



# VPK News Flash

## 2009-2010 Application Process

Time is quickly running out! If you would like your program to start on the first day of school, Monday, August 24, 2009, then your application must be submitted ASAP. If you have already completed this step and our office has contacted you regarding missing and/or expired documents, then you must submit those immediately as well. Remember, you will not be authorized to start your VPK program or receive payment for children's attendance until the Coalition has given you approval.

All current and new VPK providers who are interested in providing a program for 2009-2010 must re-apply by submitting a complete package (Forms 10, 11, Provider Agreement, and the Notification Guidelines/Attachment A) to our office.

Please note: Attachment A is a new requirement of the application process. Providers must submit three (3) sets with original signatures; those who have already submitted their applications without this document are required to complete and submit it to the Coalition as soon as possible.

## Help-Desk Week

Monday, July 27 through Friday, July 31, 2009 from 9:00 a.m. to 3:00 p.m. has been set aside for new providers in need of assistance with their applications. Experienced providers who are also facing challenges may receive help. Please contact your respective certification specialist or Liz Quesada at (305) 646-7220 to schedule an appointment.

## Pre-Payment

- Only those providers who do not wish to receive pre-payment must provide written notice to the Coalition. Send your letter to Ms. Roseline J. Philippe, VPK Director. If you submitted a letter in a previous year, you do not need to resend it.
- To be eligible for VPK August pre-payment, providers must have already submitted their applications to the Coalition by June 11, 2009. This additional time allows the

VPK unit to review your application package and determine if you meet the certification requirements.

- Once a provider is certified, the Certificate of Eligibility (COE) must be submitted to Miami-Dade County's Child Development Services (CDS) office in order for children to be enrolled in the system. If this does not occur, a pre-payment will not be issued.

## Low Performing Providers (LPP)

- The completion of periodic progress reports is a requirement set by the Department of Education (DOE) and Agency for Workforce Innovation (AWI). Please continue to check the Readiness Rate website for deadlines.
- Please remember the Coalition is obligated to stop payment for the current program, and cannot approve next year's application (2009-2010) until the provider has met the requirements.

Early Learning Coalition of Miami-Dade/Monroe  
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