

Springfield Economic Development Authority
Daycare Provider Loan/Grant Program Application Form

Applicant Information

- **Name of Daycare Provider/Facility:**
- **Type of Business:**
 - Individual Provider
 - Family Childcare Provider
 - Childcare Center
- **Contact Person:**
- **Phone Number:**
- **Email Address:**
- **Business Address:**

Licensure Information

- **Current Brown County Childcare License Number (if applicable):**
- **Expiration Date of License:**
- **Proof of Licensure:** (Attach licensure or confirmation of licensure application status)

Service Capacity

- **Current Number of Children Enrolled:** _____
- **Projected Number of Childcare Spots After Expansion:** _____
- **Number of New Care Spots Designated for Children Under 3 Years:** _____

Financial Information

- **Requested Loan Amount:** \$_____ (up to \$10,000)
- **Proposed Use of Funds:** (Select all that apply)
 - Facility Rent
 - Equipment Purchase
 - Marketing Costs
 - Home Improvements
- **Attach a Projected Budget:** (Include detailed list of estimated costs for all eligible expenses)
- **Applicant must provide collateral to cover the amount of the loan and grant.**

Business Plan

- **Attach a brief business plan including the following information:**
 - Description of Daycare Services Offered
 - Goals for the Daycare
 - Timeline/Plan for Achieving Full Capacity

Supporting Documentation

- **Attach the following:**
 - Proof of Licensure or application process status
 - Budget including detailed list of all eligible expenses
 - Brief Business Plan
 - Collateral to cover the amount of the loan

Acknowledgements

- I acknowledge that I have read and understand the requirements of the Springfield EDA Daycare Provider Loan/Grant Program.
- I certify that the information provided in this application is true and accurate to the best of my knowledge.

Signature of Applicant: _____ **Date:** _____

Please submit your completed application and all supporting documentation to:

City of Springfield - Economic Development Authority
Attention: Heidi Wersal, Community Development Director
507-723-3517
Heidi.wersal@springfieldmn.org

Note: This program is made possible through a partnership between Springfield EDA and Southern Minnesota Initiative Foundation (SMIF) Taylor Rural Childcare Grant. A minimum of \$20,000 will be forgiven as grants per the terms of this partnership. The Springfield EDA reserves the right to approve exceptions, amend program rules, or dissolve the loan fund as necessary, in accordance with SMIF's grant terms.