

Division of Trauma and Injury Prevention Child Passenger Safety Technician Reimbursement Program

**Child Passenger Safety Technician Scholarship Information Packet:**

**Forms required to receive $200 scholarship:**

1. Child Passenger Safety Technician Scholarship Agreement Form pg. 3
2. Child Passenger Safety Invoice Form……………………………………………………………pg. 4
3. IRS W9 Form………………………………………………………………………………………………. pg. 5
4. Direct Deposit Form & Instructions.…………………………………………………………….pg. 9
5. Post Evaluation Reporting Form…………………………..……………………………………..pg. 10
6. Copy of Child Passenger Safety Technician Certification (to be submitted after successfully passing class)

  

To **promote**, **protect**, and **improve** the health and safety of all Hoosiers.

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To Whom It May Concern:

Eric J. Holcomb

*Governor*

Kristina M. Box, MD, FACOG

*State Health Commissioner*

Congratulations for taking a step in educating the fellow Hoosiers in your community on child passenger safety! The Child Passenger Safety Technician (CPST) Scholarship Program, sponsored through the Indiana Department of Health (IDOH), Division of Trauma and Injury Prevention, is dedicated to preventing injuries and trauma throughout the State of Indiana. Through the Maternal Child and Health Services (TITLV) grant, recipients can be reimbursed up to $200 for taking the 3–4-day training to become a Certified Child Passenger Safety Technician, sponsored through Safe Kids Worldwide. If receiving this scholarship sponsored by ISDH, you agree to the following terms and conditions (please initial):

Must provide most accurate and true information on the Internal Revenue Service W-9 Request for Taxpayer Identification Number; Certification and the Child Passenger Safety Technician Training Stipend; and the Direct Deposit Authorization form.

Reimbursement through the CPST Scholarship Program must be used to pay for any fees related to the training class, including: the cost of class; travel; lodging; parking services; or equipment needed in order to attend the class.

Understand that you are being reimbursed with federal-funded dollars and will act in good faith while attending class.

Understand that CPST Scholarship Program can only reimburse you once you have successfully attended and passed the class.

Agree to send a copy of CPST Certification Confirmation form and post-survey to Maria Cariaso, Injury Prevention Program Coordinator, at mcariaso@health.in.gov.

If there are any other questions related to the reimbursement process, please feel free to contact Maria Cariaso, Injury Prevention Program Coordinator, at mcariaso@health.in.gov or via phone at (317) 234- 4943. This form should be submitted via email.

Signature: Date:

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CPTS-2023 and Entity Name (This is the Invoice Number)

Invoice #CPTS-2023- Invoice Date:

Mail To:

Indiana State Department of Health Fund: 61910

ATTN: Kristen Kearns Account: 581010

2 N. Meridian Street, Program: 94000

Indianapolis, IN 46204 Department: 195113

Budget Reference: 2023 Project: 40093994TITLV23

Federal Identification Number: Activity: ALL0000

**Trauma and Injury Prevention- Child Passenger Safety Technician Training Stipend Vendor Name:**

**Vendor Address**:

**Email Address:**

**Dates of Service:**

**Payment Amount**: **$200 x**