

EXTRAORDINARY FINANCIAL RELIEF FOR CHILD CARE CENTERS

APPLICATION

Please answer all questions completely, and include all the requested supporting documents, so the Department has the information necessary to make an informed decision. An incomplete application will not be considered for funding. Include this signed cover page with the application.

Name of Center	Contact Person	Title
Phone Number	Mailing Address	
Email	Date of this Application	
\$ Extraordinary Relief Requested	Date Center will close without this funding	

I am applying for funding to prevent closing this center (respond to #3 on page 2)
 to help transition children and families to other child care programs (respond to #4 on page 2)

Average Daily Enrollment	# of Subsidized Children	Current STARS Level
--------------------------	--------------------------	---------------------

I attest that all I have read and understand the Program Guidance, that all information contained in and submitted with this application is true to the best of my knowledge, and that without this extraordinary relief the Center's operations would cease to function within the next 90 days.

Signature of Applicant _____ Date _____

Submit this application cover page and attachments to:
CDD Operations Director
VT Dept for Children & Families
103 South Main Street, Waterbury, VT 05671



Include on separate pages:

1. A detailed projection of the next 90 days' income and expenses (for your child care center only).
2. A list the other sources of funding you have exhausted (and the dates of those efforts) before making this application (these may include related business parties, parent corporations, fundraising efforts, and other funding sources). These efforts must include at least one financial institution.

AND

3. If you are applying for funding to sustain your operations, describe in detail how this funding would prevent, *and not merely postpone*, closing of the center. Document that your program will be operating sustainably within the next 12 months. (limit 3 pages)

OR

4. If your center is at risk of closing, and you cannot sustain your operations with the current state financial assistance program subsidy rates, you have an option to apply for funding to help transition children and families to other child care programs. Describe in detail how the funding will be used over a 60 day transition period to support, in an "orderly fashion," children and families securing other child care opportunities. (limit 2 pages)

All applicants must attach the following:

- A written notice from a financial institution verifying denial of loan/financing to the center, and which includes the reason(s) for the denial.
- Current year tax returns, including all schedules. For non-profits, the most recent 990 must be attached.
- A complete and actual "Profit and Loss" statement for the last 12 months. For larger organizations with other programs, include the P&L for the child care center only.
- Include other information you believe is critical for the Department to consider.