Santa Clara County
Quality Matters Stipend Program
Family Resource Center (FRC)
2019-2020

Program Description

The Santa Clara County Quality Matters Stipend Program is designed to provide financial incentives to FIRST 5 grantees employed at FIRST 5 Family Resource Centers. Individuals enrolled in this program receive a stipend based on the completion of professional development within the year.

Eligibility Requirements

- Must hold a FIRST 5 Santa Clara County funded FRC staff position, such as:
  - Director
  - Manager
  - Program or Volunteer Supervisor
  - Program or Volunteer Coordinator
  - Community Worker or Program Associate

Please note: The FRC position must be funded by the FIRST 5 Family Resource Center Initiative throughout participation in the QUALITY MATTERS Stipend Program (July 1, 2019 - June 30, 2020); and at the time of the stipend request. Employers will verify the eligibility and employment status of a participant through an online verification process.

- Be at least 18 years of age.
- Have a Social Security number.
- Have access to a valid email account that is checked regularly.

For more information about the Quality Matters Stipend Program, please visit https://www.e3institute.org

ENROLL ONLINE

www.santaclaraquality.org

September 16, 2019 – November 01, 2019

Questions? Contact us at (408) 299-1700
## How to Earn a FRC Stipend

<table>
<thead>
<tr>
<th>Task</th>
<th>Deadline Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Submit an online <strong>Enrollment form</strong> at <a href="http://www.santaclaraquality.org">www.santaclaraquality.org</a> and select Training Option</td>
<td>NOVEMBER 1, 2019</td>
</tr>
<tr>
<td>2. Complete and submit a minimum of 21 hours of professional development between July 1, 2019 and May 1, 2020. <strong>NOTE: New deadline date – May 1, 2020</strong></td>
<td></td>
</tr>
</tbody>
</table>

**Additional details:**
- Only WestEd E3 approved trainings will be counted. For a complete list of acceptable trainings, please visit [www.e3institute.org](http://www.e3institute.org)
- **IMPORTANT:** FRC Staff can only apply 10 hours of FIRST 5 sponsored trainings toward the 21 hour stipend requirement.

### For NEW Participants Only
- Have a California Early Care and Education Workforce Registry Account ([www.caregistry.org](http://www.caregistry.org))
- Submit a W-9 Form

### Important Information
- Stipends will be sent to the participant’s home address in September 2020.
- WestEd E3 Institute may raise or lower stipend amounts based on the amount of available funds and the number of eligible applicants.
- Stipends must be declared as income subject to income tax. A 1099 form with the stipend amount will be mailed during the first week of February 2021 to any participant who received a stipend of $600 or more.

---

This program is funded by FIRST 5 Santa Clara County [www.first5kids.org](http://www.first5kids.org)

**Revised 10/30/19**