

**Buncombe County**  
**Early Childhood Education and Development Fund**  
**FY2022 Funding Process Recommendations**

	<b>Recommendations</b>
Grant announcement	<ul style="list-style-type: none"> <li>• Issue press release to media list</li> <li>• Publish article on County website &amp; social media</li> <li>• Distribute via email lists (current/previous applicants/committee)</li> <li>• Coordinate with Buncombe Partnership for Children to share with providers</li> </ul>
Grant application	<ul style="list-style-type: none"> <li>• Use updated question list (see attachment)</li> <li>• Translate into Spanish</li> <li>• Make hard copy available</li> </ul>
Grant writing support	<ul style="list-style-type: none"> <li>• Host virtual grant writing workshop</li> <li>• Evening session (likely the week of Jan 11)</li> <li>• Offer 1:1 follow-up for all workshop participants</li> <li>• Promote availability of 1:1 staff assistance even to those that don't attend workshop</li> <li>• Reach out to all applicants who have a draft application to offer support prior to deadline</li> </ul>
Grant review	<ul style="list-style-type: none"> <li>• Use updated scoring sheet (see attachment)</li> <li>• Scores not tied to specific questions but to overall application</li> <li>• Written follow-up questions to any/all applicants</li> <li>• Deadlines &amp; meeting dates listed in updated FY2021 committee roadmap (see attachment)</li> </ul>
Community engagement session	<ul style="list-style-type: none"> <li>• Move to fall, to get input for the next funding cycle (no session during grant application timeframe)</li> <li>• Hold during evening hours</li> <li>• Promote to parents, families</li> <li>• If in person, consider child care, transportation, food, language access</li> </ul>