



## Quality Incentives and Supports

- ▶ All applications are electronic and accessed through Colorado Shines.
- ▶ **Race to the Top (RTT) has a rolling application but this will not be open forever.**

*Note: All programs are eligible for RTT as long as they reach Level 2.*

### RTT Funding:

- **FCCH generally receive a minimum of \$600 for about 10-12 hours of effort**
- **All programs can receive between \$600 and \$1500 depending on the program size and rating level**

### How to reach Level 2

- ▶ Login into your Colorado Shines Profile (Go to [www.coloradoshines.com](http://www.coloradoshines.com), use your license number if you have never logged in before, create a login and remember your password)
- ▶ Once you are logged in PLEASE update your contact information on your Colorado Shines Home page- this is critical for later steps. *You must put your name, and your e-mail address where it says Director: and Director E-mail: (these fields are typically blank so edit and fill them in).*
- ▶ Complete the following tabs under the application tab, as you **complete** each tab click the small check box in the orange banner which indicates that page is “complete and ready to submit”.
  - Profile
  - Children
  - Workforce\*\*\* Please see next page
  - Classrooms
  - High Needs
- ▶ Create at least one item in the Quality Improvement Plan tab (click the QI complete button)
- ▶ If a Center or Preschool, complete the Level 2 Self-Assessment. **Level 2 Self-Assessment is not required for FCCH. FCCH providers do not need to fill this out.**

### \*\*\*Workforce

Individual Registration in PDIS (Professional Development Information System)

- Register in the PDIS system, and connect to your program by selecting you as the employer. <https://ecpd.costartstrong.org/ets/welcome.aspx> Your program type is: **Early Childhood Program**
- Family Childcare Providers complete at least 10 free training modules in the PDIS system-these must say Colorado Shines.
- Centers must have all staff register and complete the equivalent of 75% of ten training hours per employee in the PDIS system. The modules must be labeled Colorado Shines. Center example: 5 employees times 10 training hours each times 75% equals 37.5 (38 hours when rounded) training hours total for the program.

In Colorado Shines:

- Link yourself/your staff to your program from PDIS into Colorado Shines using the “Pull staff from PDIS” button on the Workforce tab in the application.
- Use the “Pull Staff from PDIS” button on workforce page in Colorado Shines to update activity (requires a minimum of 10 hours for FCCH and 75% for centers and preschools to reach Level 2 requirement)

### How to submit for Level 2 and apply for Funds

- \*1. Hit submit application under the green bars of the application progress screen
2. Click the “Program QIP Complete” button on your QIP tab page
3. For CENTERS Only- Hit “Complete Assessment” On the L2 Quality Indicator Program Assessment
4. Click “Submit for L2 Rating” on the Home page
5. Once awarded L2 status you will find the RTT application under the Quality Improvement (QI Incentives subtab). Follow the prompts to apply for funds and be ready with ideas for spending the money.

\*Once you have finished, the state will review your submission (All tabs under the Application, the Level 2 self-assessment if applicable, and QIP plan) and award your Level 2 status. Once you have achieved the Level 2 status you can go to the Quality Incentives tab and apply for the Race to the Top Funds.

**Support to complete these steps: If you are interested in support for completing your application, registering in PDIS, applying for Race to the Top, or in answering any other questions about Colorado Shines please contact us at:**

General e-mail for all Colorado Shines inquiries: [coloradoshines@ecclc.org](mailto:coloradoshines@ecclc.org)

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