

# Appeal Form

## Smart Start Workforce Grants 2024

*Round 1 Appeals covering October, November, and December 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: \_\_\_\_\_

Organization ID (B#): \_\_\_\_\_

DCFS License Number: \_\_\_\_\_

Reason for Appeal: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Contact Email: \_\_\_\_\_

Contact Phone Number: \_\_\_\_\_

Please also include:

- Copy of program's active DCFS License.
- 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 or funding request.

All appeals must be submitted by **September 4, 2024**, in writing to [grants@inccrra.org](mailto:grants@inccrra.org)