

Non-College Scholarship Program Information

Updated 7/2025

Description: The Commonwealth Child Care Credential/Child Development Associate Credential Scholarship Program is administered by the Cabinet for Health and Family Services, Department for Community Based Services, Division of Child Care. The program provides financial assistance; to the extent funds are available, in the form of scholarships for scholars seeking the Commonwealth Child Care Credential (CCCC) and the Child Development Associate Credential (CDA). Scholars must complete all CCCC and CDA training with a 24-month period. Completed and signed applications may be submitted 45 days prior to the training start date and no later than 2 weeks prior to training start date. If the application is not received within the specified time frames, you may not receive scholarship funds.

Eligibility Criteria: An applicant must:

1. Be a Kentucky resident and a citizen, national, or permanent resident of the United States
2. Prior to enrollment, be employed at least 20 hours weekly in a Participating Early Childhood Facility, as defined in 11 KAR 16:001; and meet all Child Care licensing or certification requirements for employment as outlined in 922 KAR 2:090 or 922 KAR 2:100
3. Not be eligible to receive state or federal training funds through Head Start, a public preschool program, or Kentucky Early Intervention System (KEIS), formally known as First Steps. DCC will require a 'Verification of Funds' form, which can be provided by your Child Care Aware PD Coach.
4. Commit to providing required services as outlined below (see Service Commitment)
5. Submit the scholarship application by the deadline to the professional development coach
6. Complete an application for each 60 hours of instruction; and
7. Have a high school diploma or equivalent to apply for a CDA (or to meet employment requirements in 922 KAR 2:090 or 922 KAR 2:100 if applying for a CCCC).
8. Ensure funding for this scholarship has not been utilized in the past ten (10) years. Partial funding may be awarded based on prior utilization of funds.

Selection Process: Initial scholarship offers shall be made to all eligible applicants on a first-come first-served basis until appropriated funds are exhausted. Scholarships awarded for a CCCC, or the first 60 hours, does not guarantee eligibility for a CDA (120 hours) scholarship.

Award Amount: The scholarship amount awarded on behalf of an eligible applicant shall be \$500.00 for the Commonwealth Child Care Credential, (Term 1) and \$500.00 for the Child Development Associate Credential, (Term 2); the total amount not to exceed \$1000.00.

Approval and Disbursement Process: Prior to approval, the applicant must apply and the signing employer must agree to the terms of the scholarship application. The Professional Development Coach must verify signatures of the application and requested Verification of Funds letter (if necessary) before submitting to the Division of Child Care for final approval. Once approved and enrolled in a CCCC/CDA session; funds will be disbursed to the Cabinet Approved Training Agencies on behalf of the scholar after completion of 30, 60, 90, and 120 hours of training. Cabinet Approved Training Agencies can invoice the Division of Child Care for partial completion of coursework.

Service Commitment: A scholarship applicant must commit that he or she will subsequently render service:

- For six months at the participating early childhood facility upon obtaining the Commonwealth Child Care Credential.
- For an additional six months at the participating early childhood facility upon obtaining the Child Development Associate Credential

