



STATE OF NEW JERSEY
DEPARTMENT OF HUMAN SERVICES
DIVISION OF FAMILY DEVELOPMENT

NJ ARP Stabilization Grants Application

Provider User Guide

Viewing Disbursement Details

View Disbursement Details

The screenshot displays the NJCCIS Grants Portal interface. At the top, the header includes the State of New Jersey logo, the text "STATE OF NEW JERSEY Department of Children and Families Department of Human Services", a "Disclaimer" link, and a "Select Language" dropdown menu. Below the header is a navigation bar with menu items: "Account", "Applications", "Provider", "Registry", "Reports", and "Admin". A secondary navigation bar contains buttons for "Public Complaints", "Home", "Help", and "Logout". The main content area shows a provider profile for "ABC Test (100000123)". Under the "Quicklinks" section, a grid of buttons is displayed, with the "Grants" button highlighted by a red border. Below this is the "Provider Information" section, which includes a "Child Care Center Wizards" sub-section with buttons for "Relocation", "Renewal Attestation Form", "Age Change Request", "New Space Request", "Capacity Change Request", and "Closeout Form".

Instructions

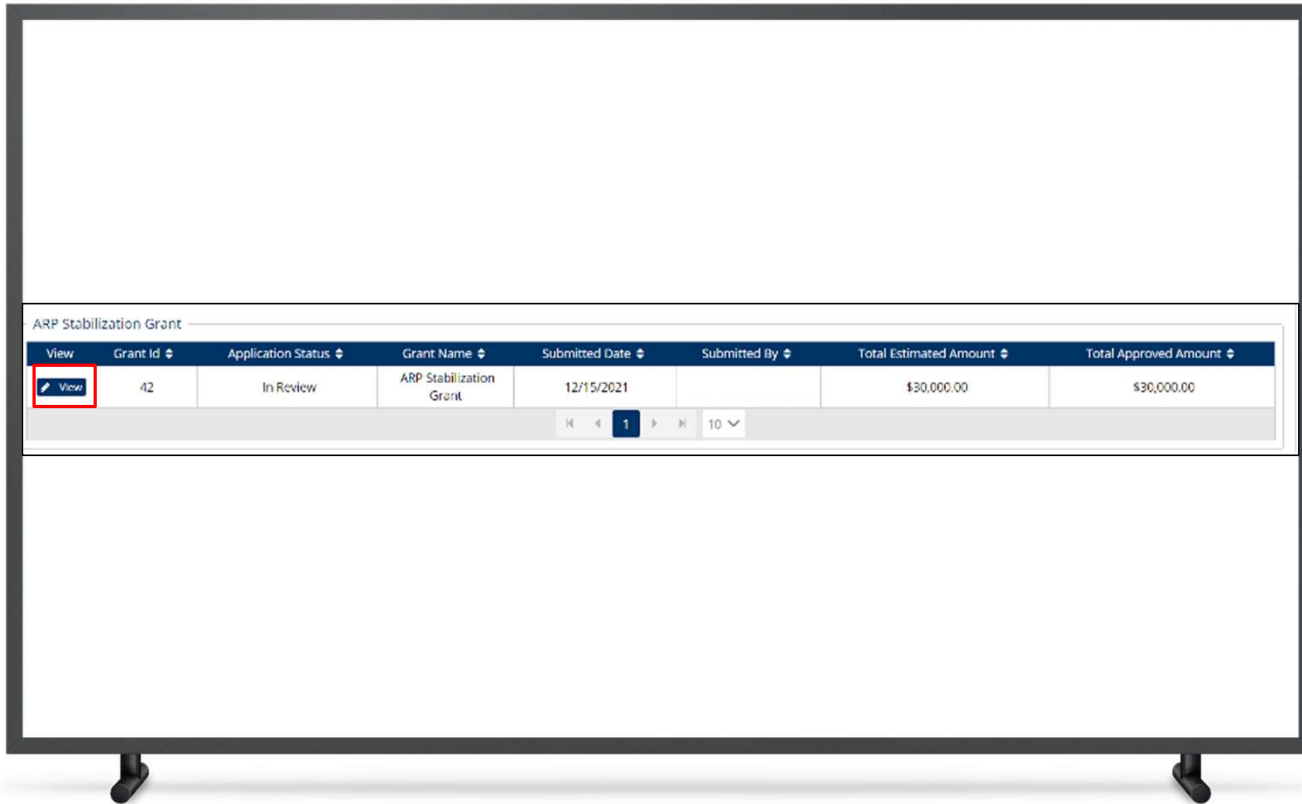
- Follow the steps to login to NJCCIS.
- Access your Provider list and select your facility from the **My Providers** list.
- Navigate to the Grants Portal by clicking on **Grants** under Quicklinks.

Key Points

No key points.



View Disbursement Details



The screenshot shows a table titled "ARP Stabilization Grant" with the following columns: View, Grant Id, Application Status, Grant Name, Submitted Date, Submitted By, Total Estimated Amount, and Total Approved Amount. A single row is displayed with the following data: Grant Id 42, Application Status In Review, Grant Name ARP Stabilization Grant, Submitted Date 12/15/2021, Total Estimated Amount \$30,000.00, and Total Approved Amount \$30,000.00. The "View" button in the first column of the row is highlighted with a red box. Below the table is a pagination control showing "1" of "10" items.

View	Grant Id	Application Status	Grant Name	Submitted Date	Submitted By	Total Estimated Amount	Total Approved Amount
View	42	In Review	ARP Stabilization Grant	12/15/2021		\$30,000.00	\$30,000.00

Instructions

- Under the ARP Stabilization Grant queue, if you have submitted a grant application you will see the application status and submitted date.
- Click **View** to open your submitted grant application.

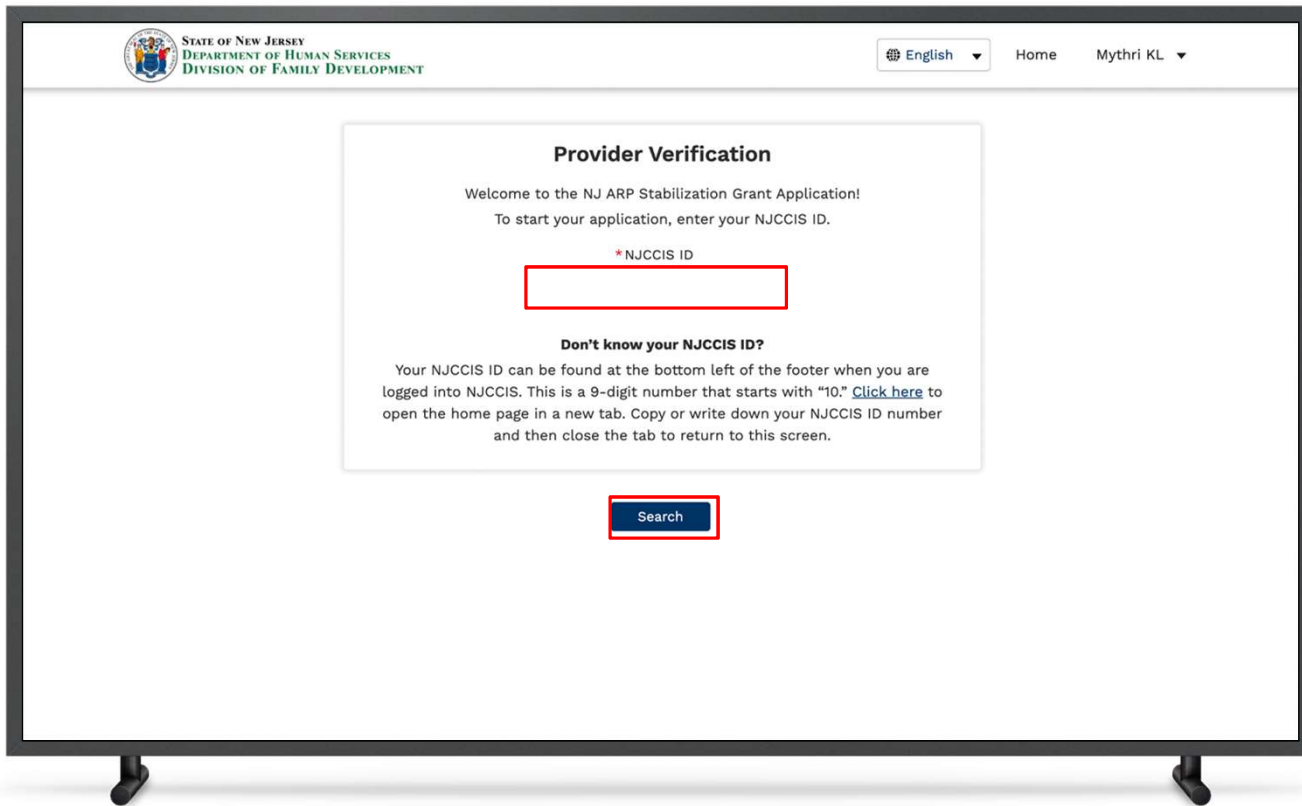


Key Points

No key points.



View Disbursement Details



The screenshot shows a web page titled "Provider Verification" from the State of New Jersey Department of Human Services, Division of Family Development. The page is displayed on a monitor. At the top left is the state logo and the text "STATE OF NEW JERSEY DEPARTMENT OF HUMAN SERVICES DIVISION OF FAMILY DEVELOPMENT". At the top right are links for "English", "Home", and "Mythri KL". The main content area has a heading "Provider Verification" and a welcome message: "Welcome to the NJ ARP Stabilization Grant Application! To start your application, enter your NJCCIS ID." Below this is a red-bordered input field labeled "* NJCCIS ID". Underneath is a section titled "Don't know your NJCCIS ID?" with instructions: "Your NJCCIS ID can be found at the bottom left of the footer when you are logged into NJCCIS. This is a 9-digit number that starts with '10.' [Click here](#) to open the home page in a new tab. Copy or write down your NJCCIS ID number and then close the tab to return to this screen." At the bottom center is a blue "Search" button with a red border.

Instructions

- Enter your **NJCCIS** number.
- Click on the **Search** button.

Key Points

No key points.



View Disbursement Details

The screenshot shows the 'NJ ARP Grant Eligibility' page. At the top, there is a header with the State of New Jersey logo and the text 'STATE OF NEW JERSEY DEPARTMENT OF HUMAN SERVICES DIVISION OF FAMILY DEVELOPMENT'. The user is logged in as 'Mythri KL'. Below the header, there is a 'Welcome Mythri,' message and the title 'NJ ARP Grant Eligibility'. A table displays the following information:

Program Name	Facility ID	Physical Address
Federal & State Grants	800017	B Main St Newark 34 08888

Below this table, there is a section titled 'Submitted Applications' with a table of application details:

Application ID	Status	Applied On	Submitted By	Amount	View PDF	Disbursement Details >
FR-000505	Initial Disbursement Paid	12/16/2021	Sukhman portal user	\$60,000.00		

The 'Disbursement Details >' link in the table is highlighted with a red box.

Instructions

- On the Grant Eligibility page, you can see your submitted applications.
- Click the **Disbursement Details** link to view the award amount details.



Key Points

You can only view the disbursement details after your application is approved.

