

CHILD CARE GRANT APPLICATION
NORTH DAKOTA DEPARTMENT OF COMMERCE/DCS
 SFN 59188 (5/15)



P.O. Box 2057
 Bismarck, ND 58502-2057
 Telephone: (701) 328-2687
 rroehich@nd.gov
<http://www.commerce.nd.gov/services/GrantPrograms/ChildCareGrantProgram>

Please complete and submit this form with all required supporting documents.

Name of Business		Early Childhood Services License #	
First Name	Last Name	County	
Address	City	State	Zip Code
Telephone Number	Email Address		

Type of Business (Check Only One)	
<input type="checkbox"/> Profit	<input type="checkbox"/> Non-Profit
<input type="checkbox"/> Public Early Childhood Program	
Type of License (Check Only One)	
<input type="checkbox"/> Licensed Family Child Care	<input type="checkbox"/> Multiple License
<input type="checkbox"/> Licensed Group Child Care	<input type="checkbox"/> Licensed School-Age Program
<input type="checkbox"/> Licensed Child Care Center	<input type="checkbox"/> Licensed Preschool

Current/Projected Number of Children Enrolled

Current Number		Projected Number After Project Completion	
	0-17 months		0-17 months
	18-35 months		18-35 months
	3 years		3 years
	4 years		4 years
	5 years		5 years
	6-12 years		6-12 years
	Total		Total

Have you received a childcare grant from Commerce in the past? Yes No

If yes, what was the date and amount received ____/____/____ \$_____

Total Project Budget

Note: A match of \$1 for every \$3 of grant funds is required for this program.

Project Associated Expense	Estimated Cost

Document the need for child care in your community and how your project addresses this need (**attach additional pages if necessary**).

Describe in detail what you will be using the funds for and how these expenditures are necessary to create additional full-time licensed capacity.

Mail and submit an original of the completed application with **ALL** *supporting documents listed below:

**Rikki Roehrich
 North Dakota Department of Commerce
 Division of Community Services
 P.O Box 2057
 Bismarck, North Dakota 58502-2057**

Please check and include the following required supporting documents to this application:

- If in the process of licensure, a letter from the DHS Early Childhood Service Regional Supervisor verifying that the applicant will be eligible for licensure upon project completion.
- If an existing facility, a letter from the DHS Early Childhood Service Regional Supervisor confirming that the facility has a strong history of compliance and cooperation with DHS.

OR

- If a new facility, a letter from the DHS Early Childhood Service Regional Supervisor confirming a history of cooperation with DHS and compliance with laws.
- Bid.
- Business Plan (for request \$25,000 and higher).

If a history of violations and/or corrective actions exist, facilities will need to provide:

- A three year "Early Childhood Service History" from the DHS Early Childhood Service Regional Supervisor.
- An explanation of changes that have been made to correct the violations and a letter from the DHS Early Childhood Service Regional Supervisor confirming that corrective action has taken place.

Certification:

I, the undersigned authorized representative of the applicant, certify that to the best of my knowledge the information in the application is true and correct. I certify that the applicant shall maintain accurate accounting records. I further certify that the applicant represents a child care provider within the state of North Dakota and is in compliance with all local, state and federal laws and regulations. I also certify that the applicant is in good financial standing and has no delinquencies on existing North Dakota State Government grants or loans. Furthermore, I agree that the applicant will abide by the guidelines of the North Dakota Child Care Grant Program.

Name <i>(Please Print)</i>	Title
Authorized Signature (Daycare Provider)	Date

For Commerce Use Only		
<input type="checkbox"/> Approved <input type="checkbox"/> Denied	Match Required	*Amount of Grant
Authorized Signature		Date

* The amount the applicant will receive from Commerce upon completion of the project and proper documentation.