



EARLY LEARNING COALITION OF BREVARD COUNTY, INC.

Partner Application

Company/Agency Name: _____

CCEP Contact: _____ Title: _____

Phone: _____ Email: _____

Billing Contact (if different): _____ Title: _____

Phone: _____ Email: _____

Billing Address: _____

City: _____ State: _____ Zip: _____

Which verification method would you prefer for employee referral (CIRCLE ONE)?

- Referral for services required? Yes
- OR
- Pay Stub only? Yes

Questions?

Contact:

Cathie Odom
 Director of Business Operations
 (321) 637-1800 x 2012
codom@elcbrevard.org



Send Signed Application and Memorandum of Agreement by May 12, 2016:

Scan and email (Preferred)
sdiaz@elcbrevard.org

Fax

(321) 637-7244
 Attn: Sandra Diaz

Mail

Early Learning Coalition of Brevard County, Inc.
 Attn: Sandra Diaz
 PO Box 560692
 Rockledge, FL 32956-0692



Memorandum of Agreement

Between



EARLY LEARNING COALITION OF BREVARD COUNTY, INC and

The Child Care Executive Partnership (CCEP) program provides financial assistance by paying for child care for low to moderate wage earners to enable families to secure stable child care arrangements that meet the social, emotional, and educational needs of the children requiring care. Reliable, affordable, and quality child care enables families to be employed to work towards self-sufficiency.

The Early Learning Coalition of Brevard County applauds your efforts to join the CCEP program and provide this valuable work-life benefit for your employees. This letter will outline the commitment and guidelines for participation. The Early Learning Coalition will provide reports on program usage and financial data on a requested basis. Your agency's portion of the cost will be billed on a monthly basis.

Eligibility

The total family income of employees/clients participating in the CCEP program may not exceed 200 percent of the federal poverty level. Participants are required to be employed a minimum of 20 hours per week to be eligible for participation. Changes in the employee's work schedule or family income may affect eligibility for the program and any changes should be reported. The Early Learning Coalition will determine employee eligibility for the program.

Parent Fees

Families will be required to pay a portion of the child care based on a sliding fee schedule or other amount documented and provided herein. The balance of the child care costs (after parent fees owed have been deducted from the total child care costs) are shared by the local purchasing pool and the CCEP program at 50 percent each.

Commitment

The Partner, _____, agrees to commit \$ _____ annually to this program. This commitment will enable the approximate number and ages of children below to access services through the CCEP program. The Partner agrees the child(ren) of employee(s) may attend **ANY** child care provider contracted with the Early Learning Coalition of Brevard for child care services, although services may be provided by the employer, if so chosen by the employee.

Estimated Number of Child(ren) _____ Estimated Age(s) of Child(ren) _____

Period

This commitment begins on July 1, 2016 or _____, which occurs later and ends on June 30, 2017, pending approval and availability of funds through the Office of Early Learning.

(Please Print Partner's Name)

Early Learning Coalition of Brevard County, Inc.

By: _____

By: _____

Print Name: _____

Name: Sky Beard

Title: _____

Title: Executive Director

Date: _____

Date: _____