



## Provider Agreement Champion for Young Children Scholarship Program

1329 Jake Alexander Blvd. S. ♦ Salisbury, NC ♦ 28146

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### I. Time Period

This agreement is between Smart Start Rowan and \_\_\_\_\_, the childcare provider. This agreement is effective from July 1, 202\_\_\_ through June 30, 202\_\_\_ as funding permits. The term of payment is dependent on the amount and number of children accepted to receive the Champion for Young Children Scholarship. Payment is subject to the availability of Smart Start Rowan funds.

### II. General Provisions

- A. I understand that I must be operating legally according to state and local law and that Smart Start Rowan **will not** pay for care of children in unlicensed space. Furthermore, I understand that payment will only be provided for children that have been awarded a Champion for Young Children Scholarship.
- B. I understand that I must submit the required documents for the child's participation in the Champion for Young Children Scholarship, to Smart Start Rowan before I can receive payment.
- C. I understand that for the duration of each child's Champion for Young Children Scholarship, I will continue to provide child care, under the condition that the child remains in attendance and the family pays any applicable fees. Additionally, I will keep information about the children and family confidential.
- D. I understand that all changes such as child re-locates, child stops attending or parent regains employment, must be submitted to Smart Start Rowan, in writing immediately. Failure to make appropriate notification can affect payment or continued participation in the program.
- E. I agree to keep all records and forms, including attendance records for children receiving the Champion for Young Children Scholarship, and will make available to Smart Start Rowan upon request.
- F. I understand that fraudulent misrepresentation to obtain scholarship funds for which I am not eligible is a criminal offense and these funds must be repaid to Smart Start Rowan. In addition, I understand that I can be convicted of a **Class I misdemeanor** or **Class I felony** if fraud is proven and that I may be subject to penalties and prosecution. Also, I understand that Smart Start Rowan may impose the following sanctions for fraudulent acts: *(1) first incident of fraudulent misrepresentation - a provider may not receive Champion for Young Children Scholarship funds from Smart Start Rowan for any new children enrolled in the provider's program for twelve (12) months; (2) second incident of fraudulent misrepresentation - a provider will be permanently ineligible to participate in Smart Start Rowan's Champion for Young Children Scholarship.*
- G. I certify that my child care program admits children without regard to race, sex, color, ability, religion or national origin.

**III. Payment Provisions**

- A. Smart Start Rowan will issue payment by the 30<sup>th</sup> of each month for the previous service month.
- B. Payments will be made based on attendance reports and payment request forms that should be submitted by the 5<sup>th</sup> day of each month, for the prior service month. Additionally, payments will be made directly to the child care provider.
- C. I understand that payments for the child care scholarship depend on the hardship fallen on the child's family. Smart Start Rowan will notify the family as well as the child care provider in writing, that a Champion for Young Children Scholarship has been awarded, as well as the amount awarded. It is the provider's responsibility to collect any money owed by the family, and to make arrangements with the family to continue care once the Champion for Children Scholarship funds are no longer available.
- D. I understand that I am responsible for collecting any fee from the parent/responsible adult. This is an agreement between the parent and the child care facility. Also, I understand that if a parent does not pay his/her parent fee, if applicable, and is dropped from the facility's care, I **must notify** Smart Start Rowan, in order for the Champion for Young Child Care Scholarship services to be terminated.
- E. I understand that the amount to be paid for a specific child will be determined by Smart Start Rowan at the time the Champion for Young Children Scholarship is awarded. Amounts awarded may differ for individual children.
- F. I understand that I cannot charge a higher rate for families receiving a scholarship than that which is charged for private paying parents.

I certify that I have read, understand and will comply with my responsibilities under this child care provider agreement and that Smart Start Rowan has provided me with a copy of the agreement. Also, I will maintain a copy of this agreement in my child care files for a minimum of three (3) years.

\_\_\_\_\_  
Director/Owner

\_\_\_\_\_  
Date

\_\_\_\_\_  
Facility

\_\_\_\_\_  
Executive Director, Smart Start Rowan

\_\_\_\_\_  
Date