How to Apply for COVID-19 Stabilization and Recovery Grants

1. Go to the Growing Futures website at www.ndgrowingfutures.org, click on Login.

2. Log in to your account in Growing Futures.

3. To access your organization profile, click on the Green Box in the upper right-hand corner. Then, select your organization profile.

NOTE: If you have multiple organizations, you will have My Organizations. Click My Organizations to see the list of organizations and then choose the one you want to view.
4. On the left side navigation, Click on the **Quality Dashboard**.

![Quality Dashboard](image)

5. Once on the Quality Dashboard, click on the **Apply for Cases** on the right side of the screen.

![Apply for Cases](image)

6. On the Apply for Cases page, find the grant you would like to apply for and click on the green **Apply** button.

![Apply](image)
7. There are multiple sections in the application that you will need to review. Information in these sections comes directly from your program’s organization profile. You can track your progress by viewing the (confirmed, review, incomplete) icons. Click the review button to view the information in each section.

8. It is important that your general information be correct and up to date. Click the edit button in the top right corner. You will then be directed to your organization profile to update your information.

9. Once you have made the changes to the general information you will need to click the update button at the bottom of the page.
10. After you click update, you will then need to click the green Return to Review button on the top right. You will then return to your grant application screen.

11. You will need to follow the same process of steps 7-10 for each section in the application. Once all sections have been reviewed and confirmed, click on the green Submit Application button.

12. On the final page of the application after you click submit application, you will need to read through the COVID-19 Stabilization and Recovery grant attestation and agree to the terms before you can finalize your application. Be sure to click the appropriate box and click continue.

☑ Terms and Conditions

Attestation for the Grant

If you are an eligible provider interested in applying for the COVID-19 Stabilization and Recovery grant, please read, sign, and submit the following attestation. Questions and clarifications about the attestation can be directed to the ND Early Childhood Division. [http://www.nd.gov/dhs/services/earlychildhood/index.html](http://www.nd.gov/dhs/services/earlychildhood/index.html)

By submitting this form, I attest to and will comply with the following:

1. My facility is open and operating a North Dakota licensed child care program. OR my facility is temporarily closed as per ND Department of Health advisement for COVID-19-related closure.

2. My facility will meet all child care rules and regulations as defined in North Dakota century code (NDCC 50-11.1) and administrative code according to my license type. [http://www.nd.gov/dhs/services/childcare/info/](http://www.nd.gov/dhs/services/childcare/info/)


4. For each employee at my facility on the day of this application, I agree that I must pay at least the same or higher

☑ I agree to the attestation for the grant

☐ I do not agree to the attestation for the grant by not agreeing, I am cancelling my application
13. To submit your application, select **Yes**.

14. Your program has successfully applied for a COVID-19 Stabilization and Recovery Grant when you see this box.

15. You can check your grant status in the quality dashboard under active cases. Click on the green **Case Details** for more information about the grant.