### **Daycare Grant Proposal**

#### **1. Cover Letter**

* Briefly introduce your daycare facility.
* Explain the purpose of the funding (e.g., infrastructure improvements, staff training, or expanding access for low-income families).
* Align the request with the funder’s goals.

#### **2. Executive Summary**

* Outline the proposal, including your daycare’s mission, the need for funding, and expected outcomes.

#### **3. Statement of Need**

* Provide data on childcare demand in your community.
* Explain challenges such as lack of affordable daycare or underserved populations.
* Use local demographics to support your case.

#### **4. Project Description**

* **Goals:** Improve access, safety, or educational quality.
* **Methods:** Describe your curriculum, staff training plans, or facility upgrades.
* **Evaluation:** Include metrics like increased enrollment or parent satisfaction.
* **Sustainability:** Explain plans for maintaining operations post-grant.

#### **5. Budget and Justification**

* Break down costs for equipment, salaries, renovations, and program materials.

#### **6. Organization Background**

* Highlight your daycare’s history, certifications, and community impact.

#### **7. Appendices**

* Include licenses, letters from parents, or partnership agreements.