



## ***Raising Quality! IMPACT 2.0*** **Referral Bonus Policy** **April 2017**

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### **PURPOSE**

The purpose of this policy is to outline a program that recognizes the substantial contribution that early care and education providers make when they promote, support, and refer new providers as participants in the ***Raising Quality! IMPACT 2.0*** program.

This program aims to provide a means of identifying and rewarding participating providers that successfully refer Family Child Care Providers to ***Raising Quality! IMPACT***. Referrals will be used to fill vacant slots for IMPACT 2.0. Once these slots are filled a waitlist will be established.

### **ELIGIBILITY**

Referrals are accepted for any San Joaquin County licensed Family Child Care Providers not currently participating in ***Raising Quality! IMPACT*** (bonuses will not be awarded retroactively).

Awards will be made to the corporate or business entity for referring providers and directly to others not affiliated with a provider program.

Owners/operators are encouraged, though not required, to use award funding to purchase curriculum or other materials to enrich and enhance ECE program activities within their program.

### **REFERRAL BONUS**

A referral bonus is an incentive that offers monetary compensation to early care and education providers that promote and endorse ***Raising Quality! IMPACT*** when that referral results in the successful enrollment of a licensed Family Child Care Provider in IMPACT 2.0.

Referral Bonus Award Amounts:

- \$100.00 for each referral resulting in enrollment in ***Raising Quality! IMPACT 2.0***.

Limitations:

- Individuals and providers making referrals may receive a maximum of three (3) referral bonuses within a calendar year period.
- Parties receiving bonuses are advised to consult with their tax advisors to determine the tax consequences of the bonus award.
- Referral bonuses will be issued only until such time as vacant slots are filled. Bonuses for subsequent enrollment of waitlisted providers is subject to fund availability.

*Employees or programs funded by First 5 San Joaquin or the Family Resource and Referral Center are not eligible to receive the referral bonus.*



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### **PROCEDURES**

- 1) A new ***Raising Quality!*** IMPACT 2.0 program provider shall notify the ***Raising Quality!*** Coordinator that its application was the result of a referral; or,
- 2) Referring providers/parties may notify ***Raising Quality!*** staff in advance that they are referring a new program provider to become a ***Raising Quality!*** IMPACT 2.0 participant. Complete the Referral Bonus form and a W-9, and return to First 5 San Joaquin:
  - Mail to First 5 San Joaquin P.O. Box 201056 Stockton, CA 95201;
  - Fax to (209) 932-2675; or,
  - Email to [sjckids@sjgov.org](mailto:sjckids@sjgov.org)

In the event that the application is received from the new program provider, the ***Raising Quality!*** Coordinator is authorized to verify the referral source.

### **A. Successful Enrollment Criteria:**

Enrollment into ***Raising Quality!*** is considered complete following the program's initial rating. Programs that submit an application but do not complete a rating are not yet enrolled.



## Share *Raising Quality!* with early education professionals and earn \$100.



The first five years of a child's life are critical, laying the foundation for future success in school and life. ***Raising Quality!*** helps San Joaquin County parents find high quality child care and early learning opportunities that will help unlock a lifetime of learning for their young children. Become part of our referral program and you can earn \$100 for each referral as our way of saying "thank you."

### How does it work?

Simply submit this form with the names and contact information of Family Child Care Providers that you think are interested in learning more about *Raising Quality!* When your referrals have enrolled in the program and completed their initial assessment, you'll receive \$100 for each referral\*.

### Ideal Referral

Any licensed Family Child Care Home in San Joaquin County serving children ages 0-5.

### Complete the Following:

<b>Your Child Care Program</b> (If applicable):			
<b>Your Name:</b>			
<b>E-mail:</b>			
<b>Phone Number:</b>		<b>Date:</b>	
<b>Referred Child Care Program:</b>			
<b>Contact Name:</b>			
<b>Phone Number:</b>			
<b>E-mail :</b>			
<b>Program Address:</b>			

Submit this referral form and a completed W-9 to First 5 San Joaquin

P.O. Box 201056

Stockton, CA 95201

If you prefer, you can fax to (209) 932-2675 or email to [sjckids@sjgov.org](mailto:sjckids@sjgov.org).

\* Eligibility information and the complete referral bonus policy are available at [www.sjckids.org](http://www.sjckids.org).