



CDA Application/Renewal

AWARD APPLICATION
July 1, 2019–June 30, 2020

What is a CDA Application/Renewal Award?

A CDA Application/Renewal Award provides early childhood (EC) professionals in Alaska with funding of up to \$425 for one CDA Application or Renewal fee per person, per State fiscal year (July 1—June 30), pre-paid directly to the Council for Professional Recognition or as a reimbursement to the applicant.

Applicants can receive an award or reimbursement for 100% of the CDA Application or Renewal fee based on the current fee schedule:

- CDA Application: \$425 (online fee) or \$500 (paper application via U.S. mail)
- CDA Renewal: \$125 (online fee) or \$150 (paper application via U.S. mail)

Eligibility Criteria

1. You must be operating, or be a paid employee of, a licensed (State of Alaska or Municipality of Anchorage) child care facility, Head Start, or pre-elementary school district program, or a State of Alaska Child Care Assistance Program approved child care facility.
2. You must have an active/current/updated SEED Registry membership. You can submit or renew an application online at www.seedalaska.org. For more information, contact us at: info@seedalaska.org or 907.265.3194 or 855.265.7333.
3. If you choose to pay the CDA Application or Renewal fee directly to the Council for Professional Recognition, **your payment must have been made to the Council within the past 60 business days of this application.** You must submit proof of payment (copy of cancelled check, credit card or bank statement, etc.) which includes candidate's name and date of payment.
4. If you have received funding from other financial aid/scholarship programs, your CDA Award reimbursement amount will be reduced by the amount of other scholarship and/or financial aid.

Example 1: Susan received a full scholarship from the Anchorage Association for the Education of Young Children (AAEYC) for the CDA Application fee. Susan **is not eligible** for a CDA Application Award.

Example 2: John received a partial scholarship in the amount of \$225 from the Anchorage Association for the Education of Young Children (AAEYC) towards his \$425 CDA Application fee. SEED will provide a reimbursement or payment to the Council for Professional Recognition in the amount of \$200.

5. **Stop Payment Policy:** For reimbursement checks, if the address is incomplete, incorrect or the check is lost and a reimbursement check is issued, the \$25 Stop Payment bank fee will be deducted from the replacement check.

Form updated 7/1/2019

housed & managed by
thread connecting
early care & education
to alaska

SEED

3350 Commercial Drive, Suite 203
Anchorage, AK 99501

Telephone: 907.265.3194 / Toll Free: 1.855.265.7333
Fax: 907.265.3195 / Toll Free Fax: 1.855.265.3195
Email: info@seedalaska.org

