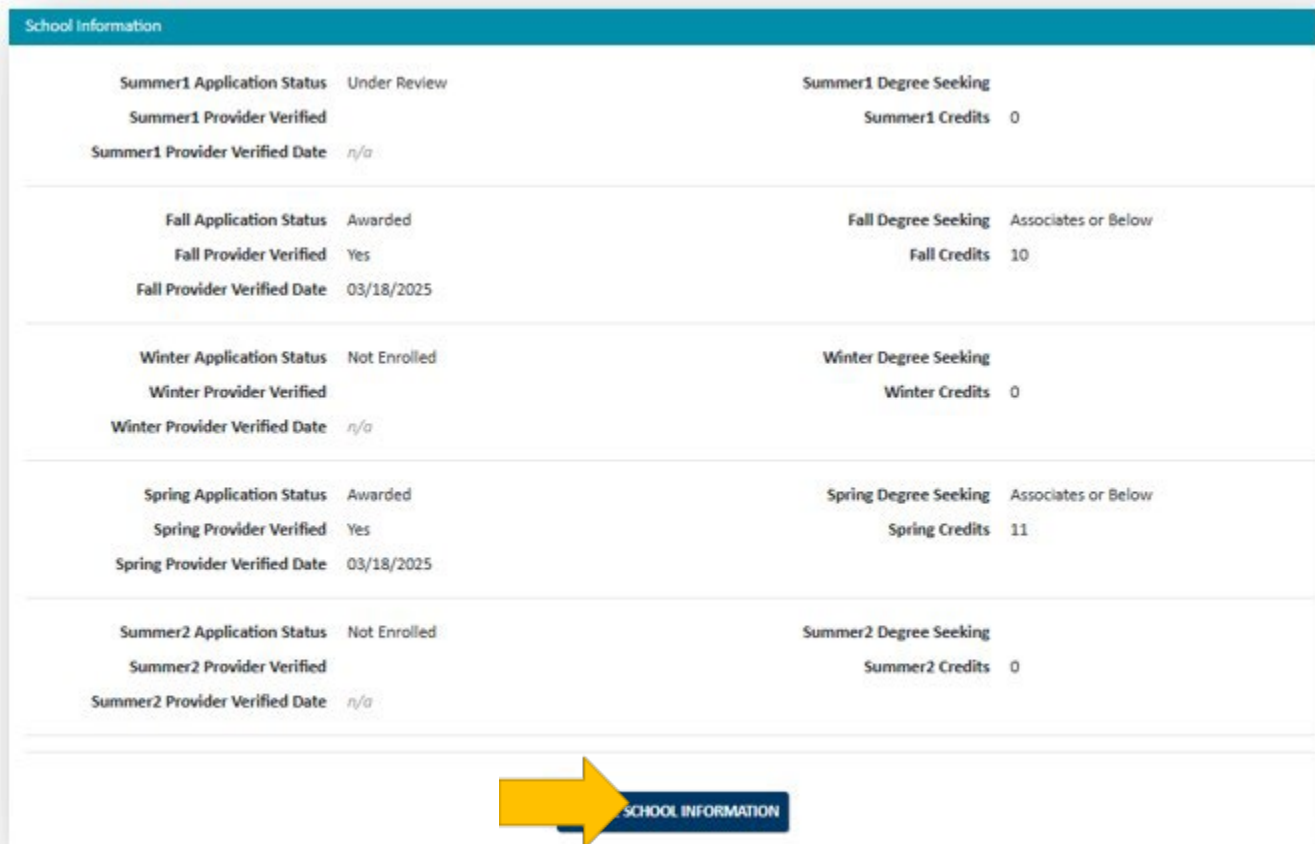



Updating the Child Care Grant Term Application Status

It is important to have accurate CCG term application statuses entered in MNAid. Application Status options that a school can select in MNAid are: Under Review, Awarded, Denied/Ineligible, Waitlisted, Not Enrolled, and Paid. In the example below, the status of an applicant is being updated from 'Awarded' to 'Paid' to signify that the student has been disbursed CCG funds that they were awarded.

1. To update an applicant's term Application Status in MNAid, in the School Information section of the applicant's CCG application menu, select Update School Information.



School Information			
Summer1 Application Status	Under Review	Summer1 Degree Seeking	
Summer1 Provider Verified		Summer1 Credits	0
Summer1 Provider Verified Date	n/a		
Fall Application Status	Awarded	Fall Degree Seeking	Associates or Below
Fall Provider Verified	Yes	Fall Credits	10
Fall Provider Verified Date	03/18/2025		
Winter Application Status	Not Enrolled	Winter Degree Seeking	
Winter Provider Verified		Winter Credits	0
Winter Provider Verified Date	n/a		
Spring Application Status	Awarded	Spring Degree Seeking	Associates or Below
Spring Provider Verified	Yes	Spring Credits	11
Spring Provider Verified Date	03/18/2025		
Summer2 Application Status	Not Enrolled	Summer2 Degree Seeking	
Summer2 Provider Verified		Summer2 Credits	0
Summer2 Provider Verified Date	n/a		


SCHOOL INFORMATION

2. Update the applicable paid terms from their 'Awarded' status to the 'Paid' by selecting the applicable term Application Status drop down. Once all updates are completed, select Save.

Summer1 Application Status	Under Review	Summer1 School Verified Credits	0.0000
Summer1 Provider Verified		Summer1 Degree Seeking	
<hr/>			
Fall Application Status	Paid	Fall School Verified Credits	10.0000
Fall Provider Verified	Yes	Fall Degree Seeking	Associates or Below
<hr/>			
Winter Application Status	Not Enrolled	Winter School Verified Credits	0.0000
Winter Provider Verified		Winter Degree Seeking	
<hr/>			
Spring Application Status	Paid	Spring School Verified Credits	11.0000
Spring Provider Verified	Yes	Spring Degree Seeking	Associates or Below
<hr/>			
Summer2 Application Status	Not Enrolled	Summer2 School Verified Credits	0.0000
Summer2 Provider Verified		Summer2 Degree Seeking	
<hr/>			
<div>CANCEL</div> <div>SAVE</div>			

Updating an award to a 'Paid' status impacts several areas:

- The applicable units that the student used by receiving the term Child Care Grant award will be updated in the Payment Information section of their Child Care Grant application.
- The student will be removed from the institutions Award Roster (in this example) to the institutions Paid Roster.
- The paid awards will now be included on the institutions CCG Committed and Disbursed Amounts Report Total Paid Amount column for accurate reporting of spending.