

# Communicating and Acknowledging the Office of Child Development and Early Learning (OCDEL)

## Introduction

The Office of Child Development and Early Learning (OCDEL) requires Pennsylvania Family Support, Family Center, and Children’s Trust Fund (CTF) grantees to acknowledge OCDEL when describing projects or programs funded in whole or in part with OCDEL funds. For Children’s Trust Fund grantees, please see the specific section below.

Publicly acknowledging your award helps families, early learning professionals, and community partners better understand OCDEL’s mission to coordinate and facilitate access for families and their young children.

## Requirements

Please include both the acknowledgement statement and the OCDEL logo on all relevant communication(s). This might include but is not limited to:

- Press releases and other public statements
- Publications and other documents
- Websites
- Visual Presentations
- Printed Materials
- Newsletters
- Toolkits/Resource Guides
- Local Request for Proposals or Applications

If you are unsure if you need to include the acknowledgement statement and OCDEL’s logo, contact the Family Support RA Account at [ra-pwpahomevisiting@pa.gov](mailto:ra-pwpahomevisiting@pa.gov).

## Acknowledgement Statement

The following acknowledgement statement is recommended in a 10-12 pt. font and must be no smaller than 8 pt. font. The size and font must be legible.

*This [project/publication/program/website, etc.] [is/was] supported by the Office of Child Development and Early Learning (OCDEL) of Pennsylvania’s Department of Human Services (DHS) and Pennsylvania’s Department of Education (PDE). For more information, visit [dhs.pa.gov](http://dhs.pa.gov) and [education.pa.gov](http://education.pa.gov).*

## OCDEL Logo Usage

OCDEL provides the logo for use by Grantees. When Grantees display logos or contributors or sponsors, OCDEL’s logo must also be displayed. Do not alter the shape, proportion, color, or orientation of the logo. The logo must be large enough to legibly read “Office of Child Development and Early Learning,” and can be no less than 3/8” tall in print or 36 px tall digitally. To request a print-ready logo, contact the Family Support RA Account at [ra-pwpahomevisiting@pa.gov](mailto:ra-pwpahomevisiting@pa.gov).



NOTE: Use of this logo and funding acknowledgment statement are reserved explicitly for designated for Family Support, Family Center, and Children’s Trust Fund Grantees.

## Children's Trust Fund Grantees

The CTF logo must be displayed on all publications and documents produced by the CTF grantee pertaining to the CTF program.

The following acknowledgement statement is recommended in a 10-12 pt. font and must be no smaller than 8 pt. font. The size and font must be legible.

*Recognition or credit must be given that the grantee's program is funded all or in part by the CTF. This [project/publication/program/website, etc.] [is/was] supported by the Pennsylvania Children's Trust Fund. For more information, please visit [www.pa-ctf.org](http://www.pa-ctf.org).*



**Pennsylvania  
Children's Trust Fund**



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