We are pleased to announce the eighteenth year of the Sacramento CARES program, funded by the California Department of Education, Early Learning and Care Division formerly known as the Child Development Division.

The Comprehensive Approaches to Raising Educational Standards (CARES) Program is designed to provide support to and encourage retention of qualified child care staff employed in state-subsidized center-based child care programs or family child care home education networks by dispensing professional development stipends to further educational attainment. The eligible population for the CARES program is Sacramento County center staff in state subsidized child care centers or family child care home providers and assistants who are members of Beanstalk, the Family Child Care Home Education Network in Sacramento County.

This is a great opportunity for individuals in publicly funded programs who work with young children to improve the quality of their child care services and potentially earn a stipend award. For more information about the Sacramento CARES program, please contact Child Action, Inc. at (916) 369–0191 or log on to www.childaction.org/providers/services/cares.

Our Funders

The Sacramento CARES Program is funded by the California Department of Education, Early Learning and Care Division. Child Action, Inc. is the administering agency for the Sacramento CARES Program. Policies and procedures that guide the Sacramento CARES Program are set by the Sacramento County Local Child Care and Development Planning Council.
Table of Contents

CARES Program Application Process and Entry Requirements .......................... 2

Track Descriptions, Requirements & Checklists

Track 2A: Entry (College Units) ................................................................. 3
Track 2B: Entry (Professional Growth) ...................................................... 5
Track 3: AA Degree .................................................................................. 7
Track 4: BA Degree .................................................................................. 9
Track 5: Professional Growth ................................................................. 11

Sacramento CARES Application ............................................................... 13
Statement of Understanding ...................................................................... 15
Statement of Understanding (Applicant Copy) ........................................... 17
Employment Verification Letter ............................................................... 19
CARES Approved Professional Growth Guidelines ................................. 20
Program Eligibility, Education Plan, Professional Growth Action Plan, Qualifying
Statement, Roster and Appeals Process ................................................... 21
California Early Care and Education Workforce Registry .......................... 22
Definitions and Terms ............................................................................ 23
How to Obtain ......................................................................................... BC
CARES Application Process

1. Attend a CARES Orientation to submit an application before December 31, 2019.
2. Meet requirements listed below.
4. Child Action, Inc. will conduct a review of applications and determine eligibility.
5. Stipends are awarded in the spring of 2020.

CARES Requirements

- Be at least 18 years old.
- Work for pay the full year in Sacramento County in a publicly funded child care or early learning setting.
- Work directly with children in a licensed, state subsidized, center based child care or a family child care home network program. See page 21 for more about program eligibility.
- Work with children at least 15 hours per week all year.
- Earn less than $60,000 per year.
- Meet applicable track requirements.
- Join the CA Early Care and Education Workforce Registry and receive a Registry ID.

Please note:
Applications will ONLY be accepted at a CARES Orientation. Applications will not be accepted by fax or email. A schedule of CARES Orientations can be found at Child Action, Inc.’s Calendar of Events at: www.childaction.org.

Applicants are responsible for making sure that their application and all supporting documentation are complete and submitted by the appropriate deadlines. Child Action, Inc. is not responsible for missing or incomplete information.

- Applications are due by December 31, 2019
- Documentation is due by Friday, February 14, 2020
- Documentation will be accepted by hand-delivery or by mail
- Stipends will be distributed to eligible applicants in the spring of 2020

Mail all documentation to:
ATTN: CARES
c/o Child Action Inc. • 9800 Old Winery Place • Sacramento, CA 95827
(916) 369–0191

Due to funding limitations, NOT ALL ELIGIBLE APPLICANTS are guaranteed a stipend. If there are more eligible applicants than funding available, a lottery will be held to determine stipend awardees.