



***Early Care and Education Mini-Grants  
2025-2026***

***Deadline for All Applications: June 10, 2025***

**First 5 Sierra  
701 Main Street  
Loyalton, CA 96118**

## About First 5 Sierra

In November 1998, California voters passed Proposition 10, the Children and Families Act. The Act levies a 50-cent tax on cigarettes and other tobacco products in order to provide funding for early childhood development programs for children ages prenatal through five years. The Act also established commissions in each of California's counties, including a state commission charged with the distribution of the tobacco tax revenues to the 58 county commissions.

## Mission

The Mission of First 5 Sierra is *effectively invest in early child development, family strengthening services, and systems change efforts.*

## Funding Guidelines and Allocations

Allocation: The First 5 Sierra Commission has approved funding for mini grants for fiscal year 2024-2025.

Approved to apply: All licensed child care homes, Family, Friends and Neighbor (FFN) providers, center-based child care, community based center. Eligible providers must serve children ages 0-5 years.

Approved for funding: Program supplies, educational materials, indoor and/or outdoor equipment, repairs that will enhance services or safety, and curriculum materials. If there are any questions about what is an appropriate expenditure, contact the Commission's executive director.

Not approved for funding: The funds may not be used for staffing, indirect or administrative costs.

Application limits: No single application may exceed \$5,000 for a center-based program and \$1,500 for child care homes. If funds are available, providers may submit an additional application.

Application approval: The applications will be reviewed and approved by the Commission's executive director. All funding decisions by the executive director are final.

## Grantee Responsibilities:

After receiving grant funds, grantees will need to keep track of their grant purchases (save purchase receipts) and budget expenditures on an on-going basis. A one-time budget expenditure and project evaluation report will be required by all grantees by **July 05, 2026**. The budget expenditure and evaluation report form are attached to this application. Technical Assistance to complete the reports will be provided by the First 5 Executive Director if requested by the grantee.

### **Application Instructions and Deadline:**

In order to be considered for funding the completed Mini-Grant application may be emailed as a word document or PDF file to: [candy@first5sierra.org](mailto:candy@first5sierra.org), or one hard copy of the grant may also be mailed to First 5 Sierra, P.O. Box 556, Loyalton, CA 96118. The grant application may be emailed or mailed through the postal service.

All applications must be **received** by **3:00 p.m. on Tuesday, June 10, 2025**.

**Questions or Technical Assistance:** Candy Corcoran, First 5 Sierra Executive Director (530) 993-4884 or email at [candy@first5sierra.org](mailto:candy@first5sierra.org)

**FIRST 5 SIERRA**  
**2025-2026 Mini-Grant Application**

**NAME:** \_\_\_\_\_

**License Number:** \_\_\_\_\_

**Provider:** \_\_\_\_\_

**Amount Requested:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **Zip Code:** \_\_\_\_\_

**Phone:** \_\_\_\_\_

**E-Mail:** \_\_\_\_\_

**Answer the following four (4) questions using no more than 2 pages total:**

1. Describe the services that you or your program provides.
  
2. How will these funds enhance your services or program?
  
3. Who will the funding serve, how many children ages 0-5 and families, and how often?  
What is the geographic area in Sierra County that services are provided?
  
4. What services do you provide? How long have you been providing them? Note any evidence that will confirm the quality of services that you provide.

## Budget

Provide the following brief budget. Please be specific and list what is to be purchased.

<b>Materials and Supplies:</b>	
<b>Other:</b>	
<b>Total Amount Requested:</b>	

## First 5 Sierra

### 2025-2026 Mini Grant *Purchase Evaluation and Expense Form*

**Evaluation:** The purpose of the evaluation of grants is to document not only what you have purchased, but what has been achieved; what enhancement or change has occurred? Please evaluate the success and challenges of your purchase by answering these questions.

1. Describe the activities and accomplishments of the purchase. How many children ages 0-5 were served, and how often?
  
2. Attach photos if appropriate.

**Expenses:** The purpose of the expense report is to document how you have spent the grant funds. Keep all receipts and records associated with the purchase for a minimum of three (3) years.

<b>Materials Purchased Submit Receipts (Please list all purchases)</b>	<b>\$</b>
<b>Other:</b>	<b>\$</b>
<b>Total Expended:</b>	<b>\$</b>

Complete and return this form following expenditure of funds, but no later than April 15, 2026.

**Return to: [candy@first5sierra.org](mailto:candy@first5sierra.org)**

**or mail to**

**First 5 Sierra  
P.O. Box 556  
Loyalton, CA 96118**