**Best Beginnings Mini Grant Application**

**CCR&R Agency:**

Revised March 2016

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| Name:       | PS #:       |
| Physical Address:       | City:       | Zip:       |
| Mailing Address       | City:       | Zip:       |
| (if different from physical address) |
| Email Address:       | Phone Number:       |
| Facility Name:       | Facility Type:       | PV #:       |
|  |
| Are you on the Practitioner Registry? Yes [ ]  Date       Level       No [ ]  |
| In order to receive this grant you must be a current member of the Early Childhood Career Development Practitioner Registry. A copy of your Practitioner Registry certificate or Professional Development Record with a current date must be- Submitted with this applicationOR- Submitted with the contract/summary form when requesting payment. |
|  |
| Have you received a MINI Grant in the past? Yes [ ]  Date       No [ ] Are you participating in the Best Beginnings STARS to Quality Program? Yes [ ]  No [ ] If no, have you participated in the STARS to Quality Program within the last year? Yes [ ]  No [ ] End date for STARS participation:      Amount of Request: $\_\_\_\_\_\_\_\_\_\_\_\_\_ (Maximum $2,000 for Family/Group; $3,000 for Center)See page 2 of this form for grant description |
|  |
| Why are you requesting funds?Indicate the need for your project and how you will use the funds. (use additional paper if necessary)      |

* I agree that this application is for a **one-time payment** reimbursement, and that proposed purchases and activities for this grant application will take place during the **six (6)** months **AFTER** the grant is awarded.
* I certify that neither this facility, nor any of its principals, is on the CACFP National Disqualified List; have not received 3 or more Intentional Program Violations in the Best Beginnings Scholarship Program due to fraud; and have not misused federal funds.

|  |  |
| --- | --- |
| Provider’s Signature: | Date:  |
|  |  |
| **Office Use Only** | Grant is approved for $\_\_\_\_\_\_\_ |  Denied |
| Reason: |
| CCR&R Signature: | Date: |

**Mini Grant Program Description**

Mini grants are administered by the local Child Care Resource & Referral office to ensure flexibility in awarding amounts consistent with the needs of providers. Generally, mini grants should be used for the purposes of:

* + New providers to become fully registered/licensed
	+ Licensing compliance such as balance of funds needed for full year of insurance, egress windows, play equipment, etc.
	+ Professional Development, particularly courses taken in preparation to meet STAR One requirements and to assist with year one professional development plans, etc.
	+ Practitioner registry fees for caregiver not in STARS formally
	+ Business equipment such as a computer to manage CACFP Claims and customer billing
	+ To assist in continual quality improvement or to meet additional requirements

Mini grants are **not** to be used for programs 1) formally enrolled in STARS, or that were enrolled in STARS within the past year; 2) whose providers have been disqualified with cause from the Child and Adult Care Food Program (CACFP); or 3) if they or anyone related to the business have received three or more intentional program violations in the Best Beginnings Child Care Scholarship Program due to fraud.

It is a reasonable expectation that purchases including shipping and handling are covered as part of the awarded funds.

Mini grants are available in a single grant award for a total not to exceed

* **$2,000 for a group/family provider,**
* **$3,000 for a center provider, and**
* **Purchases paid for by the grant must occur after the effective date of the grant.**

**Providers must be in business through the end of the spending period, or will refund the State in full. A Provider is eligible to receive another Mini grant only after an existing grant period comes to an end.** CCR&R agencies have the flexibility to determine the frequency they will award and process applications. Contact your local CCR&R for additional information.