For the new fiscal year, start the IowaGrants.gov process by:

- Logging into IowaGrants.gov
- Clicking on “Funding Opportunities”
- Selecting the appropriate fiscal year funding for Early Childhood Iowa (ECI)
- Either “Copy Existing Application” or “Start a New Application”
  - If you “Copy Existing Application,” data from the previous application you selected automatically populates in the following forms: General Information, Cover Sheet-General Information, Minority Impact Statement, Early Childhood Iowa Budget and Administrative Staff Worksheet. Open each form, update the information/data, “Save” and “Mark As Complete.” Once your area’s application is complete, click on “Submit.”
  - If you “Start a New Application,” enter the information/data in each of the forms, “Save” and “Mark As Complete.” Once your area’s application is complete, click on “Submit.”

**-161010-FY'17 ECI Area Funding**

**Early Childhood Iowa**

**Application Deadline:**

- Award Amount Range: Not Applicable
- Project Start Date: 07/01/2016
- Project End Date: 06/30/2017
- Award Announcement Date: 
- Eligible Applicant: Early Childhood Iowa Area Boards

**Description**

**Early Childhood Iowa Area Funding**

Iowa Code chapter 256I
Changing Data for a Budget Copied from a Previous Application

When you are finished entering/updating the budget, click on “Mark as Complete.”

To change financial information you entered in the “Summary” section (the SFY allocation or estimated carry-forward amounts), click on “Edit” to open the fields for editing.

To change information in a line item or delete a line item, click on the Program/Service/Activity name to open up the line item for editing.

**Summary**

<table>
<thead>
<tr>
<th>Row</th>
<th>FY16 Allocation by Category</th>
<th>Estimated Carry Forward into FY16 (Item)</th>
<th>Total Funding Available</th>
</tr>
</thead>
<tbody>
<tr>
<td>Early Childhood Administrative: Up to 5% of Award</td>
<td>$13,408.28</td>
<td>$500.00</td>
<td>$13,908.28</td>
</tr>
<tr>
<td>School Readiness Administrative: Up to 5% of Award</td>
<td>$15,944.00</td>
<td>$0.00</td>
<td>$15,944.00</td>
</tr>
<tr>
<td>Family Support &amp; Parent Education for Children Fmrly - Age 0</td>
<td>$20,473.25</td>
<td>$600.00</td>
<td>$21,073.25</td>
</tr>
<tr>
<td>Pre-K Programming Support for Low-Income Families</td>
<td>$20,473.25</td>
<td>$600.00</td>
<td>$21,073.25</td>
</tr>
<tr>
<td>Quality Improvement</td>
<td>$20,473.25</td>
<td>$600.00</td>
<td>$21,073.25</td>
</tr>
<tr>
<td>Other Services (General Use)</td>
<td>$20,473.25</td>
<td>$600.00</td>
<td>$21,073.25</td>
</tr>
<tr>
<td>Early Childhood</td>
<td>$20,473.25</td>
<td>$600.00</td>
<td>$21,073.25</td>
</tr>
<tr>
<td>Total</td>
<td>$134,408.28</td>
<td>$5,000.00</td>
<td>$139,408.28</td>
</tr>
</tbody>
</table>

**Total and Date Approved**

Grand Total: $139,408.28

Date Approved by the ECIA Board: 06/24/2015
Printing a Copy of the Budget

To print a copy of the budget, press and hold the ‘Ctrl’ key on your keyboard and press the ‘P’ key. The printing pop-up window displays for you to complete the necessary actions to begin printing. [Note: This is the computer shortcut method for printing.]
Submitting Your Budget to the ECI State Office

The following “Application Signature” screen displays. There are two fields to complete on this screen and click on “Submit.”

- The signature is the board chair’s name to indicate that the board reviewed and approved the budget.
- The certification statement refers to compliance with Iowa law, ECI Toolkit Tools and ECI State Board policies/procedures.

Approval Process

**Corrections Required:** If, based on a review of the area board’s budget by the ECI State TA Team, clarifications or corrections are required; the Team will release the appropriate application forms back to the area board. Once the area board makes updates to the forms, the board will “Submit” the application again.

**Application (budget) Approved:** When the ECI State TA Team approves the budget and other application forms, the contact person for the organization identified on IowaGrants.gov receives a system-generated email.