**EC BOCES Teacher Stipend Request**

**For Completion of CDE Approved READ Act PD**

**Terms: The stipends will be paid out on a first come, first serve basis. Once the budgeted amount has been expended, no more funding will be available to be paid out.**

**Directions: Email a scanned copy of stipend documentation including this form (you must be sure your superintendent signs this form), a completed W-9 (if you do not already have one on file with your current address at EC BOCES), and documentation of the successful completion of an approved training to:**

**Mitzi Swiatkowski (mitziski@ecboces.org)**

**East Central BOCES**

**719-775-2342 Extension 114**

**The stipends will be paid to educators completing CDE approved PD: *Option 5-*CDE-Provided Training (online course or face-to-face at no cost to the teacher) or *Option: 7*-A Successfully Completed Training on CDE’s Advisory List of PD Programs.**

**The following *are not* eligible for stipends: Holding a State of Colorado Endorsement as a Reading Teacher or Reading Specialist, CDE-approved Alternative Assessment, Undergraduate or Graduate Reading Course.**

**The stipend will be limited to educators providing or overseeing literacy instruction for students.**

**Information Needed:**

School District Represented \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

First and Last Name of person requesting payment: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

W-9 on file with EC BOCES business office? Yes \_\_\_\_\_\_\_ No \_\_\_\_\_\_ (If not, you must submit a W-9 to be paid)

Mailing Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Please be sure your name and address are legible.** This address is where you will receive your check.

Phone number in case EC BOCES needs to contact you: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date stipend request was submitted to EC BOCES: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Teaching Assignment: Check appropriate box or boxes below. (Must teach literacy in grades K-3)

\_\_\_\_\_K \_\_\_\_\_1st \_\_\_\_\_2nd  \_\_\_\_\_3rd

\_\_\_\_\_Special Education \_\_\_\_\_Title I \_\_\_\_\_English Learners \_\_\_\_\_Elem. Principal

\_\_\_\_\_ Other instructional staff responsible for providing or overseeing literacy instruction for students

PD Option Completed:

\_\_\_\_\_CDE Online

\_\_\_\_\_CDE Face-to-Face

**Stipend recipient’s signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Checklist:**

**\_\_\_\_\_ Completed form with recipient’s and superintendent’s signature**

**\_\_\_\_\_ Completed W-9, or W-9 on file at EC BOCES with current address**

**\_\_\_\_\_ Attached copy of documentation showing completion of the PD Option.**

**Superintendent Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

East Central BOCES Approval Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Read Act PD Stipend

Budget Code:

Dollar Amount: $320

**Note: Incomplete requests will not be reimbursed.** **The stipends will be paid out on a first come, first serve basis. Once the budgeted amount has expended, no more funding will be paid out.**

\*\* If the total payment to you from East Central BOCES for the calendar year meets or exceeds $600.00, you will receive a 1099 MISC form for tax purposes.