**SAMPLE BUSINESS SUPPORT LETTER**

Dear Local Business, County JFS, Kiwanis or Lions Club, etc.,

Research indicates that well-prepared teachers are able to more positively influence children’s readiness to learn. We also know that high-quality early learning programs reduce costly grade retention, the need for special education and crime rates while boosting high school and college graduations, future salaries and 21st century workforce skills.

Early care and education programs are struggling to budget for professional development opportunities for teachers. As a small business, our center budgets and spends conservatively, yet we are still challenged to identify discretionary funds to support professional development for our teachers.

We ask that you consider a donation to fund scholarships for the hard-working teachers in our program. Your donation of $X will provide a registration, travel and lodging scholarship for one of our teachers to attend the Ohio Early Childhood Conference, April 25-27, 2019.

Your support will benefit your community’s early childhood workforce by:

* Assuring that child care providers receive quality training provided by subject matter experts and that the training is accurate, consistent, and current with best practices in the field of early childhood.
* Assuring that all child care providers have the necessary skills to assume the responsibility of working with children.
* Facilitating information sharing and the development of solutions through networking with colleagues from across the state.

For more information about the Ohio Early Childhood Conference, please visit [www.oaeyc.org/conference](http://www.oaeyc.org/conference).

We greatly appreciate your thoughtful consideration of our request & look forward to hearing from you.