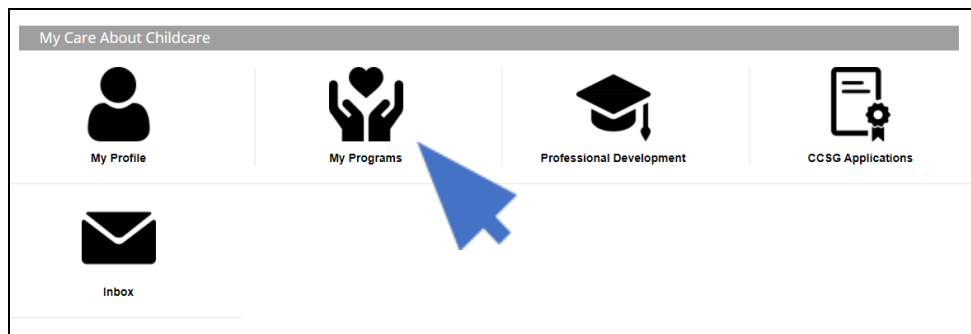


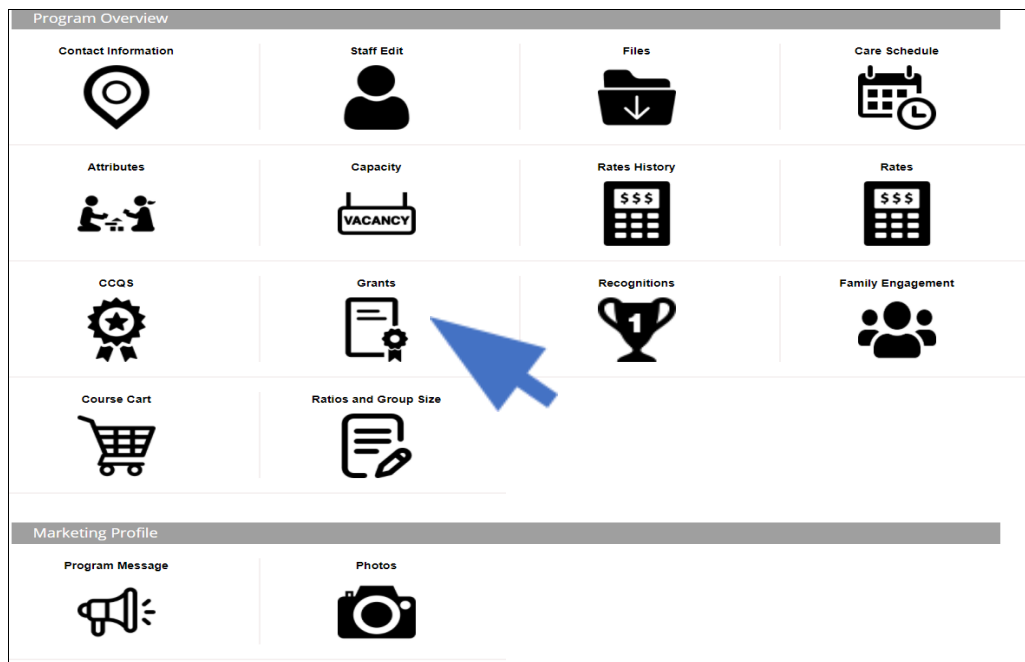
Child Care Stabilization Grant Application Tips

How to apply

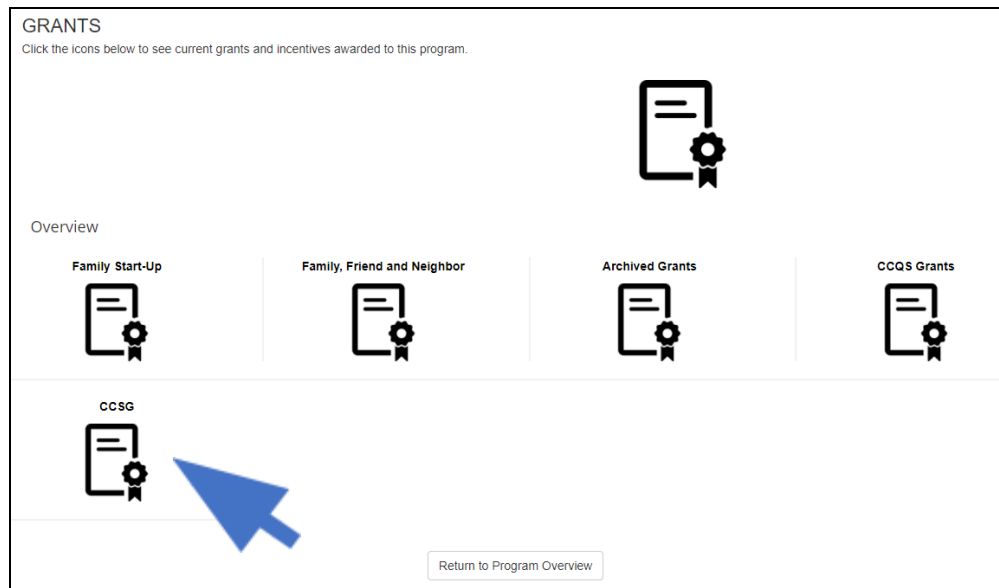
1. Log into Care About Childcare <https://jobs.utah.gov/occ/cac.html>
2. Go to My Programs



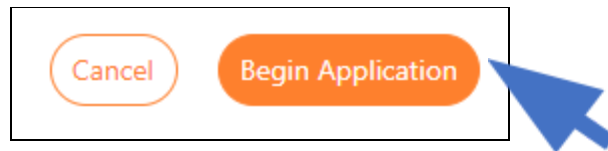
3. Select the child care program you are applying for and click on Grants



4. On the GRANTS page, click on CCSG



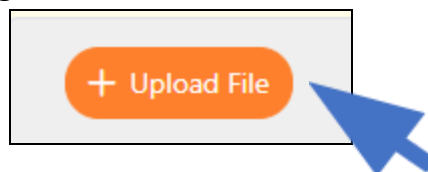
5. Review the Eligibility Criteria and Required Documentation information and click on Begin Application.



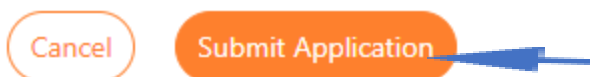
****The Cancel button cancels the entire application and will not save your data.***

6. Complete all required application questions, data fields and certifications.

Upload your document files. Go to <https://www.irs.gov/forms-pubs/about-form-w-9> to obtain the most current version of the Form W-9. **Document upload will only allow one document per area so if you have multiple documents, combine into one document prior to uploading.**



7. Click Submit Application



****The Cancel button cancels the entire application and will not save your data.***

How to view submitted application and status

1. Follow steps 1-4 above
2. View the Application ID, Application Status and the Date Submitted



Application Id	174
Application Status	Submitted
Date Submitted	Nov 29, 2021

3. Review application details and ensure data is correct.

How to request assistance

For assistance, email OCCStabilization@utah.gov.

How to troubleshoot login issues

1. Open an "incognito window" in Chrome
 - a. Click on the Settings Menu (3 dots on the right side of the URL field)
 - b. Select "new incognito window"
 - c. Copy and paste the [Care About Childcare](#) link
2. Clear the history (cookies or cache) from your browser
3. Try a different browser, such as Mozilla Firefox
4. Check your role with Child Care Licensing. Only individuals reported as Directors or Owners can complete the Stabilization Grant for Child Care Programs.