

GRANT APPLICATION COVER PAGE (Attachment A)

Name of Applicant Organization: West Central Community Action
Iowa Child Care Resource and Referral

Address: PO Box 709
Harlan, IA 51537

Phone: Joel: 712-755-5135 Debra: 712-755-7381 Fax: 712-755-3235

Contact Person: Joel Dirks

Board of Directors Chairperson of Applicant: Bob Wentworth

Is your organization

- Private School
- Private Not for Profit
- Private for Profit
- Public School
- Government
- Other _____

Tax Exempt Status: 501 I (3)

Federal ID#: 42-0919214

Name of Project: Professional and Quality Child Care Project

Target Population of Project: Children ages 0-5; providers

Category New Project Existing Project

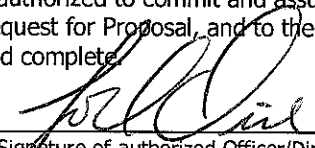
Total amount requested from Boost4Families \$ 84,335

In-Kind Contributions/10% match \$ _____

Other funding secured for this project \$ Federal & State Dollars

TOTAL PROGRAM COST \$ 84,335

I certify that I am duly authorized to commit and assurances for the applicant, and therefore agree to comply with all the provisions of the Request for Proposal, and to the best of my knowledge, the information contained in this application is correct and complete.



 Signature of authorized Officer/Director of Applicant
 Joel Dirks, Executive Director

 Title

4/29/09
Date

Attachment B
BOOST4FAMILIES
CASS/MILLS/MONTGOMERY
Prevention, Early Intervention, and Family Well-Being Project
FY10 Request for Application

Proposal Check List

Proposal Components	Proposal Page #
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IRS 501 (c) (3) Letter	8

Applicant Name: West Central Community Action
Iowa Child Care Resource and Referral

PROJECT NARRATIVE:

1. Brief description of organization:

West Central Community Action (WCCA) is one of the 18 Community Action Agencies in Iowa. The purpose of the WCCA is to assist families and individuals in reaching their highest potential. WCCA serves as the umbrella agency for Child Care Resource and Referral (CCR&R), as well as 9 additional programs serving counties in Southwest Iowa. The majority of the WCCA programs serve the lower income population.

CCR&R is a national program. Our national association is NACCRRA (National Association Child Care Resource and Referral Agencies). Iowa adopted the CCR&R program as a statewide system in 1992. We serve as a gateway to services for parents, child care professional and the communities in which we serve. For parents we provide referrals, consultation and advocacy; to child care professionals we provide consultation and information, access to professional development resources and referrals to parents; and to the community we provide trend data, information on child care options and advocacy.

Our mission is to provide resources, education and advocacy to support quality child care. We accomplish our mission in 23 southwest Iowa counties, providing services to children and families, providers and communities. Quality and professionalism are key aspects of our work and we strive to ensure that every child in Iowa being placed in a home/center is being cared for by educated and professional providers!

2. Amount requested: \$84,335

3. Purpose of request (what is the goal your project hope to achieve?):

The purpose of Child Care Resource and Referral's proposal is to provide professional and quality consultation, training and grants for Cass, Mills and Montgomery home and center child care providers in order to enhance and improve the care and education benefiting Boost4Families high quality child care and preschool environments.

4. Describe project in detail:

Child Care Resource and Referral and Boost4Families will collaborate together to continue to deliver quality services to Cass, Mills and Montgomery counties through providing quality and professional opportunities to local child care providers. Delivery of this service would include the local 25 hour (15 additional shared time with other empowerment area to equal full time employment) home consultant along with the additional regional employees. The Step Up grants would continue to be issued through the Home Consultant (child care development specialist). 20 homes per month will be the minimum goal set to visit with in a month with several of them being new providers in the area. The Infant/Toddler Stipend grants will be issued through our Infant/Toddler Specialist. Regional Professional Development Coordinator will be working with child care providers to evaluate their professional career path, QRS Specialist will continue to support your area and encourage participation in Quality Rating System, Regional and local Nurse Consultants will visit sites to ensure health and safety of the homes/centers, and technical support and trainings will be given by our Training Coordinator and other regional staff.

5. Target Population:

Children (0-5), families, providers and communities.

6. Project Outcome:

Child Care Resource and Referral's outcomes for this project is to increase the capacity of child care in Boost4Families counties; increase the number of providers participating in the Infant Toddler Stipend grant program and Step Up grant program; and increase the number of programs that are Quality Rated System rated.

7. Strategies needed to implement project:

Implementing this project is a collaborative effort of empowerment areas and CCR&R. The 25 hour home consultant will support providers, communicate and introduce them to the options available though Iowa Child Care Resource and Referral. These options include QRS, Professional Development, Health and Safety, Trainings, grant opportunities and technical assistance.

The Home Consultant component of the position is also responsible for mentoring prospective home providers in the Iowa DHS regulation guidelines and assisting them in meeting the requirements to be registered. Through implementation of this plan, Boost4Families would also benefit from the greater statewide Child Care Resource and Referral System, giving them the opportunity to be mentored and receiving assistance from peers across Iowa as well as Regional 3 CCR&R employees.

8. Describe how your organization will sustain the program if

'Boost4Families' funding is decreased:

Child Care Resource and Referral is a national program and the state of Iowa has divided Iowa into 5 CCR&R Regions. Each region has designated counties assigned to them. The Boost4Families providers would continue to be served by the Regional Staff if funding were to be decreased or cut, but it would not be to the extent it is currently being completed. CCR&R's current proposal took into consideration the cuts across Iowa and completed our budget with that in mind.

9. If not fully funded, is the project viable and at what minimum amount:

As stated in the previous question, Child Care Resource and Referral would continue to serve Boost4Families counties regardless of funding. The current grant programs, as well as the local home consultant, would be the areas considered in redoing the budget if not fully funded. The minimum amount is unknown to continue the grant programs and maintain a 25 hour per week local home consultant.

10. Discuss how you will know if your project is successful:

Success will be measured in the number of homes, centers and preschools participating in the Step Up grants and homes and centers participating in the Infant Toddler Stipend. Also measurable will be the number of programs QRS rated. The Home Consultant is a vital member of the team to achieve success in Boost4Families counties.

11. How will you measure your success:

Child Care Resource and Referral is a national program. Our success is measured and documented through our National Association Child Care Resource and Referral Agencies (NACCRRRA). Home Visits, QRS, professional development, parent referrals, technical support, provider services and more is documented through this network. Local, state and national documentation can be tallied through NACCRRRA. Numbers would be monitored in the Boost4Families counties to measure local success.

DETAILED BUDGET SAMPLE (Attachment C)

Please follow the budget format below. Each category must include detail line items such as the examples in italics. Must show 10% match, either from other funds or in-kind.

DESCRIPTION OF EXPENSES	PROPOSAL REQUEST	OTHER FUNDING (IDENTIFY SOURCE)	OTHER FUNDING (IDENTIFY SOURCE)	IN-KIND MATCH
Salaries: <i>25 hours week (Home Co)</i> <i>5 hours week (Recp)</i> SUBTOTAL	16,704 2,088 18,792			
Benefits: <i>FICA</i> <i>IPERS/Retirement</i> <i>Health</i> <i>Other</i> SUBTOTAL	1,438 1,250 2,750 3,675 9,113		West Central Community Action-Child Care Resource and Referral receives federal and state dollars to deliver our services through out the Boost4Families as well as 20 additional counties in south west Iowa. These dollars support the regional staff that, in turn, support and enhance the local efforts in Boost4Families counties. These dollars also provide resources and educational materials to local child care providers.	
Training/Travel: <i>Registration fees</i> <i>Out of area travel</i> <i>In area travel</i> SUBTOTAL	300 1,200 3,000 4,500			
Office Supplies: <i>Postage</i> <i>Printing</i> <i>Supplies</i> SUBTOTAL	240 180 1,140 1,560			
Program Materials: <i>Inf/Todd Stipend-home</i> <i>Inf/Todd Stipend-center</i> <i>Step Up-homes</i> <i>Step Up-center</i> <i>Step Up-preschool</i> SUBTOTAL	12,000 12,600 12,000 4,500 4,468 45,568		FY09, Child Care Resource and Referral received \$167,000 in state funding and \$883,000 in federal funding.	
Equipment: SUBTOTAL	0			
Purchased Services: <i>Facility rental/Utilities</i> <i>Insurance</i> <i>Advertising</i> <i>Telephone/fax/internet</i> SUBTOTAL	1,200 136 60 420 1,816			
Subcontract Services: SUBTOTAL	0			
Other: SUBTOTAL				
Indirect Cost (not to exceed 8%)	2,986			
TOTALS	84,335			

West Central Community Action			
Child Care Resource Referral			
Harlan, IA 51537			
Cass/Mills/Montgomery Early Childhood Empowerment Budget FY2010			
Expense Line Item	Budget Justification	Total Budget	
Child Care Dev Specialist	261 da x 5 hr x \$12.80	16704	
Receptionist	261 da x 1 hr x \$8.00	2088	
TOTAL WAGES			18792
FICA/FICA Medicare	7.65%	1438	
STATE U/C	8.00%	1503	
Worker's Compensation	2.36%	443	
IPERS Retirement Fund	6.65%	1250	
Health Insurance	\$366.70 per/mo x 12 months x .625 FTE	2750	
Life Insurance	\$4.20 per mo x 12 mo x .625 + .125% FTE	38	
Disability Insurance	No funds budgeted	0	
Accrued Leave	9.00%	1691	
TOTAL FRINGE BENEFITS			9113
Office Supplies	\$35 mo x 12 months	420	
Photocopy/Printing	\$15 mo x 12 months	180	
Postage	\$20 mo x 12 months	240	
Ed/Resource Materials	\$60 mo x 12 months	720	
TOTAL SUPPLIES			1560
Local Mileage	\$250 mo x 12 months	3000	
Out-of Area Travel	\$100 x 12 months	1200	
TOTAL MILEAGE			4200
Rent/Utilities/ Ins./Maint	\$100 per/mo x 12 months	1200	
Dues and Fees	\$25 x 12 months	300	
Advertising	\$5 mo x 12 months	60	
Telephone/Fax/Internet	\$35 mo x 12 months	420	
Indirect Cost	Total personnel + F.B. x 10.7% =indirect Rate	2986	
Insurance	Professional Liability	136	
TOTAL OTHER			5102
Infant Toddler Stipend-homes	\$100 x 12 mo x 10 providers	12000	
Infant Toddler Stipend-centers	\$350 x 12 mo x 3 centers	12600	
Step Up-homes	\$480 per home x 25 homes	12000	
Step Up-centers	\$1500 per center x 3 centers	4500	
Step Up-preschools	\$744.66 per preschool x 6 preschools	4468	
			45568
TOTAL			84335

JUL 19 2007

Internal Revenue Service
P.O. Box 2508
Cincinnati, OH 45201

Department of the Treasury

WCCA

Date: JUL 09 2007

WEST CENTRAL COMMUNITY ACTION
PO BOX 709
HARLAN IA 51537-0709

Person to Contact:

Vaida Singleton
ID# 31-03018

Toll Free Telephone Number:

877-829-5500

Employer Identification Number:

42-0919214

Dear Sir or Madam:

This is in response to the amendments to your organization's Articles of Incorporation filed with the state on April 23, 2007. We have updated our records to reflect the name change from WEST CENTRAL DEVELOPMENT CORPORATION to WEST CENTRAL COMMUNITY ACTION, as indicated above.

Our records indicate that a determination letter was issued in June 1966 that recognized you as exempt from Federal income tax. Our records further indicate that you are currently exempt under section 501(c)(3) of the Internal Revenue Code.

Our records also indicate you are not a private foundation within the meaning of section 509(a) of the Code because you are described in section 509(a)(1) and 170(b)(1)(A)(vi).

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely,



Cindy Westcott
Manager, Exempt Organizations
Determinations