



**United Way Fund for Quality Early Childhood Education
Application for Collaborative Training & Enrichment**

Name: _____	Email: _____
Social Security # (required to issue a 1099 for grant awards of \$600 or more): _____	
Home Mailing Address: _____	Home Tel #: _____
(Street or PO Box #, Town, State, Zip)	
_____ Registered Family Child Care Provider; VT Child Care Registration Certificate #: _____	
_____ Licensed Center Staff Member at: _____	
(Center Name)	
Your Job Title at the Center: _____	
Work Mailing Address: _____	Work Tel #: _____
(Street or PO Box #, Town, State, Zip)	
AMOUNT OF FUNDS REQUESTED \$ _____	

Collaborative Events

Collaborative training and enrichment funds may be used for professional development events **planned, sponsored and delivered between two or more organizations** to enhance the quality of early childhood and after school programs. They can also be used for collaborative program enrichment opportunities such as visits to local farms or artist-in residence programs.

For **Collaborative Training** include:

- Title, dates, times and venue of proposed training
- Brief summary describing why this professional development opportunity was chosen
- List of people involved in the planning process, including their title and organization
- Target population for this training (ex. Home based or center based early educators, early interventionists, etc.) and estimation of number of individuals who will participate in this training
- Number of children and/or families who will benefit from this training opportunity

For **Collaborative Program Enrichment** include:

- Reasons why you chose the program and how it will impact the quality of care in your child care settings
- Names of programs participating in this collaboration

- Number of children who will benefit from the program
- Name(s) of outside consultants you plan to hire and dates program will occur
- If you have sought other funds to help support this project please list them along with the outcome of your request

In order for your application to be considered complete, you must submit the following:

- Description as listed above
- Budget for collaborative event, which is itemized, balanced and includes other forms of revenue

APPLICATION PROCESS

Please remember to include the required supporting documents. The application will not be considered unless paperwork is submitted in full. Applications are accepted on a rolling basis and are viewed soon after the quarterly deadline:

- August 15 – First Quarter
- November 15 – Second Quarter
- February 15 - Third Quarter
- May 15 - Fourth Quarter

Unless we are told otherwise, applications received after each deadline will be held to be considered in the next quarter. We will strive to notify applicants of the committee’s decisions within 30 days of the quarterly deadlines.

Email your application and supporting documentation to: margaret@winstonprouty.org, OR submit five (5) copies of the application and supporting documentation by mail to:

Quality Fund for Early Education Grant Committee
 c/o The Winston Prouty Center for Child and Family Development
 209 Austine Drive
 Brattleboro, VT 05301

I certify that the information contained in this application is true and correct, and that I will comply with applicable eligibility criteria of the United Way Fund for Quality Early Education. I understand if I do not complete the project and submit documentation proving completion, I must return these funds to the Winston Prouty Center, to be returned to the Fund.

Name

Date