

Starting a Licensed Family Child Care business in your home or residential facility?  
Need help with licensing costs?

CCNI CAN HELP!!!

Child Care & Nutrition, Inc. (CCNI) may be able to provide up to \$300.00 to help newly licensed Family Childcare Providers with some of the following costs:

- Required licensing equipment; i.e., Fire Extinguisher, Smoke Detector, etc.
- Upgrades to home or residential facility required by your licenser or fire marshal; i.e., Fencing, Railings, etc.
- Initial training costs to become licensed & other applicable licensing fees

Here's how to qualify!

1. Submit an application and agreement to CCNI to sponsor your Licensed Family Childcare on the Child and Adult Care Food Program (an eligible CCNI Staff Member will come to your home/residential facility and enroll you in the food program).
2. Once signed up with CCNI, submit the Household Income Statement (provided by CCNI at the initial visit) to the CCNI Office at the address below. CCNI staff will review your household income statement and contact you if more information is needed. **You MUST qualify according to the family size and income guidelines in order to be eligible to receive the grant pending qualifying expenses.**
3. Submit a CCNI Grant Itemized Form within 90 days of your initial license date to CCNI (see reverse side of this letter). Your county Childcare Licenser must sign the form; you must include receipts of all expenses.
4. Upon submission of your first eligible claim for CACFP Reimbursements with CCNI we will issue a payment by check for up to \$300.00 of the qualifying expenses submitted.

Contact us with any questions!

Mailing Address: CCNI • PO Box 138 • Ivanhoe, MN 56142

Office Ph: 1.800.634.3359

Website: [www.childcarenutrition.com](http://www.childcarenutrition.com)

Email: [info@childcarenutrition.com](mailto:info@childcarenutrition.com)

Follow us on Facebook: <https://www.facebook.com/childcarenutrition>

CCNI Licensing Grant Itemized Form

Dear Licensor,  
 Child Care & Nutrition, Inc. (CCNI) may be able to provide up to \$300.00 to help newly licensed Family Childcare Providers. When applying for reimbursement for licensing fees or equipment needed to complete licensing, providers must complete the following form with final approval from you by signing and dating the bottom of this form. Providers must submit receipts for all expenses detailed below with this completed form and CCNI will determine the eligibility and reimburse the provider with up to \$300.00. This form must be complete and submitted to CCNI within 90 days of the initial license date in order to be eligible for the grant.

Provider Name: First, Last, M		Household Income Statement Submitted to CCNI <input type="checkbox"/>
Daycare Address: Street:	City, State, Zip:	
County:	Telephone:	
Date of Birth:	Email:	

Item	Amount (include receipts)
Licensing fees charged by the county	\$
BCA Background Check Fee	\$
Fire Marshal Inspection Fee (if DHS rule requires)	\$
Preliminary Training Fee(s) Required for initial licensing	\$
Required Licensing Equipment; i.e., Fire Extinguisher, Smoke Detector, etc.	\$
Misc. Upgrades Required by Licensor to meet DHS Standards: Include explanation of expense(s) below	\$

*I certify that the provider is in need of the items and/or fees listed above and Inability to acquire the items and/or services listed will hamper this provider's ability to finalize the family childcare licensing process.*

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Licensor Signature Date Licensor Name (Printed)

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Provider Signature Date

Mail completed form and receipts for all above indicated expenses to:  
 CCNI • PO Box 138 • Ivanhoe, MN 56142