to the instructions provided in Section II on the Child Development Grant Program Application (G-202).

#### **► Financial Aid Office Certification**

Section III, the Financial Need Information, requires certification from the financial aid office of the expected family contribution and total income amounts.

#### **► Application for Each Candidate**

When submitting your nomination packages to the Commission, be sure to include a completed Program Application (G-202) for each individual on the Child Development Grant Program Coordinator Nomination Form (G-201).

### **Selection Process**

The Commission will select grant recipients each academic year from the nominees submitted. Scoring will be based on an applicant's demonstrated financial need and academic achievement, which may include high school grade point average, college grade point average or academic test scores. Grant recipients and ineligible applicants will be notified of their award status promptly.

### **Grant Disbursement**

Grant funds will be disbursed by academic term through the postsecondary institution's financial aid office. Receipt of this grant may affect other financial aid for the student.

### **Service Commitment**

Prior to receiving a payment, grant recipients will be required to sign a Service Commitment agreement. By signing the Agreement, the recipient commits to providing one year of service in a licensed children's center in California for each year they receive benefits. Upon obtaining a Child Development Permit, grant recipients must annually provide the Commission with evidence of compliance with the agreement.

## *Filing Deadline*

All completed application materials must be postmarked no later than **June 15, 2010**.

# Child Development Grant

## Questions For the Commission?

If you have questions, please contact the Commission's Specialized Programs Operations Branch:



In writing at:

California Student Aid Commission  
Attn: Specialized Programs—Child Development  
P.O. Box 419029  
Rancho Cordova, CA 95741-9029



By telephone at:

(888) 224-7268, Option 3

By Fax at:

(916) 464-7977



By email at:

[specialized@csac.ca.gov](mailto:specialized@csac.ca.gov)

Web site:

[www.csac.ca.gov](http://www.csac.ca.gov)

## Need more applications?



Visit [www.csac.ca.gov](http://www.csac.ca.gov), select *Financial Aid Programs on the left then Child Development Grant Program*, then *2010-11 Child Development Grant Program Application*.



## 2010-11 Child Development Grant Program



# Coordinator Nomination Form

Must be completed by the Child Development Grant Program Coordinator (please print or type)

INSTITUTION NAME	School Code
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INSTITUTION MAILING ADDRESS
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Indicate the number of students who are selected as applicants: _____ Please input applicants on the lines below. For additional applicants please use a separate sheet.
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	APPLICANT NAME	SOCIAL SECURITY NUMBER
1	_____	_____
2	_____	_____
3	_____	_____

<p>As the Child Development Grant Coordinator, I have read the Child Development Grant Program application materials. I understand that I may nominate as many eligible applicants as I choose to compete for the 2010-11 academic year. The applicants listed on this form are hereby nominated for the Program.</p> <p>I have included an application for each nominee listed. Additionally, I have determined that the applicants meet the program eligibility requirements.</p> <p>I understand that incomplete applications <b>will not be considered</b> for an award. I also understand that this program is subject to amendments that may result in the reduction or loss of funds.</p> <p>Name of Coordinator: _____</p> <p>Title: _____</p> <p>Telephone: (    ) _____ - _____      Fax: (    ) _____ - _____</p> <p>Email Address: _____</p> <p>Signature of Coordinator: _____      Date: _____</p>
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**Please return this form and the application materials for all applicants listed postmarked no later than June 15, 2010 to:**

California Student Aid Commission  
Attn: Specialized Programs—Child Development  
P.O. Box 419029  
Rancho Cordova, CA 95741-9029

