



Program Narrative

Section A: Program Quality

(A1). Describe in detail the process which the agency currently uses, or will implement, to ensure the delivery of a quality early learning infant/toddler and/or preschool program for the children and families served. (What are you going to do?)

Points possible: 9

(A2). Describe in detail the methods which the agency currently uses, or will implement, to ensure the delivery of a quality early learning infant/toddler and/or preschool program for the children and families served. (How are you going to do this?)

Points possible: 9

(A3). Describe in detail the resources which the agency currently uses, or will implement, to ensure the delivery of a quality early learning infant/toddler and/or preschool program for the children and families served. (What do you need to get this done?)

Points possible: 9

(A4). Describe in detail how the agency identifies individual and group needs of the children, needs of the children, plans and incorporates the results of the program. Please include details regarding activities, environments and interactions.

Points possible: 27

(A5). Describe in detail the accommodations, adaptations, and modifications to promote inclusion for all children within the program.

Points possible: 9

Section B: Family Engagement

(B1). Describe in detail the procedures and the resources which the agency currently uses, or will implement, to ensure supportive family engagement is a component of the program.

Points possible: 9

Section C: Family Education

(C1). Describe in detail the family education program which the agency currently uses, or will implement, to support and expand awareness of early learning and care of children. (What will you do and how will you do this?)

Points possible: 9

Section D: Health and Social Services

(D1). Describe in detail the procedures for health and social services which the agency currently uses, or will implement for the following:

- Assessing the identification of child and family health and social service needs.
- Identify and make the referrals to appropriate agencies for the provision of services.
- Document and confirm agency follow up to ensure the identified family needs have been met.

Points possible: 9

Section E: Program Accountability

(E1). Describe in detail the roles and responsibilities of the core administrative staff responsible for the fiscal and programmatic components of the contract(s).

Points possible: 9

(E2). Describe in detail the steps which the agency currently uses, or will implement to ensure families enrolled in the program meet contract eligibility requirements.

Points possible: 9

(E3). Describe in detail the policies and procedures which the agency currently uses, or will implement to ensure compliance with attendance recording and reporting requirements.

Points possible: 9

Section F: Staffing

(F1). Describe in detail each process which the agency currently uses, or will implement in accordance with the statutes and regulations to recruit, employ and retain qualified staff.

Points possible: 9

(F2). Describe in detail the process which the agency currently uses, or will implement to meet or exceed adult-child ratios in accordance with statutes and regulations.

Points possible: 9

(F3): Describe in detail how the agency currently or will ensure an effective staff development program implementing the following required components including identification of staff training needs, new employee orientation, and staff development opportunities.

Points possible: 9