



Utah Office of Child Care  
A Division of the Utah Department of  
Workforce Services

Utah Office of Child Care - Department of Workforce Services

**I. GRANT APPLICATION COVER SHEET**

**CHILD CARE TRUST FUND GRANT**

**CONTRACTING ORGANIZATION**

Contracting Organization \_\_\_\_\_

Federal Tax ID #: \_\_\_\_\_ DUNS# \_\_\_\_\_

This entity is a:  Individual/Sole Proprietor     For-Profit Corporation     Government Agency  
 Non-Profit Organization (attach 501(c)(3) letter)     Other \_\_\_\_\_

**Budget Amount Requested:** \_\_\_\_\_

**Organization's Signature Authority:**

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**Electronic Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**CONTRACT ADMINISTRATOR** (Contract/grant point of contact, if different from above)

Name: \_\_\_\_\_ Position: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**FINANCIAL ADMINISTRATOR / CONTACT** (Fiscal/invoice point of contact, if different from above)

Name: \_\_\_\_\_ Position: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**II. CHILD CARE TRUST FUND GRANT  
PROPOSAL NARRATIVE**

**Instructions:**

Please use the provided space and format for responses. All questions are required to be answered and the responses should be typed in the PDF Form Fill document format.

**1. ABSTRACT**

Use this section to describe your organization.

- a) Describe your organization's mission, identify the focus population of the organization, and indicate how many years the organization has been serving your community.
- b) Specify why your organization is best suited to meet the needs of this grant opportunity.

**2. FUNDING DETAIL & EXPLANATION**

In the following space, please provide a detailed explanation for how you will use the grant funds. Funding details should align with the attached budget form.

### **3. EXPECTED OUTCOMES**

Describe the expected outcomes from utilizing this grant funding. (i.e. quantity of people served, expected professional certifications, how the funding increases professional development for child care providers in Utah.)