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## Plan with Purpose: The 2026-2027 Coaching & PD Budget Pack

Build a coaching system you can fund, implement, and sustain.



# Coaching & PD Planning Starts Before the Budget

## Why It Matters:

Sustainable professional growth doesn't happen by accident. It requires a bridge between your instructional vision and your fiscal reality.

## How To Start:

Use this workbook to map your coaching approach, align it to specific funding streams, and plan for a seamless rollout. Each section is designed to help you move from Idea → Structure → Action.

**Estimated Time:** Most leadership teams complete this initial mapping in 10–15 minutes.



Don't aim for a perfect plan—aim for a clear starting point you can build on.



# Before You Build Your Budget

Use this checklist to ensure your plan is ready for high-stakes budget conversations.



Fill this out digitally or print and take with you!

## The Pre-Budget Checklist



**Strategic vs. Episodic:** Is our coaching ongoing and job-embedded, rather than a one-time “event”?



**Systemic Equity:** Is support consistent across all sites, programs, and grade levels?



**Operational Readiness:** Is our implementation timeline realistic for an August 1st rollout?



**Evidence-Ready:** Can we document, track, and share outcomes with stakeholders easily?



**Critical Check:** If any of these are unchecked, your budget request may be vulnerable to cuts or “shelf-ware” risks later in the year.

## Map Your Coaching Plan to Existing Funding

### 1. Identify Your Primary Sources

- IDEA / Special Education
- Title I (Improving Basic Programs)
- Title II-A (Supporting Effective Instruction)
- Title III (English Learners)
- CCDF (Child Care and Development Fund)
- Early Childhood Grants / State
- Preschool Funds
- Other: \_\_\_\_\_

### 2. Define The Spending

**Funding Source:**

**What It Covers:**

**Allocated?**  Yes  No

**Funding Source:**

**What It Covers:**

**Allocated?**  Yes  No

**Funding Source:**

**What It Covers:**

**Allocated?**  Yes  No

### 3. Identify Your Primary Sources

### 4. Identify Strategic Gaps

- Funding is identified but not yet aligned to a coaching framework.
- Coaching is planned but not tied to a sustainable funding source.
- Multiple funding sources could be “braided” to support a single system.

# Build Your Coaching Model:

Complete this section to define your coaching structure and assumptions



## Coaching Structure

- # Of Coaches: \_\_\_\_\_
- # Of Educators Supported: \_\_\_\_\_
- # Of Sites/Programs: \_\_\_\_\_



## Coaching Frequency

- Weekly
- Bi-Weekly
- Monthly
- Other \_\_\_\_\_



## Core Coaching Activities

- Synchronous Observation
- Asynchronous Feedback Cycles
- Feedback Cycles
- Evidence-Based Goal Setting
- Data Review & Planning
- Modeling / Demonstration Lessons
- Co-Planning
- Reflective Conversations
- Action Planning
- Progress Monitoring Over Time
- Resource Sharing
- Peer Collaboration / Group Coaching
- Other \_\_\_\_\_



**Pro Tip: Consistency is the enemy of burnout. What does “equitable coaching” look like across your entire system—not just in one flagship classroom?**

# Time & Capacity Modeling



## The Calculation:

1. Average coaching time per educator (monthly): \_\_\_\_\_ hours
2. Estimated total coaching hours needed (Educators x Time): \_\_\_\_\_
3. Average coach capacity (Hours available per coach/mo): \_\_\_\_\_

**The Reality Check: Does your current staffing level support this model without compromising quality?**

- Yes (Our model is sustainable)       No (We need to leverage technology or additional staff to scale)



**Reflection:** Where are the primary gaps between your current capacity and your ideal coaching model?



# Define Your Budget & Justification



## Budget Components

- Coaching Platform / Data Infrastructure
- Initial Training & Onboarding
- Ongoing Mentorship / Support
- Administrative Oversight & Reporting
- Scaling Buffer (Growth For Mid-Year Hires)

Fill in the blanks to create a compelling justification statement:

This investment in coaching and PD will allow our organization to **[Priority Goal, e.g., improve Tier 1 literacy outcomes]** by providing **[The Structure, e.g., weekly job-embedded feedback cycles]**, resulting in **[The Outcome, e.g., increased teacher efficacy and a 15% reduction in staff turnover]**.

“This investment in coaching and PD will allow our organization to

\_\_\_\_\_ by providing

\_\_\_\_\_, resulting in

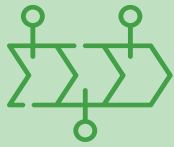
\_\_\_\_\_.”



Focus on what changes—  
not just what you’re adding.  
Strong justifications connect  
coaching to outcomes,  
not activities.



# Plan Your Implementation Timeline



**Critical Thought:** What single administrative task needs to be automated or simplified BEFORE staff return to ensure a strong start?

**Self-Onboarding?**

Phase	Target Date	Readiness	Owner	Notes
Kickoff & Set Up		Not Started Early Planning In Progress Ready To Launch		
Platform/ Tool Config		Not Started Early Planning In Progress Ready To Launch		
Initial Training		Not Started Early Planning In Progress Ready To Launch		
Back To School Ready		Not Started Early Planning In Progress Ready To Launch		



**Identify Your  
Priority Focus:  
Which scenario is  
most urgent for  
your 2026-2027  
plan?**

**Prioritize Your Focus:**

Number each phase from 1-4 based on order of importance for your team (1 = highest priority).



**Scaling:** We need to reach more teachers without adding more coaches.



**Specialization:** Strengthening Special Education or ML practices.



**Sustainability:** Moving away from “one-off” PD toward a permanent system.



**Efficiency:** Reducing the administrative burden on our leadership team.

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Lighten the Load, Ease the Lift

The Good News? You Don't Have To Plan This Alone



This workbook is designed to spark clarity. Whether you use it to guide an internal meeting or as the foundation for a formal budget request, you now have a roadmap.

If you're ready to turn these plans into a functioning infrastructure, our team is here to help you bridge the gap.

Schedule a 15-Minute Planning Conversation ✨  
Explore the TORSH Coaching Platform ✨



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