



Background:

In 1994 Kay and Fred Lokoff launched the Terri Lynne Lokoff Child Care Teacher Awards to honor their daughter Terri who was a devoted childcare teacher. The Awards are designed to recognize and celebrate the achievements of outstanding early care and education teachers and bring attention to the critical role these teachers play in the lives of young children.

Early childhood teachers from all 50 states, the District of Columbia and on U.S. Military bases and installations around the world are invited to apply.

About the Award:

Up to fifty awards are presented each year.

Each award recipient will receive:

- A \$1000 cash prize
- A paid trip to historic Philadelphia to participate in the Terri Lynne Lokoff Teacher Awards Celebration*
- Opportunity to connect with peers and exchange ideas
- Ongoing professional development and program enrichment opportunities



One teacher will also be selected as the winner of the Helene Marks Award+ and bestowed with the honor of being named National Early Education Teacher of the Year. The Teacher of the Year will receive an additional \$1000 cash prize.

The 2023 Terri Lynne Lokoff Teacher Awards Celebration will be held April 29, 2023.

*Due to the COVID-19 pandemic, we reserve the right to cancel any large, in-person gatherings for the safety of our staff and participants. +The Helene Marks Award winner is determined from the Top 10 application scorers of the 50 recipients. Applications are scored from a rubric.

The 2023 Terri Lynne Lokoff Teacher Awards Official Application Guidelines

Eligibility Requirements:

The following criteria must be met for an application to be considered.

Applicants must:

- Be a full time (minimum of 30 hours per week and a minimum of 10 consecutive months per year) teacher of children between the ages of birth through pre-kindergarten.
- Be assigned to the same group of children for 10 consecutive months.
- Be currently employed for a minimum of 36 consecutive months in a family, group, or center-based program that is fully compliant with local and state operating regulations.

Ineligible

- Teacher Award recipients who've won the award twice.
- Floaters, substitutes, temporary and part-time teachers.
- Teachers of kindergarten children in early childhood education programs or other settings.
- Teachers of school age children in early childhood education programs. (i.e. before/after school programs).
- Administrative Teachers (staff who have administrative responsibilities that prevent them from being a full-time teacher.)
- Co-teachers or teaching teams are not eligible to share this award (Only one recipient per award).
- TLLCCF Child Care Teacher Award winners from 2019 to present.
- Applications completed or modified by anyone other than the applicant (including but not limited to a grant writer, director, or any administrative staff) are not eligible.

Additional Information

- Only one teacher may be named per application.
- Multi-site agencies may submit applications for each site.
- TLLCCF Child Care Teacher Award winners from 1994 to 2018 may reapply.

PLEASE NOTE: ONLY ONE WINNER PER PROGRAM SITE WILL BE AWARDED, REGARDLESS OF NUMBER OF APPLICATIONS SUBMITTED.

Deadline

Completed applications must be received or postmarked by **November 18th, 2022**. No exceptions will be made.

The 2023 Terri Lynne Lokoff Teacher Awards Official Application

Application must include the following information:

Part I – Applicant Information —Type or neatly print answers in the spaces provided. Application may not be retyped or altered. Applications that are not legible will be disqualified. For mailed applications, print your name, center name and the total number of children in your classroom, and their ages at the top of each page.

Part II – Short Answer Questions – Each response should be between 200 and 400 words in length. No Photos.

1. Describe what excites you about your role each day.
2. Tell us about the most challenging part of your day and how you meet that challenge.
3. What do you do to include families in the child's developmental process?
4. How do you enhance the development and potential of each child in your classroom?
5. How do you celebrate diversity, inclusion, and equality in your classroom?

Part III – Essay – The response should be between 750 and 1500 words in length. No photos.

What do you most want those outside of the field of early childhood education to know about the importance of the work you do with children?

Part V – Required Documentation

Provide the following documents:

- **ONE** letter of support from a parent of a current/former child in the program/classroom, the director of your program/center, or a colleague.
- A copy (not the original) of the center's current state license or a current document demonstrating full compliance with local and state regulations for operating child care programs. This document must provide dates of validity. If applicable, a copy of accreditation certificate (not the original) should be included.
- Listing of calendar days the early education program is closed for the 2022-2023 year. Please include holidays and/or vacation.

NOTE: Other than the letter of support, the application must be the work product of the applicant. Applications completed or modified by anyone other than the applicant (grant writer, director, or any administrative staff) are not eligible. By signing the Applicant's Consent Form the applicant certifies that they have authored the responses. Only applications containing all completed forms and requested materials are considered. Applicants are subject to disqualification if the guidelines listed above are not followed. NO EXCEPTIONS.

All applicants will be notified if they have won by mid-December.

Completed paper applications should be sent to:

First Up
1608 Walnut St, Suite 300
Philadelphia, PA 19103

Guidelines for Letter of Support

Applicant's Name _____

The above-named teacher has applied for the Terri Lynne Lokoff Teacher Award. As part of the selection process, your views help us to assess the teacher's skills and abilities.

- On one 8-1/2 x 11 page, or in 1500 words or less, please explain how the above named teacher and his/her classroom exemplify the best in quality child care. Please cite specific examples.
- Include the length of time you have known the applicant.
- It is preferable that letters be typed on personal or professional letterhead. Neatly handwritten letters are acceptable. Please include the date written and your signature.

Letters of support are required as they are an integral part of the selection process.

Thank you in advance for helping to support quality child care.

Thank you for your participation,

Marcy K. Bacine

Marcy K. Bacine
Chair, Terri Lynne Lokoff Teacher Awards Committee

The 2023 Terri Lynne Lokoff Teacher Awards Official Application

Part I – INFORMATION SHEET

Date _____ (PLEASE PRINT)

APPLICANT INFORMATION

Applicant Name _____

Highest Level of Education and Area of Concentration _____

List Child Care Scholarships and Awards Won _____

CDA Credential: Yes No If yes, Expiration Date _____

List Membership in Professional Organizations _____

Applicant's Work Schedule _____ Months Worked Per Year _____

No. of Years at This Program _____ Date of Hire at This Center _____ No. of Years in the Field _____

No. of Children in Applicant's Classroom _____ Children's Ages _____

PROGRAM INFORMATION

Program Name _____

Program Director (centers only) _____

Program Address _____

City _____ State _____ Zip Code _____

Program Website (if applicable): _____

State Regulatory Agency _____ Contact Number _____

Program Phone _____ Home Phone _____ Cell _____

E-Mail (Work) _____ E-Mail (Home) _____

No. of Children in Program _____

Program's Daily Hours of Operation _____ Months of Operation _____

Please check one: Child Care Center Family Child Care Home Group Home

OTHER INFORMATION

I learned about the Awards program from: _____ I won in year _____

The 2023 Terri Lynne Lokoff Teacher Awards Official Application

CHECK LIST – This page must be the first page of the completed application.

Part I - Information Sheet

Part II - Completed Short Answer Questions

Part III - Completed Essay Question

Part IV – Required Documentation

ONE letter of support from a parent of a current/former child in the program/classroom, the director of your program/center, or a colleague.

Copy of current state license or document demonstrating compliance with local and state regulations for operating childcare programs. Document must show date of inspection/review from state entity.

Accreditation certificate (if applicable).

Calendar of Dates closed for Child Care Center or Home for 2022-2023 year.

Part V: Applicant's Certification and Consent Form

Optional Documentation

COVID-19 Travel Survey

**Please verify that all of the above checked items are enclosed before signing and sending your application. Your application will not be reviewed by the selection committee unless all necessary information is included.

Do NOT include photographs or any additional information not required or asked for, it will not be considered. Do not staple or bind your application.

I affirm that I am the **sole** author of the answers to the written questions and that all statements made in this application are true and correct to the best of my knowledge. (Initial) _____

Yes, I have included all of the required information that I checked above. I understand that my application will not be accepted if anything has been omitted or I have not followed all of the directions.

Applicant's Signature _____ Date _____

Applicant's Name _____

Program Director's Signature _____ Date _____

2023 Terri Lynne Lokoff Teacher Awards Official Application

Part V - Applicant's Certification and Consent Form **THIS MUST BE THE LAST PAGE OF APPLICATION**

I, _____, certify that if selected as one of the Terri Lynne Lokoff Teacher Award Recipients, I will adhere to the guidelines for any requested materials, including travel documents, bios, photos, and recipient information form by the expected date.

I hereby grant First Up and any affiliated companies related to the Terri Lynne Lokoff Teacher Awards that they may authorize, and to their respective successors, assigns, licensees, employees and agents, the following rights to and in connection with the production, exhibition, distribution, advertising, promotion, publicizing (through the press or media) or of other charitable endeavors, throughout the universe, in all now known and hereafter devised media, including but not limited to book publication, magazine articles, web site, social net- working sites, and in any language: (a) to use this application or any excerpts therefrom; (b) to televise, photograph, film, tape or otherwise record me or my voice; and (c) to use my name, physical likeness or voice; and, (d) use any images or reports provided by applicant in conjunction with its application or follow up reports.

I further acknowledge and understand that the Terri Lynne Lokoff Teacher Award is the sole responsibility of First Up and not the responsibility of any and all sponsors, whether title sponsor or otherwise.

If I am selected as a recipient of the Terri Lynne Lokoff Teacher Award, any monies awarded to me and the facility that I am employed at as entered on the application will be payable as follows:
\$1000 to be used at my own discretion.

Applicant's Name: _____
(Please Print Clearly)

Signature: _____ Date: _____

By submitting your information to the awards committee and signing the application, you are giving First Up the absolute and irrevocable rights to use your name, child care facility name, quotes and/or photos and images on the Internet, in print publications, video, multimedia presentations and/or for any purpose which may include, but not limited to display, public relations, marketing or designs.

Optional COVID-19 Information and Survey

First Up is committed to providing a safe and healthy environment for all Terri Lynne Lokoff Teacher Award recipients. Our decisions and preventive measures will be guided by the requirements and recommendations of the U.S. Centers for Disease Control (CDC) and federal, state and local health authorities.

In the event of an in-person awards ceremony, attendance to the awards ceremony is expected, but not mandatory. In the event that we are not able to host an in-person event, we will conduct a virtual event on the same date.

As we move forward in the planning process, we want to hear from you. Please complete the optional survey below. All information collected is for research purposes only and will not be published. Information collected will not be used to determine an applicant's eligibility or the status of their application.

Please select one:

I am comfortable with travelling to and attending an in-person awards event.

I am not comfortable with travelling to and attending an in-person awards event.

I do not know if I am comfortable or uncomfortable with travelling to and attending an in-person awards event at this time.

Please indicate if there are any COVID-19 Policies that would impact your level of comfort travelling to and attending an in-person awards event. (ie "I would feel comfortable attending if there was a mask mandate in place.")
