



**Preschool Enrichment Team**  
 Educator and Provider Support  
 of Western Massachusetts



**Application for Program Focus Coaching Services**

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

**Program Name:** \_\_\_\_\_

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

**Program ID number:** \_\_\_\_\_

**Phone:** \_\_\_\_\_

**City & Zip Code:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Fax:** \_\_\_\_\_

**Director/Primary Contact:** \_\_\_\_\_

**Program Type:** *(Please check all that apply)* After School/Out of School Time: \_\_\_\_\_ Center Based: \_\_\_\_\_

Family Child Care System: \_\_\_\_\_ Independent Family Child Care: \_\_\_\_\_ Head Start Agency \_\_\_\_\_

Public School \_\_\_\_\_ PEG Grantee \_\_\_\_\_ UPK Grantee \_\_\_\_\_ Other \_\_\_\_\_

**Number of:**

Infant Classrooms: \_\_\_\_\_ Infant/Toddler Classrooms: \_\_\_\_\_ Toddler Classrooms: \_\_\_\_\_

Toddler/Preschool Classrooms: \_\_\_\_\_ Preschool/Pre-K Classrooms: \_\_\_\_\_ Family Child Care Capacity: \_\_\_\_\_

After School/Out of School Time Groups: \_\_\_\_\_

**Do you have any staff whose primary/preferred language is not English?** \_\_ Yes \_\_ No

If Yes, please list: \_\_\_\_\_

**Are you participating in the Quality Rating and Improvement System?** \_\_ Yes \_\_ No

What QRIS level is your program self-assessed at? \_\_\_\_\_

What QRIS level is your program verified at? \_\_\_\_\_

**Is your program NAEYC or NAFCC Accredited?** \_\_ Yes \_\_ No \_\_ Lapsed

**Do you have recent (within the past year) assessment tool scores (ERS, CLASS, Arnett, PAS, BAS, or APT) that you can share with a coach?** \_\_ Yes \_\_ No If yes, which tool(s)? \_\_\_\_\_

**Program Focus Coaching Description:**

Program Focus Coaching (PFC) is provided by the Preschool Enrichment Team, through funding from the Department of Early Education and Care's Educator and Provider Support (EPS) grant. PFC provides an opportunity for your center based, family child care, public school or out of school time program, to receive in-depth, individualized coaching for both educators and administrators. It will include pre and post assessments and observation, specially designed training plans to meet the individual needs of your program, and support to develop your program's quality enhancement goals. The EPS coaching team will guide you and your staff to improve the quality of your program and outcomes of the children you serve. Leadership development will be an integral part of this process. There will be community based meetings, support groups, and professional development trainings that an administrator and/or educators may be required to attend to support the coaching services.

**Questions:**

- 1. If you are applying for PFC, who will be receiving coaching services?**
  
  
  
  
  
  
  
  
  
  
- 2. What are the goals for your program for these coaching services?**

**Signature:** \_\_\_\_\_

**PLEASE ATTACH A LIST OF STAFF FROM YOUR PROFESSIONAL  
QUALIFICATIONS REGISTRY (PQR) WITH DATE OF HIRE**

Please submit completed application to:  
**Preschool Enrichment Team Attention Kathy Coleman**

- **Fax:** 877-635-0920
- **Scan & Email to:** [KColeman@Valleyopp.com](mailto:KColeman@Valleyopp.com)
- **Mail to:** 35 Mt. Carmel Avenue, Chicopee, MA 01013

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**For EPS Coach Use**

**Reviewed by Lead Coach:** \_\_\_\_\_

**Coach Assigned:** \_\_\_\_\_

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