

PROVIDER LETTER FOLLOW-UP (MAIL OR EMAIL)

Dear PARENT NAME/OTHER INDIVIDUAL/CONTACT AT SMALL BUSINESS,

We're following-up on our previous [letter/email](#) about Colorado's Child Care Contribution Tax Credit (CCTC). As you are planning your charitable giving this year, we hope you'll consider this fantastic opportunity to make a gift to us and get 50% of your money back in a tax credit.

Why should you make a gift to support early education? Because a child without it is 25 percent more likely to drop out of school, 40 percent more likely to become a teenage parent and 70 percent more likely to be arrested for a violent crime (ThinkProgress.org, 2013). This affects [\(CHOOSE ONE OR SOME: children close to you, children close to you and their friends, the children in our shared community, your eventual neighbors, your current employees' children and your future workforce\)](#).

But with the CCTC, we can make a difference together. In fact, we plan to use money we raise through the CCTC to [\[INSERT HOW WILL USE FUNDS\]](#).

Please consider joining others in our community who have made a gift and are helping us to ensure the best possible lives for our children. Please let us know if you have any questions or requests regarding the process. Please see the attached donor form or visit [\[WEBSITE\]](#) if you would like more information. [If you are ready to make a difference in children's lives, please visit our website \[ORGANIZATION WEBSITE\] to make a donation.](#)

Thank you for your time and consideration. We hope to hear from you.

Sincerely,

[\[NAME\]](#)



Child Care Contribution Tax Credit Certification

Organization Name					
License Number or Colorado Account Number			FEIN		
Address				Telephone Number ()	
City				State	Zip
Last Name of Preparer		First Name		Middle Initial	
Signature of Preparer					
Donor Last Name		First Name		Middle Initial	SSN or Colorado Account Number
Address		City		State	Zip
Credit Computation					Date of donation (MM/DD/YY)
1. Donation amount					\$
2. Non-qualifying donation					\$
3. Qualifying donation, line 1 minus line 2					\$
4. Credit available, line 3 times 50%					\$
Application of Donation					
<input type="checkbox"/> All functions of the donee organization qualify for the tax credit.					
<input type="checkbox"/> The donation is applied 100% to qualified programs to the organization.					
<input type="checkbox"/> Qualified programs that constitute		%	for all organization programs.		
<input type="checkbox"/> Other (describe allocation below)					
Describe allocation					

Instructions

This form is to be completed by the donee organization, then given to the donor. The donee organization should retain completed copies for record keeping.

Social Security number may be completed by the donor after receipt from the donee organization.

Donors shall submit this form with their Colorado income tax return when claiming the child care contribution credit. When filing electronically, attach this form as a PDF to the electronic return, upload a copy in Revenue Online or mail with form DR 1778.