

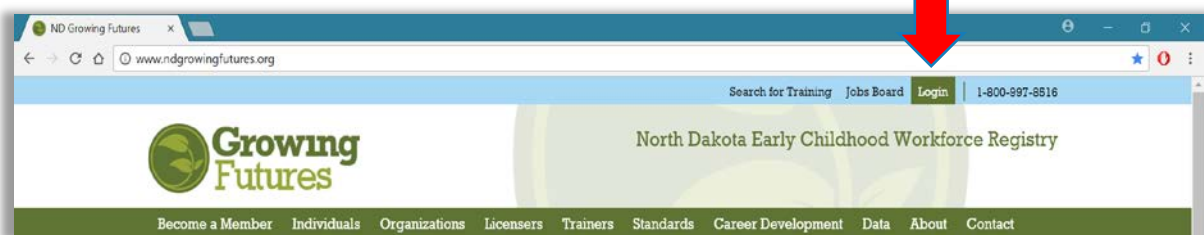
How to Apply for Child Care Aware of ND Quality Initiatives For Organizations

If you **Do Not** have a Growing Futures Organization account and are the director/owner of the child care program:

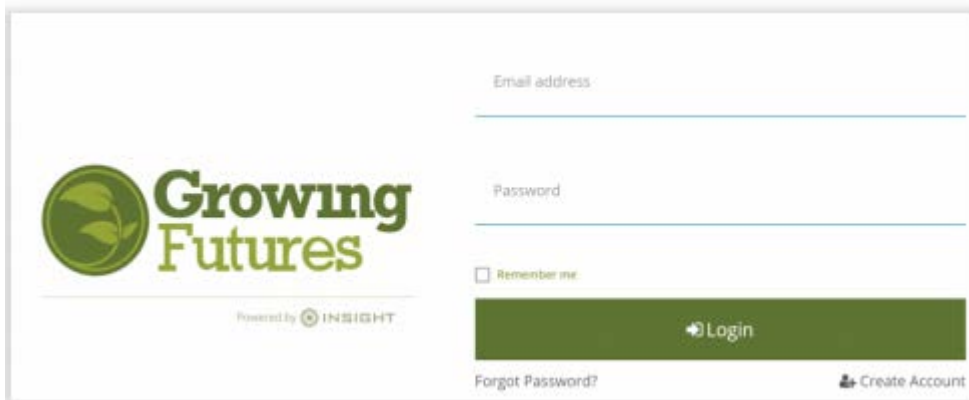
- Create an Organization Account If your program does not have a Growing Futures organization account, follow these step-by-step directions to create one, 'How to create an organization account'
<http://www.ndgrowingfutures.org/files/pdf/ndgf-howtcreateorganizationaccount.pdf>

If you do have an organization account follow the steps below.

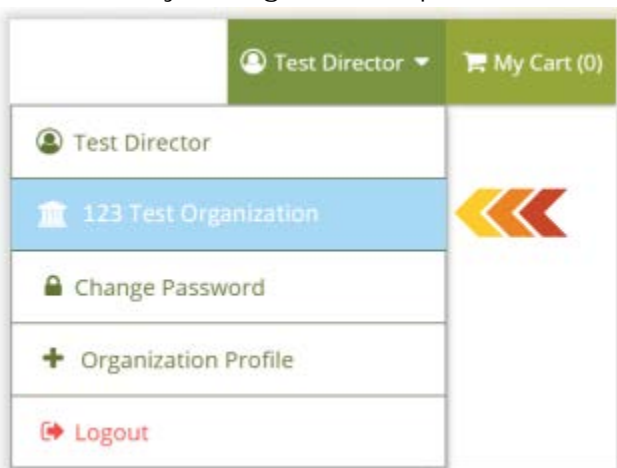
1. Go to the Growing Futures website at www.ndgrowingfutures.org, click on **Login**.



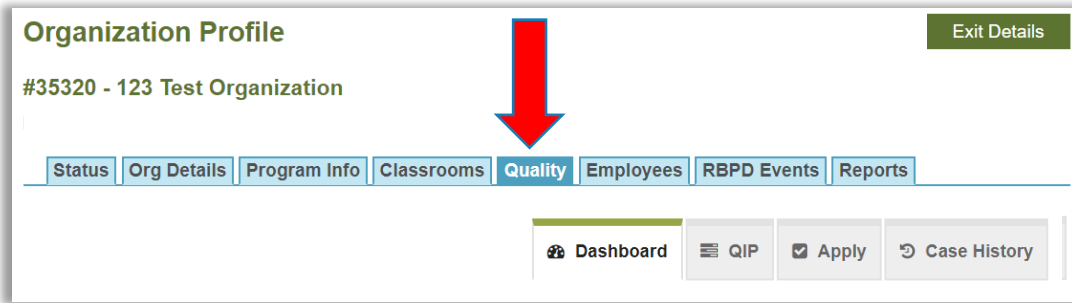
2. Log in to your organization account in Growing Futures.



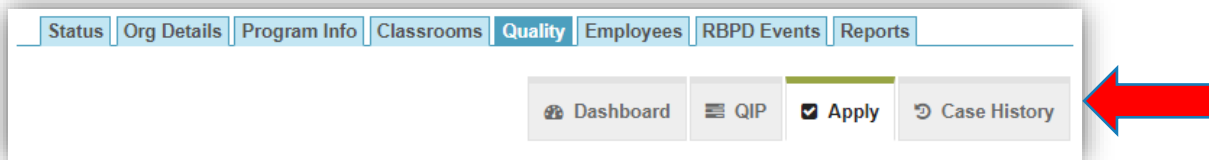
3. To access your organization profile, click on the Green Box in the upper right-hand corner. Then, select your organization profile.



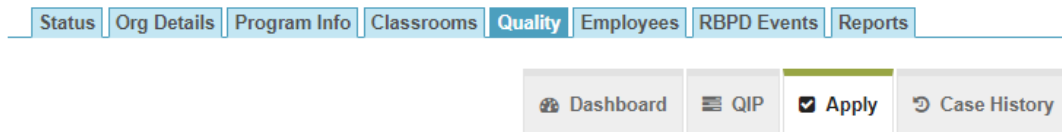
4. On the main page, at the top, Click on the **Quality** tab.



5. Once on the Quality tab, click on the **Apply** button.



6. On this page you will see options of Child Care Aware of ND initiatives to apply for, click on the **Apply** button for the one initiative that best supports your programs goals. The initiatives are Start Child Care, Building Quality, Winning Ways, Maintaining Quality, Pyramid Model, and Inclusion Support.



Example:



7. You will now see many of the same screens you saw during Organization Registration. This time, you will just be reviewing the information that is already entered and updating it as needed. After reviewing/updating each page, click on **Next**.
8. There are seven steps in the application process. You can track your progress along the top bar. To finish the application later, just click on **Save and Exit**

9. Your application was successfully submitted, check your program's **Case History** for more details. You will see that it states you have Applied.

#35795 - 123 Test Organization

Status Org Details Program Info Classrooms **Quality** Employees RBPD Events Reports

Dashboard QIP Apply **Case History**

Case History

Status information displayed below pertains to the most recent status change for that particular case.

Building Quality Case 125		QI Period N/A
Status	Applied	Updated on 01/29/2018

[View Case Info](#)

10. Once your application is reviewed, a member of Child Care Aware of ND Team will contact you 2 weeks prior to the start of the cohort.