

## Quality Counts Application Instructions 2017

**Quality Counts** is the Quality Improvement and Rating System (QIRS) for early care and education programs in Sonoma County. Funded by First 5 California, First 5 Sonoma County, and the California Department of Education, Quality Counts will help improve early care and education in our community by:

- Giving early educators valuable tools and one-on-one coaching for improving their programs,
- Establishing uniform standards of excellence in early care,
- Empowering parents to make well-informed decisions about the quality of care their children receive, and
- Improving outcomes for children who attend higher quality care throughout Sonoma County.

### Benefits of Participating in Quality Counts

All Quality Counts participants receive the following:

- One-on-one coaching and technical assistance from a trained expert in quality early education providing goal development and support
- Access to free training and numerous professional development opportunities
- A Quality Counts seal to display at your site demonstrating your commitment to providing quality early education
- NAEYC Accreditation support and cost reimbursement
- Free access to iPinwheel database for classroom data management
- Eligibility for material or cash incentives

### Eligibility for Participation in Quality Counts

Quality Counts is open to any licensed\* child care program, public or private, that serves children 0-5 in Sonoma County. Priority is given to programs that serve low-income families, dual-language learners, and/or children with special needs.

\*California State Preschool Programs (CSPP), are automatically enrolled and do not need to apply to Quality Counts. All other licensed programs need to apply to participate in Quality Counts; including sites that were involved in READY, VIP, CSP, or Gateway to Quality.

\*Quality Counts will also be serving non-licensed providers on a limited basis with coaching and professional development assistance only. If you are interested in participating in Quality Counts and are a non-licensed provider, please contact Leah Benz at [Leah.Benz@Sonoma-County.org](mailto:Leah.Benz@Sonoma-County.org) or 707.565.6614

*Quality Counts replaces the **Gateway to Quality** program previously administered by First 5 Sonoma County and the Child Care Planning Council.*

## Application Process for Licensed Providers (non-CSPP)

- Read the **Quality Counts Participant Guidelines**.
- Fill out, sign and submit the attached application form by **5:00pm on January 31, 2017**. Late applications will not be accepted to ensure a fair process for all applicants.
- Your Quality Counts application will be reviewed by the QIRS Consortium Review Committee. The committee's recommendations will be presented to the full QIRS Consortium for final approval.
- Not all applications will be recommended for participation due to capacity limitations.
- **Accepted applicants will be notified by an assigned Quality Counts coach by March 15, 2017. If not accepted, a letter will be mailed to you by March 15, 2017. You may reapply in the next open cycle.**
- If accepted, your coach will set up an introductory meeting and send or bring you the agreement paperwork and begin work on your quality Action Plan. **Please keep copies of all documents you submit.**
- If you have questions or need assistance with your application, please contact First 5 Sonoma at 707.565.6614 or [Leah.Benz@Sonoma-County.org](mailto:Leah.Benz@Sonoma-County.org)

Applications must be submitted by email (scanned signature pages required), mail or in person.

**Email, Mail or deliver applications to:**      **First 5 Sonoma County**  
[Leah.Benz@Sonoma-County.org](mailto:Leah.Benz@Sonoma-County.org)  
490 Mendocino Ave, Suite 203  
Santa Rosa, CA 95401  
Attention/Subject: Quality Counts Application  
(707) 565-6614

## Quality Counts Materials and Cash Incentive Requirements

- Participants must comply with the terms of the Quality Counts Agreement
- If a prior First 5 Mini Grant recipient, you must be in good standing with First 5 Sonoma County
- Follow through with all meetings/visits with your Quality Counts Coach and complete all required documentation
- Complete Quality Counts Portfolio and Quality Rating Visit
- If receiving a Materials Incentive, keep careful records to document authorized expenses and copies of receipts for each item purchased

**If you do not comply with these responsibilities, you may be required to return your incentives and you will not be considered for future funding or participation in Quality Counts.**

**Quality Counts Application 2017**

**Contact Information:**

Date: \_\_\_\_\_

Applicant/Main Contact Name: \_\_\_\_\_ Title: \_\_\_\_\_

Center/ Family Child Care Home Name: \_\_\_\_\_

License Number(s): \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Website: \_\_\_\_\_ How do you prefer to be contacted: \_\_\_\_\_

**Site Information:**

1. What language would you prefer services and materials?

English       Spanish       Other \_\_\_\_\_

2. What School District(s) is your program located in? \_\_\_\_\_

3. What Elementary School(s) is your program near? \_\_\_\_\_

4. Have you ever applied for First 5 Mini Grant funds?  No  Yes

If yes, what year(s) did you apply for and receive mini grand funds?

\_\_\_\_\_

5. What child assessment tools are used by your program? (Check all that apply)

Teaching Strategies Gold     High Scope     DRDP     Brigance  
 Learning Accomplishment Profile     Early Learning Scale     the Ounce Scale  
 Work Sampling     ASQ/ASQ SE     Other: \_\_\_\_\_

6. Which of the following are you or your staff familiar with? (Check all that apply)

CLASS     FCCERS     ECERS     ITERS

7. License Type:  Center  Small Family Child Care  Large Family Child Care

8. License Capacity: \_\_\_\_\_ Current Enrollment: \_\_\_\_\_ Ages Served: Min \_\_\_\_\_ Max \_\_\_\_\_

9. Capacity:  Infants (0-2) #: \_\_\_\_\_  Preschool (2-5) #: \_\_\_\_\_  FCCH Mixed Ages #: \_\_\_\_\_

10. Number of Classrooms:

Infants: \_\_\_\_\_ Toddlers: \_\_\_\_\_ Pre-K: \_\_\_\_\_

11. Number of Children in Care with Special Needs: (Children with special needs refers to those children whose behavior or development affects the family's ability to find and maintain child care. Special needs may include developmental delays, serious emotional disturbances, speech impairments, deafness, blindness, etc.) \_\_\_\_\_

12. Number of Children 0-5 in Care that meet at least one of the below characteristics: \_\_\_\_\_  
*From low-income families, are homeless or in foster care, receive protective services, and/or reside on Indian lands or are migrant*

13. Number of teachers/staff working directly with children in the program: \_\_\_\_\_

14. Early Childhood Educators Primary Language (number of each):

English	Spanish	Vietnamese	Other	Unknown

15. Please list your Director/FCCH Owner and Lead Teachers and their qualifications.

Staff Name	Qualifications	Email	Phone
Ex. Jessica Hunt	BA – Sonoma State	<a href="mailto:snoopy@woodstock.com">snoopy@woodstock.com</a>	707-555-1234

## Preferred Rating Cycle

Quality Counts Ratings occur in fall and spring annually; April/May Rating with Incentives and Ratings posted in June, and October/November Rating with Incentives and Ratings posted in December. **By participating in Quality Counts you are agreeing to be rated within 2 years of entering the program.** Please check your preferred rating period from the selection below. **You are not guaranteed your selection due to limited rating capacity for each cycle.** This section is for planning purposes only, your coach will help you determine when you are ready for a site rating.

Rating Cycle	Preference
Fall 2017	
Spring 2018	
Fall 2018	
Undecided	

## CERTIFICATION OF APPLICATION

The Applicant Certifies:

To the best of my knowledge and belief, information in this application is true and correct. The application has been authorized by the governing board of the applying agency (if applicable). I understand that any materials created under this grant are public domain and may be used and/or reproduced by the State of California, the County of Sonoma Department of Health Services' Public Health Division and First 5 Sonoma County. I understand that this is a public document and open to public inspection.

Name \_\_\_\_\_

Signature: \_\_\_\_\_  
(Person authorized to bind this agreement)

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**Please answer the following questions. If you need additional paper please number your responses to match the question number and label each page with your name and the project name. Please type or neatly print your responses.**

- 1.** What are you hoping your program will achieve by participating in Quality Counts?
- 2.** Describe one or two program areas you would like to focus on to improve the quality of your program.
- 3.** How will you ensure that you and your staff will be able to fully participate in Quality Counts (e.g. meetings with a coach, implementing ASQ screenings, teachers attending trainings or online professional development)?