



**Office of Child Care
and Family Resources**

SCHOOL OF EDUCATION

UNIVERSITY OF WISCONSIN-MADISON

OCCFR Mini Grant Application
for Campus & Network Centers

Submitted by: _____ Child care center: _____

Phone number: _____ Email address: _____

Amount of request: _____ Date that funds are needed: _____

☐ *I have read and understand the grant guidelines.*

1. Describe the need and the details of your request.

2. Does this request fall into the category of a New Initiative (curriculum enhancement; classroom equipment; playground upgrade) or Professional Development training or conference? Please explain.

3. How does this request improve the curriculum quality and/or educational environment for the kids at your center?

4. How does this request align with current best practices in early childhood?

5. What are the intended outcomes and/or deliverables of this request?

6. What other financial resources are available to you for this request? Please be specific.

7. Will you need salary support to cover the cost of substitute teachers? ☐ Yes ☐ No

a. If yes, what amount? _____

8. Please check all that apply:

- ☐ I am willing to make a presentation at the annual campus child care professional development day.
- ☐ I am willing to meet with presenters to share what I learned from a professional development training.

Financial/Budget Information

Please provide a detailed list of the expenditures included in this request.

QTY	Cost	Item Description	Vendor Web Link	Item #	Total Cost
					\$ 0.00
					\$ 0.00
					\$ 0.00
					\$ 0.00
					\$ 0.00
					\$ 0.00
					\$ 0.00
					\$ 0.00
					\$ 0.00
					\$ 0.00
Total Shipping Costs					
Total Proposed					\$ 0.00
Total Available from Other Sources					
TOTAL AMOUNT REQUESTED					

Please add any other pertinent information for consideration.

Submitted by: _____ Date: _____

Director approval: _____ Date: _____
(Individual applications must be discussed with center directors and have signature approval)

OCCFR Use Only

Date received: _____

Reviewed by: _____

Decision: _____

Fund: _____