

Region 2 Educator and Provider Support Partnership (Center for Childcare Careers)

NAEYC Initial Accreditation

Fee Reimbursement Form (July 2016- June 2017)

Contact Name: _____ Request Date: _____

Name of Program: _____ QRIS Level: _____

REQUIRED: Program Number: _____ TIN (Tax #): _____

Site Address: _____

City: _____ State: _____ Zip: _____

Telephone number: _____ Email Address: _____

Reimbursement to be issued to: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Programs must demonstrate evidence of fee payment with a copy of a cancelled check, credit card slip/statement or another approved type of receipt of payment. Payment must be within current fiscal year. Upon request of CCC, program must submit a copy of the application or candidacy packet for review. Each fee is paid once during the accreditation cycle. In such case as a program misses a deadline or is deferred or denied by the national accrediting body, CCC does not reimburse for the second or subsequent time the Step fee is paid.

NAEYC Accreditation - Step 1: Enrollment (Self-Study Materials)

Enrollment Submission Date: _____

(Please check the appropriate enrollment level):

Enrollment Level	Enrollment Fee	Eligible Reimbursement
____ (Level 1): 1 – 60 children	\$495.00	\$247.50
____ (Level 2): 61 – 120 children	\$595.00	\$297.50
____ (Level 3): 121 – 240 children	\$795.00	\$397.50
____ (Level 4): 241 – 360 children	\$895.00	\$447.50

NAEYC Accreditation - Step 2: Application and Self-Assessment

Application Submission Date: _____

(Please check the appropriate enrollment level):

Enrollment Level	Application Fee	Eligible Reimbursement
_____ (Level 1): 1 – 60 children	\$250.00	\$125.00
_____ (Level 2): 61 – 120 children	\$325.00	\$162.50
_____ (Level 3): 121 – 240 children	\$400.00	\$200.00
_____ (Level 4): 241 – 360 children	\$475.00	\$237.50

NAEYC Accreditation - Steps 3/4: Candidacy and Site Visit

Candidacy Submission Date: _____

(Please check the appropriate enrollment level):

Enrollment Level	Candidacy Fee	Eligible Reimbursement
_____ (Level 1): 1 – 60 children	\$ 825.00	\$412.50
_____ (Level 2): 61 – 120 children	\$1,025.00	\$512.50
_____ (Level 3): 121 - 240 children	\$1,225.00	\$612.50
_____ (Level 4): 241 - 360 children	\$1,425.00	\$712.50

Please check if your agency has received funding for these Accreditation fees from the following:

_____ MA EEC Universal PreK funds _____ Other (please specify): _____

Center for Childcare Careers Approval (Initials): _____ **Date:** _____

Funding is provided by a grant from the Dept. of Early Education and Care. Reimbursement is available on a rolling basis until funds are depleted. Requests for reimbursement for any Accreditation fees paid between July 1, 2016 - June 30, 2017 must be submitted **NO LATER THAN JUNE 30, 2017**. Please allow 4-6 weeks from processing to receive a check. You will receive the check from the Family Services of Central MA fiscal dept.

Submit Form and Documentation to:
Center for Childcare Careers/Lynn Adams
31 Harvard St.
Worcester, MA 01609
Phone (508) 757-1503 or (800) 278-1503
Fax (508) 791-4755
Email: ladams@cccfscm.org