



## Office of Children and Family Services

**ANDREW M. CUOMO**  
Governor

**SHEILA J. POOLE**  
Commissioner

August 3, 2021

Dear Provider:

The Office of Children and Family Services (OCFS) is thrilled to announce that the Child Care Stabilization Grant application is now open! This funding opportunity is available through the American Rescue Plan Act (ARPA) and the Coronavirus Response and Relief Supplemental Appropriations (CRRSA) Act and allocates over one (1) billion dollars to support the child care community. Attached to this email is the Statement of Grant Opportunity which provides a detailed description of the Stabilization grant. This letter briefly highlights other elements of this exciting initiative. Please read the information carefully.

### **How does the Stabilization grant work?**

The Stabilization grant is designed to provide impactful financial assistance to eligible New York State child care programs in a fast and easy way. OCFS has created a simple online application that is available in 12 languages. Once approved, six monthly payments will be disbursed directly to the child care program. Payment begins within 30 days of approval. The Stabilization grant application is available from **August 3, 2021, through 11:59 p.m. November 30, 2021**. While funds have been allocated for all eligible programs, OCFS strongly encourages providers to apply as soon as possible. Any application received after the deadline will not be accepted.

### **Who is eligible?**

If you answer yes to all the questions below, your program is eligible to receive these funds:

- Is your child care program either an OCFS licensed/registered, DOHMH permitted Article 47, or an enrolled legally exempt group (enrolled with an enrollment agency)?
- Was your license/registration/permit/enrollment issued on or before March 11, 2021?
- Is your program currently open, or will your program be open by September 20, 2021?
- If your program is currently closed due to COVID-19, will your program reopen within 30 days of your Stabilization grant application submission?
- Is your program in good standing with OCFS or DOHMH (see the attached Statement of Grant Opportunity for the definition of good standing)?

### **I think my program is eligible. What do I do next?**

First, go to <https://ocfs.ny.gov/childcare-stabilization> and follow the steps to create an “ny.gov” account.

Once you have an “ny.gov” account, you will have access to the Stabilization grant application. Before you begin your application, please gather the following required information: your program’s license/registration/enrollment or permit ID number, tax ID number (if applicable), your program’s estimated monthly expenses.

You must submit a separate application for EACH facility ID/permit/enrollment number.

**If I am approved, what can I use the money for?**

Federal guidelines allow Stabilization funds to be used for eight (8) purposes. The list of allowable purposes can be found in the attached Statement of Grant Opportunity.

Please note that awarded funds may be used to pay expenses/debt incurred on or after January 31, 2020, if those expenses/purchases were made in response to the COVID-19 public health emergency. While the program does not need to submit receipts or documentation to OCFS, the child care program MUST keep all documentation regarding the use of these funds for a period of five (5) years.

**What do I do if I have questions?**

If you need assistance with completing your application, please contact your local Child Care Resource and Referral Agency (CCR&R). In addition to providing technical assistance, they have brief training videos and training materials available to help complete the process. A list of CCR&Rs can be found at <https://ocfs.ny.gov/programs/childcare/referral-agencies.php>.

The OCFS Human Services Call Center is also available to answer questions at **844-863-9319**.

If you have a general question, you may also email [ocfs.sm.StabilizationGrantQuestions@ocfs.ny.gov](mailto:ocfs.sm.StabilizationGrantQuestions@ocfs.ny.gov).

As always, you may reach out to your regulator for assistance.

Thank you for your participation in this extraordinary initiative! OCFS is honored to be able to provide the much needed and well-deserved support to our essential child care programs. Thank you for all you have done to support children and families throughout the pandemic, and for continuing to be the backbone of our state. Your efforts and sacrifice are greatly appreciated.

Sincerely,



Janice Molnar, Ph.D.  
Deputy Commissioner  
Division of Child Care Services