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Dear Interested Applicant,

The Early Learning Coalition is proud to once again, offer you the opportunity to participate in the Tenure and Professional Development Incentive (TPDI) program. Applicants who've received a TPDI stipend in 2017 and remain at the same center must submit a *TPDI Renewal Application* to be eligible for the FY 2017-2018 stipend. New applicants must submit a *TPDI New Participant Application*. Forms and applications are available online at [www.elcalachua.org](http://www.elcalachua.org).

Please note:

- As a recipient of the TPDI program, it is your responsibility, to pay *all* taxes (possibly 30%) on payments received in a calendar year totaling \$600 or more. 1099's will be reported as "Nonemployee Compensation" (box 7) and be submitted to the payee and the IRS. Please remember this during tax season.
- *All* fines or other financial obligations to ELCAC must be resolved *prior* to application due date. If you have any questions regarding your financial obligations to ELCAC please don't hesitate to call us.
- Your center (not your classroom) must have served at least, two school readiness children in the last 12 months to be eligible to participate in the TPDI program.
- Teachers who work part time (*20-34 hours a week*) are eligible for 50% of the stipend award on their level. Teachers who work full time (*>35 hours a week or more*) are eligible for 100% of the stipend award.

The application period will open on February 1, 2018. Completed applications with all required documentation must be received by the ELCAC no later than **5:00 pm on Wednesday, February 28, 2018**. FY 2017-2018 stipend checks will be issued to eligible applicants once a year during the summer.

Please note, if eligible applications exceed the amount budgeted, all stipends will be reduced as needed. Centers serving 15% or more School Readiness funded children will receive an extra 20% bonus to stipend award.

If you have questions, please feel free to contact ELCAC directly at the extension and/or below e-mail.

Sincerely,

*Zoila Jarquin*

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