



# Early Care and Education Physical Activity Initiative

## APPLICATION

### I. PURPOSE OF THE APPLICATION

First 5 Imperial is allocating funds for the purpose of offering Child Care/Preschool Sites within Imperial County the opportunity to request funding that would support an increase in physical fitness activities young children can participate in through outdoor play. Funding from the Early Care and Education Physical Activity Initiative will be made available to those sites that specifically target children 0-5 years of age and demonstrate a need for outdoor play equipment. The purpose of this application is to provide limited financial assistance intended to support the healthy development and increased physical activities of children by encouraging more outdoor play in supervised settings. In addition, the Commission recognizes the demand to support these types of activities particularly where such a contribution would cover the cost for expenses incurred by Child Care/Preschool sites for which there are limited funds and/or no other source of funding. The First 5 Imperial recognizes the importance of providing financial assistance to early care and education settings designed to offer services that benefit the lives of young children, and values local efforts to support the community, facilitate education, inform families, offer direct services to benefit children, and provide materials and resources in best-practice settings.

### II. HOW TO APPLY

In order to be considered for an award under this application, the following criteria must be met: a) a complete Early Care and Education Physical Activity Application must be submitted in a timely manner; b) the request must be submitted by the Owner, Fiscal Agent, or Agency representing the early care and education setting; c) the need for outdoor play equipment must be articulated in a manner that specifically demonstrates how these funds will be used to support an increase in physical activities for children 0-5 years of age; d) submit complete and appropriate budget details; e) agree to submit an invoice to the Commission for the purchase of the approved outdoor play equipment identified in the application ; f) state the availability of any other funding available for the proposed need for outdoor play equipment, materials and/or training and guarantee of non-supplantation of funds (the Commission may require certification of non-supplantation by the third party source, such as a funder or property owner); and g) agree to defend, indemnify and hold harmless First 5 Imperial and its agents, and maintain liability insurance coverage.

A maximum of one Early Care and Education Physical Activity Initiative Application can be submitted for each individual Child Care/Preschool Site, and agencies administering multiple Child Care/Preschool Sites can submit one application per Site, that is, multiple applications per agency, though only the first two applications for that agency will be considered, and all other applications will be placed on a waiting list and only considered after the June 30, 2020 deadline if funds allocated for the process are still available.

Successful grantees may be required to sign a standard contract, as modified to fit the specific proposal if necessary, after award announcements have been posted and before the Commission disburses any payments for that particular award, regardless of the start date.

### **III. BUDGET RESTRICTIONS**

Agencies interested in submitting an Early Care and Education Physical Activity Application may request up to \$10,000.00, though the total award may vary and will depend on the availability of funding and the total number of applications submitted to First 5 Imperial for consideration.

Funding requested through the Application process must include budget detail on costs that are consistent with the proposed enhancements for outdoor play for the identified Child Care/Preschool Site and all calculations should be accurate. In the case where any costs may be estimated these amounts should fall within accepted industry standards. Budget details must be provided under the Budget Request section on page 4 of the application, and any supplemental information on costs may be included as a separate attachment if this would support the request. First 5 Imperial may request additional information and/or costs to realize the stated activities before a final determination on award for these funds is issued.

If funding is granted, the Child Care/Preschool Site must identify First 5 Imperial as a sponsor. The total award may vary, and the Commission has the authority to negotiate the amount and/or materials being requested, offer an award for the full amount being requested or for any portion thereof, and therefore award an amount less than what is stated in the application.

### **IV. EXAMPLES OF ACTIVITIES THAT MAY BE CONSIDERED**

First 5 Imperial recognizes how significant the contribution for support can be to agencies working to assist families with young children. Therefore, the types of activities that may be considered for funding through this application process may include (though are not limited to):

- a) Outdoor playground activity equipment that promotes climbing, crawling or sliding.
- b) Age appropriate "ride-on" toys that promote individual physical activity, such as tricycles, wagons or hoppers.
- c) Outdoor play equipment that targets specific preschool-age children, such as children with special needs.
- d) Age appropriate equipment that would promote the healthy development by age-groups for infants and toddlers, or 3 to 5-year olds.
- e) Toys associated with active outdoor play, such as age appropriate balls, frisbees, hoops and rings.
- f) Costs associated with training that would support specialized capacity building for early care and education providers that would cover costs to serve as support for planned outdoor play only if this contribution will clearly enhance increased physical activities.
- g) Costs associated with acquiring a curriculum that would be used to increase outdoor play and physical activity.
- h) Outdoor herb/vegetable garden materials that would be used to create a preschool garden with children.
- i) Outdoor playground equipment where Commission funds are used as matching funds to pair with existing funding to enhance the preschool environment through planned equipment purchases that promote outdoor play by the Child Care/Preschool Site, such as large playgrounds, surfacing or shade structures.

Funds through this application will not be awarded for outdoor play equipment for which funding has already been allocated by another source and/or budgeted by the Owner, Fiscal Agent or Agency, in addition to the fact that the agency would otherwise not experience financial hardship in realizing the activity or event. Upon submitting the application, the agency is guaranteeing that there is a valid reason for the request, has demonstrated the need for outdoor play equipment, and if awarded, the funds will not be used to supplant other funds available to the agency.

Any outdoor play equipment purchased with funding from an Early Care and Education Physical Activity Initiative award must be from a reputable source that provides products that are age appropriate, comply with applicable regulations, and meet compulsory child safety standards/federal children's safety rules.

Please note that any request submitted through the Early Care and Education Physical Activity Initiative Application process must clearly articulate how the funds will be used to support age-appropriate physical activities in an outdoor setting for children 0-5 years of age. First 5 Imperial may request additional information or recommend that the application be re-submitted with additional information to support the request, and/or request a site visit to assess the need for the award. Applicants are encouraged to provide a description of their organization and demonstrate how the proposed activity is consistent with the mission/goals of the agency.

## **V. FUNDING TIMELINE AND APPLICATION SUBMITTAL**

Applications will be accepted throughout Fiscal Year 2019-2020 (deadline to apply - June 30, 2020), or until funding allocated for the initiative is depleted before the deadline and no longer available for this purpose. The Commission anticipates starting to review applications on February 1, 2020. Organizations may submit applications requesting a maximum of \$10,000.00. Agencies must ensure that the application is submitted in a timely manner to the First 5 Imperial office and are responsible to ensure that an application with an original signature from an authorized representative was received by First 5 Imperial. Any expenses made prior to approval will not be considered.

Handwritten Applications will not be accepted, therefore, please ensure that the Application form is submitted in typewritten format. A W-9 Form should be provided with the submitted application.

All interested applicants must ensure that the Commission does receive the Early Care and Education Physical Activity Initiative application with original signatures, and therefore will be responsible for proof of delivery, whether the document is hand-delivered or mailed to the Commission office. Faxes, emails or electronic submissions will not be accepted. The Commission will notify all applicants of confirmation of receipt.

Submit completed Application (pages 1 through 4) and W-9 Form to:

First 5 Imperial  
Attn: Early Care and Education Physical Activity Initiative Application  
1240 W. State Street  
El Centro, CA 92243

# Early Care and Education Physical Activity Initiative Application

(Deadline – June 30, 2020)

## Child Care/Preschool Center Application Form

Maximum Support \$10,000.00

<p style="text-align: center;"><i>Please Check One</i></p> <p><input type="checkbox"/> Public Non-Profit</p> <p><input type="checkbox"/> Private</p> <p><input type="checkbox"/> Other: _____</p>	<p style="text-align: center;"><i>Please Check One</i></p> <p><input type="checkbox"/> State Preschool Program</p> <p><input type="checkbox"/> Head Start</p> <p><input type="checkbox"/> Migrant Head Start</p> <p><input type="checkbox"/> Other Publicly Funded</p> <p><input type="checkbox"/> Private Preschool</p> <p><input type="checkbox"/> Family Childcare Home</p>
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<b>Check All That Apply</b>				
<b>Child Care/Preschool Site Service Area</b>				
<input type="checkbox"/> Brawley	<input type="checkbox"/> El Centro	<input type="checkbox"/> Imperial	<input type="checkbox"/> Seeley	<input type="checkbox"/> Winterhaven
<input type="checkbox"/> Calexico	<input type="checkbox"/> Heber	<input type="checkbox"/> Niland	<input type="checkbox"/> Salton City	<input type="checkbox"/> Other
<input type="checkbox"/> Calipatria	<input type="checkbox"/> Holtville	<input type="checkbox"/> Ocotillo	<input type="checkbox"/> Westmorland	

<b>Does this site participate in First 5 IMPACT?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No	<b>Does the site have liability insurance?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No
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Preschool Site Name: \_\_\_\_\_

Agency / Owner: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Website: \_\_\_\_\_

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

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

Fiscal Agent: \_\_\_\_\_ Federal Tax ID No. \_\_\_\_\_

**Children served by this early care and education site:**

# of children ages 0-5: \_\_\_\_\_ # of children 6 or older: \_\_\_\_\_

**Amount Requested:** \_\_\_\_\_ **Total Cost to Realize Activity:** \_\_\_\_\_

**Summary of Need for Outdoor Play Equipment** (Please summarize in 50 words or less):

Name of Authorized Representative: \_\_\_\_\_ Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_





## Early Care and Education Physical Activity Initiative

Agency/Owner Name:

Childcare Center/Preschool  
Name \_\_\_\_\_

### BUDGET REQUEST

Total amount being requested from Commission should not exceed maximum award of \$10,000.00.

<i>Line-Item Category (Proposed Expense)</i>	<i>Budget Justification Narrative</i>	<i>Amount being Requested from Commission</i>	<i>In-Kind/ Other</i>	<i>Total (Estimated Cost)</i>
Operating Supplies				
Equipment Purchases				
Training				
Travel				
Other Expenses				
<b>TOTAL</b>				

#### Budget Request Form Instructions

Write only in the categories that apply to your request.

- Under each **Line-Item Category** column applicable to your request, identify the exact expense that is requested. For example, if your site intends to purchase 5 children’s tricycles \$150.00 each, please note this description under the **Equipment Purchases** category.
- Under the **Budget Justification Narrative** column, provide a brief explanation of the purpose for this expense. For example, the children’s “tricycles will be purchased to promote outdoor physical activity and used by children during scheduled playtimes during the day”.
- Under the **Amount being Requested from Commission** column, indicate the amount that you are requesting to be funded through this Application. For example, 5 children’s tricycles \$150.00 each will be equal to \$750; therefore, you would write \$750.00 under this column.
- Under the **In-kind/Other** column, list additional resources used to realize this project. Examples of in-kind support may include staff time, materials donated, cash-match, facilities/space donated for the activity, etc.
- Under the **Total (Estimated Cost)** category, sum up the total expenditures applicable to your activity.
- The Commission may request the agency’s project budget in order to assess the need for funds through this application.