***School Readiness Plan Template***

**Coalition Identification and Information**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Coalition Name: | Early Learning Coalition of Escambia County |  | FEIN #: | 59-3683227 |
| Address: | 3300 N. Pace Blvd, Suite 210Pensacola, FL 32505 |  | Mailing Address (if different) |       |
| Phone: | 850-595-5400 |  | Fax: | 850-332-5140 |
| E-mail Address: | bwatson@elcescambia.org |

|  |  |  |  |
| --- | --- | --- | --- |
| **Chair** | **Executive Director or Chief Executive Officer** | **Finance Director** | **Counties Represented** |
| Kermit E. Housh | Walter B. Watson, Jr. | Rebecca Rutchland | Escambia |

**I. COALITION OPERATIONS**

**A. Membership**

Please complete the **Coalition Membership Form*.***

| **Early Coalition of Escambia County****Approved as of [date added when approved by OEL]** |
| --- |
| **Count or** **N/A** | **Designation in F.S. 1002.83(3) and (4)** | **Voting****Member** | **Name****Address****Telephone Number****Fax Number****Email Address** | **Affiliation and/or Employment** | **For multi-county coalitions, indicate the county the member represents** | **Date Appointed** | **Length of Current Term and Date it Will End** | **Term** |
|  | Chair, appointed by the Governor | Yes | Kermit (Skip) Housh1304 Tour DriveGulf Breeze, FL 32563 | Private Consultant | NA | 05/16/2015 | Governor’s appointment 5/16/2014 – 4/30/2017  | 3 Years |
|  | Private sector, appointed by the Governor | Yes | Drew Hardgrave1900 N. 9th Ave.Pensacola, FL , 32513Phone: 850-432-9912dhardgrave@hilesmcleod.com | Hiles-McLeod Insurance Inc. | NA | Regular appt – 4/10/2014 | Governor’s appointment2/19/2015 -4/30/2016 | 3 Years |
|  | Private sector, appointed by the Governor | Yes | Vacant |  | NA |  |  |  |
|  | Department of Children & Family Services circuit administrator or designee | Yes | Patricia Franklin160 Governmental Center Suite 611Pensacola, FL 32502Phone: 850-595-8373Fax: 850-595-8108pat\_franklin@dcf.state.fl.us | Department of Children and Families | NA |  | Mandatory Member |  |
|  | District superintendent of schools or designee | Yes | Gerald Boone215 W. Garden StreetPensacola, FL 32501Phone: 850-469-6153Fax: 850-469-6273gboone@escambia.k12.fl.us | Escambia County School District School Board | NA |  | Mandatory Member |  |
|  | Secretary, Regional workforce board executive director or designee | Yes | Susan NelmsWorkforce Escarosa, Inc.3670-2A North L Street2nd FloorPhone: 850-473-0939Fax: 850-473-0939snelms@escarosa.org | Careersource Escarosa, Inc. | NA |  | Mandatory Member |  |
|  | County health department director or designee | Yes | Pamela Hagan8390 N. Palafox StPensacola, FL 32534Phone: 850-484-5100Fax: 850-484-5136Pamela.Hagan@flhealth.gov | County Health Department | NA |  | Mandatory Member |  |
|  | President of a Florida College System institution or his or her permanent designee | Yes | Susan Morgan1000 College BlvdPensacola, FL 32504Phone: 850-484-2137smorgan@pensacolastate.edu | Pensacola State College | NA |  | Mandatory Member |  |
|  | Member appointed by Board of County Commissioners or the governing board of a municipality | Yes | Dale Cooey 3022 Raines St.Pensacola, FL 32514Phone: 850-476-0051dcooey@cox.net | Designee for Commissioner Steven Barry, slbarry@myescambia.com | NA | 1/3/2013 | Mandatory Member01/03/2013 – 01/03/2016 | 3 Years |
|  | Head Start Director | Yes | Judy Dickinson710 N. “C” StreetPensacola, FL 32501Phone: 850-432-2992Fax: 850-438-6742jdickinson@bellsouth.net | Head Start | NA |  | Mandatory Member |  |
|  | Representative of private for-profit child care providers | Yes | Brittany Curtis8350 N. Davis HwyPensacola, FL 32514Phone: 850-478-7090moorebrittany@hotmail.com | Kids Klub | NA | 7/1/2014 | 7/1/2014 – 6/30/2017Mandatory Member | 3 Years |
|  | Representative of faith based child care providers | Yes | Tammy HicksPO Box 38Gonzalez, FL 32560Phone: 850-968-6245tammy@gumc.gccoxmail.com | Gonzalez United Methodist | NA | 7/1/2014 | 7/1/2014 – 6/30/2017Mandatory Member | 3 Years |
|  | Representative of program under federal Individuals with Disabilities Education Act | Yes | Mary Anne Bickerstaff916 E. Fairfield DrivePensacola, FL 32503Phone: 850-434-7755Fax: 850-469-0858 | ARC Discovery Gateway | NA |  | Mandatory Member |  |
|  | Children services council or juvenile welfare board chair or executive director | NA | NA | NA | NA | NA | NA | NA |
|  | Central agency administrator | NA | NA | NA | NA | NA | NA | NA |
|  | Treasurer, Private Sector Business | Yes | Mona Jackson376 West Chase StreetPensacola, FL 32502Phone: 850-437-9870mona@mjacksoncpa.com | Mona Jackson CPA | NA | 8/14/2014 | 8/14/2014 – 8/13/2017 | 3 Years |
|  | Private Sector Business | Yes | Van Mansker5131 Chandelle DrivePensacola, FL 32507vanmansker@bellsouth.net | Retired Lowe’s | NA | 2/12/2015 | 2/12/2015 – 2/11/2018 | 3 Years |
|  | Private Sector Business | Yes | Wendi Ochs350 W. Cedar StreetPensacola, FL 32502wendi.ochs@studergroup.com | The Studer Group | NA | 2/12/2015 | 2/12/2015 – 2/11/2018 | 3 Years |
|  | Private Sector Business | Yes | Martha TutchtoneOne Energy PlacePensacola, FL 32520mtutchto@southernco.com | Gulf Power | NA | 2/12/2015 | 2/12/2015 – 2/11/2018 | 3 Years |
|  | Private Sector Business | Yes | Edna Williams910 W. Blount StreetPensacola, FL 32501Phone: 850-469-3807Edna.williams@bhcpns.org | Baptist Health Systems | NA | 2/13/14 | 2/13/14 – 2/12/17 | 3 Years |
|  | Other, Vice Chair | Yes | Kim Carmody222 West Main StreetPensacola, FL 32502Phone: 850-436-5670kcarmody@cityofpensacola.com | City of Pensacola | NA | 8/14/2014 | 8/14/2014 – 8/13/2017 | 3 Years |
|  | Other  | Yes | Roger Thompson160 Governmental CenterPensacola, FL 32502Phone: 850-595-8142Fax: 850-595-8510 | Child care licensing specialist | NA | 7/1/2013 | 7/1/2013 – 6/30/2017 | 4 Years |
|  |  |  |  |  |  |  |  |  |

| **Early Coalition of Escambia Membership Management****Approved as of [date added when approved by OEL]** |
| --- |
| 1. **TOTAL MEMBERSHIP : 19**
2. **TOTAL PRIVATE SECTOR MEMBERSHIP: 8, PRIVATE SECTOR PERCENTAGE: 42%**
3. **TOTAL NON-VOTING EX OFFICIO MEMBERSHIP: 0**
4. **NUMBER OF VACANCIES IN REQUIRED POSITIONS: 1 (GOVERNOR APPOINTEE)**
 |

**B. Business Organization**

Please attach a copy of the coalition’s organization chart as **Attachment I.B**.

**C. Articles of Incorporation**

Please attach a copy of the coalition’s articles of incorporation as **Attachment I.C**.

[ ]  N/A

**D. Bylaws**

Please attach a copy of the coalition’s bylaws as **Attachment I.D**.

**E. Coalition Fiscal Agent Contract (if applicable)**

Please attach a copy of the fiscal agent contract (if applicable) as **Attachment I.E**.

[x]  N/A

 **F. Procurement**

Please attach the coalition’s procurement policy as **Attachment I.F**.

 **G. Tangible Personal Property Maintenance**

Please attach the coalition’s tangible personal property maintenance policy as **Attachment I.G**.

**H. Records Maintenance**

Please attach the coalition’s maintenance of records policy as **Attachment I.H**.

1. **Information Technology Security Controls**

Please attach the coalition’s IT security policy as **Attachment I.I.**

 **J. Disbursement Controls**

Please attach the coalition’s disbursement controls policy as **Attachment I.J.**

**II. IMPLEMENTATION**

**A. Minimum Children to be Served by Care Level**

 Please fill out the **Minimum Children to be Served by Care Level Form by running EFS Ad Hoc Report CC085 *.***

|  |  |  |
| --- | --- | --- |
| **Care Code** | **Description** | **Minimum # of Children Served** |
| (INF) | <12 MTH | **505** |
| (TOD) | 12<24 MTH | **867** |
| (2YR) | 24 <36 MTH | **968** |
| (PR3) | 36 <48 MTH | **966** |
| (PR4) | 48 <60 MTH | **881** |
| (PR5) | 60 <72 MTH | **669** |
| (SCH) | In School | **2034** |
| (SPCR) | Special Needs | **14** |
| (SPTN) | Special Needs Teen | **0** |

If applicable, please attach supporting documentation as **Attachment II.A.** (CC085 report period: 4/1/2014-3/30/2015.)

**B. Single Point of Entry Implementation**

Please attach the coalition’s policies and procedures for implementing the Single Point of Entry (SPE) as **Attachment II.B**.

**C. Unified Wait List Implementation**

Please attach the coalition’s policies and procedures for implementing the Unified Wait List (UWL) as **Attachment II.C**.

**D. Eligibility and Enrollment Policies and Procedures**

Please attach the coalition’s eligibility and enrollment policies and procedures as **Attachment II.D**.

**E. Parent Access and Choice**

Please attach the coalition’s policies and procedures for implementing parent access and choice as **Attachment II.E**.

**F. Sliding Fee Scale and Fee Waiver Policies**

Please complete the **Sliding Fee Scale For Parent Co-Payments Form,** and attach the coalition’s fee waiver policies as Attachment II.F**.**

|  |  |  |
| --- | --- | --- |
| Amount of Daily Parent Copayment per Child*(Completed by COALITION)* | Percent of 20xx Federal Poverty Guidelines | Income Range (Rounded to the nearest dollar)by Total Number of Family Members |
| 1 Family Member | 2 Family Members | 3 Family Members | 4 Family Members | 5 Family Members | 6 Family Members | 7 Family Members | 8 Family Members | 9 Family Members | 10 Family Members | For Each Additional Family Member Add: |
| Full-Time | Part-Time |
| $1.25 | $0.85 | 0% | $0  | $0  | $0  | $0  | $0  | $0  | $0  | $0  | $0  | $0  | $0 |
| ≤50% | 5,885  | 7,965  | 10,045  | 12,125  | 14,205  | 16,285  | 18,365  | 20,445  | 22,525  | 24,605  | 2,080 |
| $2.05 | $1.25 | >50% | 5,886  | 7,966  | 10,046  | 12,126  | 14,206  | 16,286  | 18,366  | 20,446  | 22,526  | 24,606  | 2,080 |
| ≤75% | 8,828  | 11,948  | 15,068  | 18,188  | 21,308  | 24,428  | 27,548  | 30,668  | 33,788  | 36,908  | 4,120 |
| $2.85 | $1.65 | >75% | 8,829  | 11,949  | 15,069  | 18,189  | 21,309  | 24,429  | 27,549  | 30,669  | 33,789  | 36,909  | 4,120 |
| <100% | 11,769  | 15,929  | 20,089  | 24,249  | 28,409  | 32,569  | 36,729  | 40,889  | 45,049  | 49,209  | 4,160 |
| $3.65 | $2.05 | **≥100%** | **11,770**  | **15,930**  | **20,090**  | **24,250**  | **28,410**  | **32,570**  | **36,730**  | **40,890**  | **45,050**  | **49,210**  | **4,160** |
| ≤116.67% | 13,732  | 18,586  | 23,439  | 28,292  | 33,146  | 37,999  | 42,853  | 47,706  | 52,560  | 57,413  | 4,854 |
| $4.75 | $2.85 | >116.67% | 13,733  | 18,587  | 23,440  | 28,293  | 33,147  | 38,000  | 42,854  | 47,707  | 52,561  | 57,414  | 4,854 |
| ≤133.33% | 15,694  | 21,241  | 26,788  | 32,335  | 37,882  | 43,429  | 48,976  | 54,523  | 60,070  | 65,617  | 5,547 |
| $5.55 | $3.15 | >133.33% | 15,695  | 21,242  | 26,789  | 32,336  | 37,883  | 43,430  | 48,977  | 54,524  | 60,071  | 65,618  | 5,547 |
| **≤150%** | **17,655**  | **23,895**  | **30,135**  | **36,375**  | **42,615**  | **48,855**  | **55,095**  | **61,335**  | **67,575**  | **73,815**  | **6,240** |
| $6.35 | $3.55 | >150% | 17,656  | 23,896  | 30,136  | 36,376  | 42,616  | 48,856  | 55,096  | 61,336  | 67,576  | 73,816  | 6,240 |
| ≤155.83% | 18,341  | 24,824  | 31,306  | 37,789  | 44,271  | 50,754  | 57,236  | 63,719  | 70,201  | 76,684  | 6,482 |
| $7.15 | $3.95 | >155.83% | 18,342  | 24,825  | 31,307  | 37,790  | 44,272  | 50,755  | 57,237  | 63,720  | 70,202  | 76,685  | 6,482 |
| ≤161.66% | 19,027  | 25,752  | 32,477  | 39,203  | 45,928  | 52,653  | 59,378  | 66,103  | 72,828  | 79,553  | 6,725 |
| $7.95 | $4.35 | >161.66% | 19,028  | 25,753  | 32,478  | 39,204  | 45,929  | 52,654  | 59,379  | 66,104  | 72,829  | 79,554  | 6,725 |
| ≤167.49% | 19,714  | 26,681  | 33,649  | 40,616  | 47,584  | 54,551  | 61,519  | 68,487  | 75,454  | 82,422  | 6,967 |
| $8.75 | $4.75 | >167.49% | 19,715  | 26,682  | 33,650  | 40,617  | 47,585  | 54,552  | 61,520  | 68,488  | 75,455  | 82,423  | 6,967 |
| ≤173.32% | 20,400  | 27,610  | 34,820  | 42,030  | 49,240  | 56,450  | 63,660  | 70,871  | 78,081  | 85,291  | 7,210 |
| $9.55 | $5.15 | >173.32% | 20,401  | 27,611  | 34,821  | 42,031  | 49,241  | 56,451  | 63,661  | 70,872  | 78,082  | 85,292  | 7,210 |
| ≤179.15% | 21,086  | 28,539  | 35,991  | 43,444  | 50,897  | 58,349  | 65,802  | 73,254  | 80,707  | 88,160  | 7,452 |
| $10.35 | $5.55 | >179.15% | 21,087  | 28,540  | 35,992  | 43,445  | 50,898  | 58,350  | 65,803  | 73,255  | 80,708  | 88,161  | 7,452 |
| **≤185%** | **21,775**  | **29,471**  | **37,167**  | **44,863**  | **52,559**  | **60,255**  | **67,951**  | **75,647**  | **83,343**  | **91,039**  | **7,696** |
| $11.65 | $6.45 | >185% | 21,776  | 29,472  | 37,168  | 44,864  | 52,560  | 60,256  | 67,952  | 75,648  | 83,344  | 91,040  | 7,696 |
| ≤192.5% | 22,657  | 30,665  | 38,673  | 46,681  | 54,689  | 62,697  | 70,705  | 78,713  | 86,721  | 94,729  | 8,008 |
| $12.45 | $6.85 | >192.5% | 22,658  | 30,666  | 38,674  | 46,682  | 54,690  | 62,698  | 70,706  | 78,714  | 86,722  | 94,730  | 8,008 |
| **≤200%** | **23,540**  | **31,860**  | **40,180**  | **48,500**  | **56,820**  | **65,140**  | **73,460**  | **81,780**  | **90,100**  | **98,420**  | **8,320** |

**G. Use of Pre and Post Assessments**

If applicable, what assessment tool does the coalition use to perform pre and post?

Teaching Strategies Gold. Currently program participation is on a voluntary basis.

If applicable, who administers the pre- and post-assessments (coalition/contractor/child care providers).

Child care providers.

If applicable, what are the age ranges that receive a pre and post assessment?

Minimum Age (in months):

3

Maximum Age (in months):

60

Attach supporting documentation as **Attachment I.G**.

[ ]  N/A

**H. Provider Payment Rates**

Please complete the **Provider Payment Rate Schedule Form** and attach the coalition’s procedures for implementing the provider rates as **Attachment II.H**.

|  |
| --- |
| **DAILY PAYMENT-RATE SCHEDULE (Effective July 1, 2014)** |
|  |  |  | **Full-Time Daily Rates *(Completed by COALITION)*** |
| **CARE CODE** | **Description** | **Licensed or Exempt Providers** | **Gold Seal Differential** | **Large Family Child Care Homes** | **Gold Seal****Differential** | **Family Child Care Homes**  | **Informal Providers** | **Before or After School** |
| **(INF)** | <12 MTH | 27.90 | 33.48 | 27.90 | 33.48 | 22.10 | 13.95 | N/A |
| **(TOD)** | 12<24 MTH | 25.70 | 30.84 | 25.70 | 30.84 | 20.10 | 12.95 | N/A |
| **(2YR)** | 24 <36 MTH | 23.50 | 28.20 | 24.70 | 29.64 | 19.50 | 12.35 | N/A |
| **(PR3)** | 36 <48 MTH | 22.10 | 26.52 | 23.30 | 27.96 | 18.50 | 11.65 | N/A |
| **(PR4)** | 48 <60 MTH | 21.50 | 25.80 | 22.50 | 27.00 | 18.10 | 11.25 | N/A |
| **(PR5)** | 60 <72 MTH | 21.50 | 25.80 | 22.50 | 27.00 | 18.10 | 11.25 | N/A |
| **(SCH)** | In School | 19.50 | 23.40 | 20.50 | 24.60 | 16.70 | 10.25 | N/A |
|  |  |  |   |   |   |   |   |   |   |
|  |  |  | **Part-Time Daily Rates *(Completed by COALITION)*** |
| **CARE CODE** | **Description** | **Licensed or Exempt Providers** | **Gold Seal Differential** | **Large Family Child Care Homes** | **Gold Seal** | **Family Child Care Homes** | **Informal Providers** | **Before or After School** |
| **(INF)** | <12 MTH | 21.05 | 25.26 | 21.05 | 25.26 | 16.70 | 10.55 | N/A |
| **(TOD)** | 12<24 MTH | 19.40 | 23.28 | 19.40 | 23.28 | 15.20 | 9.70 | N/A |
| **(2YR)** | 24 <36 MTH | 17.75 | 21.30 | 18.65 | 22.38 | 14.75 | 9.33 | N/A |
| **(PR3)** | 36 <48 MTH | 16.70 | 20.04 | 17.60 | 21.12 | 14.00 | 7.00 | N/A |
| **(PR4)** | 48 <60 MTH | 16.25 | 19.50 | 17.00 | 20.40 | 13.70 | 6.85 | N/A |
| **(PR5)** | 60 <72 MTH | 16.25 | 19.50 | 17.00 | 20.40 | 13.70 | 6.85 | N/A |
| **(SCH)** | In School | 14.75 | 17.70 | 15.50 | 18.60 | 12.65 | 6.33 | N/A |
|  |  |  |  |  |  |  |  |
|  |  |  | **Special Needs Rate *(Completed by COALITION)*** |
| **CARE CODE** | **Description** | **Full Time** | **Part Time** |
| **(SPCR)** | Special Needs  | 32.90 |  26.05 |

**III. QUALITY ACTIVITIES AND SERVICES**

1. **Child Care Resource and Referral (CCR&R) and School-Aged Care**

Describe the quality activities and services the coalition will implement to enhance child care resource and referral and school-age care.

* To enhance the quality of services at least once per quarter at community events focused on children and families distribute CCRR information and promote early literacy.
* For School Age care, offer at least one training on program options such as administration, field trips, behaviour, literacy, and summer activities.
* Eligibility staff assist parents in applying for Public assistance, and providing referrals to community resources.
* Provide support to partner agencies, such as ECARE and Wee Read, working with children to improve literacy and/or school performance.
* Increase infusion of Science, Technology, Engineering and Math (STEM) into early learning curricula through a variety of methodologies to include:
	+ Use of computers and tablets as modality to deliver lessons.
	+ Use of arts and music based STEM programs such as those offered by the Wolf Trap Institute for Early Learning through the Arts.
* Provide support to state, regional and local organizations to improve provide recruitment, retention and professional development efforts, such conferences, trainings, meetings and courses.
* Support local Chamber of Commenrce inititiatives to improve educational systems and child care employment opportunities.

Please attach any supporting documentation as **Attachment III.A.**

**B. Infant and Toddler Early Learning Programs**

Describe the quality activities and services the coalition will implement to enhance infant and toddler early learning programs.

* Provide training and Technical Assistance once per quarter targeted to Infant Toddler practitioners issues, such health and safety, early learning standards, lesson plans, and behavior.
* Post on social media a variety of informational articles and links to assist parents and practitioners.
* Staff Infant and Toddler Specialist will maintain a membership with the Florida Association on Infant Mental Health (FAIMH) and attend local affiliate meetings, Vision Council.

Please attach any supporting documentation as **Attachment III.B.**

**C. Inclusive Early Learning Programs**

Describe the quality activities and services the coalition will implement to enhance inclusive early learning programs.

* Annually, at least four opportunities for Inclusion Awareness training will be offered.
* Coalition will pay enhanced rates for enhanced services for special needs children per policy. Inclusion Specialist will document enhanced services.
* The Inclusion Specialist provides on-site observations and mentoring, staff training, referrals for intervention services, and parent support.
* Staff Inclusion Specialist will maintain a membership with the Florida Association on Infant Mental Health (FAIMH) and attend local affiliate meetings, Vision Council and annual conference.

Please attach any supporting documentation as **Attachment III.C.**

**D. Quality Performance Report**

**a. Does the coalition train programs on the Early Learning Guidelines (ELG) adopted by OEL?**

[x]  Yes [ ]  No

If yes, does the coalition track how many programs were trained, by provider type, on the ELGs?

[x]  Yes [ ]  No

If yes, does the coalition track the number of children served in ELG trained programs?

[x]  Yes [ ]  No

**b. Does the coalition provide targeted technical assistance to programs such as coaching, mentoring, or consulting during the fiscal year? Note: targeted technical assistance is (coaching, mentoring and consultation) designed to address a particular domain/area of quality.**

[x]  Yes [ ]  No

If yes, what type of targeted technical assistance is provided?

[x]  Health and safety

[x]  Infant and toddler care

[x]  School-age care

[x]  Inclusion

[ ]  Teaching dual language learners

[x]  Understanding developmental screenings and/or observational assessment tools for program improvement purposes

[x]  Mental health

[x]  Business management practices

[x]  Other Describe:

* TA provided as needed, or requested, on use of observational assessment tools, such as TSG and ASQ.

**c. Does the coalition provide financial supports to early learning providers? Financial supports must be intended to reward, improve, or sustain quality. They can include grants, cash, reimbursements, gift cards, or purchases made to benefit a program. One-time grants, awards, or bonuses include any kind of financial support that a program can receive only once. On-going or periodic quality stipends include any kind of financial support intended to reward, improve, or sustain quality that a program can receive more than once.**

Does the coalition provide one-time grants, awards or bonuses to **Child Care Centers**?

[x]  Yes [ ]  No

If yes, describe:

* Subscriptions to TSG.
* Scholarships to attend approved conferences, courses or trainings.

Does the coalition provide one-time grants, awards or bonuses to **Family Child Care Homes**?

[x]  Yes [ ]  No

If yes, describe:

* Subscriptions to TSG.
* Scholarships to attend approved conferences, courses or trainings.

Does the coalition provide on-going or periodic quality stipends to **Child Care Centers**?

[ ]  Yes [x]  No

If yes, describe:

Does the coalition provide on-going or periodic quality stipends to **Family Child Care Homes**?

[ ]  Yes [x]  No

If yes, describe:

 Please check what types of financial supports are provided to child care teachers/providers?

[ ]  Scholarships

 [x]  Reimbursement for Training Expenses

 [ ]  Loans

 [ ]  Wage supplements

 [ ]  N/A

[ ]  Other Describe:

**d. Does the coalition have a voluntary Quality Rating Improvement System (QRIS) in place for the coalition’s service area?**

[x]  Yes [ ]  No

 If yes, please provide how many levels and a brief description of each level:

|  |  |
| --- | --- |
| QRIS Level | Level Description |
| One star | All providers with a SR contract. |
| Two star | Implement enhanced quality improvements, such as program admin scales. |
| Three star | Implement TSG assessments, more teacher qualifications. |
| Four star | Enhanced teacher and director qualifications, all children assessed though TSG. |

Please attach any supporting documentation as Attachment III.D.

**IV. FINANCIAL MANAGEMENT**

**A. Budget**

Please fill out **Attachment IV.A** **Coalition Budget** **Report**.

**B. Prior Year Revenues and Expenditures**

Please fill out **Attachment IV.B Coalition Revenue and Expenditure Report.**

**V. MONITORING**

**A. Monitoring Plan and Procedures**

Please attach a copy of the coalition’s policies and procedures for monitoring SR Program providers as **Attachment V.A**.

**B. Grievance/Complaint Resolution**

Please attach a copy of the grievance policies and procedures that address complaints made by parents and child care providers as **Attachment V.B**.

**VI. COALITION PLAN VALIDATION**

**A. Public Input**

Please attach copies of proof of public input, such as coalition minutes as **Attachment VI.A**.

By signing below, I hereby certify that all information provided in this plan is accurate and complete to the best of my belief and knowledge. I certify that all services will be provided in accordance with the plan as approved by the Florida Office of Early Learning (OEL). I further certify that the local services will be provided in compliance with all applicable federal, state, and local laws and regulations and the State Child Care and Development Fund Plan approved by the Federal Department of Health and Human Services.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Chair Signature: |  |  | Executive Director: |  |
|  |  |  |  |  |
| Printed Name: |  |  | Printed Name: |  |
|  |  |  |  |  |
| Date Signed: |  |  | Date Signed: |  |