

FAQ for the Summer Teacher Externship 2022:

1. **Why do teachers have to provide their Social Security numbers (this is a question listed in the teacher registration portal)?** Since the teacher stipend is paid for using federal Department of Labor funding, Workforce Solutions has to verify that all stipend recipients are eligible to work in the United States. We have to enter this data into The Workforce Information System of Texas (TWIST), which is managed by the Texas Workforce Commission, and used to track federal funding issued. TWIST is a confidential system only used by TWC and workforce boards grant service tracking. This information will not be shared.
2. **Is this externship for the entire month of June or July?** Teachers can select a designated week during the month of June. WFS Career and Education Specialists will be hosting an orientation on Mondays for the teachers who participate, and the externship will take place Tuesday-Thursday. The teacher closeout/debrief session will occur on Friday where the teachers discuss their lesson plans and talk about their experience. Teachers must participate in the entire week and submit lesson plans to receive the stipend.
3. **Can I change the week that I participate?** Unfortunately, you will not be able to change the date of your externship. By late April, employers and teachers will have already been matched to their placement.
4. **When will I get paid the stipend for participating?** We will confirm with the employer and WFS specialists that you have completed your orientation, all three days of the externship, and participated in a debrief session. Once your lesson plan is submitted and we have your W9 on file, we will begin processing your stipend. The sooner all of this is complete, the sooner your stipend will be issued.
5. **Where will the stipend be mailed?** The stipend will be mailed to the address listed on your W9 form.
5. **Can I choose the employer for my externship?** We will do our best at matching teachers with the employer and industry of their choice but there are no guarantees. If you have an employer that you wish to partner with, you are welcome to send them the flyer and registration link to participate in externship.
6. **Will I receive a 1099 for the teacher externship stipend?** It depends. If you only received a \$500 stipend, then you will not be receiving a 1099. However, if you earned more than \$600 for the stipend, you will receive a 1099 mailed to the address listed on the W9 form.
7. **Will I need to report the stipend for my annual taxes?** Please ask your financial advisor.

Questions? Email k-12awareness@wfscapitalarea.com

