



Care About Child Care and Utah Registry for Professional Development Family Provider Start Up Grant Overview

VALID 7/1/2020-6/30/2021



FAMILY PROVIDER START UP GRANT INFORMATION

1. The maximum amount of the grant is **\$400**. (see exceptions on #5)
2. The Family Provider Start Up Grant may be awarded to family child care providers who have become licensed within the past 12 months. Providers may only be awarded a lifetime maximum of two Start-Up Grants.
3. The grant is awarded as a **reimbursement after** start-up expenses have been incurred and the provider has been issued a license. The provider must submit **copies** of receipts documenting **all** expenditures being requested for reimbursement.
4. Eligible expenses include:
 - A. Child Care Licensing Fees
 - B. Business License Fees
 - C. Fire and Kitchen Inspection Fees
 - D. Fire Extinguishers, Smoke Detectors, First Aid Kits
 - E. First Aid and CPR Training
 - F. Food Handler's Permit Training
 - G. Any other requirements for licensure as documented by Utah Child Care Licensing.
5. If any allowable expenses from Items A, B and C exceed \$400, such as local business licensing fees, an exception may be granted to increase the amount of the Family Start Up Grant to the total of A, B and C. If other eligible expenses increase the amount to over \$400, a maximum grant of \$400 will be paid.
6. The grant must be **applied for and completed within one year of becoming licensed.**
7. All Family Start Up Grants are subject to financial and eligibility review as determined by the Utah Registry for Professional Development (URPD) director and the Utah Office of Child Care.
8. Please contact URPD with any questions at 435-797-2468 or urpd@usu.edu



SEE PAGE 2 FOR APPLICATION



Care About Child Care and Utah Registry for Professional Development Family Provider Start Up Grant Application

APPLICATION VALID 7/1/2020-6/30/2021



SECTION 1- PROVIDER INFORMATION		
PROVIDER NAME		
ADDRESS		
CITY	ZIP CODE	COUNTY
PHONE NUMBER	EMAIL ADDRESS	

SECTION 2- REIMBURSEMENT AMOUNT		
PLEASE NOTE: URPD/USU USES PAYMENT WORKS TO REQUEST AND VERIFY SENSITIVE INFORMATION NECESSARY FOR YOUR PAYMENT. PLEASE WATCH YOUR EMAIL FOR INFORMATION ON HOW TO CREATE A PAYMENT WORKS ACCOUNT TO SUBMIT YOUR SSN OR EIN AND BANKING INFORMATION FOR DIRECT DEPOSIT. PLEASE CHECK THE URPD WEBSITE urpd.usu.edu FOR FAQ'S RELATED TO PAYMENT WORKS.		
ALLOWABLE EXPENSE	DOLLAR AMOUNT ON RECEIPT	RECEIPT COPY ENCLOSED (Receipt copies must be enclosed or you cannot be reimbursed)
A. CHILD CARE LICENSING FEES	\$	___ YES ___ NO
B. BUSINESS LICENSE FEES	\$	___ YES ___ NO
C. FIRE AND KITCHEN INSPECTION FEES	\$	___ YES ___ NO
D. FIRE EXTINGUISHERS, SMOKE DETECTORS AND FIRST AID KITS	\$	___ YES ___ NO
E. FIRST AID AND/OR CPR TRAINING	\$	___ YES ___ NO
F. FOOD HANDLER'S PERMIT TRAINING	\$	___ YES ___ NO
G. OTHER LICENSING REQUIREMENTS	\$	___ YES ___ NO
LIST:		
TOTAL AMOUNT OF REIMBURSEMENT YOU ARE REQUESTING	\$	

SECTION 4- CERTIFICATION	
I VERIFY THAT I HAVE NOT PREVIOUSLY RECEIVED TWO START-UP GRANTS. I VERIFY THAT I HAVE BEEN ISSUED A LICENSE BY UTAH CHILD CARE LICENSING.	
SIGNATURE	DATE

SUBMIT COMPLETED, SIGNED APPLICATION AND COPIES OF RECEIPTS TO THE UTAH REGISTRY FOR PROFESSIONAL DEVELOPMENT (URPD) BY EMAIL OR REGULAR MAIL. PLEASE CALL 435-797-2468 OR EMAIL urpd@usu.edu WITH ANY QUESTIONS.	
EMAIL APPLICATION TO:	urpd@usu.edu
OR	
MAIL APPLICATION TO:	URPD 6515 OLD MAIN HILL LOGAN, UT 84322-6515

URPD OFFICE USE ONLY					
LICENSE CHECK	AMOUNT	DATE	APPROVED	INDEX #	ACCT CODE