



# EL DORADO COUNTY EARLY CARE AND EDUCATION PLANNING COUNCIL

## CARES Participant Contract

This contract is between El Dorado County Office of Education (EDCOE) /Early Care and Education Planning Council (LPC) and \_\_\_\_\_ ,  
herein referred to as Participant: (First & Last Name- Please Print)

This agreement may be terminated, by written notice, with or without cause by either party at any time during the program if Participant fails to comply with program requirements.

1. Participant agrees to receive CARES Program funding from El Dorado County **only** and to remain with the CARES Program until completion by June 30, 2008.
2. Participant agrees to attain 6 college units with a "C" or better demonstrating progress on the Child Development Permit Matrix during the year agreement.
3. Participant agrees to attain placement on the Child Development Matrix by close of program.
4. Participant agrees to meet with an Academic Advisor at his/her academic institution once during the year upon completion of 12 or more ECE units.
5. Participant agrees to maintain continuous employment in the same early care and education program in El Dorado County working with children ages 0 – 5 years, for pay, a minimum of 15 hours per week or work directly in a State Subsidized center-based program, nine months of the program year. The program year begins August 1, 2007 and ends June 30, 2008.
6. Participant agrees to complete and submit an ECERS/FDCERS Self Assessment by June 30, 2008.
7. Participant agrees to apply for licensure if caring for children in participant's home and not licensed.
8. Participant agrees to participate in mandatory quarterly contacts with their CARES Advisor.
9. Participant agrees to write, submit and update a written professional development plan with their CARES Advisor.
10. Participant agrees to submit necessary documentation and forms to Advisor in order to receive payment from EDCOE by mandatory deadlines.
11. Participant understands that payments will be paid within 30 days after Advisor submits required forms to LPC. **ONLY CARES ADVISORS CAN SUBMIT AUTHORIZED FORMS FOR PAYMENT.** Late documentation will delay payment.

2/2008 Payment #1 - \$900.00

6/2008 Payment #2 - \$900.00

\_\_\_\_\_  
CARES Participant Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
CARES Advisor Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
EDCOE/LPC Authorization

\_\_\_\_\_  
Date

**\*\*All Participants will receive a 1099 tax form each January during the CARES contract and will be responsible for claiming own taxes for payments received.**

Copies to be retained by EDCOE (white), CARES Advisor (yellow), Participant (pink)