



Ownership & Economic Opportunity for All

Start-Up Costs

You will incur some one-time costs just to get your business started. Listed below are some of the costs you might incur. You will need to research what your specific costs will be. In this example, the home facility is licensed for eight children on the 1st shift – five preschool and three after school. There is space for you to estimate your start-up costs.

Expense Item	Home facility (8 children)	Your facility (_ children)
Child Care Cost		
Educational Supplies/Equipment (toys, books, etc.).....	\$575	\$ _____
Other	0	_____
Marketing Costs		
Business cards, flyers.....	115	_____
Website.....	0	_____
Other.....	0	_____
Furniture & Fixtures, Improvements		
Fencing.....	1,725	_____
Indoor furniture/equipment (mats, cribs, smoke detectors, fire extinguishers, computer, CD player, etc.).....	805	_____
Outdoor equipment/furniture (playground equipment, etc.).....	2,300	_____
Kitchen equipment/supplies.....	0	_____
Housekeeping equipment/supplies.....	115	_____
Office Furniture.....	115	_____
Renovation/building costs.....	*	_____
Other.....	0	_____
Administrative Expenses		
Licensing/Fees.....	58	_____
Insurance (hazard, liability, vehicle, bonding).....	58	_____
Legal/accounting fees.....	288	_____
Professional development (CPR, etc.).....	69	_____
Other.....	259	_____
Working capital (3 months).....	2,791	_____
Subtotal One-Time Costs.....	9,273	_____
Contingency (15%).....	1,390	_____
TOTAL ONE-TIME COSTS	\$10,662	\$ _____

* Renovations to meet licensing requirements and building costs will vary. Expenses for a home facility may be minimal, but if expensive renovations are required, they may be more than you anticipated. See page 53 to estimate your renovation and building costs.

Start-up Costs

Exercise 4-2: One-Time Costs

Based on your research, what costs do you anticipate incurring to get your business started? Who have you identified to supply the things you need to get started?

Expense Item	Cost	Potential Vendor/Supplier
Child Care Costs		
Toys/crafts	_____	_____
Other _____	_____	_____
Other _____	_____	_____
Marketing Campaigns & Print Materials		
Business cards	_____	_____
Website	_____	_____
Content Marketing	_____	_____
Other _____	_____	_____
Furniture, Equipment, & Improvements		
Fire extinguisher/smoke detector/ alarm system	_____	_____
Safety gates	_____	_____
Fencing	_____	_____
Sleeping mats/cribs/sheets	_____	_____
Office furniture	_____	_____
Renovation/building costs	_____	_____
Other _____	_____	_____
Administrative Expenses		
Business phone	_____	_____
Licensing fee	_____	_____
Insurance	_____	_____
Legal fees	_____	_____
Professional development	_____	_____
Office supplies	_____	_____
Working capital (3 months)	_____	_____
Contingency costs (10-20%)	_____	_____
Other _____	_____	_____
TOTAL One-Time Costs	_____	

Start-up Costs

Renovation and Facilities

Use this guide to estimate some of the costs of your renovation project. Once you complete this form, transfer the total to the "Renovation/building costs" line on your one-time costs list (page 66). You may not have all of these costs for your project. In some cases, you may have more costs than are listed here. This list is not complete – it is just an initial guide to get you thinking about costs for your family child care home facility.

For smaller projects:

Construction estimate (including all necessary permits) _____

Construction contingency (10% of the construction estimate) _____

If the construction estimate does not include the following, you may need to get estimates for:

Plumbing (new bathroom, diaper changing station) _____

Electrical work (wiring for computers, lights) _____

Tree removal/other landscaping for playground _____

Upgrade to septic system _____

Other _____

TOTAL for smaller projects: _____