



CARES Plus Participant Application Form Package Instructions and Form Descriptions (Forms P.1, P.3, P.4, and P.6)

Forms P.A1 and P.2, published with the RFA, are no longer required.

The CARES Plus annual application form package is to be used as follows:

CORE Applicants: First-year applicants applying for **CORE** (CORE only and/or CORE plus Component A or B) must complete and submit the following forms:

Form P.1/P.1S: CARES Plus Participant Application and Certification: Pages 2 – 8 are required.

Form P.3/P.3S: CARES Plus Program Limitation of Data Sharing: The form must be given to all participants for information, but signing it is optional.

Component A or B Applicants: Returning applicants applying for Component A or B must complete and submit the following forms:

Form P.1/P.1S: CARES Plus Participant Application and Certification: Pages 2 – 8 are required.

Form P.3/P.3S: CARES Plus Program Limitation of Data Sharing: The form must be given to all participants for information, but signing it is optional.

Component C Applicants (if Component C is part of the local design): All new and returning Component C applicants must complete and submit the following:

Form P.1/P.1S: CARES Plus Participant Application and Certification: Pages 2 – 8 are required.



Component D, MyTeachingPartner™ (MTP™) Applicants: New or returning applicants applying for MTP must complete the following:

Form P.1/P.1S: CARES Plus Participant Application and Certification: Pages 2 – 8 are required.

P.1B/P1.BS: First 5 California CARES Plus Program Facility Director/Owner Authorization for Staff Participation in MyTeachingPartner™

Form P.3/P.3S: CARES Plus Program Limitation of Data Sharing: The form must be given to all participants for information, but signing it is optional.

Form P.4: Video Camera Kit Liability and Checkout Agreement

Form Descriptions

Form P.1/P.1S

Page 1: **Cover Sheet**

Pages 2 and 3: **First 5 California CARES Plus Program Participant Certification of Program Compliance:**

These pages must be completed by all participants at the time of application to certify their eligibility to apply. Lead Agencies should not rely on self-certification as the only means of eligibility verification. Lead Agencies must verify eligibility as well.

Pages 4-8: **CARES Plus Enrollment Application: Data elements**

Information contained on pages 4-8 must be collected on all participants at the time of application. Once collected, the data must be entered into the CARES Plus Data System as instructed. Lead Agencies may use pages 4-8 as provided or modify them to add local data requirements. However, no data fields may be deleted.



P.1B/P.1BS: First 5 California CARES Plus Program Facility Director/Owner Authorization for Staff Participation in MyTeachingPartner™

At the time of application, this form must be completed by all CARES Plus participants who are applying for Component D, MTP. Once received, the Lead Agency must update the First 5 California CARES Plus Data System to indicate the form was completed. If the local program design does not include Component D, this page is not required.

Form P.3/P.3S: CARES Plus Program Limitation of Data Sharing

This form must be given to all CARES Plus participants at the time of application. It contains information regarding CARES Plus program evaluation and the use of participant data. Signing the form is optional. Signing or not signing this form will not affect the eligibility of the participant to take part in CARES Plus. If a participant wants to limit sharing of data, Lead Agencies should instruct the participant to sign the form. The form restricts the use of participant data beyond First 5 California. For example, if in the future university researchers were to conduct a study about CARES Plus, they may be able to use First 5 California data for those applicants who did not sign this form.

If signed, the Lead Agency must send the completed form to:

First 5 California
Evaluation Division
Attention: Lance Vayder
2389 Gateways Oaks, Suite 260
Sacramento, CA 95833

NOTE: Even though a participant may sign this form, the participant is still required to complete program requirements as stated in the RFA. It only restricts the use of their data in a written study.



Form P.4/P.4S: Video Camera Kit Liability and Checkout Agreement

This form must be completed by all CARES Plus participants who are applying for Component D, MTP. The participant's signature indicates their agreement to accept liability for camera equipment that will be issued to MTP participants. Once received, the Lead Agency must enter the Received Date into the CARES Plus Data System. If the local program design does not include Component D, this page is not required.

Form P.6/P.6S: Looking at CLASSrooms (LAC) Viewing Log

This form is provided as a sample for Lead Agency use. CARES Plus participants enrolled in the CORE must record and submit a log of time spent and activities completed in LAC. Upon completion of the course, participants must submit a copy of their log to their CARES Plus Advisor. A Lead Agency may use this form or create their own.