



Mini-Grant Application Form

This Application is for preview reference only. All applications **MUST** be filed online.

Section 1: Applicant Information

1. Applicant Name: _____

2. Program or Organization Name: _____

3. Type of Program: (Check one)

- ☐ Child Care Center
- ☐ Public Preschool / Head Start
- ☐ Family Child Care Home
- ☐ Individual Educator
- ☐ Other: _____

4. County: _____

5. Email Address: _____

6. Phone Number: _____

7. Are you a current KAECE member? ☐ Yes ☐ No

If yes, KAECE/SECA member number _____
(Members will be given priority.)

Section 2: Project Overview

8. Project Title: _____

9. Funding Amount Requested (check one):

- ☐ \$100 ☐ \$200 ☐ \$300 ☐ \$400 ☐ \$500

10. Brief Project Description (200 words or less):

11. What age group(s) will benefit? (Check all that apply)

- ☐ Infants (Birth–12 months)
- ☐ Toddlers (1–2 years)
- ☐ Preschoolers (3–5 years)
- ☐ Other: _____

13. Describe the expected outcomes or impact:

Section 3: Budget and Budget Narrative

14. Provide a detailed budget for how the grant funds will be used:

Item/Expense	Description	Amount Requested
Total		\$

15. Budget Narrative (200 words or less):

Explain why each expense is needed and how it supports your goals.

Note: Requests may include classroom materials, family engagement event costs (including food), or other allowable expenses.

Section 4: Reporting Commitment

16. I agree to submit a brief final report including receipts (photos if applicable) within 15 days of project completion.

- ☐ Yes
- ☐ No

A small portion of the total award (e.g., \$25) will be held back until the final report is submitted.

Section 5: Additional Information (Optional)

18. Anything else you'd like the review committee to know?

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[Click Here](#) to begin the online application process.

Next page of this application for Committee Use Only.

Scoring Rubric For Committee Use Only

Category	Points Possible	Score
Project Relevance / Impact	25	
Feasibility / Clarity of Plan	25	
Budget Justification	25	
Benefit to Children/Families	25	
KAECE Membership Bonus	+10	