Teacher TRAC Project Application—Director TRAC RENEWAL Application

Application Deadline for Fall 2010 is June 1st

It is your responsibility to inform Director TRAC of any employment changes within 5 days of any change in employer or position. It is also your responsibility to be sure you have no ACC holds.

Director TRAC staff will contact applicants during the week of June 7th through 11th for advising.

To be eligible for a Renewal Scholarship, you must complete the following checklist:

☐ All holds on your ACC records must be removed by May 30th before you submit your Director TRAC application. Teacher TRAC staff cannot register you if you have holds.

☐ Accurately complete the Director TRAC application. Incomplete applications, as reflected by missing items from this checklist or information on the application, will delay consideration for selection. Be sure to return your Director TRAC Project Partnership Commitments page signed and dated by you and your center director (if other than yourself).

☐ Complete the Course Selection form and return to your instructor or the Director TRAC office with your updated application and Director TRAC Project Partnership Commitments page.

☐ You must keep your address current on record at ACC. It is your responsibility to change your address information within 5 days of moving your residence by completing a Student Data Change form and returning it to an ACC Admissions and Records office. You must provide a copy of your photo ID when submitting this form. Please also notify Teacher TRAC of your address change. You can get a Student Data Change form online at http://www3.austincc.edu/it/eforms/forms_int/ADRE.005.pdf

☐ Check your student online services regularly to see if you have new holds. Take care of these holds immediately so you remain eligible for a Director TRAC scholarship.

☐ Inform Director TRAC of changes in your employment status, including employer or position change, within 5 business days.
Director TRAC Renewal Applicant Information—PRINT LEGIBLY USING DARK INK OR TYPE
An incomplete application will delay the processing of your application.

Other than your name, ACC ID, and email address, you only need to complete items on the application and Demographic form that have recently changed. Complete the Course Selection form as directed and submit with your application and the Director TRAC Project Partnership Commitments page with your director’s signature.

Applicant Name: ________________________________________________
Last                      First                      Middle

Date of Birth: ___/___/_____    ACC ID # or SSN #: ____________________________

Mailing Address: _______________________________________________________
City: _______________________ Zip: _______ County: □ Travis □ Other:____________________

Resident Address (if different from above): ______________________________
City: _______________________ Zip: _______ County: □ Travis □ Other:____________________

Work Number: _______________ Home Number: ___________ Cell Number: _________________
Fax Number: ________________    Mandatory E-Mail Address: __________________________

Current Employer: _____________________________________________________
Employer Address: ___________________________________________ City: ___________ Zip: ________

Total number of caregiver staff at business (including self) ________________

How long have you been employed in the child care field? _______________________

How long have you been employed with your current employer? _______________

Check the one that describes your work hours: □ Full time □ Part time (29 hours or less)

Do you receive any other scholarship funding? □ No □ Yes If so, what? ____________________________

Are you currently a Director? □ Yes □ No (Must be current director or appropriate position.)

1. If you are a current director, are you under a waiver from the Texas Department of Family and Protective Services? □ Yes □ No

2. If you are NOT under a waiver from the Texas Department of Family and Protective Services, what director qualifications do you currently have:
   For example:
   □ CDA plus 6 college credit hours in business management? OR
   □ Day care administrator’s credential issued by a professional organization or educational institution and approved by licensing (such as the Professional Administrator Credential [PAC])?
   □ Other ____________________________________________________________

If you are not a current director, what is your staff position? __________________________
Director TRAC Project Partnership Commitments
Please complete and return by June 1, 2010 for the Fall 2010 Semesters.

The Director TRAC Project ___________________________ and sponsoring child care facility ___________________________________________________________________

(Name of child care staff)

(Name of child care facility)

AGREE TO THE FOLLOWING COMMITMENTS AS OUTLINED BELOW:

This agreement begins August 23 and ends December 12, 2010. The child care employee commits to successfully complete all coursework with a grade of “C” or better, maintain a 2.0 Grade Point Average, and remain at their current child care center for at least one year after completing the Director TRAC Project; and agrees to meet regularly with the Teacher TRAC Project coordinator.

II The child care employee participating in the Director TRAC Project must be sponsored by their center of employment. If applicable, the sponsoring child care center commits to provide the participating child care employee with either a bonus of $25 after the completion of one college credit course or a salary increase of 1-2 percent of his/her current wage. After the completion of the first course, the center commits to provide a minimum of a $50 bonus or a salary increase of 2-4 percent after every 12 hours of college credit.

III The child care employee agrees to notify Director TRAC of any changes in his or her employment status including change in employer or position within 5 working days of the change.

IV The child care employee agrees to be eligible for enrollment at Austin Community College and to work with the appropriate ACC offices to remove student holds.

V The Director TRAC Project will provide a scholarship which covers tuition for one ACC college credit course each semester the child care employee is selected to participate, required textbooks for this course, and support and life skills coaching to successfully complete coursework. A bonus of $75 will be provided after the completion of one college course and a bonus of $100 will be provided as funding permits.

VI The Director TRAC Project will follow recommendations of the Advisory Committee regarding policies for students and child care centers who fail to meet the above guidelines. These guidelines will be posted on the Teacher TRAC website (www.austincc.edu/childdev).

VII The Director TRAC Project scholarship recipient agrees to allow Director TRAC to provide information about completion of course work and course grades to the Teacher TRAC program and scholarship donors.

Signatures:

Print Name and Sign  Department Chair, Child Development, for Teacher TRAC

Print Name and Sign  Child Care Employee  Date

Print Name and Sign  Director of Sponsoring Child Care Facility  Date
Teacher TRAC and Director TRAC
Demographics Form

The City of Austin and Travis County asked us to find out more about Teacher TRAC and Director TRAC scholarship recipients. Please complete the following information. Note: all information provided will be kept confidential. **ALL SECTIONS ARE REQUIRED. INCOMPLETE SECTIONS WILL RESULT IN YOUR APPLICATION NOT BEING CONSIDERED FOR FUNDING.**

### ZIP CODE (NOT PHONE NUMBER)

<table>
<thead>
<tr>
<th>Home Zip Code</th>
<th>Work Zip Code</th>
</tr>
</thead>
</table>

### GENDER

- [ ] Female
- [ ] Male

### ETHNICITY AND RACE* ARE REQUIRED. YOU MUST CHECK AN OPTION UNDER BOTH HEADINGS

#### ETHNICITY

- [ ] Hispanic or Latino
- [ ] Not Hispanic or Latino

#### RACE*

- [ ] American Indian or Alaska Native
- [ ] Asian
- [ ] Black or African American
- [ ] Native Hawaiian or Other Pacific Islander
- [ ] White

**IF YOU ARE MULTIPLE RACES, ANSWER BELOW**

- [ ] American Indian or Alaska Native and White
- [ ] Asian and White
- [ ] Black or African American and White
- [ ] American Indian or Alaska Native and Black or African American
- [ ] Black or African American and Asian
- [ ] Other

### AGE

- [ ] 13 to 17
- [ ] 18 to 24
- [ ] 25 to 36
- [ ] 37 to 55
- [ ] 56 to 74
- [ ] 75 and over

### INCOME IS REQUIRED: This includes everyone in your household.

1. Please circle your family size and
2. Complete the **total household income per month or per year**

<table>
<thead>
<tr>
<th>Family Size</th>
<th>Income per month</th>
<th>OR</th>
<th>Income per year</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
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<td>8</td>
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<td></td>
</tr>
</tbody>
</table>
DO NOT FAX BACK THE POVERTY GUIDELINES

HHS FEDERAL POVERTY GUIDELINES

Teacher TRAC students who are funded by the City of Austin or Travis County must earn a family income below 200 percent of the Federal Poverty Guidelines to receive priority enrollment. To determine if you meet this income requirement, select the row that represents the number of persons in your family or household and select the column that represents your yearly household income. If your yearly household income falls within columns A, B, C, or D, your income meets the “below 200 percent requirement.” If your income falls within column E, your family earns more than 200 percent of the Federal Poverty Guidelines and you do not meet the requirement of first priority enrollment eligibility.

If you work for a center funded by Workforce Child Care Solutions, your income level is not subject to the below 200 percent income requirement. Do not use this guideline to determine your Teacher TRAC enrollment eligibility.

<table>
<thead>
<tr>
<th>Number of Persons in Family or Household</th>
<th>A: Yearly Household Income less than 50% of Federal Poverty Level</th>
<th>B: Yearly Household Income = 51%-100% of Federal Poverty Level</th>
<th>C: Yearly Household Income = 101%-150% of Federal Poverty Level</th>
<th>D: Yearly Household Income = 151%-200% of Federal Poverty Level</th>
<th>E: Yearly Household Income is more than 200% Federal Poverty Level</th>
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</thead>
<tbody>
<tr>
<td>1</td>
<td>$5,199</td>
<td>$5,200-$10,400</td>
<td>$10,401-$15,600</td>
<td>$15,601-$20,800</td>
<td>$20,801 +</td>
</tr>
<tr>
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<td>$7,000-$14,000</td>
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<td>$21,001-$28,000</td>
<td>$28,001 +</td>
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<td>$8,800-$17,600</td>
<td>$17,601-$26,400</td>
<td>$26,401-$35,200</td>
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<tr>
<td>4</td>
<td>$10,599</td>
<td>$10,600-$21,200</td>
<td>$21,201-$31,800</td>
<td>$31,801-$42,400</td>
<td>$42,401 +</td>
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<td>$24,801-$37,200</td>
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<td>$49,601 +</td>
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<td>$56,801 +</td>
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<tr>
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<td>$32,001-$48,000</td>
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<td>$64,001 +</td>
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<tr>
<td>8</td>
<td>$17,799</td>
<td>$17,800-$35,600</td>
<td>$35,601-$53,400</td>
<td>$53,401-$71,200</td>
<td>$71,201 +</td>
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