

Quality Recognition Seeking: Council On Accreditation (COA) Registration or Certification Fees Grant

This application requests funds for registration fees for three years, or certification fees, application, and annual maintenance costs related to the Council On Accreditation (COA) Afterschool Registration or Certification.

Applicants must be a CDD regulated program. In addition applicants must demonstrate understanding of, and accomplishments toward COA Afterschool Registration or Certification before submitting this grant request. For more information on COA accreditation call or write:

Council On Accreditation

45 Broadway, 29th Floor
New York, NY 10006
(212)797-3000
<http://coanet.org/accreditation/child-and-youth-development-accreditation/>

Important! Quality Recognition Seeking Grants are only awarded to programs that are in good regulatory standing with CDD.

For State Use Only	
Date Received: _____	Invoice #: _____
Reviewed/approved: _____	Date: _____
Payment entered by: _____	Date: _____
License check: _____	
Application # _____	Agreement #: _____
Program Manager Approval/Denial	
<input type="checkbox"/> Approved: \$ _____	<input type="checkbox"/> Denied
Signature: _____	Date: _____

Contact Person

Lynne Robbins
802-241-0823
lynne.robbins@vermont.gov

Application Deadline

By the first of any month

Program Name (Print) _____ Date _____

Your Name _____ Title _____

Program Physical Address _____ City _____ State _____ Zip _____

Program Mailing Address _____ City _____ State _____ Zip _____

Telephone # _____ Email _____

Vermont License Certificate Number _____

This program has been recently or is currently accredited by the National Afterschool Association (NAA); **Programs accredited by NAA must apply for COA Afterschool Accreditation, and cannot apply for Registration or Certification.**

Total number of school-age children you currently serve _____

Applying for: (please check one)

- Registration (fill out section 2 & section 4)
- Certification (fill out section 3 & section 4)



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Section 2: COA Registration

The COA Registration is a progressive process designed to demonstrate a program's continuing capacity for positive outcomes. The Registration process should be a step towards accreditation. Due to this policy, the CDD typically only reimburses programs for the first 3 years of Registration.

If your program has already participated in Registration for 3 years and is requesting funds to continue please include a statement about why your program is not pursuing Certification or Accreditation through COA.

A) Please check the status of your COA Registration:

- Reviewed criteria and ready to apply for "Year 1" of the registration process.
- Have achieved "Year 1" of the Registration, and have compiled documentation to apply for "Year 2"
- Have successfully achieved "Year 1" and "Year 2" of Registration and compiled documentation for "Year 3"

B) Please include with this application:

- A statement of commitment to the COA process and a timeline for the process.
- The program's improvement goals related to COA Registration and a plan for accomplishing those goals.

C) Amount requested: \$ _____
Annual cost for Registration is \$250.

Section 3: COA Certification *(only complete this section if you are applying for Certification Fees)*

Afterschool Certification was developed for after school programs that would like to be certified for their demonstration of COA's After School Quality Standards. Certification provides programs that choose not to seek accreditation with a process to expand their capacity and quality. Working with COA staff, the program submits a self-study that is reviewed by a specially trained endorser. An observational visit is not required. Certification is valid for three (3) years.

A) Has your program? (Check all that apply)

- Participated in COA Registration. What years? _____ ; _____ ; _____ ; (Optional)
- Contacted VSACN for mentoring or support.
- Have participated in COA certification training and/or mentoring

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B) Application Status:

- Have reviewed the criteria for certification and are ready to begin the process.
- Submitted application and have begun self-study process.
- Expected date of self-study submission: Month _____ Year _____
- Self-study submitted: Month _____ Year _____ ; waiting for approval.
- Received certification: Month _____ Year _____

C) Please include with this application:

- A statement of commitment to the COA process and a timeline for the process.
- The program's improvement goals related to COA Registration and a plan to accomplishing those goals.

D) Amount requested:

- Application Fee; \$ _____ (up to \$250)
- Certification Fee; \$ _____ (up to \$1200)
- Annual Maintenance of Certification Fee; \$ _____ (up to \$200)

Section 4: Statement of Program Eligibility

I certify that the information contained in this application is true and correct; this program will comply with applicable eligibility criteria of the Child Care Development Fund including not discriminating or barring participation on the basis of race, religion, sex, color, handicap or national origin. I also certify that within the past 12 months all regulatory violations are corrected, no "Parental Notification Letter/s" have been mailed and the program does not have a pattern of repeated regulatory violations with the CDD.

Signature: _____ Date: _____

Make 3 copies of your complete application. Keep one for yourself, and send two copies to the address below. Be sure to sign the appropriate certification for your application!

Child Development Division
ATTN: Laura Lyford
NOB 1 North, 280 State Drive
Waterbury, Vermont 05671-1040
Email: laura.lyford@vermont.gov