



WINSTON PROUTY
Center for Child and Family Development

**United Way Fund for Quality Early Childhood Education
Application for Professional Development other than College Coursework**

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 \$ _____	

Professional Development

Name of Professional Development Opportunity/Training: _____

Training Date: _____ Location: _____

Sponsor of above: _____

Registration fee: _____

Books and Materials

Name of Books or Materials: _____

Name of class requiring above books: _____

Name of Institution: _____ Cost of books/materials: _____

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

1. For center based staff: documentation from Director or Board member stating how much they will fund towards cost of training/books
2. Copy of your most recent IPDP
3. Write a brief paragraph of how this particular training 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