

**Early Care and Education
Leadership Institute**

“Taking Charge of Change”

**July 22-24, 2010
Gulf Shores, Alabama**

**Scholarship
Announcement!**

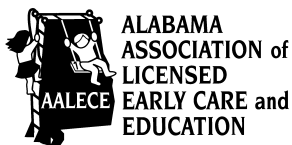
**Teachers, Center Administrators, and Family Child
Care Home operators are invited to join us for this
special professional development event
FREE OF CHARGE!**

**Scholarship opportunities
*made possible by***

Alabama Department of Human Resources

in cooperation with

Bishop State Community College



**AALECE
Taking Charge of Change**

Early Care & Education Leadership Institute
Post Office Box 16211
Mobile, Alabama
36616
Email: aalecemail@aol.com

Registration Assistance Provided By
Early Childhood Directions
Phone: 251-473-1060
Fax: 251-473-1084

Scholarships include registration fee, hotel accommodations, and meals.

Family Child Care Home operators may also apply for a substitute reimbursement.
See details on the back of the flyer!



**We have our eyes on
the future—
Come be a part of
shaping it!**

AALECE Leadership Institute Scholarships

WHAT: Scholarships to attend the Alabama Association of Licensed Early Care and Education Early Care and Education (AALECE) Leadership Institute “Taking Charge of Change”

WHEN: July 22-24, 2010

WHERE: Gulf Shores, Alabama

HOW TO APPLY: Complete the Application Form. Return Scholarship Application along with a letter of support to AALECE via **mail:** P.O. Box 16211; Mobile, AL 36616 or **email:** aalecemail@aol.com. (Family Child Care providers should include a letter of support from a parent or other professional. Teachers should include a letter of support from the center Director/Administrator.) Be sure to include a working email address and/or reliable contact information. You will be contacted by a representative to complete the registration process.

About the Institute: For over 25 years, the Alabama Association of Early Care and Education has offered an annual professional development event, open to everyone interested in the field of early care and education. This year, the Leadership Institute will bring together program leaders and other early care and education professionals who have demonstrated a commitment to the field and a willingness to take the steps necessary to improve their programs and/or their own professional skills. Participants will explore the components of important initiatives and policy issues, and learn about individual and organizational change and the leader’s role as a change agent. Through a town hall format, participants will engage presenters, guests and each other in dialogue about these important issues and how changes proposed will impact the work of directors, teachers, and other early childhood educators.

About the Scholarships: Through the generous support of the Alabama Department of Human Resources in cooperation with Bishop State Community College, a **limited** number of scholarships will be made available to individuals who operate licensed family child care homes, and who operate or are employed by licensed child care centers. Scholarships are intended to reward and support the progress made by these individuals who have participated in professional development and program improvement initiatives sponsored by the Alabama Department of Human Resources. Examples included participating in T.E.A.C.H (working toward or earning your degree or national credential); consistently exceeding annual training hours required for licensing; leading your center or family child care home toward accreditation; and/or demonstrating leadership through local and community activities that support high quality child care. Scholarship support includes:

- **Institute Registration Fee:** Fees are paid directly to AALECE for scholarship recipients. Registration fees are non-refundable, non-transferable and have no cash value to the recipient. Registrants are expected to attend all three days.
- **Hotel Accommodations:** Upon award of a scholarship, a room will be reserved for the recipient at the Holiday Inn Express and Suites in Gulf Shores. Room reservations are managed by the Scholarship Committee and may not be changed or altered. Room confirmation will be provided. Payment for the rooms will be made directly to the hotel. Alternative hotel or lodging arrangements will not be reimbursed. Room charges do not include amenities such as movie rental, food charged to rooms, or telephone charges. Scholarship recipients may present a personal credit card upon arrival to have these services available. Room reservations will be offered for Thursday (7/22) and Friday (7/23) evenings. In addition scholarship recipients required to travel over 5 hours to Gulf Shores may request a Wednesday evening stay. Saturday evening reservations are not available with the scholarship. Arrangements may be made with the hotel directly to extend your stay. A personal credit card is required to make extended reservations.
- **Meals:** Breakfast is provided by the Holiday Inn Express for their guests. Lunches and an evening reception will be included in the Institute activities. Additional meals will be provided through other special events, gift certificates to local restaurants and/or reimbursement to scholarship recipients not to exceed a set meal cost (including tax and gratuity): \$10/lunch; \$15/dinner. Alcoholic beverage costs are not eligible for reimbursement.
- **Substitute Pay Assistance:** Family Child Care Home operators may apply to be reimbursed for costs associated with paying for a substitute while they attend the conference. Reimbursement will be made upon presentation of voucher explaining the number of hours worked by the substitute and a social security number and signature of the worker. Reimbursement requests with required documentation must be submitted within 30 days. Payment of valid requests will be made to the family child care home operator within 30 days of receipt of voucher.
- **Other:** Travel arrangements are the responsibility of the scholarship recipient. Guests of recipients are not the responsibility of the scholarship and no associated costs will be reimbursed. Double occupancy rooms may be requested but are not guaranteed with the scholarship offer.

