



CCAMPIS Grant Application Outline Template

This template is designed to help institutions of higher education prepare a competitive Child Care Access Means Parents in School (CCAMPIS) grant application.

Pro Tip! Align each narrative section directly to the CCAMPIS scoring criteria and use data-driven evidence throughout the application.

1. Cover Page & Required Forms

- SF-424 Application for Federal Assistance
- ED Supplemental Information Form
- Budget Forms and Assurances
- Institutional contact information
- UEI and SAM registration information

2. Executive Summary

- Institution overview
- Summary of parenting student needs
- Overview of proposed child care project
- Expected outcomes and impact

3. Need for Project

- Demographics of parenting students
- Pell-eligible student population
- Local child care shortages and costs
- Barriers to persistence and graduation
- Institutional and community data
- Equity considerations and underserved populations

4. Quality of Project Design

- Goals and measurable objectives
- Child care service model
- Subsidy structure and eligibility
- Partnerships with providers
- Wraparound supports for student parents
- Recruitment and outreach plan
- Timeline for implementation



5. Quality of Project Services

- Child care quality standards
- Health and safety practices
- Family engagement approach
- Academic support integration
- Student support services coordination

6. Management Plan

- Project staffing structure
- Roles and responsibilities
- Project management timeline
- Fiscal oversight procedures
- Partner coordination

7. Evaluation Plan

- Performance measures
- Data collection methods
- Retention and graduation tracking
- Child care utilization tracking
- Continuous quality improvement process

8. Adequacy of Resources

- Institutional capacity
- Facilities and infrastructure
- Existing partnerships
- Technology and systems
- Sustainability planning

9. Budget & Budget Narrative

- Personnel
- Fringe benefits
- Travel
- Supplies
- Contractual
- Child care subsidies
- Indirect costs
- Budget justification

10. Competitive Preference Priorities

- Describe how the project addresses applicable priorities
- Include evidence-based practices



- Demonstrate support for underserved student populations

11. Required Attachments

- Logic model
- Letters of support
- Resumes/job descriptions
- Indirect cost agreement
- Organizational chart
- Child care partner agreements

12. Suggested Supporting Data Sources

- IPEDS
- Campus institutional research data
- Local child care market analysis
- Student surveys
- National Postsecondary Student Aid Study (NPSAS)
- Institute for Women's Policy Research reports