



Kansas' most trusted child care resource.

KQRIS Quality Award Application

Directions: Complete the KQRIS Quality Award Application by filling in white area of each box. Submit the application and the W-9 form electronically to Becky Woerz at becky@ks.childcareaware.org. The form is located on the IRS website: <http://www.irs.gov/pub/irs-pdf/fw9.pdf>. **Incomplete applications will not be reviewed. Mailed copies of the Quality Award Application will not be reviewed.**

Type of Award	Quality Award				
Contact Person	Annie Warbucks				
Street Address	123 Easy Street				
City	Punjab	State	State	Zip	45678
Phone	901.234.5678	Email Address	annie@warbucks.com		
Program Type (Center-based or Family Child Care)	Family Child Care				
Number of Classrooms	1				
Coach Name	Miss Hannigan				

Date of KQRIS Quality Rating	7/1/2011			
Star Rating	5	Total Points	37	
Learning Environment Points	8	Family Partnership Points	9	
Training & Education Points	7	Ratios & Group Size Points	10	
Accreditation Points	3			



If your program earned 4 or 5 Stars on your most recent KQRIS Quality Rating **and** this is your program's "bi-year" (not getting a rating this year) – you must **first** submit your *KQRIS Program Biennial Report* before submitting an award application.

Abstract: Describe how the program will use the Quality Award to continue to improve program quality. Provide enough detail so the reader understands the goal(s), what will be accomplished, and how the work will be carried out. **Do not exceed this page.**

Annie's Family Child Care will enhance business practice by attending the BELIEF Early Childhood Leadership Institute and focus on improving the outdoor classroom materials and equipment.

Amount Approved \$1,500.00

Date Approved 8/15/11

Reviewer's Initials BW

Itemized Budget – In the boxes below, list each individual item to be purchased. In-kind contributions and other funding sources (if applicable) should also be included in the separate columns provided. Provide a grand total for each column. (To enter additional lines, simply hit the “tab” key.)

Item	Total cost from this award	In-Kind Contributions	Other Contributions
BELIEF Early Childhood Leadership Institute Registration	\$750.00	\$250.00	
Little Movers indoor/outdoor obstacle course	\$299.00		
Portable Window Art Station	\$179.00		
Merry Musical Station	\$61.00		
Jammin Drum Station	\$53.00		
Butterfly Garden	\$38.00		
Foam Block Set	\$49.00		
Construction Worker Dramatic Play Set	\$41.00		
Math & Science Book Set	\$30.00	\$23.00	
Totals	\$1,500.00	\$273.00	

Agreement to Terms and Conditions

In order to participate in KQRIS Quality Award opportunities, programs must read the terms and conditions below and sign the agreement.

Terms

1. KQRIS award funds are for developmentally appropriate improvements of child care programs and must be based on the Quality Performance Profile®
2. Award funds may not be used for general operating costs or to retire debt
3. Award funds may not be used to purchase consumable supplies
4. Award funds may not be used to reimburse expenses incurred **prior** to the award date
5. 4 – 5 Star KQRIS participants must submit a completed KQRIS Quality Award Application within 30 days of receiving the Quality Rating Consultation visit.
 - a. 4 & 5 Star KQRIS participants, who are in their bi-year, must submit a completed KQRIS Quality Award Application within 30 days of the anniversary of the most recent Quality Rating
6. Award funds must be spent within 2 months of the award date unless a written extension is submitted and approved in advance
7. KQRIS participants must submit copies of all receipts (*originals will **not** be accepted*) for purchases made with award funds within 30 days of last delivery/receipt of materials.
 - a. KQRIS participants who do not submit receipts, submit receipts for items not acceptable under the conditions of the award or submit receipts for items not included in the budget narrative/summary will not be eligible for future KQRIS awards or awards
 - b. If circumstances arise that require a change to the original Quality Award Application (e.g. items cost less than anticipated, items are no longer available, another award pays for items in the original award, etc.) KQRIS participants must submit the requested change to KQRIS prior to purchase if the total revision (single item or combination of items) exceeds \$300.00
8. KQRIS participants who accept a KQRIS Quality Award must remain in operation until their next KQRIS Quality Rating (known as the "commitment period").

Conditions

1. KQRIS participants that cease to operate or cease to participate in KQRIS activities (participate in weekly/bi-monthly/monthly on-site visits, attend 80% of support group meetings, etc.) prior to completing the commitment period must return all materials and equipment, or provide a refund equal to the KQRIS award by the KQRIS participant.
2. The following items are not considered acceptable expenses. *Unallowable items included in award requests will be deducted from the award. Award decisions are final.*
 - Disposable or consumable items such as art supplies, paper products, food, etc.
 - Hand sanitizer gels and dispensers
 - Air conditioners
 - CD burners
 - KDHE Licensing fees
 - Bank loans, liability insurance, etc.
 - Infant walkers, exer-saucers and similar items
 - TV, VCR, DVD players, videos, DVD movies
 - Video gaming systems
 - Trampolines
 - Toy boxes
 - Pools and pool equipment
 - Staff wages
 - Die cut machines and laminators
 - Storage Sheds
 - Ground Cushioning
 - Appliances (microwaves, washing machines, etc.)
 - Facility improvements (fencing, painting, flooring, windows, etc.)

I have read, understand and agree to the terms and conditions of the KQRIS Quality Award.

Date 8/1/2011

Annie Warbucks
Name of Authorized Representative (please print)

Annie Warbucks
Signature of Authorized Representative

Miss Hannigan

Miss Hannigan

Program Name **Annie's Family Child Care**

Name of KQRIS Coach (please print)

Signature of KQRIS Coach