



# Jefferson-Lewis Childcare Project

a program of

COMMUNITY ACTION PLANNING COUNCIL

518 Davidson Street • Watertown NY 13601

315.782.4900 • [jlcp@capcjc.org](mailto:jlcp@capcjc.org)

[www.capcjc.org](http://www.capcjc.org)

JLCP Workshop Catalog

Fall-Winter 2017

## Super Saturday: STEAM

### Science, Technology, Engineering, Art, and Math

Saturday, November 4, 8:30-3:00 at Community Action Planning Council

**Cost: \$45 JLCP Members, \$50 Non-members**



*“The future belongs to the curious. The ones who aren’t afraid to try it, explore it, poke at it, question it, and turn it inside out.”*



Prepare to get hands-on with lots of engaging activities!

This training day is all about science, technology, engineering, art, and math.

Join us for a fun day of exploration and leave with lots of easy ideas for incorporating STEAM learning into your program.



Participants in this interactive and in-depth training will discuss the importance of STEAM learning opportunities for young children. We will practice open-ended questioning and providing positive feedback to encourage curiosity and experimentation.



Trainers: Angie VanWormer and Emily Cleaver

OCFS Topic Areas: Principles of Child Development, Child Daycare Program Development

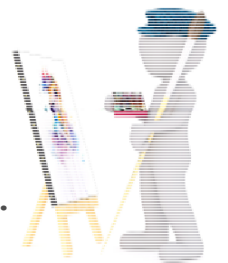
*Panera Bread boxed lunch provided!*

*Please indicate your sandwich preference on the registration form.*

**Register online [here](#) or mail registration form.**

**To complete your registration, payment must be received by October 27.**

For more information email [avanwormer@capcjc.org](mailto:avanwormer@capcjc.org) or 782-4900 ext. 239.



**This training is approved for EIP Scholarship Funds!**

Scholarship funding to participate in training may be available through the Educational Incentive Program (EIP). For more information or to apply for a scholarship, please visit [www.ecetp.pdp.albany.edu](http://www.ecetp.pdp.albany.edu)

You may also contact EIP at [eip@pdp.albany.edu](mailto:eip@pdp.albany.edu) or 800-295-9616.



# Tailor-Made Training

**Q: Why aren't the dates and times listed?**

A: Instead of a pre-set date and time, Tailor-Made-Training is scheduled around your needs, when you're not caring for children, usually in the evening. Topics are designed to be between 1-2 hours in length.

**Q: Where do I go for this training?**

A: Depending on what works best for you, training can be brought to your home or program, or we can meet at another location with more space, like Community Action Planning Council.

**Q: How much do I have to pay for this training?**

A: This training is free for those working in Registered and Licensed programs in Jefferson & Lewis Counties.

**Q: Who is this training intended for?**

A: Our Tailor-Made-Training topics are geared toward child care professionals but parents of the children in your program may be able to attend as well. We are happy to meet with you one-on-one or you can get a small group together.

**Q: What if I don't see the topic I am interested in?**

A: Let us know and we will do our best to either create the training that meets your needs or help you find one that does. All topics listed are individualized based on your preferences. No two sessions are exactly alike.

**Q: What should I do if I want schedule a training?**

A: Contact Angie or Emily at 315-782-4900 ext. 239 or 237 and we will work with you to plan your training!

## Training Topic Areas Key

**OCFS Topic Areas**

CD: Principles of Child Development, NH: Nutrition and Health Needs, BZ: Business Rec. Maintenance & Management, CAM: Child Abuse & Maltreatment ID & Prevention, PD: Child Care Program Develop, CDC: Statutes & Regs Pertaining to Child Care  
 SS: Safety and Security, R-CAM: Statutes & Regs Pertaining to Child Abuse, SBS: Shaken Baby Syndrome

**Core Body of Knowledge (CBK) Competency Areas**

CG&D: Child Growth & Development, F&CR: Family and Community Relationships, O&A: Observation & Assessment, E&C: Environment and Curriculum, HS&N: Health, Safety and Nutrition, P&L: Professionalism and Leadership, A&M: Administration & Management

## Behavior and Guidance Topics

**NEW! The "Why?" Behind Behavior**

Do you often wonder why children are exhibiting challenging behavior in your program? In this individualized workshop, we will consider possible causes for the behaviors you're seeing and discuss strategies you can use to help minimize challenges.

OCFS Topic Areas: CD, PD  
 CBK Areas: CG&D

**Check Your Expectations**

When you're faced with challenging behavior from the children in your care, your first step should be to ask yourself, "Are my expectations developmentally appropriate?" In this workshop we will talk about what it means to offer developmentally appropriate practices for young children and reflect on our own "hot buttons" and expectations for children's behavior.

OCFS Topic Areas: CD, PD  
 CBK Areas: CG&D

**What's Next? Using Schedules and Routines**

Do you like to plan your day and know what to expect? Kids do, too! A visual schedule can help children become more independent, reduce anxiety and provide cues for transitions. In this workshop we will discuss the benefits of having routines and a predictable schedule. We will also talk about transitions and ways to engage children between activities to minimize behaviors.

OCFS Topic Areas: CD, PD  
 CBK Areas: E&C

**You Can't Lose Your Temperament**

Have you ever wondered why some people are more outgoing and others seem to be introverted? Do you have a child in care who changes the entire dynamics of the program once they arrive? In this workshop we will cover nine temperament traits and three temperament types which will help you gain greater understanding of your relationships with children in your program.

OCFS Topic Areas: CD, PD  
 CBK Areas: CG&D

## Program Development Topics

### **NEW! Watch to Learn: Observing Young Children**

You know it's important to observe the children in your care, but how do you use the information you collect? In this workshop we will examine the Early Childhood Direction Center's Developmental Checklist and discuss developmental milestones, red flags, and how you can use observations to guide intentional planning. We will also review the standards of good observations and strategize ways to fit observations into your busy schedule.

OCFS Topic Areas: CD, PD  
CBK Areas: O&A

### **Navigating Conflict**

We all deal, and often struggle, with conflict. This workshop presents an opportunity to evaluate our own values and beliefs, and consider how they impact the way we respond to conflict. We will examine cooperative strategies we may use to navigate conflict in our lives.

OCFS Topic Areas: PD, SS  
CBK Areas: F&CR, P&L

### **Family Engagement**

Are you struggling to connect with the parents of the children in your program? This workshop will give you a chance to assess your family communication and relationship-building strategies, and examine ways to encourage more parent participation in your program.

OCFS Topic Areas: PD, SS  
CBK Areas: F&CR

### **Quality Environments for Children**

There's a lot of talk around the importance of high-quality child care, what it means, and what it looks like. Is your program a good example? Would you like to make changes but you don't know where to begin? This workshop will help you evaluate your space, materials, and arrangement and provide you with tools to create a plan to make your program a more meaningful place for children.

OCFS Topic Areas: PD  
CBK Areas: E&C

## Safety and Regulations Topics

### **Understanding Regulations**

Need an OCFS Child Care Regulations refresher? Have some questions about Regulations? This workshop will be designed to fit your unique needs. We will offer assistance in understanding Regulations, and help you create practices that ensure you're following Regulations.

OCFS Topic Areas: R-CDC  
CBK Areas: A&M

### **Active Supervision**

Providing safe supervision of the children in your care is a top priority, but it's not always easy! If you're feeling especially challenged when it comes to supervision this workshop is for you. We will discuss your specific challenges, develop strategies, and design plans to ensure children are always supervised in your program.

OCFS Topic Areas: PD, R-CDC, SS  
CBK Areas: HS&N

### **Child Abuse and Shaken Baby Syndrome: Focus on Prevention**

In this workshop we will examine the components of abuse, maltreatment and shaken baby syndrome. We will discuss your legal responsibilities and what you can do in your work with children and families to help prevent abuse and maltreatment. Participants will take away resources and at least one strategy that can be immediately implemented in their program.

OCFS Topic Areas: CAM, SS, R-CAM, SBS  
CBK Areas: HS&N

### **Your Parent Handbook: What, Why and How?**

Regulations require child care programs to provide parents with a long list of policies and procedures. This workshop will offer guidance in preparing a parent handbook for your program, from making policy decisions to putting them in writing and sharing them with parents. Participants will create policies and discuss effective parent communication strategies.

OCFS Topic Areas: BZ, R-CDC, SS  
CBK Areas: F&CR, A&M

## Child Development Topics

### **Nurturing Creativity**

What is creative thinking and why is it an important piece of early childhood development? Young children are full of creativity that thrives when it is nurtured. Early childhood teachers have the opportunity to inspire a child's creative thinking through the materials and opportunities provided daily. In this training we will look at the importance of creative thinking and how it spans across all learning domains. We will also discover strategies teachers can use to support the creativity of the children in their classroom through activities, materials, verbal cues, and more!

OCFS: CD, PD  
CBK: CG&D, E&C

### **Fine Motor Development**

Today kids spend so much time swiping a screen that they are missing out on the basic development needed to strengthen their fine motor muscles. Come learn how basic fine motor development is and how to help young children to begin building a foundation that will support their writing abilities later on.

OCFS Topic Areas: CD  
CBK Areas: CG&D

### **Beyond "Good Job:" Fostering Self-Esteem in Young Children**

We hear about the importance of building children's positive self-esteem, but what does that really mean? How can adults help children develop confidence, competence, and resilience? Participants in this workshop will examine the concept of self-esteem and our role in influencing how children view themselves. We will discuss strategies that encourage the development of healthy self-esteem and lay the groundwork for future mental health.

OCFS Topic Areas: CD, PD  
CBK Areas: CG&D, E&C

### **Big Body Play**

Children seem to crave vigorous full-body contact, and this rough play can be one of the most challenging behaviors in a group setting. Can wrestling be a good thing? In this workshop we will weigh the benefits and risks of roughhousing and examine environments that support big body play.

OCFS Topic Areas: CD, PD  
CBK Areas: CG&D

## Curriculum Development Topics

### ***NEW!* Connecting with Children to Extend Learning**

You are the most important part of any curriculum, activity, or experience you offer in your program. Your daily interactions with children play a key role in how they learn to think, reason, and communicate. This reflective three-part workshop series, based on *Powerful Interactions* (Dombro, Jablon, Stetson, 2011) will guide you simple strategies to help you create a more intentional and individualized program for young children.

OCFS Topic Areas: PD  
CBK Areas: E&C

### **What's So Special About Blocks?**

Children love blocks. They can be stacked, counted, sorted, lined up, and knocked over. They make houses, roads, towers, and even animals. It's more than just play! There is a lot to be learned with blocks. If you're ready, let's go on a journey into the block area where we will get hands-on and examine all the wonderful things that happen there.

OCFS Topic Areas: CD, PD  
CBK Areas: CG&D, E&C

### **Playing With Math**

The foundations for future mathematical concepts are formed as young children interact with their environment and with others. Whether you love math or loathe it entirely, this hands-on workshop is for you! We will discuss the continuum of mathematic skills development and how providers can best support children through purposeful interactions and activities.

OCFS Topic Areas: CD, PD  
CBK Areas: CG&D, E&C

### **Everyday Literacy**

Early literacy involves listening, talking, printed language and writing. Adults can support a child's literacy skills in many ways that don't require expensive curriculum books or videos. In this workshop we will explore the concepts of early literacy, discuss how young children learn, and share ideas for building literacy during everyday routines.

OCFS Topic Areas: CD, PD  
CBK Areas: CG&D, E&C

## Infant and Toddler Topics

### **Purposeful Planning for Infants and Toddlers**

Infants and toddlers grow and develop quickly. It is important that we provide them with opportunities to practice emerging skills and expand on their interests. Through our observations and interactions we are able to understand the needs of the children in our care and create opportunities for each child that will further their development. In this training we will review different observation methods and how we can use our observations to provide infants and toddlers with meaningful learning opportunities.

OCFS Topic Areas: PD, BZ  
CBK Areas: E&C, O&A

### **Responsive Caregiving**

Responsive caregiving is essential to building positive relationships with young children. Find out what responsive caregiving is, why it is so important, and how to implement different strategies to support it in your program.

OCFS Topic Areas: CD, PD  
CBK Areas: CG&D

### **NEW! DAP for Toddlers**

Not infants and not quite preschoolers, toddlers are a special bunch. This workshop is designed specifically for the special people that care and teach toddlers. We will talk about what it means to offer developmentally appropriate practices for toddlers. We will reflect on our own hot buttons and expectations for their behavior and discuss what it means to offer positive guidance. Then we will develop specific teaching strategies that can help minimize some common challenging behaviors.

OCFS Topic Areas: CD, PD  
CBK Areas: CG&D, E&C

### **Toddler Learning Environments**

No longer babies and not quite big kids, toddlers are a special bunch. They need freedom to safely explore with lots of adult support and guidance. Participants in this workshop will examine their program spaces and materials from the perspective of a toddler. We will also discuss the indicators of quality environments for toddlers that will support learning and developmental goals.

OCFS Topic Areas: CD, PD  
CBK Areas: CG&D, E&C

### **Baby Signing**

You have probably already introduced your babies to signing without realizing it. We wave hello and goodbye, blow kisses, and shake our head yes and no. This training will show you how to incorporate baby signs into daily routines, songs, meals and more. You will also get a copy of some basic starter signs and resources to learn more as your babies grow.

OCFS Topic Areas: PD  
CBK Areas: E&C

### **Taste-Safe Art and Sensory**

Afraid your babies or toddlers might taste the paint or try to eat what's in the sensory table? Come learn what materials to use that are taste safe and still fun for little fingers to play in! Together we will make some taste safe sensory and art materials that are fully edible (and gluten free!) that you can take back to your classroom.

OCFS Topic Areas: PD  
CBK Areas: E&C

Remember: Tailor-Made Training is FREE! These workshops can be modified for an individual or a group, and can be offered in your program or at Community Action Planning Council at a time that is convenient for you! Call for info!

### **Learn from Home!**

This reflective email-based course is brought to you by the Region III Infant-Toddler Network. Learn more about this 6-hour course and how you can participate by calling Emily at 315-782-4900 ext. 237.

### **Toddlers and Literacy: What Works and What Counts**

When it comes to literacy, toddlers are right in the prime time to develop the foundation for all future learning. In this course we will look at what toddlers are like, how they learn and how we make decisions about our work with them. You'll learn literacy concepts that really count and literacy practices that really work with toddlers.

OCFS Topic Areas: CD, PD

## Upcoming Workshops at Community Action Planning Council

You can register for the following workshops online at [capcjc.org/programs/ilcp/training](http://capcjc.org/programs/ilcp/training) or complete and mail the registration form at the end of this catalog. If there is a fee for your chosen training, it must be received before the registration deadline. If you have any questions, just give us a call!

### **Health and Safety Training: Competencies for Becoming a Family or Group Family Provider Wednesdays December 6, 13, and 20 from 9 AM-3 PM**

This 15-hour course is required for new family and group family child care provider applicants and covers child care regulations and introduces the learner to key health practices required by OCFS. Call 782-4900 for more information about this class, or find a Health and Safety trainer and additional training opportunities at [www.ecetp.pdp.albany.edu](http://www.ecetp.pdp.albany.edu). Grant or scholarship funding may be available to assist with the cost of this training.

Trainer: Emily Cleaver

OCFS Topic Areas: NH, BZ, CAM, R-CDC, SS, R-CAM, SBS

Cost: \$235

Register: Online registration is required. Call 315-782-4900 ext. 237 for details and guidance.

### **Heartsaver® Pediatric First Aid CPR AED: American Heart Association Saturdays from 8:30 AM-2 PM**

*Plan ahead and register before your certification expires!*

**2017 dates: 10/28, 12/9**

**2018 dates: 1/20, 3/3, 4/14, 6/2, 9/15, 10/27, 12/8**

This 5-hour course offers certification training for Pediatric First Aid, CPR and AED for child care professionals. Registration with payment due on the Friday of the week before each class. Minimum of 4 participants, maximum of 12. All classes listed are approved for EIP and 2018 classes will be open for applications in early December. Call 315-782-4900 ext. 239 for more information.

Trainers: Angie VanWormer and Emily Cleaver

OCFS Topic Areas: NH, SS    CBK Areas: HS&N

Cost: \$50

Register: Mail form with payment OR register online then send payment. Deadline to register for all dates is the Friday of the week prior to the class.



## JLCP's Bag of Tricks



Looking for new ideas and inspiration? We've got some to share! JLCP has put together fun activities that we will do **with you and the children** in your program or classroom. That's right, we bring the fun to you...for FREE!

After JLCP staff lead the activity, we will leave you with resources on the topic and tools to help you plan and implement similar activities with your group. Choose from the topics below and contact us to schedule your Bag of Tricks activity!

For these activities, contact Emily at 315-782-4900 x 237 or email [ecleaver@capcjc.org](mailto:ecleaver@capcjc.org).

### **NEW! Float Your Boat**

This activity is designed to give children a chance to practice scientific inquiry by designing and creating their own "boat" that they will then test out. Along with testing out their designs we will also predict which materials can be placed inside and remain floating or which cause the vessel to sink. Once their ship sinks they will have a chance to problem solve, redesign their boat and make it stronger before once again testing it.

### **NEW! Build a Bridge**

Building bridges is a fun structural engineering activity that will give children a chance to use different materials to design and create bridges that they could use in their play. Together we will start by designing smaller structures and problem solving how to create more stable, larger structures to cover more area.

### **Yoga Stories**

Yoga stories are a great way to get kids moving in new and fun ways while also supporting body awareness, strength, gross motor skills, language, and social development. We will lead your group in active yoga stretches and rhymes to get moving and end with a calming yoga story. This activity is great for all children, infants to school-agers, and will be customized to meet the needs of your group.

For these activities contact Constance at 315-782-4900 x 306 or email [cwolfe@capcjc.org](mailto:cwolfe@capcjc.org).

*\*Please note that some activity materials must be supplied by the program.*

### **NEW! Lily Pad Bubble Wrap Hop: Movement Activity & Snack**

This fun gross motor activity will get your little ones up and moving! We start with a story, move into our lily pad bubble wrap hop and finish with an ants on a log snack.

### **NEW! Press Here: Movement Activity & Craft**

We begin this activity by reading the beloved interactive children's book "Press Here". Afterwards we play a movement game using red, blue and yellow dots, just like in the story. Following the movement activity, children work on their fine motor skills making "Press Here" pattern necklaces.

### **Grass Heads Gardening Activity**

This simple activity requires just a few materials and gets kids excited about gardening! Hands-on learning and lots of fun. Your little ones will be ready to give their grass heads a hair cut in one week!

### **Monster Avocado Toast**

This snack activity is a fun way to introduce avocado to children who may not have tried it before. Let the kids be the cooks and make their own cute, or should I say creepy, snack.

## Child Care Leadership Forum

The Leadership Forum is open to child care program administrators, directors, and others interested in leadership in early care and education. This group has been meeting regularly since 2011 to discuss the unique issues experienced by administrative and supervisory staff, and offer selected training topics. If you would like information about upcoming meetings, call 315-782-4900 ext. 239.

## Early Childhood Professionals Discount Program

Community businesses have partnered with JLCP to offer recognition to Early Childhood Professionals working in a Registered or Licensed program. [Click here](#) for a list of our current partners. If you would like to learn more or receive a card, call 315-782-4900 ext. 237.



## Quality Improvement Grants Available

JLCP offers small grants to help improve the quality of child care programs in Jefferson and Lewis Counties. We begin by providing guidance on how to evaluate your program using an assessment tool, like the Environment Rating Scale, to determine strengths and needs. Call 782-4900 ext. 239 for information and to request an application.

## Educational Incentive Program (EIP)

Scholarship funding to participate in training may be available through the Educational Incentive Program (EIP). For more info, or to apply for a scholarship, visit [ecetp.pdp.albany.edu](http://ecetp.pdp.albany.edu). You may also contact EIP at [eip@pdp.albany.edu](mailto:eip@pdp.albany.edu) or 800-295-9616.

## Onsite Consulting and Assistance

Through a contract with the NYS Office of Children and Family Services, JLCP provides free, individualized support to child care programs and staff. Our technical assistance services address the unique needs of your program to help you be and do your very best for children.



Technical assistance can include:

- Individual conversations to better understand you and your program
- Program observations to learn more about your areas of concern
- One-to-one or small group training on topics you request
- Onsite coaching to help you create goals and implement changes that lead to improvement

Contact Angie at 315-782-4900 ext. 239 to learn more!

## JLCP Membership

Your membership fees help JLCP offer support and recognition to child care providers in Jefferson and Lewis Counties, such as Provider Appreciation Day events and provider networking activities. Visit [capcj.org/programs/jlcp/training/](http://capcj.org/programs/jlcp/training/) or call 315-782-4900 ext. 239 for assistance.

## Provider Facebook Group

All Family and Group Family providers are encouraged to join our closed Facebook group at [www.facebook.com/groups/JLchildcare](http://www.facebook.com/groups/JLchildcare). This is a great way to network with other providers and get quick updates and reminders. There are currently 45 providers from all over Jefferson and Lewis Counties in this group!



## Infant Toddler Resources

Did you know that JLCP's Infant Toddler Specialist can help you AND parents? The NYS Infant Toddler Resource Network reaches out to communities, child care providers, and families to promote safe, nurturing environments for the youngest children. Call 315-782-4900 ext. 237 to learn more!



## Attending JLCP Workshops

**Registration & Payment:** To register for training, register online or complete a registration form and submit with payment, where applicable, to CAPC by mail or in person at least 3 business days prior unless otherwise noted. CAPC is not responsible for payments that are left with or handed to anyone other than Admin. Office Staff. Registration forms can be found at [www.capcj.org/programs/jlcp/training/](http://www.capcj.org/programs/jlcp/training/). Accepted payment: cash, check payable to CAPC, money orders, purchase orders and EIP Award Notice. If you receive EIP scholarship for training for which you have already paid, CAPC will issue a reimbursement. You are responsible for any difference between the award amount and the cost of the class and payment must be received prior to class. All checks returned to CAPC for insufficient funds subject to current returned-check fee. Post-dated checks not accepted.

**Cancellations:** If a class you have paid for is cancelled you will be notified and issued a training pass, equivalent to the amount you paid, to use toward another training within the next year. Training pass will be issued only if you cancel prior to the scheduled workshop. After business hours dial x 239 for voice mail.

**Certificates and Training Records:** Certificates for trainings other than SUNY Videoconferences will be given to participants upon completion of a training and receipt of full payment. There will be a \$5 fee for replacement certificates. We will provide a record of your JLCP training upon request.

**SUNY Videoconferences:** Photo ID is required. If you are registered and can not attend, please call 800-295-9616. Participants must arrive by 6:45 pm, stay until 9 pm and receive a passing grade on the multiple-choice test in order to receive credit for attending. Certificates are mailed to participants.

**Children:** While we love children, our trainings are intended for adult audiences only.

Questions? Call 315-782-4900 ext. 239.

### Jefferson-Lewis Childcare Project (315) 782-4900

Fax: (315) 788-8251

Child Care Referrals: (315) 782-8475 or 1-800-287-8904

Cathy Brodeur  
Nikkia Kolbinski  
Christine Vogt  
Renee Eisel  
Samantha Rennie  
Angie VanWormer  
Emily Cleaver  
Vickie Brownell  
Constance Wolfe  
Chelsea Scott

JLCP Director, Ext. 240  
Parent Services Manager, Ext. 253  
Registration Specialist, Ext. 279  
Registration Coordinator, Ext. 230  
Program Assistant, Ext. 229  
Provider Services Specialist, Ext. 239  
Provider Services Coordinator, Ext. 237  
CACFP Coordinator, Ext. 289  
CACFP Manager, Ext. 306  
LE Enrollment/Subsidy Manager, 785-5024



*The Jefferson-Lewis Childcare Project brings together parents, child care professionals, community members, business leaders, and government agencies to help develop and support accessible, affordable, high-quality child care for children and families.*

Learn more about Community Action and JLCP at  
[www.capcj.org](http://www.capcj.org)

### Jefferson-Lewis Childcare Project "Every Child, Quality Care"



A program of  
COMMUNITY ACTION PLANNING COUNCIL

*We will be closed on  
Sept. 4, Oct. 9, Nov. 10,  
and Nov. 23-24*

*Regular business hours  
are M-F 8 AM to 4 PM,  
evenings by appointment.*

*JLCP is a member of*





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[www.capcj.org](http://www.capcj.org)

## Workshop Registration and Membership Form

Find complete workshop details online at [www.capcj.org/jlcp/training](http://www.capcj.org/jlcp/training) Please complete all sections carefully. Only one form may be submitted per person.

Participant Information				
Name				
Address				
Phone		Email		
Program Name		Type of Program: FDC GFDC DCC SACC Informal Other:		
I would like to receive emails from JLCP: Yes No Already do How did you hear about the workshop(s)? Mailing Email Flyer Website Employer Friend JLCP Staff				
Workshop Registration				
Title	Date	Time	Cost	Amount Included
<b>Super Saturday: STEAM</b>	11/4/17	8:30-3:00	\$45 JLCP members \$50 non-members	
Panera Bread Boxed Lunch (optional). Please select: ___Turkey ___Ham ___Veggie ___None				
<b>JLCP Membership (optional). Please select:</b>	Individual Membership - \$30.00	Individual + 1 Membership - \$40.00	Center or SACC Membership - \$80.00	
Payment Information				
Payment Type	Check or MO Number and Date	EIP Award Number	Total Due	Total Amount Included
<input type="checkbox"/> Check or MO payable to CAPC				
<input type="checkbox"/> Signed EIP Award Notification				

**Educational Incentive Program (EIP):** Scholarship funding to participate in training may be available through the Educational Incentive Program (EIP).

For more info, or to apply for a scholarship, visit [ecetp.pdp.albany.edu](http://ecetp.pdp.albany.edu). You may also contact EIP at [eip@pdp.albany.edu](mailto:eip@pdp.albany.edu) or 800-295-9616.

Form and full payment must be received at least 3 business days before workshop, unless otherwise stated in description.

Mail completed form and payment to: Community Action Planning Council, 518 Davidson Street Watertown, NY 13601