



**United Way Fund for Quality Early Education
Application for College Coursework for individuals working or residing in Windham County**

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 \$ _____	

College Coursework:

Name of class: _____

Name of Institution: _____

Start date of class: _____

Check one: ___ Full-time Student ___ Part-time Student ___ Degree ___ Non Degree ___ Graduate

If in a degree program, your major/area of study _____

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

- A copy of the college course description from the course catalog for the course you will take
- One-page summary of funding request: include tuition cost and your reason for amount requested.

- ❑ Budget: For coursework document income and expenses including other financial assistance.
- ❑ Copies of other sources of assistance; this includes:
 - copies of any other grants to which you have applied, and the determination of each,
 - financial aid applications and determinations,
 - if working at a center, letter from Director or Board Member quantifying amount of financial assistance from the center.
- ❑ Copy of your most recent IPDP
- ❑ Write a brief paragraph of how this particular course fits into your IPDP

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