



**Early Learning Coalition of Hillsborough County
Continuous Quality Improvement Grant Guidelines**

The purpose of this funding is intended to positively affect outcomes for children by improving adult-child interactions. Through training early learning professionals will support CLASS implementation at SR and/or VPK contracted providers with a CLASS composite score of 5 or higher.

SR and/or VPK contracted providers will have the opportunity to apply for funding to develop/implement a program to:

- Support effective interactions, and/or
- Strengthen business and leadership practices, and/or
- Support child assessment and screening with reliability, and/or
- Support other local priorities.

A clearly defined training plan, priorities and budget are required for CQI grants. CQI grants also require full-program implementation (entire teaching staff including director). FCCH including employee(s), if applicable.

Training Plan: *The training plan should answer the questions:*

- What training or learning event do you have planned? (Choose from list of approved vendors)
- How will this training improve the quality of your program?
- What do you hope to accomplish as a result of this training or learning event?

Priorities:

- Why is financial support in this area needed?
- What are the action steps required to get this training or learning event at your program?

Weekly Goals with Coaching Support:

As the director or owner completing this form you must offer weekly coaching to support your CQI goal.

- What is your plan to coach your staff?
- How will you ensure that new practices or strategies learned will be evident in the classroom?
- If you are a family childcare home provider, without an employee, who are you partnering with for coaching?
 - ****If you are a family childcare home** in need of coaching, you can join a weekly CQI coaching session, as an option. Please add in your CQI plan, the following sentence, "I will be participating in the ELCHC CQI Coaching Cohort."
 - Coaching Sessions will be weekly on Wednesdays, starting March 22nd to June 7th, or the duration of your individual CQI plan
 - Via zoom for 45 minutes, from 12:30p to 1:15p
 - Cameras on must be on
 - Attendance will be taken each session and counts towards the completion of your CQI.





Planned Outcomes:

Outcomes (Goals) should be **S.M.A.R.T**

- **Specific-** describing what will change (knowledge, skills, attitudes, behaviors)
 - What will change as a result of the training or learning event?
OR
 - What skills or knowledge will be attained?
OR
 - What behaviors will change or improve?
- **Measurable-** How will you measure progress?
- **Achievable-** Given the budget, resources, etc.
- **Realistic-** Can your staff complete the training?
- **Time-** Indicating when the outcome will be measured (in this case June 30th)

Additional Notes:

- CQI grants cannot contain other grants, meaning, you cannot list the trainings under “Upskill Director” or “CLASS Bonus” in your grant request. You must choose vendors from the approved list.
- UF Micro-credential program already has a stipend of \$2000, additional stipends will not be approved.
- Stipends amounts must be reasonable per DEL (time and a half or double time are suggestions), also please see the ELC Stipends for additional guidance. There is a maximum of \$1200 or \$50 per hour for CQI stipend amounts.
- If multiple sites/programs are participating in a training, then one site should put the entire training cost on their budget or divide the cost equally among all the programs that will be participating. Indicate the “host” center/program on the application.
- *All receipts submitted as documentation must match or exceed the budget originally submitted or DEL will require the entire grant to be repaid.*
- **Within 15 days** of the training plan’s end date, a provider must submit the following:
 - Completion certificates for all non-CLASS® trainings for all participants must be uploaded into Webauthor
 - List of employees completing trainings, as applicable
 - Expenditure of funds in alignment with grant application budget

Providers not meeting training requirements by the training plan end date will be required to repay ALL funds received for the Continuous Quality Improvement grants.



Approved ELCHC CQI Vendors

Vendor	Links/Contact
ELCHC trainings	Institute for EC Professionals alanda@elchc.org or mselleri@elchc.org
IACET CEU trainings	Any training that is IACET accredited and provides CEU's
Champions for Children	Calendar – Champions For Children (cfctb.org)
Conscious Discipline/CALM	Conscious Discipline - Social and Emotional Learning Early Childhood CALM HCC Tampa, FL
PBS (Positive Behavior Support)	Center on PBIS
Teaching Strategies	Teacher Professional Development Catalog - Teaching Strategies
Discount School Supplies-CCEI	ChildCare Edconscucation Institute Child Care Training CCEI (cceionline.com)
UF/Flamingo courses DCF (Department of Children and Families)	Flamingo Learning Portal Lastinger Center for Learning (ufl.edu) Florida Early Childhood Professional Development Registry (myflorida.com)
Continuing education (ECE coursework, USF, HCC, etc.)	
Bertelsen Education	Continuous Quality Improvement (bertelseneducation.com)
Curriculum trainings (Frogstreet, Creative Curriculum, etc.)	Professional Development Tools for Teachers Frog Street Preschool Curriculum - The Creative Curriculum - Teaching Strategies

