



Workforce Initiative

Pilot Program: Stipend for Early Educator Professional Development (SEEPD) Frequently Asked Questions

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ELIGIBILITY

Who is eligible for SEEPD?

In order to apply for SEEPD you must:

- Be employed at a [DEC-funded Early Learning For All site](#), and
- Be a participant in Spring 2026 CARES 3.0 or current Early Educator Salary Support Grant (EESG) participant, and
- Have a California Workforce Registry ID associated with an up-to-date Registry profile

How do I join the Early Learning For All network?

For more information on the Early Learning For All network, please check out [our website here](#).

What if I change my employment after I apply?

If your employment status changes (e.g. you leave your employer, your hours change, your role changes) during the processing period for the stipend round please notify the Workforce Initiatives team immediately (ECEstipend@sfgov.org). You must be employed at a SEEPD-eligible Early Learning For All site at the time of application and when the stipend check is issued. Please ensure that your current employment information in your Registry account is up to date.

Can I apply to SEEPD if I'm on leave?

Educators on leave may apply to SEEPD if they meet the eligibility requirements. Please ensure that your current employment information in your Registry account is up to date.

We strongly suggest checking in with human resources and the California Employment Development Department (EDD) to ensure that the stipend won't negatively impact benefits received and check-in with a tax advisor to mitigate any negative tax implications.

QUALIFYING MILESTONES

What qualifies for the Child Development Permit milestone stipend?

To qualify for this stipend, applicants must obtain a new, upgraded, or renewed Child Development Permit issued between July 1, 2025 and June 30, 2026.

Applicants must upload a copy of the qualifying Child Development Permit to their Registry account by June 30, 2026.

Permit applications submitted prior to the program period may qualify, provided the permit is issued or approved by Commission on Teacher Credentialing (CTC) *during* the program period (July 1, 2025 to June 30, 2026) and all required documentation is submitted. Acceptable documentation includes a notification from CTC or a screen shot showing the permit approval date in the applicant's CTC account.

Please note that permits in the application process will not be accepted.

What qualifies for the College-Level Coursework or Credit milestone stipend?

To qualify for this stipend, applicants must complete college and/or graduate-level coursework at a regionally accredited institution towards an Associates, Bachelor's, or Master's degree in Early Childhood Development/Education or towards a Child Development Permit between July 1, 2025 and June 30, 2026.

Semester or Semester-equivalent units completed at a regionally accredited institution are eligible. These units may be in General Education (GE), but must be part of achieving a professional development milestone in Early Childhood Development/Education including Associates, Bachelor's, or Master's degree in Early Childhood Development/Education or a Child Development Permit.

Additionally, a total of three 1-unit courses is eligible for this stipend.

NEW for SEEPD 2026: Up to 6 semester-units of English as a Second Language (ESL) courses are eligible for this stipend.

Please note stipend units are calculated based on semester units; quarter units will be converted by dividing by 1.5 to equal to semester units.

Applicants must upload a copy of an unofficial or official transcript that includes the name of college/university, the applicant's name, the completed course(s), and the final grade(s), and a current educational plan to their Registry account by June 30, 2026. Only courses completed with a grade of "C" or above are eligible.

Do I need to submit an educational plan?

Yes - for all General Education (GE) and/or English as a Second Language (ESL) courses applied to College-Level Coursework or Credit milestone stipend, must accompany an educational plan with transcript (unofficial/official) and uploaded to the Registry. The Education/Academic Plan must list the completed or planned courses for which the applicant intends to apply for the stipend. The education plan must also show that the coursework is part of a program leading to an Associate's, Bachelor's or Master's Degree in Early Child Development/Education or toward a Child Development Permit.

All courses must be completed at a regionally accredited institution.

What qualifies for the Degree Attainment milestone stipend?

To qualify for this stipend, applicants must complete an Associates, Bachelor's, or Master's degree in Early Childhood Development/Education at a regionally accredited institution between July 1, 2025 and June 30, 2026.

Applicants must upload an unofficial or official transcript that includes the name of college/university, the applicant's name, and the **degree conferral/issue date** to their Registry account by June 30, 2026.

Does my degree need to be in a related field to be eligible for the Degree milestone stipend?

Only Associates, Bachelor's, or Master's degrees in Early Childhood Development/Education completed at a regionally accredited institution between July 1, 2024 and June 30, 2025 are eligible.

What qualifies for the Course-Based Specialization Certificate milestone stipend?

Completion of a college-level course-based specialization certificate in Infant/Toddler Care, Special Education, or Dual Language between July 1, 2025 and June 30, 2026 qualifies for this stipend.

Applicants must upload their certificate, and transcript showing the certificate to their Registry account by June 30, 2026.

Please note certificates that are still in the application process will not be accepted.

What if I've applied for a specialization certificate at City College of San Francisco in Spring 2026 and I think the official certificate may not be available before the 2026 SEEPD application period?

We acknowledge that City College students applying for specialization certificates in Infant/Toddler Care, Special Education, or Dual language in Spring 2026 may not receive their certificate by June 30, 2026. We will accept the City College certificate dated Spring 2026 in the following fiscal year (FY 2027) SEEPD.

What qualifies for the Foreign Transcript Evaluation Support stipend?

To qualify for this stipend, applicants must complete a course-by-course foreign transcript evaluation between July 1, 2025 and June 30, 2026.

Applicants must upload their foreign transcript evaluation report to their Registry account by June 30, 2026.

Foreign transcripts must be evaluated by one of the approved organizations provided in the list linked below on the Commission on Teacher Credentialing website. These organizations are private enterprises who charge a fee for their services. Individuals seeking a foreign transcript evaluation must follow the procedures outlined by the organization providing the evaluation. **In all instances, original, official documentation will be required when requesting the evaluation.** For more information on transcript evaluation visit the [Commission on Teacher Credentialing](#)

How do I know if the institution I attended is regionally accredited?

It is the policy of the Workforce Initiatives team to align with the accreditation standards of the California Commission on Teacher Credentialing (CTC). For more information on accepted accreditation, please check the [CTC website here](#).

What if I have ECE units from an unaccredited institution?

It is the Workforce Registry's policy to be aligned with the CA Commission on Teacher Credentialing, therefore DEC is not able to allow exceptions for what units are verified/acceptable. It is SEEPD policy to only use verified information to determine stipend amounts. The registry does not verify units from an unaccredited institution, therefore are not eligible towards the determination of SEEPD milestone stipends.

How do I apply for a Child Development Permit?

There are multiple ways educators can apply for a Child Development Permit:

1. City College of San Francisco (CCSF) is available to help students and non-CCSF students with the ECE Permit process.

For information, workshops, and ECE permit appointments, please contact the CCSF Child Development and Family Studies Department at: (415) 452-5605 or cdev@ccsf.edu. CCSF Ocean Campus, 50 Frida Kahlo Way, MUB 249, San Francisco, 94112 or visit [their website](#).

For the quickest response please call (415) 452-5605 or email cdev@ccsf.edu.

2. Educators can also apply for permit application stipend (issued by the state Department of Education, not DEC) support through the Child Development Training Consortium (CDTC) website here: [Child Development Training Consortium](#).
3. Additionally, educators can apply for permits directly on the Commission on Teacher Credentialing (CTC) website here: [California Commission on Teacher Credentialing](#)

APPLICATION PROCESS

How do I apply to SEEPD on the registry?

Application guides for how to apply for SEEPD can be found here in [English](#), [Spanish](#), and [Chinese](#), and on the [SEEPD webpage](#). You must complete a SEEPD application, upload required supporting documents and upload a completed and signed W-9 through the [Registry](#). The application itself takes about 15-25 minutes to complete.

How many Stipends can I apply for?

For SEEPD, applicants may choose up to five different types of stipends in 2026. Please refer to the SEEPD Program Matrix for different types of stipends: [English](#), [Spanish](#), [Chinese](#).

When is the deadline to submit all my documents to my Registry account?

All required documents must be uploaded to the Registry by June 30, 2026 to be considered.

Please note: the Registry may take up to six weeks from the date of when the document is uploaded to complete verification. Please upload the documents as soon as possible.

How do I know if my application was successfully submitted?

There are a few ways to confirm you've successfully completed the SEEPD application:

1. You will receive a confirmation email from the CA Registry confirming your application.
2. If your email blocks these messages from the Registry you can view them on your registry account by logging in and clicking the notifications button to the left of your name at the top right corner of your screen.
3. After logging in to the Registry you can view the status of your submitted stipend by going to "Stipends" at the top of the page, and then clicking "My Stipends," then confirm that the correct request date and stipend period are reflected in that list.

If you still are unsure if your application was submitted, please contact the Workforce Initiatives team via email (ECEstipend@sfgov.org) and share your full name and registry ID so we can review our records for you.

Can I still apply after the deadline?

We are unable to accept late applications and there are no exceptions to the deadline.

The City follows strict procurement rules that determine policy for funding opportunities. This new iteration of SEEPD is extremely time-sensitive, which unfortunately does not give any flexibility for those who missed the deadline. We advise all administrators and past applicants of all Workforce Initiative Programs to be mindful of the deadline and to remind friends and colleagues.

If you have not received a confirmation email that states a successful application has been submitted within 24 hours and the email is not in your spam/junk inbox, please reach out to the Workforce Initiatives Team as soon as possible. We recommend saving your confirmation email and/or taking a screenshot of the confirmation webpage on the Registry for your records.

How do I know my total stipend amount?

Please review [the SEEPD Stipend Matrix](#) to estimate your stipend amount. Note that the stipend amount is based on the information verified on your CA ECE Workforce Registry. It is each applicant's responsibility to ensure that documents pertaining to each specific milestone stipend are uploaded on the CA Registry no later than June 30, 2026.

RECEIVING THE STIPEND

When will my stipend arrive?

Our current timeline for stipends to be sent via mail is by October 2026. The stipends are sent to the preferred mailing address indicated in your registry profile. The estimated arrival date for your stipend will be shared via email. Our goal is to send out stipends all at once, but we can't guarantee arrival dates as post office delivery times vary, especially around holidays.

Delays in mailing the stipend may occur if there are issues with your completed and signed W9. Please be sure to check your email for information and updates.

What if I don't receive my stipend within 30 days of the payment window?

The Workforce Initiative team will send out a re-issue request link to all approved applicants after the 30-day payment window has passed and applicants who have not received their stipend are encouraged to complete the form to have their stipends reissued.

If you have a complex situation that you feel warrants direct communication with our fiscal intermediary, please contact Children's Council Help Desk at Support@childrenscouncil.org or 415.343.4669.

What if I am moving or have a new mailing address?

Update your Registry profile information as soon as possible. Stipend checks will be sent to the mailing address on your Registry profile. W-9s must match your residential address and be the address you use to file taxes. Be sure to notify the Workforce Initiatives Team

(ECEstipend@sfgov.org) and Children's Council (support@childrenscouncil.org) as soon as possible with the address you would like to receive your check and with an updated W-9 (If applicable).

THE CA ECE WORKFORCE REGISTRY

How do I review and make updates to my registry profile?

Please visit the [CA ECE Workforce Registry Resource](#) page for a list of guides and tutorials on how to make updates to your profile and navigate the registry.

How do I view what documents have been verified on the registry?

There are two ways to review verified documents on your account:

1. Login to your [CA Workforce Registry](#) profile
 - a. Option 1-From the "Home" page go to "My Documents" to view a list of all uploaded documents and their status.
 - b. Option 2- From the "Homepage to "View Education and Training Report (PDF)" to obtain a record of verified degree, coursework, and permit information.

How can I gain administrative access on the registry to verify employees (for program administrators and FCC owners)?

Program administrators and FCC providers can gain administrative access to verify employment and review employee information by logging into their registry accounts and clicking "Employer Admin Request" and following the steps for their type of setting.

Please note all applicants must be verified for employment by June 30, 2026.

Who do I contact for help to navigate the CA ECE Workforce Registry?

For support with navigating the registry please reach out to the Help Desk at Children's Council.

Support@childrenscouncil.org or 415.343.4669

Based on your inquiry the Help Desk staff can help you directly or support you to elevate your inquiry to the CA Registry staff.

How do I update my position title and or working hours in the CA ECE Workforce Registry?

You can use this guide [here](#), to support you when updating your Registry profile.

TAX IMPLICATIONS (FINANCIAL RESOURCES AND ADVISING)

Do I have to claim my stipend in my taxes?

Yes. Children's Council will send 1099 tax forms for you to submit with your taxes. The stipends are untaxed income funds and are required to be claimed each year.

Can taxes be removed from my stipend before it is administered to me?

We are not your employer of record, so we are not able to remove taxes from your stipend.

How do I get support with filing taxes and better understanding of how accepting the stipend impacts my taxes?

We encourage you to reach out to a tax expert or financial advising office for more information about plans for tax season. [Linked here](#) is a document with community-based resources.