

### Program Description

The Quality Matters Stipend Program for Family Resource Centers (FRCs) is administered by WestEd E3 Institute, in partnership with FIRST 5 Santa Clara County and First 5 San Benito and is designed to provide financial incentives to staff employed at FRCs. Individuals enrolled in this program receive a stipend based on the completion of 21 hours of professional development within the program year.

### Eligibility Requirements

- Must hold a **FIRST 5 Santa Clara County funded FRC staff position** (i.e. Associate Community Worker (paid position), Program/Volunteer Associate, Program/Volunteer Coordinator, Supervisor, Manager or Director) **OR** be a staff person at **First 5 San Benito's Family Impact Center** throughout the participation in the Quality Matters Stipend Program.
- Have a social Security number and access to a valid email account that is checked regularly

ENROLL ONLINE  
[www.santaclarquality.org](http://www.santaclarquality.org)

September 14, 2020 –  
November 6, 2020

Questions?  
(408) 299-1700 or  
[e3@wested.org](mailto:e3@wested.org)

### How to Earn a FRC Stipend

Task	Deadline Dates
1. Submit an online <b>Enrollment form</b> at <a href="http://www.santaclarquality.org">www.santaclarquality.org</a> . A Professional Development Specialist will then be assigned to you.	November 6, 2020
2. Complete a minimum of 21 hours of professional development between July 1, 2020 and May 1, 2021. <ul style="list-style-type: none"> <li>▪ <b>IMPORTANT</b> for Santa Clara County participants: Only <b>10 hours</b> of FIRST 5 sponsored trainings can be used towards the 21 hour requirement.</li> <li>▪ WestEd E3 approved trainings will only be counted. For a complete list, visit <a href="http://www.e3institute.org">www.e3institute.org</a></li> </ul>	May 1, 2021
<b>For NEW Participants Only</b>	
<ul style="list-style-type: none"> <li>▪ Have or create a California Workforce Registry Account (<a href="http://www.caregistry.org">www.caregistry.org</a>)</li> <li>▪ Submit a W-9 Form</li> </ul>	May 1, 2021

- **Stipends will be sent to the participant's home address in September 2021.**
- 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 2022 to any participant who received a stipend of \$600 or more.

This program is funded by FIRST 5 Santa Clara County, First 5 San Benito County with support from Quality Counts California, and the California Department of Education.