



ARPA Professional Development Checklist

Continuous Quality Improvement Grant

ARPA Upskill Continuous Quality Improvement Bonus Package

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Requirements - \$19,800	Completion Date	Initials
Program must provide a minimum of 24 hours of training time including live coaching, live instruction, virtual instruction, individual and group instruction, and other competency-based skill development exercises.		
The director must participate in the training along with staff		
Funds can be used to cover any program costs, including compensating employees for their training time		
IMPORTANT: Must work directly with a Coach from ELC Lake to develop and implement your plan		
Submit Application & required documents		

ELIGIBILITY REQUIREMENTS for the Quality Improvement Grants:

- **Contracted** SR and/or VPK providers with a most recent CLASS® composite score of 5 or higher may apply for a grant of up to \$19,800 to develop/implement a program to strengthen practices that support effective interactions, strengthen business and leadership practices, support child assessment and screening with reliability, or other local priorities.
- All requirements must be completed between July 1, 2022, and June 30, 2023. Requirements completed prior to July 1, 2022, will not be considered
- Complete ALL requirements listed above by June 30, 2023
- Submit required, documented proof that requirements were met and completed application

Programs must provide a minimum of 24 hours of training time for directors and staff. Training can include live coaching, live or virtual instruction, individual and group instruction and other competency-based skill development exercises. Trainings can be presented and/or purchased from the following agencies: ELC of Lake County, [Bertelson Education](#), [CCEI-Discount School Supplies](#), [Conscious Discipline](#), [DCF](#), [DEL Emergent Literacy Micro-Credential](#), [Positive Behavior Support](#), [Teaching Strategies](#), [UF/Flamingo](#), IACET Courses, Lake-Sumter State College – Continuing Education, Curriculum trainings.

Providers will need to provide the following information about the course/training(s) to be utilized in the training plan.

- Course Title
- Course Provider
- Course Description
- Training Format
- Course Cost
- Hours

COMPLETION DEADLINE
6/30/2023