



# Gateways to Opportunity® Family Child Care Credential Entitled Application

## 4.) Family Child Care Competency Alignment Table

The FCC Credential has 3 Gateways Content Areas specific to Family Child Care and leveled through a color-coded system:

1. LA: Leadership and Advocacy
2. BUS: Business
3. FCEM: Family Child Care Environment Management

Level 2 = Yellow	Level 3 = Green	Level 4 = Orange	Level 5 = Blue
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Please indicate the course where the competency is primarily assessed and list the final assessment used to determine the proficiency for each targeted competency. **Example Assessments can be found in the FCC Toolbox found [HERE](#).**

*\*If there is a course substitution, please indicate “or” when listing the alternative course and add the prefix to the assessments.*

### FCC Competency Alignment Table

FCC Competency		List course in which proficiency of the competency is assessed	List final assessment name & specify type
(Yellow = Level 2)		Level 2 = 7 Competencies	
Leadership & Advocacy	FCC LA1: Identifies policies, legislation, issues and trends, and community connections and resources supportive of children, families, family child care programs, and the family child care professional.	ECE 140	Family Child Care Project
	FCC FCEM2: Explains and schedules for transitioning between different uses of family child care spaces at various times of the day.	ECE 290	Observation and Power Point Presentation on a Family Child Care Center

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**FCC Competency Alignment Table**

FCC Competency	List course in which proficiency of the competency is assessed	List final assessment name & specify type
<b>(Yellow = Level 2) Level 2 = 7 Competencies</b>		
<b>Business</b>	FCC BUS1: Identifies describes and implements, at a basic level procedures and practices that ensure safety, protection and health in the family child care environment.	
<b>Family Childcare Environment Management</b>	FCC FCEM1: Identifies and describes materials, furniture and space in the family child care environment that allow children of different ages to play and explore safely during the childcare day and family members to eat, relax, or work as desired during evenings and weekends.	
	FCC FCEM2: Explains routines and schedules for transitioning between different uses of family child care spaces at different times of the day.	
	FCC FCEM3: Describes and explains the social environment of family child care to build a program community where children and families feel a sense of group belonging where they are nurtured and appreciated.	
	FCC FCEM4: Chooses and organizes materials, furniture and space in the family child care environment that allow children of different ages to play and explore safely during the childcare day and family members to eat, relax, or work as desired during evenings and weekends.	
	FCC FCEM5: Develops routines and schedules for transitioning between different uses of family child care spaces at different times of the day.	

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<b>FCC Competency</b>	List course in which proficiency of the competency is <b>assessed</b>	List final assessment name & specify type
<b>(Yellow = Level 2) Level 2 = 7 Competencies</b>		
FCC FCEM6: Identifies selection and incorporation guidelines and procedures for utilizing technology in the family child care environment which includes safe, secure, and age-appropriate procedures, content, and limits for children birth through age 8*.		
<b>Comments</b> (if applicable):		

<b>FCC Competency</b>	List course in which proficiency of the competency is <b>assessed</b>	List final assessment name & specify type
<b>(Green = Level 3) Level 3 = 4 Additional Competencies</b>		
<b>Leadership &amp; Advocacy</b>	FCC LA1: Identifies policies, legislation, issues and trends, and community connections and resources supportive of children, families, family child care programs, and the family child care professional.	

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	<b>FCC Competency</b>	List course in which proficiency of the competency is <b>assessed</b>	List final assessment name & specify type
<b>(Green = Level 3) Level 3 = 4 Additional Competencies</b>			
<b>Business</b>	FCC BUS2: Describes appropriate identification and evaluation strategies for business, security, and technology systems supportive of family child care business management.		
<b>Family Childcare Environment Management</b>	FCC FCEM7: Chooses developmentally appropriate technology for use in the family child care environment which includes safe, secure, and age-appropriate procedures, content, and limits for children birth through age 8*.		
	FCC FCEM8: Chooses appropriate recordkeeping, communication and management technology tools for use in the family child care environment which are safe, secure, and accessible.		
<b>Comments</b> (if applicable):			

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FCC Competency	List course in which proficiency of the competency is assessed	List final assessment name & specify type
<b>(Orange = Level 4) Level 4 = 8 Additional Competencies</b>		
<b>Leadership &amp; Advocacy</b>	FCC LA2: Identifies strategies that support the development of collaborative relationships between family child care programs, families, and community agencies.	
	FCC LA3: Identifies strategies that support the development of collaborative partnerships between family child care programs, families, and community agencies.	
	FCC LA4: Advocates for policies, regulations, and safeguards that support family child care quality improvement, alignment and high quality programming that is responsive to the development and learning of all young children and families served within family child care homes.	
	FCC LA5: Demonstrates professionalism through participation in collaborative decision-making and extending caring and compassion to colleagues and families in the community.	

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<b>FCC Competency</b>	List course in which proficiency of the competency is <b>assessed</b>	List final assessment name & specify type
<b>(Orange = Level 4) Level 4 = 8 Additional Competencies</b>		
<b>Business</b>	FCC BUS3: Describes relevant standards of practices, codes of conduct, state and federal regulations and procedural safeguards, and outlines family child care plans for compliance.	
	FCC BUS4: Develops effective fiscal, organizational, and financial goals and plans, marketing materials, and human resource documents to successfully operate family child care programs.	
	FCC BUS5: Develops effective family child care business plan for increasing competencies and application of professional standards in business ethics, legal and regulatory oversight, and administrative management.	
<b>Family Childcare Environment Management</b>	FCC FCEM9: Creates a social environment of family child care to build a program community where children and families feel a sense of group belonging where they are nurtured and appreciated.	
Comments (if applicable):		

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<b>FCC Competency</b>	List course in which proficiency of the competency is assessed	List final assessment name & specify type
<b>(Blue = Level 5) Level 5 = 4 Additional Competencies</b>		
<b>Leadership &amp; Advocacy</b>	FCC LA6: Provides leadership and guidance by demonstrating dispositions reflective of the needs of others, and displays mature family child care skills for leadership.	
	FCC LA7: Advocates for quality, excellence, and professionalism within and on behalf of the family child care community.	
<b>Business</b>	FCC BUS6: Uses professional knowledge to implement and evaluate program administration, organizational planning, human resource management, program operation and facilities management, and professional evaluation in written goals and business practices.	
	FCC BUS7: Uses research-based and ethical standards in choosing and facilitating technology use and security for family child care program management, professional development, and quality improvement.	
Comments (if applicable):		



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## 5.) Program Layout

The Program Layout is used to show which courses are required at each level of the credential, and in which courses supervised experience resides. Additionally, possible course substitutions should be listed on the layout as well.

Entitled Community Colleges (Associate’s degree): Please complete the level 2, 3, & 4 Program Layouts

Entitled University (Bachelor’s/Graduate degree): Please complete the level 2, 3, 4, and 5 Program Layouts

This section is an example of a competency Alignment Table

**Gateways to Opportunity: Family Child Care (FCC) Credential —Level 2**  
**General Education Requirements must result in High School Diploma or GED plus**  
**Entitlement for ECE or SAYD Credential Level 2 or higher**  
**(Please only list courses that meet FCC competencies and/or FCC experience hours)**

*\*If there is a course substitution, please indicate “or” when listing the alternative course.*

Course Prefix & Number	Course Title	Credit Hours	Supervised <b>Observation</b> Hours Embedded Within This Course (5 Hours Minimum for level 2)	Traditional (T), Hybrid (H) or Online (O)?
ECE 101	Introducti... Childhood Education	3	2	T, H, & O
ECE 102	Ch... ent	3	5	T
ECE 105	Health, safety, Nutrition	3	3	T & O
		Total: 9	Total: 10	

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**Gateways to Opportunity: Family Child Care (FCC) Credential —Level 2**  
**General Education Requirements must result in High School Diploma or GED plus**  
**Entitlement for ECE or SAYD Credential Level 2 or higher**  
**(Please only list courses that meet FCC competencies and/or FCC experience hours)**

*\*If there is a course substitution, please indicate “or” when listing the alternative course.*

Course Prefix & Number	Course Title	Credit Hours	Supervised <b>Observation</b> Hours Embedded Within This Course (5 Hours Minimum for level 2)	Traditional (T), Hybrid (H) or Online (O)?
		Total:	Total:	

# Gateways to Opportunity® Family Child Care Credential Entitled Application

**Gateways to Opportunity: Family Child Care Credential—Level 3**

General Education Requirements must result in 3 semester hours in each:

Any Math, English, and General Education Electives (Must be credit bearing and non-developmental 100 level or above) **plus**

Entitlement for ECE or SAYD Credential Level 2 or higher

**(Please only list courses that meet FCC competencies and/or FCC experience hours)**

*\*If there is a course substitution, please indicate “or” when listing the alternative course.*

Course Prefix & Number	Course Title	Credit Hours	Supervised <b>Experience</b> Hours Embedded Within This Course (10 Minimum for level 3)	Traditional (T), Hybrid (H) or Online (O)?
		Total:	Total:	

# Gateways to Opportunity® Family Child Care Credential Entitled Application

**Gateways to Opportunity: Family Child Credential —Level 4**

Education Requirements must result in an Associate’s Degree **OR** 60 Semester Hours (including the 9 semester hours listed at level 3) **plus**

**Entitlement for ECE or SAYD Credential Level 3 or higher**

**(Please only list courses that meet FCC competencies and/or FCC experience hours)**

*\*If there is a course substitution, please indicate “or” when listing the alternative course.*

Course Prefix & Number	Course Title	Credit Hours	Supervised Experience Hours Embedded Within This Course (100 Minimum for level 4)	Traditional (T), Hybrid (H) or Online (O)?
		Total:	Total:	

**Explanation of Practicum/Internship (e.g. age group, placement):**

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**Gateways to Opportunity: Family Child Care Credential—Level 5**  
**Education Requirements must result in a Bachelor’s Degree or higher plus**  
**Entitlement for ECE or SAYD Credential Level 4 or higher**  
**(Please only list courses that meet FCC competencies and/or FCC experience hours)**  
*\*If there is a course substitution, please indicate “or” when listing the alternative course.*

Course Prefix & Number	Course Title	Credit Hours	Supervised Experience Hours Embedded Within This Course (100 Minimum for level 5)	Traditional (T), Hybrid (H) or Online (O)?
		Total:	Total:	

**Explanation of Practicum/Internship (e.g. age group, placement):**

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## 6.) Description of Institutional Procedure for Credential Attainment

Describe the institution's internal system for tracking, notification, and communication of completion. Ideally designed as an institutionally centric system, this system should include the following:

- Specific courses identified for each level of credential entitlement
- Institutional system for tracking students moving through the credential
- Identified position at your institution responsible for official reporting of completers to Gateways (for example, the registrar, records office official, license office etc.). Completers should be reported to Gateways each semester.
- Communication processes with completing students, that outline how students will be notified that they have earned their credential.

Please note: Institutional processes are likely to vary based on the unique capacities of each institution. Programs may elect to designate that the registrar forward a list of completers to the individual responsible for Gateways Entitlement within the institution, who then forwards that list to Gateways, for example, or designate an individual within the institution who is responsible for determining completion and then forwarding the information to Gateways. Entitled institution responsibility includes outlining and implementing a process that is reflective and responsive to unique institutional needs.

**Please Describe Internal System Here:**

## 7.) Program Articulation

List below any articulation agreements with partner institutions (and provide a copy of all articulation agreements with your report).

**Please list all institutions with which you have an articulation agreement here:**

## 8.) Program Syllabi

All Current course syllabi referred to in the competency alignment table **must be attached to the application form**. If a course is being substituted, the course syllabi of the course that is meeting targeted competencies, not originally included in your application, must also be included.

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## 9.) Institutional Assurance & Signatures

Provide signatures of the appropriate Institutional Official (Department Chair/Dean level or above) should be provided below. This signature, on behalf of the submitting institution assures the following:

- All information and supporting documentation in the application above is correct and reflects Current practices.
- Gateways will be notified on all substantive changes in program requirements, offerings or clinical/observation hours deviating from what is described in this application.
- The institution has implemented and maintains a procedure for tracking credential completers
- Records will be maintained for all credentialing students including record of course substitutions allowed

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Person Completing Application (please print name & title)

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Signature & Date

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Institutional Official (please print name & title)

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Signature & Date



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