



**CHILD CARE EXECUTIVE PARTNERSHIP
COMMITMENT FORM FOR FY 2018-2019**

Date: _____
Business Name of Contributor: _____
Authorized Representative: _____ Title: _____
Business Address (street, city, zip): _____
Telephone Number: _____ Email: _____

Dear _____:

The 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 employees to focus on their job responsibilities and assists in reducing absenteeism.

This letter outlines the commitment and guidelines for participation. The Early Learning Coalition of _____ will provide reports on program usage and financial data on a monthly basis.

Eligibility: The total family income of employees participating in the CCEP Program must follow eligibility guidelines. Participants are required to be employed or attending school a minimum of 20 hours per week to be eligible for participation. Changes in the employees work schedule or family income may affect eligibility for the program and any changes must be reported immediately. Employees may not receive child care assistance through the school readiness/early learning program and the CCEP program at the same time. The Early Learning Coalition staff will determine employee eligibility for the program.

Parent Fees: Families will be required to pay a portion of the child care costs based on a sliding fee schedule as approved by the Coalition Board of Directors. 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: _____ proposes to commit \$ _____ annually to this program. The use of this funding is to meet the 50% match requirement of the CCEP Program.

In addition to the funding committed to support child care through the CCEP program,
(Check one, both, or none)

_____ Funds committed may be used for administrative services.

_____ Funds committed may be used for non-direct services.

Period: This commitment is anticipated to begin on July 1, 2018 and end on June 30, 2019, pending approval and availability of funds through the Florida Office of Early Learning as authorized by the CCEP Board.

Authorized Business Signature

Title

Date

Authorized Coalition Signature

Title

Date

New Participant
 Renewed Participant

Private Business
 Non-Profit
 Public Entity