



EHS Teacher Incentive Guidelines

The teacher incentive for becoming EHS qualified will be paid to each partner site as a reimbursement of funds paid to individual teachers based on the following conditions:

- A teacher assigned to an ELV-EHS learning environment has completed the following college courses with a C or better or has obtained the CDA credential during the current program year:
 - ECE 101/EDEC 101 – Introduction to Early Childhood Education
 - ECE 103/EDEC 103 – Child Guidance Strategies for Children
 - ECE 111/EDEC 113 – Infant & Toddler Theory and Practice
 - ECE 112/EDEC 114 – Intro to Infant & Toddler Lab Techniques
- Assigned to the EHS learning environment at the time of registration in the course **or** at the time of application for the credential
- Updated transcripts or credential certificates must be uploaded to Alliance CORE
- Staff files within Alliance CORE must reflect professional development updates prior to reimbursement
- Incentive amounts will be calculated as follows for each teacher:
 - \$300 for each A earned in the above courses
 - \$200 for each B earned in the above courses
 - \$100 for each C earned in the above courses
 - \$400 for earning the CDA credential
 - NOTE: Teachers are eligible for the letter grade incentive or the CDA incentive
- Incentive payments will be paid to the EHS provider when the teacher has maintained employment and assignment in the EHS learning environment for 6 months after the grade or credential has been earned
- The EHS provider is responsible for payment of funds to individual teachers in May and November to qualified participants, unless otherwise outlined in agreement with ELV
 - ELV anticipates making incentive reimbursements to EHS providers in June and December

Please submit the following information to apelv@earlylearningventures.org for reimbursement of incentive payments:

- Invoice to ELV with name of teacher, class, letter grade and amount
- Provide unofficial or official transcripts for teacher (must be clearly legible) or a copy of a valid CDA certificate for the appropriate work setting during the current program year
- Up to date staff file and identification as an EHS teacher documented in Alliance CORE
- Proof of incentive paid out to teacher (copy of check)
 - If possible please pay the bonus on a separate check so payroll information is not included



EHS Teacher Incentive Guidelines

Each EHS assigned teacher is incentive-eligible for becoming EHS qualified until all 4 classes are passed **or** the teacher earns the CDA credential. **After the teacher becomes EHS qualified**, the incentive will become retention-based. NOTE: Teachers cannot earn the EHS qualification incentive and retention incentive at the same time. These incentives must be paid at least 6 months apart.

Teachers will be eligible to receive the ***retention incentive*** based on the following conditions:

- Teacher is EHS qualified as indicated by the [ELV Human Resources Management Service Plan](#)
- Must maintain full-time employment and be assigned to the EHS learning environment for 6 months prior to the retention incentive
 - Approved qualified EHS floater teachers not assigned to work in EHS full-time, but help maintain compliance, may receive 25% of the retention incentive
- Each EHS provider has a maximum number of eligible teachers based on the number of EHS learning environments and group sizes
- The EHS provider is responsible for payment of funds to individual teachers, unless otherwise outlined in agreement with ELV
- ELV will reimburse the EHS provider per ELV's accounts payable process
- Retention incentive can total \$1,000 annually, \$500 paid in November (for prior 6 months) and \$500 paid in May (for prior 6 months)