

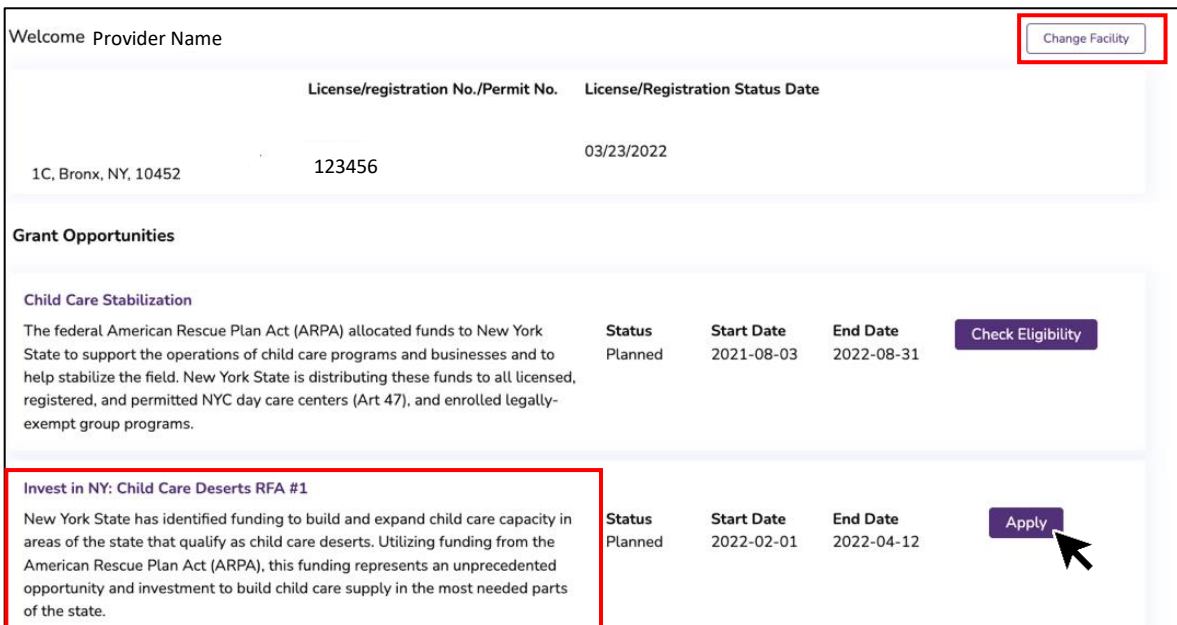
# Instructions for Application

This user guide shows the grant opportunities homepage and instructions for starting the *Invest in New York - Child Care Deserts Grant* application.

[Select the Grant Opportunity](#)  
[Review the Instructions](#)

## Select the Grant Opportunity

1. On the Grant Opportunities homepage all grants that your facility is eligible for and/or has applied for will be listed. **Note:** Use the Change Facility button if you want to apply using another child care provider than is shown on the screen.
2. Find the *Invest in NY: Child Care Deserts RFA #1* section and **click the Apply button.**



Welcome Provider Name Change Facility

License/registration No./Permit No.	License/Registration Status Date
1C, Bronx, NY, 10452 123456	03/23/2022

### Grant Opportunities

Child Care Stabilization	Status	Start Date	End Date	Check Eligibility
The federal American Rescue Plan Act (ARPA) allocated funds to New York State to support the operations of child care programs and businesses and to help stabilize the field. New York State is distributing these funds to all licensed, registered, and permitted NYC day care centers (Art 47), and enrolled legally-exempt group programs.	Planned	2021-08-03	2022-08-31	<span>Check Eligibility</span>

Invest in NY: Child Care Deserts RFA #1	Status	Start Date	End Date	Apply
New York State has identified funding to build and expand child care capacity in areas of the state that qualify as child care deserts. Utilizing funding from the American Rescue Plan Act (ARPA), this funding represents an unprecedented opportunity and investment to build child care supply in the most needed parts of the state.	Planned	2022-02-01	2022-04-12	<span>Apply</span>

## Review the Instructions

1. Your application for the grant has been started. You will have the opportunity to save your progress, exit the application and return at a later day or time and have your entered application data saved.



- On the Instructions page, the eight steps required to complete the grant application are listed along the left navigation menu. As you progress through the application, steps will turn purple as they are completed. You cannot skip ahead until the prior step has been completed and saved.
- Review the Instructions** for the Grant Application. **Click on the > icon** to expand and review the *Eligible Providers Must* requirements list (shown in image below).
- Click on the Next button** to begin filling out the grant application.

Example of the Eligible Provider requirements

OR

For programs applying to become an NYCDOHMH Article 47 day care center, you must attend a pre-permit orientation (<https://a816-healthpsi.nyc.gov/OnlineRegistration/dohmh/DOHMHService.action>) (check the box next to "Group Child Care and Summer Camp Orientation Sessions", then click "Continue" at the bottom of the page) before applying for a new permit. After you have attended that orientation, you can apply for a permit for a new child care program. NYC programs must have submitted their application for a permit by the grant submission deadline to apply for this grant opportunity.

3. Certify they will meet certain requirements for the duration of the time they are receiving grant payments. Providers must attest in their application to all statements to be considered for award including all attestations in Section 4.1.
4. Attest willingness to accept families receiving child care subsidy, though providers will not be required to maintain families receiving subsidy throughout the duration of the grant if the families chose another provider.
5. Certify that within the first six months of the award, to develop a sustainability plan for after the award ends and will develop that plan in partnership with their CCR&R, OCFS, their Regional Economic Development Council (REDC) and other local and state stakeholders.
6. Certify that the organization will participate in annual meetings for Invest in NY Child Care awardees, focusing on technical assistance and support for programs, in addition to any regional awardee meetings for the duration of the grant term. These meetings, with OCFS, Council on Children and Families (CCF) and other partners, will be scheduled in advance with enough notice to all providers.
7. Certify that the organization will complete business development trainings within the first year of the award. OCFS and their CCR&R will assist with providing resources of available trainings. Business development trainings may charge a fee, which is an allowable expense for this award.
8. Certify that the organization will work to coordinate the child care program with any relevant public school district implementing a Pre-K program, as applicable.
9. Certify that the organization will collaborate with the local maternal, infant, and early childhood home visiting program and/or actively discuss how the home visiting program could provide professional development/coaching to the child care program.
10. Certify that the organization will work to serve certain high-need populations, such as children experiencing homelessness and/or children in foster care, as appropriate.