**SAVINGS**
- Child products & supplies: 20%
- Food & service supplies: 10-30%
- Insurance; Workman’s Compensation: 25-30%
- Payroll & other HR services: 25-30%
- Professional Development Online Courses: 10%

**CLASSROOM**
- PAS Scale Program Assessment
- Classroom Materials - ECERS-3
- Curriculum Resources
- Daily Reports – Infant/ Toddler/ Pre-K
- Daily Schedule Sample / Template
- Family/ Teacher Communication Journal
- Physical Activity Resources

**FAMILY ENGAGEMENT**
- Community Bulletin Board - Center
- Family Handbook – Center-Based
- Family Handouts: Child Development, Education, Environment, Health, Nutrition and Fitness, & Safety
- Family Conference: Invitation, Guide, Forms

**HR**
- Forms
- Employee Handbook
- Employee Orientation Toolkit
- Discipline and Termination
- Interview Guides
- Job Descriptions
- Performance Appraisals

**MARKETING**
- Email Marketing Tips
- 25 Ways to Market Your Program
- Brochure Template

**PROGRAM ADMIN**

**Business Operations**
- Center Based Annual Budget Template
- Business Insurance
- Risk Management
- Strategic Planning
- Child Care Center Cash Flow Projection Worksheet
- Financial Terms Glossary
- Simplified Business Plan Outline

**Child and Adult Care Food Program**
- Food Research and Action Center CACFP Factsheet
- CACFP Reimbursement Rates
- CACFP Income Eligibility Guidelines
- Food Buying Guide Calculator
- Child / Infant Meal Patterns
- Meal Pattern

**Food & Nutrition**
- Family Style Dining
- Food Allergies / Safety
- Recipes and Cookbooks
- Menu Planning Guide
- Increasing Access to Drinking Water Guide

**Forms**
- Child Care Expense Statement for Taxes
- Emergency Contact Information
- Enrollment Agreement
- Event Permission Form / Headcount Form
- Staff Meeting Record Form
- Transfer Record Form
- Transportation Permission Form

**Health**
- Health Policy Reminder Letter
- Caring for Our Children Health and Safety Standards
- Exposure to Communicable Disease Notification

**PROGRAM ADMIN (CONT.)**
- Immunization Schedules
- Integrated Pest Management
- Policies / Procedures

**Posters**
- Know Your Poison Center's Number
- Weather Watch
- Hand Washing
- Diapering

**Safety**
- Childcare Hazard Training
- Fire Drill Log, Policy, Forms
- Poisonous Plants
- Poison Prevention Tipsheets
- Crib Safety Guidance / Standards
- Daily Safety Checklist – CCC Indoor / Outdoor

**REGULATIONS**
- Federal Regulations
- Occupational Health and Safety Standards

**Child Care Development Block Grant**
- State by State CCDBG Program Data

**TRAINING**
- Better Kid Care Vodcasts
- Early Educator Central
- FEMA Childcare Hazard Training
- Handwashing Training
- Professional Development Online Courses

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