

Stamford Public Schools  
Child Care Scholarship  
2021-2022

**Process for Applying for Child Care Reimbursement**

In September/January a notice will be sent to each school to all teachers, listing:

- The requirements to be eligible for reimbursement
- Link to the new digital form

Forms will only be accepted by the Office of Human Resources

**First Semester:**

Beginning September 13, 2021 until 4:00 PM on September 23, 2021.

**Second Semester:**

Beginning on January 3, 2022 until 4:00 PM on January 20, 2022.

As applications are received they will be reviewed for the required guidelines. Those meeting the required guidelines will be entered for the lottery to be held on September 26, 2021, for the first semester and January 25, 2022 for the second semester.

**All forms will now be completed [online!](#)**

All applicants will be informed of the status of their reimbursement application and a waiting list will be maintained.

Proof of child care expenses must be submitted to Human Resources by 4:00 PM on December 6, 2021 for first semester expenses and June 6, 2022 for second semester expenses to be eligible for reimbursement.

Approved stipends will be included in the last paychecks of December and June for the Fall and Spring semesters respectively.

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**Guidelines for Applying for Child Care Reimbursement**

The Board's obligations under this provision shall be limited to \$30,000 annually, \$15,000 each semester. Any unused amounts shall rollover from semester to semester and year to year. Each unit member is eligible for five-hundred dollars (\$500) per semester per child for child care.

- To be eligible for the scholarship, the following conditions must be met:
  - Child receiving child care must be between 0-6 years
  - Child must be receiving child care in a flex spending eligible account child care facility **located in Stamford**
  - Unit members shall apply through online application
  - Completed applications meeting the required guidelines shall be approved and placed into a lottery. Acceptance of the approved applications shall be by Lottery
  - Lottery will be held in late September for the first semester and in late January for the second semester, which will be supervised by the Human Resources Department and the Stamford Education Association. Applicants will be notified by e-mail as to their lottery result
  - Upon proof of receipts of child care expenses, payment shall be made with the last paycheck in December for the first semester and with the last paycheck in June for second semester approved applicants
  - There shall only be one claim per group of receipts