

**From:** [Washington State Department of Early Learning](#)  
**To:** [Liden, Stephanie \(DEL\)](#)  
**Subject:** Early Achievers Offers Grants to Support Participation: TEST  
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Washington Department of Early Learning



## **Qualifying Early Achievers participants may apply for a Needs-Based Grant to purchase curriculum development and instructional materials, supplies and equipment to improve program quality.**

To qualify for a Needs-Based Grant, participants must be registered in Early Achievers and participating at a Level 2, or be rated a Level 2, **AND** at least one of the following:

- Enrolled in the Tier 1 food program, or
- Live within a school district that serves at least 20% low income children based on OSPI data (eligible school districts include those where at least 20% of students receive free or reduced-price meals. To determine if a school district is eligible, visit the K-12 Data and Reports page on the OSPI website [here](#)).

More information about Needs-Based Grants is available in the [Early Achievers Needs-Based Grant Overview](#). To apply for a grant, participants must:

- Complete a [Needs-Based Grant application form](#) and spend plan and submit to the Department of Early Learning.
- Complete the registration form to register as a vendor of Washington State by submitting the [Statewide Payee Registration form](#) and W-9 to the Department of Early Learning. Registration should be completed using the facility/business name as funds will not be awarded to individuals or employees. A payee registration and W-9 must be submitted prior to receiving a grant.
- Both forms may be **faxed** to: (360) 725-4417 or **mailed** to: Department of Early Learning QRIS, Attn: Needs Based Grant, PO Box 40970, Olympia, WA 98504-0970.

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Needs-Based Grants may be used to purchase the following types of items:

- Materials to improve scores on the Environment Rating Scale (ERS) or Classroom Assessment Scoring System (CLASS).
- Curriculum development and instructional materials.
- Substitute time.
- Training/professional development.
- Other supplies or equipment to improve program quality, as approved based on the application spend plan.
- Spending restrictions apply. Information on disallowed

costs can be found in the [Early Achievers Participant Operating Guidelines](#).

For questions, contact [needs.basedgrants@del.wa.gov](mailto:needs.basedgrants@del.wa.gov).

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