

Appeal Form

Smart Start Transition Grant 2023

Round 2 Appeals covering January, February, and March 2024

Please complete and submit this form with your appeal. Appeals that do not include this form will not be processed.

Appeals must include the following information::

Program Name: _____

DCFS License Number: _____

Reason for Appeal: _____

Contact Name: _____

Contact Email: _____

Contact Phone Number: _____

Please also include:

- Copy of your DCFS License demonstrating your license capacity.
- Documentation to show that program is open and serving children, including number of classrooms, and CCAP eligibility.
- Email communication/documentation that shows you have been in contact with INCCRRA help desk, or specific counselor, regarding any issues you were experiencing that kept you from being able to submit your application.