

Quality Improvement Grant Check-Lists



These checklists are provided to help potential applicant determine if they meet the eligibility requirements and ensure the application is complete. Programs and providers are not required to complete this checklist or submit it.

The Eligibility Requirement Checklist was created to help you determine if you are eligible to receive a Quality Improvement Grant. If you are not able to check “yes” to all requirements, you are not currently eligible to receive a QI Grant.

Eligibility Requirements Checklist	
Requirements	Check if answer is “yes”
You are a licensed or registered child care provider or preschool program, in good standing with Child Care Licensing	<input type="checkbox"/>
Your program has a published rating on www.greatstarttoquality.org	<input type="checkbox"/>
Your program has served at least one child receiving a child care subsidy in the last six months AND/OR participates in the Child and Adult Food Care Program (CACFP) <i>and</i> has submitted at least one claim in the past six months	<input type="checkbox"/>
Your program has a Quality Improvement Plan (QIP) with the status ‘ created ’ on the Great Start to Quality STARS platform	<input type="checkbox"/>
If applicable, your program has completed all previous Quality Improvement Grant reporting obligations	<input type="checkbox"/>
*For programs and provider having received a Quality Improvement Grant in a previous grant cycle.	
<i>If you were awarded a Quality Improvement Grant during the last grant cycle, then you are not eligible to receive a QI Grant during the current grant cycle. Programs are only eligible to receive a QI Grant every other grant cycle.</i>	

The Application Requirements Checklist was created to help you feel confident that your Quality Improvement Grant Application meets all the necessary requirements. To help increase the likelihood of your application being approved, you should check to determine each requirement is completed. If all requirements are not completed, your application will not be approved.

Application Requirements	
Requirements	Have you completed this?
Your "Contact Information" is accurate (the business name and license number appear as on your state of Michigan Child Care License or Registration).	<input type="checkbox"/>
Application is complete.	<input type="checkbox"/>
All goals included in your application align with your program's Quality Improvement Plan (QIP).	<input type="checkbox"/>
Each goal has a corresponding "Itemized Cost List" with prices for each item stated (including tax, shipping and handling).	<input type="checkbox"/>
I have reviewed the Grant Restriction and Non-Allowable list <i>and</i> have determined there are no items I applied for on these lists.	<input type="checkbox"/>
All assurances have been checked and you have completed an E-signature.	<input type="checkbox"/>
"Payment Should Be Sent to Information" is accurate. This will be who the check is made out to, and where it will be sent.	<input type="checkbox"/>