



Did you....

- ✓ Fill out every portion of the application?
- ✓ Have your Director FILL OUT AND SIGN the Director's portion of the application (section 2)? Applicants cannot sign their own director verification.
- ✓ TECPDS documents uploaded into miscellaneous documents:
 - Include a paystub that reflects your current wages and number of hours per week.
 - Include your official transcripts.
 - Add Experience in childcare to "Professional Development Profile- Employment."
- ✓ Upload documents to TECPDS prior to submitting your application.

All paperwork must be submitted on or before January 31, 2025, at 5:00 p.m. to be considered.

Notification of awards will be sent out via e-mail in February.