



Coaching and Mentorship Program Application

School Name: _____

Contact Person: _____

School Address: _____

Telephone Number(s): _____

Child Care Licensing
Permit Number: _____

Email Address: _____

Retainer Fee Schedule

Licensed Capacity	Retainer Fee
1-50 children	\$750.00
50-100 children	\$1,250.00
100-150 children	\$1,500.00
150+ children	\$2,000.00

Coaching/Mentoring Hourly Rates: \$100 per hour for virtual/phone coaching/mentoring
\$250 per hour for in-person coaching/mentoring

Guidelines

- Coaching/Mentoring contact must attend and complete our Director Credential Program before applying for the coaching and mentoring program.
- Fees are billed in 15-minute increments.
- Coaching and mentoring is excluded from training opportunities and no certificates for clock hours are issued for this service.
- The Coaching and Mentoring Service is limited to a select number of clients. Applications for new clients may not be always available.
- Coaching and Mentoring clients may call for services. Voice mails and emails will be returned within 48 hours when applicable.
- In-person coaching and mentoring is based on availability. Travel expenses may be required and will be charged to the client's retainer.
- Retainer fees are non-refundable.