



Postsecondary Child Care Grant Introduction to MNAid

Brenda Larter, State Program Administrator

Postsecondary Child Care Grant Student Application

- OHE is excited to announce the next state financial aid program moving into our new financial aid software MNAid, the Postsecondary Child Care Grant (CCG) Program.
- We have begun development of an online student application for the 2024-2025 (FY25) aid year for the Postsecondary Child Care Grant Program in the [Student Portal - Login \(guarantorsolutions.com\)](https://guarantorsolutions.com).
- We are still in the development stages of this project, student application will be opening in MNAid August 1, 2024.
- The student enters their CCG application through the MNAid student account portal by clicking on the “Online Applications” section in the Student Portal.
- Then clicking the “Postsecondary Child Care Grant 2024-2025 Application” link.

Student Application Flow

The screenshot displays the Minnesota Office of Higher Education website. At the top right, there are links for Home, Contact OHE, and Logout. The main header features the 'mn OFFICE OF HIGHER EDUCATION' logo. Below this is a navigation bar with links for MN Aid Programs, Online Applications, Account Management, and Document Management. The central content area is titled 'Online Applications' and lists three programs: Indian Scholarship, Student Teacher Grants, and Postsecondary Child Care Grant. Each program includes a brief description and a link to its respective application page.

Home Contact OHE Logout

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MN Aid Programs Online Applications Account Management Document Management

Online Applications

Indian Scholarship

Minnesota Indian Scholarship Program provides postsecondary financial assistance to eligible Minnesota resident students who demonstrate financial need for an award.

[Indian Scholarship 2024-2025 Application](#)

Student Teacher Grants

The Minnesota Student Teacher Grants provide postsecondary financial assistance to eligible students, who are enrolled in a PELS-approved Minnesota teacher preparation program, during the term the student is completing the required 12-weeks or more student teaching experience to attain their initial teaching license.

[Student Teacher Grants 2024-2025 Application](#)

Postsecondary Child Care Grant

The Minnesota Postsecondary Child Care Grant provides financial assistance to students who have children 12 and under, are not receiving assistance under the Minnesota Family Investment Program (MFIP), and who demonstrate financial need for grants, to help pay for child care while pursuing a postsecondary education.

[Postsecondary Child Care Grant 2024-2025 Application](#)

MN Office of Higher Education | Home | Contact OHE

Student Application Flow

- Student Portal for the CCG online application will contain the students demographic and school information will be pre-filled if the student already has an application in MNAid.
- School is still expected to make sure the student has completed either the FAFSA or the MN Dream Act application. The award calculation uses the students SAI to determine the students award amount.

Student Application Flow

**Enter Postsecondary Child Care Grant Application
Academic Year 2024 - 2025**

*** = Required**

First Name	<input type="text" value="Wilhemina"/>
* Last Name	<input type="text" value="Demo"/>
Middle Name	<input type="text"/>
Date Of Birth (MM/DD/YYYY)	<input type="text" value="3/14/1992"/>
* Address	<input type="text"/>
* City	<input type="text"/>
* County of Residence	<input type="text"/>
* State	<input type="text" value=""/>
* Zip Code	<input type="text" value=""/> - <input type="text" value=""/>
Phone	<input type="text"/>
Email Address	<input type="text"/>
* Re-enter Email Address	<input type="text"/>

Student Application Flow

*** Institution**

*** Are you and/or any of your dependents currently receiving MFIP benefits?**

Name(s) of MFIP recipients

*** Are you or the other parent receiving child care assistance from some of other source?**

If yes, please identify source and submit documentation of assistance with your printed application to a school official at your financial aid office

Caseworker's Name

Caseworker's Phone

Indicate the number of credits for which you intend to register per term:
If not attending in a term please enter 0

*** Summer 1**

*** Fall**

*** Winter**

*** Spring**

*** Summer 2**

*** Program in which you are enrolled**

- 4-year Undergraduate
- 2-year Undergraduate
- Certificate
- Graduate/Professional

Student Application Flow

Student Certification

- I understand and accept the obligation to provide a written report to the college financial aid office of any changes in information provided on this application within ten (10) days of the change. Changes may include, but are not limited to, my enrollment, FAFSA, receipt of MFIP, Basic Sliding Fee or Transition Year benefits, hours of child care, changes in provider, or provider rates, etc. I understand that failure to report any changes within ten (10) days will result in cancellation and possible repayment of any Postsecondary Child Care Grant.
- I understand that the Postsecondary Child Care Grant must be used to pay my child care provider and that the award is subject to repayment and/or cancellation if used for other purposes. I agree to furnish receipts from my child care provider if requested by the school or the Office of Higher Education staff.
- I give permission to the Office of Higher Education and any school I attend to share information regarding the Postsecondary Child Care Grant with my child care provider(s) and to verify the information on this application. I also give my provider permission to verify the information in the provider's section, when contacted by the school or the Office of Higher Education staff and I understand that my application will be on hold until the provider information has been verified.
- I give permission to the county social servicer agency to release to the school, or the Office of Higher Education, the amount and terms of any MFIP, Transition Year or Basic Sliding Fee child care benefits I receive from July 1, 2024 to September 30, 2025. I give permission to the school and the Office of Higher Education to report my child care award to my county social service agency if I receive MFIP, Transition Year benefits or Basic Sliding Fee child care assistance during this academic school year.
- I declare that the other parent or legal guardian of my child/children is not capable or available to care for my child/children during the hours for which I have requested an award from the Postsecondary Child Care Grant Program.
- I understand that if I withdraw or reduce my enrollment after receiving a Postsecondary Child Care Grant, all or a portion of the grant will need to be repaid to my college.
- I certify that the information on this application is true and correct and I promise to provide additional documentation if requested. I understand that this form is used to establish eligibility for the Postsecondary Child Care Grant Program and that if I purposely give false or misleading information on this form, I may be subject to a fine, a prison sentence, or both and such action may result in the forfeiture or repayment of future awards from this program.

I certify that I have read and understand the above terms and MNAid Notice to Users

Save

Student Application Flow

- Once the student completes and submits the application, they are taken to a confirmation page.
- The confirmation page give the student their next steps and allows the student to print the application that is pre-filled with the information they entered.
- The student will also receive an email confirming that their CCG application was submitted.

Student Application Flow

[Home](#) [Contact OHE](#) [Logout](#)

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HIGHER EDUCATION**

[MN Aid Programs](#) ▾ [Online Applications](#) [Account Management](#) ▾ [Document Management](#)

Postsecondary Child Care Grant

Thank you for submitting the student section of your Postsecondary Child Care Grant (CCG) application for the following institution:

ALEXANDRIA TECHNICAL AND COMMUNITY COLLEGE

IN ORDER FOR YOUR APPLICATION TO BE CONSIDERED, YOU MUST PRINT YOUR APPLICATION AND HAVE YOUR CHILD CARE PROVIDER COMPLETE SECTION B. THE COMPLETE APPLICATION MUST BE TAKEN TO A SCHOOL OFFICIAL IN THE FINANCIAL AID OFFICE AT YOUR COLLEGE. A financial aid administration at your college will determine the award amount and notify you of the award.

Do you want to hear more from us? Sign up to receive email updates from the Office of Higher Education about CCG and other important information.

[Print CCG Application](#)

MN Office of Higher Education | [Home](#) | [Contact OHE](#)

Student Application Flow

2024-2025 Postsecondary Child Care Grant Program Application

IMPORTANT: Read instructions before completing application. Incomplete applications will not be processed.

Step 1 – Student completes section A and gives form to child care provider.

Step 2 – Child care provider completes section B and returns form to student.

Step 3 – Student submits application to financial aid office at college student attends.

Step 4 – Financial aid administrator determines student award amount and notifies student of award.

Section A – Completed by student (Please use ink or type)	
1. Name (Last, First, Middle): LARTER FUN	
2. Student School ID:	3. Students Email Address: brenda.larter@state.mn.us
4. Permanent Home Address: 1450	
5. City, State, Zip Code: St Paul MN 55108	
6. County of Residence: MN	7. Telephone Number: (651) 355-0612
8. Number of children 12 years of age or younger receiving child care:	9. Number of children with a disability 14 years of age or younger receiving child care:
10. Are you and/or any of your dependents currently receiving MFIP benefits? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes (If yes, list names of ALL MFIP recipients and attach documentation from county social services.)	
11. Are you or the other parent receiving child care assistance from some other source? (See instructions.) <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes (If, yes, please identify source and attach documentation of assistance you are receiving.) Caseworkers name: <u>spouse assistance</u> Caseworkers phone number: _____	
12. Indicate the number of credits for which you intend to register: <u>15.00</u> <u>0.00</u> <u>12.00</u> <u>0.00</u> Fall Term Winter Term Spring Term Summer Term	
13. Program I am enrolled in? <input type="checkbox"/> 4 year undergraduate <input checked="" type="checkbox"/> 2 year undergraduate <input type="checkbox"/> certificate <input type="checkbox"/> graduate/professional	

Student Application Flow

STUDENT CERTIFICATION	
Please check every box next to each statement indicating that you understand the statement.	
<input type="checkbox"/> I understand and accept the obligation to provide a written report to the school of any changes in information provided on this application within 10 days of the change. Changes may include, but are not limited to, my enrollment, FAFSA, receipt of MFIP, Basic Sliding Fee or Transition Year benefits, hours of child care, changes in provider, or provider rates, etc. I understand that failure to report any changes within 10 days will result in cancellation and possible repayment of any Postsecondary Child Care Grant.	
<input type="checkbox"/> I understand that the Postsecondary Child Care Grant must be used to pay my child care provider and that the award is subject to repayment and/or cancellation if used for other purposes. I agree to furnish receipts from my child care provider if requested by the school or the Office of Higher Education staff.	
<input type="checkbox"/> I give permission to the Office of Higher Education and any school I attend to share information regarding the Postsecondary Child Care Grant with my child care provider(s) and to verify the information on this application. I also give my provider permission to verify the information in the provider's section, when contacted by the school or the Office of Higher Education staff and I understand that my application will be on hold until the provider information has been verified.	
<input type="checkbox"/> I give permission to the county social service agency to release to the school or the Office of Higher Education the amount and terms of any MFIP, Transition Year or Basic Sliding Fee child care benefits I receive from July 1, 2024 to September 30, 2025. I give permission to the school and the Office of Higher Education to report my child care award to my county social service agency if I receive MFIP, Transition Year benefits or Basic Sliding Fee child care assistance during this academic school year.	
<input type="checkbox"/> I declare that the other parent or legal guardian of my child/children is not capable or available to care for my child/children during the hours for which I have requested an award from the Postsecondary Child Care Grant Program.	
<input type="checkbox"/> I understand that if I withdraw or reduce my enrollment after receiving a Postsecondary Child Care Grant, all or a portion of the grant will need to be repaid to my college.	
<input type="checkbox"/> I certify that the information on this application is true and correct and I promise to provide additional documentation if requested. I understand that this form is used to establish eligibility for the Postsecondary Child Care Grant Program and that if I purposely give false or misleading information on this form, I may be subject to a fine, a prison sentence, or both and such action may result in the forfeiture or repayment of future awards from this program.	
Student's Signature	Date (month/day/year)

Student Application Flow

Student Name: Fun Larter	Student School ID:
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Child Care Provider Must Complete ENTIRE Section

SECTION B – Completed by Child Care Provider (Please use ink or type)						
Child's Full Name	Child's Age	Child's Date of Birth	Total Hours Child Care Provided Per Week	Rate Type Charged (check one box)	Amount Charged Per Child	Date Day Care Started
				<input type="checkbox"/> Hourly Rate <input type="checkbox"/> Weekly Rate	\$	
				<input type="checkbox"/> Hourly Rate <input type="checkbox"/> Weekly Rate	\$	
				<input type="checkbox"/> Hourly Rate <input type="checkbox"/> Weekly Rate	\$	
				<input type="checkbox"/> Hourly Rate <input type="checkbox"/> Weekly Rate	\$	
				<input type="checkbox"/> Hourly Rate <input type="checkbox"/> Weekly Rate	\$	
Please list child care assistance paid to provider from other sources such as Basic Sliding Fee, Early Childhood scholarship, Transition Year, other parent receiving discounted rate, child care scholarships or any other assistance programs, etc.				Source: _____ \$ _____	Child _____	
				Source: _____ \$ _____	Child _____	
				Source: _____ \$ _____	Child _____	
				Source: _____ \$ _____	Child _____	
				Source: _____ \$ _____	Child _____	
Child Care Center / Provider's Printed Name			Relationship to Student (if any)			
Provider's Street Address			City, State, Zip Code		County Provider Located	
Provider's Phone Number Land Line: () Cell: ()			Provider's Email Address			
Check all that apply:						
<input type="checkbox"/> I am a licensed home child care provider. License number: _____						
<input type="checkbox"/> I represent a licensed child care center. License number: _____						
<input type="checkbox"/> I represent a latch-key program which has a contract with a school district to provide child care for school age children.						
<input type="checkbox"/> I represent a child care center which is legally exempt from licensure. (YMCA, tribal daycare)						
<input type="checkbox"/> I am at least 18 years of age. Under the exempt status I will only care for this family's children, besides my own and I do not reside in the same household as the student and child.						

Student Application Flow

PROVIDER CERTIFICATION	
Please check every box next to each statement indicating that you understand the statement.	
<input type="checkbox"/> I certify that the information provided in Section B is true and correct and that if I purposely give false or misleading information on this form, I may be subject to a fine, a prison sentence, or both and such action may result in the forfeiture of future awards from this program.	
<input type="checkbox"/> I promise to provide additional documentation if necessary, including confirming the above information when contacted by Office of Higher Education staff or the college financial aid administrator. I also grant permission to Office of Higher Education or school auditors to review my financial records to verify receipt of Postsecondary Child Care Grant funds.	
<input type="checkbox"/> Applies only to unlicensed child care providers. I give permission to the Office of Higher Education or the school to report the amount of the students Postsecondary Child Care Grant to the Internal Revenue Service or the Department of Revenue as taxable income to the provider, when requested.	
<input type="checkbox"/> I understand that I cannot charge a Postsecondary Child Care Grant recipient a higher rate for services than the rates charged to other clients who are not recipients. I understand that if I purposely give false or misleading information on this form, I may be subject to a fine, prison sentence, or both.	
<input type="checkbox"/> I understand the obligation to immediately report any changes to the information provided in the above chart to the student's financial aid administrator. This includes informing the school if I am no longer providing child care services for the students children.	
Provider Signature	Date (month/day/year)
Please report any changes to the student's college financial aid administrator using this contact information:	
ALEXANDRIA TECHNICAL AND COMMUNITY COLLEGE	
Jon Erickson	Jenny Bjerke
jon.erickson@alextech.edu	jennyb@alextech.edu
320-762-4405	320-762-4543

Student Application Flow

2024-2025 Postsecondary Child Care Grant Program Application Instructions

IMPORTANT: Read instructions before completing application. Incomplete applications will not be processed.

Step 1 – Student completes Section A and gives form to child care provider.

Step 2 – Child care provider completes Section B and returns form to student.

Step 3 – Students submits application to financial aid office at college student attends.

Step 4 – Financial aid administrator determines student award amount and notifies student of award.

Students must complete the Free Application for Federal Student Aid (FAFSA) in order to have their Student Aid Index (SAI) calculated to determine financial eligibility. The maximum full-time Postsecondary Child Care Grant award for a full-time undergraduate student taking 12 or more credits, and 6 or more credits for graduate/professional is \$6,500 prorated for SAI range and enrollment level (see chart below), for each eligible child per nine-month academic year. Students are able to receive an extra term of eligibility for summer term attendance. Annual awards will be divided evenly into term installments and disbursed to recipients each quarter or semester, depending upon the type of school the student attends. Assistance may cover up to 40 hours of child care per week for each eligible child. The maximum allowable cost that will be considered is \$5 an hour for home care, and \$10 an hour for center care. The institution may increase the maximum award amount by ten percent to compensate for higher infant care rates charged by some providers. The school may choose to make payments more frequently or to pay the provider directly. Office of Higher Education staff or the college financial aid administrator will contact child care providers to verify the information provided on the application.

In order to be eligible, a recipient must:

1. be a Minnesota resident or the applicant's spouse meets the MN resident definition (see definition below), including undocumented students who qualify under the MN Dream Act;
2. not be receiving benefits from the Minnesota Family Investment Program (MFIP);
3. must be SAI eligible;
4. be pursuing a non-sectarian program or course of study that applies to an undergraduate, graduate or professional degree, diploma, or certificate;
5. have a child 12 years of age or younger, or 14 years of age or younger with a disability, needing child care service on a regular basis;
6. be enrolled in an eligible program, undergraduate or graduate students taking at least one credit per quarter, semester, or the equivalent;
7. be in good standing and making satisfactory academic progress;
8. not be receiving tuition reciprocity;
9. not be in default on a student loan or, if in default, have made satisfactory arrangements to repay the loan with the holder of the note;
10. has not received child care grant funds for a period of ten semesters or the equivalent; and
11. a student who withdrew from college during a term because you were called up for active military services after December 31, 2002, or for a major medical illness may be eligible for an additional term award, please provide the necessary documentation to your college financial aid administrator.

Student Application Flow

2024-2025 Postsecondary Child Care Grant Program Application Instructions

Minnesota resident is:

1. a student who has resided in MN for purposes other than postsecondary education for at least 12 consecutive months without being enrolled at a postsecondary institution for more than five undergraduate or one graduate credits in any term; or
2. a dependent student whose parent or legal guardian resided in MN at the time the 2024-2025 FAFSA was completed; or
3. a student who graduated from a MN high school, if the student was a resident of MN during the student's period of attendance at the MN high school and the student is physically attending a MN campus; or
4. a student who, after residing in the state of MN for a minimum of one year, earned a high school equivalency certificate in MN; or
5. a student who is a member (or spouse/dependent of a member) of the armed forces of the United States stationed in MN on active federal military service as defined in section 190.05, subdivision 5; or
6. a spouse or dependent of a veteran, as defined in section 197.447, if the veteran is a MN resident; or
7. a student (or spouse of) who relocated to MN from an area that is declared a presidential disaster area within 12 months of the disaster declaration, if the disaster interrupted the person's postsecondary education; or
8. a student defined as a refugee under United States Code, title 8, section 1101 (a)(42), who, upon arrival in the United States, has moved to MN and has continued to reside in MN.
9. a student eligible for resident tuition under section 135A.043; or
10. an active member, or a spouse or dependent of that member, of the state's National Guard who resides in Minnesota or an active member, or a spouse or dependent of that member, of the reserve component of the United States armed forces whose duty station is located in Minnesota and who resides in Minnesota; or
11. a student whose spouse meets the definition of a Minnesota resident.

Question #9 on application – Child with a disability is: A child who has a hearing impairment, blindness, visual disability, speech or language impairment, physical disability, other health impairment, mental disability, emotional/behavioral disorder, specific learning disability, autism, traumatic brain injury, multiple disabilities, or deaf/blind disability and needs special instruction and services, as determined by the standards of the commissioner, is a child with a disability.

A child without a disability is: A child with a short-term or temporary physical or emotional illness or disability, as determined by the standards of the commissioner, is not a child with a disability.

Question #11 on application – Other sources of child care funding: Answer "yes," if you are receiving child care funding from another source. Examples are: the child's other parent is receiving the Postsecondary Child Care Grant, your employer is helping to pay your child care costs, you receive Basic Sliding Fee child care assistance from the county, you receive an Early Childhood scholarship, you receive any other assistance to help pay for daycare costs, other parent is receiving any of the above or a discounted day care rate, or your ex-spouse is required to cover a portion of child care costs per divorce decree, etc.

Student Application Flow

2024-2025 Postsecondary Child Care Grant Program Application Instructions

Postsecondary Child Care Grant Award Table- Award Amount Per Child

SAI Start	SAI End	Full-Time Award	3 Quarter Time Award	Half Time Award	Less than Half Time Award
-\$1,500	\$6,656	\$6,500	\$4,875	\$3,250	\$1,625
\$6,657	\$6,999	\$6,347	\$4,760	\$3,174	\$1,587
\$7,000	\$7,999	\$5,347	\$4,010	\$2,674	\$1,337
\$8,000	\$8,999	\$4,347	\$3,260	\$2,174	\$1,087
\$9,000	\$9,999	\$3,347	\$2,510	\$1,674	\$837
\$10,000	\$10,999	\$2,347	\$1,760	\$1,174	\$587
\$11,000	\$11,999	\$1,347	\$1,010	\$674	\$337
\$12,000	\$13,312	\$655	\$491	\$328	\$164
\$13,313	+	\$0	\$0	\$0	\$0

Credit Level to Enrollment Status Conversion

Enrollment Level	Student Credit Level	Report Field
Undergraduate	1	Less than Half Time
Undergraduate	2	Less than Half Time
Undergraduate	3	Less than Half Time
Undergraduate	4	Less than Half Time
Undergraduate	5	Less than Half Time
Undergraduate	6	Half Time
Undergraduate	7	Half Time
Undergraduate	8	Half Time
Undergraduate	9	3 Quarter Time
Undergraduate	10	3 Quarter Time
Undergraduate	11	3 Quarter Time
Undergraduate	12+	Full-Time
Graduate	1	Less than Half Time
Graduate	2	Less than Half Time
Graduate	3	Half Time
Graduate	4	Half Time
Graduate	5	3 Quarter Time
Graduate	6+	Full-Time

Student Application Flow

- The student portal will be updated to display that the student has already completed their CCG application.
- Upon clicking the application link again, the student is taken to a page that shows the status of their CCG application and gives them the opportunity to print or re-print their pre-filled CCG application.

Student Application Flow

[Home](#) [Contact OHE](#) [Logout](#)

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Online Applications

Indian Scholarship

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[Student Teacher Grants 2024-2025 Application](#)

Postsecondary Child Care Grant

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[Postsecondary Child Care Grant 2024-2025 Application on File](#)

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Student Application Flow

Home Contact OHE Logout

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MN Aid Programs ▾ Online Applications Account Management ▾ Document Management

Postsecondary Child Care Grant

📅 Academic Year 2024 - 2025

Please contact your college financial aid office for information as to whether or not you will receive an award.

Print CCG Application

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MNAid Student Application

- School users can use the search function in MNAid to find Postsecondary Child Care Grant Applications.
- MNAid is an online tool to keep track of student applicants, status and award amounts.
- School users are still required to do 100% provider verification for student applicants.

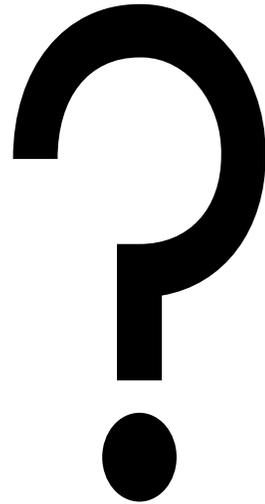
MNAID Student Application

- MNAid does not create a payment to a student, this is still a campus-based program. Students still need to be paid through the school's FAM system.
- Having the student application on-line will align with OHE's other financial aid programs. Providing an easier and more complete student and school experience.
- Having student information and payments in MNAid will provide real-time student information for students the school and OHE.

MNAid Student Application

- This will also allow for additional enhancements to the administration Postsecondary Child Care Grant Program in the future.
- OHE will have valuable applicant information allowing us to know how many students applied, were denied and awarded. This information will provide valuable insight for program demand and program barriers that may exist.
- Both the Student and school will be able to enter student applications into the MNAid database. At this time we are not providing a paper application, as we want students and schools to use the online application.

Student Application Flow



Terms of Receipt Database

- The terms of receipt database will still be available on the OHE website until this feature has been built in MNAid. When the feature moves over we will notify all participating schools.
- You can access the CCG terms of receipt database at: [State Grant Web Access](#).
- If the student attended your institution during the 2023-2024, FY24, aid year or, if you have information that the student attended another institution during the FY24 aid year. You will need to manually account for those terms when calculating the student's eligibility.

School User Access

- I used the school contact information you provided to me on the 2024-2025 Postsecondary Child Care Grant participation request to set up school users for your institution.
- I set up the first contact as the “Administrator” for the program.
- I gave “Update” access to the second staff member listed.
- I gave “View” access to any remaining staff you listed on the participation request.

School User Access

- I initially thought school users with Administrator access were allowed to update user access for their staff, but since found that not to be true.
- If user access needs to be added or updated for your institution please have the **Financial Aid Director** send an email to Brenda.larter@state.mn.us

School User Access

- User access rights are as followed:
- **View** - Users with this designation will be able to view your school's profile, award rules, payment history, and search for and view any students' records who have included your school on their CCG application.
- **Update** - Users with this designation will have all the rights of "View" access, with the added ability to update the school profile.
- **Administrator** - Users with this designation will have all the rights of "View" and "Update" access, with the added ability to submit fund requests.

School MNAid Application Flow

- School users can navigate to the CCG application by clicking on the CCG link in the quick view menu on the left side of the screen.
- Once the user clicks on the CCG link, they will be taken to the CCG application in MNAid.
- MNAid initially sets the Application Status to “Under Review”, and will display all the information as entered by the student.

School MNAid Application Flow

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MINNESOTA AID

MN AID Home Search x

Search

Reports

Update Student SSN

File Requests

Send Email

Student User Management

Help

State Grant

Dream Act

Fostering Independence Grant

Indian Scholarship

Student Teacher Grants

North Star Promise

Postsecondary Child Care Grant

System Administration

Quick View

Student Search Criteria

Unique MN AID ID

Last Name

First Name

Date of Birth

SSN First 5

SSN Last 4

Phone Number

Email Address

Additional Search Criteria

Academic Year

Aid Program

Institution

Sort Criteria

Sort By

State Grant
Dream Act
Fostering Independence Grant
Indian Scholarship
Student Teacher Grants
North Star Promise
Postsecondary Child Care Grant

SUBMIT CRITERIA RESET CRITERIA

School MNAid Application Flow

Quick View

SSN

MNAID ID



SSN:

- Existing Grants/Scholarships

State Grant 2024 - 2025

State Grant 2022 - 2023

NSP 2024 - 2025

CCG 2024 - 2025

Transaction History

Payment History

FAFSA Data

No Questionnaire Data

Document Management

School MNAid Application Flow

- This screen shot would be populated with the following student information pulled from the student application.

Postsecondary Child Care Grant Record
Academic Year 2024-2025

SSN [REDACTED]

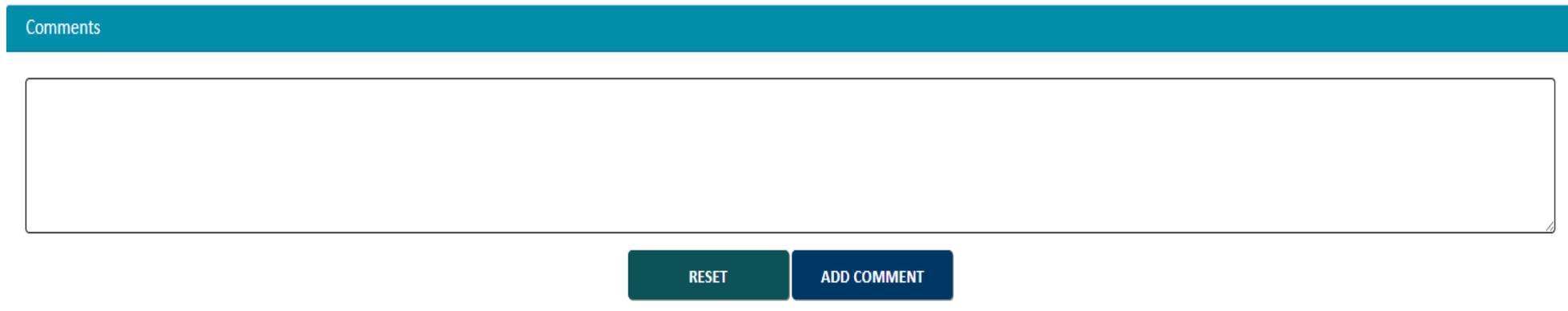
Student Information

Name
Address
City, State, Zip
Home Phone Number
Cell Phone Number
Email Address
Date Of Birth
Gender
MN AID ID

UPDATE STUDENT INFORMATION

School MNAid Application Flow

- Schools have a “Comments” section to provide comments regarding the students Postsecondary Child Care Grant application. Example, verification, eligibility or other pertinent information.



Comments

RESET ADD COMMENT

School MNAid Application Flow

Application Information			
Summer1 Institution	002336-00, BEMIDJI STATE UNIVERSITY	Spring Institution	002336-00, BEMIDJI STATE UNIVERSITY
Fall Institution	002336-00, BEMIDJI STATE UNIVERSITY	Summer2 Institution	002336-00, BEMIDJI STATE UNIVERSITY
Winter Institution	002336-00, BEMIDJI STATE UNIVERSITY		
County Of Residence	ramsey	Application Date	08/28/2024
Program Enrolled	4-year Undergraduate	Receiving Child Care Assistance from Other Source	No
Receiving MFIP Benefits	No	Caseworker/Source Name	
Name(s) of MFIP Recipients		Caseworker/Source Phone Number	
Summer1 Application Status	Not Enrolled	Spring Application Status	Under Review
Summer1 Provider Verified		Spring Provider Verified	
Summer1 Credits	0	Spring Credits	8
Fall Application Status	Under Review	Summer2 Application Status	Not Enrolled
Fall Provider Verified		Summer2 Provider Verified	
Fall Credits	7	Summer2 Credits	0
Winter Application Status	Not Enrolled		
Winter Provider Verified			
Winter Credits	0		

[UPDATE APPLICATION](#) [PRINT AWARD NOTICE](#) [PRINT DENIAL NOTICE](#) [PRINT WAITLIST NOTICE](#)

School MNAid Application Flow

- School users will update and track application and status information using the “UPDATE APPLICATION” interface.

County of Residence	<input type="text" value="ramsey"/>	Receiving Child Care Assistance from Other Source	<input type="text" value="No"/>
Program Enrolled	<input type="text" value="4-year Undergraduate"/>	Caseworker/Source Name	<input type="text"/>
Receiving MFIP Benefits	<input type="text" value="No"/>	Caseworker/Source Phone	<input type="text"/>
Name(s) of MFIP Recipients	<input type="text"/>		
Summer1 Application Status	<input type="text" value="Not Enrolled"/>	Spring Application Status	<input type="text" value="Under Review"/>
Summer1 Provider Verified	<input type="text"/>	Spring Provider Verified	<input type="text"/>
Summer1 Credits	<input type="text" value="0"/>	Spring Credits	<input type="text" value="8"/>
Fall Application Status	<input type="text" value="Under Review"/>	Summer2 Application Status	<input type="text" value="Not Enrolled"/>
Fall Provider Verified	<input type="text"/>	Summer2 Provider Verified	<input type="text"/>
Fall Credits	<input type="text" value="7"/>	Summer2 Credits	<input type="text" value="0"/>
Winter Application Status	<input type="text" value="Not Enrolled"/>		
Winter Provider Verified	<input type="text"/>		
Winter Credits	<input type="text" value="0"/>		

School MNAid Application Flow

Award Information							
Child Name	Date of Birth	Summer1	Fall	Winter	Spring	Summer2	
Child 1	5/2/2019	0	2244	0	2875	0	UPDATE
Child 2	11/28/2022	0	2340	0	1347	0	UPDATE
Child 3	3/18/2024	0	3000	0	3000	0	UPDATE

[ADD CHILD](#) [GRANT CALCULATOR](#) [VIEW CALCULATOR HISTORY](#)

School MNAid Application Flow

- Important fields for School users are “Application Status” (Under Review, Awarded, Denied, Waitlisted) and “Provider Verified” (Yes or No).

Update Application Information ×

Academic Year 2024-2025

SSN: [REDACTED]

County of Residence	<input type="text" value="Snead"/>	Provider Verified	<input type="text"/>
Application Status	<input type="text" value="Under Review"/>	Summer1 Credits	<input type="text" value="0"/>
Program Enrolled	<input type="text" value="Under Review"/>	Fall Credits	<input type="text" value="12"/>
Receiving MFIP Benefits	<input type="text" value="Awarded"/>	Winter Credits	<input type="text" value="0"/>
Name(s) of MFIP Recipients	<input type="text" value="Denied"/>	Spring Credits	<input type="text" value="15"/>
Receiving Child Care Assistance from Other Source	<input type="text" value="Waitlisted"/>	Summer2 Credits	<input type="text" value="6"/>
Caseworker Name	<input type="text" value="Casey T. Worker"/>		
Caseworker Phone	<input type="text" value="987-654-3210"/>		

School MNAid Application Flow

- Once a school user selects an Application Status other than “Under Review”, a button will appear on the CCG application that allows you to print the appropriate student letter.
- If Awarded, the “Print Award Notice” button will appear.
- If Denied, the “Print Denial Notice” button will appear.
- If, Waitlisted, the “Print Waitlist Notice” button will appear.

School MNAid Application Flow

Application Information	
Current Institution	003969-00, UNIVERSITY OF MINNESOTA - TWIN CITIES
Fall Institution	003969-00, UNIVERSITY OF MINNESOTA - TWIN CITIES
Winter Institution	003969-00, UNIVERSITY OF MINNESOTA - TWIN CITIES
Summer1 Institution	003969-00, UNIVERSITY OF MINNESOTA - TWIN CITIES
Spring Institution	003969-00, UNIVERSITY OF MINNESOTA - TWIN CITIES
Summer2 Institution	003969-00, UNIVERSITY OF MINNESOTA - TWIN CITIES
County Of Residence	Snead
Program Enrolled	Graduate/Professional
Receiving MFIP Benefits	Yes
Name(s) of MFIP Recipients	
Receiving Child Care Assistance from Other Source	Yes
Caseworker's Name	Casey T. Worker
Caseworker's Phone Number	987-654-3210
Provider Verified	Yes
Application Status	Awarded
Application Date	02/05/2024
Summer1 Credits	0
Fall Credits	12
Winter Credits	0
Spring Credits	15
Summer2 Credits	6

[UPDATE APPLICATION](#) [PRINT AWARD NOTICE](#)

School MNAid Application Flow

Application Information

Current Institution 003969-00, UNIVERSITY OF MINNESOTA - TWIN CITIES
Fall Institution 003969-00, UNIVERSITY OF MINNESOTA - TWIN CITIES
Winter Institution 003969-00, UNIVERSITY OF MINNESOTA - TWIN CITIES

Summer1 Institution 003969-00, UNIVERSITY OF MINNESOTA - TWIN CITIES
Spring Institution 003969-00, UNIVERSITY OF MINNESOTA - TWIN CITIES
Summer2 Institution 003969-00, UNIVERSITY OF MINNESOTA - TWIN CITIES

County Of Residence Snead
Program Enrolled Graduate/Professional
Receiving MFIP Benefits Yes
Name(s) of MFIP Recipients
Receiving Child Care Assistance from Other Source Yes
Caseworker's Name Casey T. Worker
Caseworker's Phone Number 987-654-3210
Provider Verified Yes

Application Status Denied
Application Date 02/05/2024
Summer1 Credits 0
Fall Credits 12
Winter Credits 0
Spring Credits 15
Summer2 Credits 6

UPDATE APPLICATION

PRINT DENIAL NOTICE

School MNAid Application Flow

Application Information			
Current Institution	003969-00, UNIVERSITY OF MINNESOTA - TWIN CITIES	Summer1 Institution	003969-00, UNIVERSITY OF MINNESOTA - TWIN CITIES
Fall Institution	003969-00, UNIVERSITY OF MINNESOTA - TWIN CITIES	Spring Institution	003969-00, UNIVERSITY OF MINNESOTA - TWIN CITIES
Winter Institution	003969-00, UNIVERSITY OF MINNESOTA - TWIN CITIES	Summer2 Institution	003969-00, UNIVERSITY OF MINNESOTA - TWIN CITIES
County Of Residence	Snead	Application Status	Waitlisted
Program Enrolled	Graduate/Professional	Application Date	02/05/2024
Receiving MFIP Benefits	Yes	Summer1 Credits	0
Name(s) of MFIP Recipients		Fall Credits	12
Receiving Child Care Assistance from Other Source	Yes	Winter Credits	0
Caseworker's Name	Casey T. Worker	Spring Credits	15
Caseworker's Phone Number	987-654-3210	Summer2 Credits	6
Provider Verified	Yes		

[UPDATE APPLICATION](#) [PRINT WAITLIST NOTICE](#)

School MNAid Application Flow

- In the Award Information section, the School user has the ability to Add a child to the application.

Award Information							
Child Name	Date of Birth	Summer1	Fall	Winter	Spring	Summer2	
Child 1	5/2/2019	0	2244	0	2875	0	UPDATE
Child 2	11/28/2022	0	2340	0	1347	0	UPDATE
Child 3	3/18/2024	0	3000	0	3000	0	UPDATE

[ADD CHILD](#) [GRANT CALCULATOR](#) [VIEW CALCULATOR HISTORY](#)

School MNAid Application Flow

- Access the Postsecondary Child Care Grant Calculator.



The screenshot shows a web interface for 'Award Information'. It features a table with columns for 'Child Name', 'Date of Birth', 'Summer1', 'Fall', 'Winter', 'Spring', and 'Summer2'. There are three rows of child data. Below the table are three buttons: 'ADD CHILD', 'GRANT CALCULATOR', and 'VIEW CALCULATOR HISTORY'. The 'GRANT CALCULATOR' button is highlighted with a red box.

Child Name	Date of Birth	Summer1	Fall	Winter	Spring	Summer2	
Child 1	5/2/2019	0	2244	0	2875	0	UPDATE
Child 2	11/28/2022	0	2340	0	1347	0	UPDATE
Child 3	3/18/2024	0	3000	0	3000	0	UPDATE

[ADD CHILD](#) [GRANT CALCULATOR](#) [VIEW CALCULATOR HISTORY](#)

School MNAid Application Flow

- View the calculator history.

Award Information							
Child Name	Date of Birth	Summer1	Fall	Winter	Spring	Summer2	
Child 1	5/2/2019	0	2244	0	2875	0	UPDATE
Child 2	11/28/2022	0	2340	0	1347	0	UPDATE
Child 3	3/18/2024	0	3000	0	3000	0	UPDATE

[ADD CHILD](#) [GRANT CALCULATOR](#) [VIEW CALCULATOR HISTORY](#)

School MNAid Application Flow

- The Postsecondary Child Care Grant Calculator has moved to MNAid. School users can enter the information in MNAid instead of using the spreadsheet.
- Term awards will automatically populate to the CCG application for each child as they are calculated.

Postsecondary Child Care Grant Award Table - Annual Award Amount Per Child						
SAI_start	SAI_end	SAI Range based on Student SAI	Full-Time Award	3 Quarter Time Award	Half Time Award	Less than Half Time Award
-\$1,500	\$6,656	Y	\$6,500	\$4,875	\$3,250	\$1,625
\$6,657	\$6,999	N	\$6,347	\$4,760	\$3,174	\$1,587
\$7,000	\$7,999	N	\$5,347	\$4,010	\$2,674	\$1,337
\$8,000	\$8,999	N	\$4,347	\$3,260	\$2,174	\$1,087
\$9,000	\$9,999	N	\$3,347	\$2,510	\$1,674	\$837
\$10,000	\$10,999	N	\$2,347	\$1,760	\$1,174	\$587
\$11,000	\$11,999	N	\$1,347	\$1,010	\$674	\$337
\$12,000	\$13,312	N	\$655	\$491	\$328	\$164
\$13,313	\$99,999	N	\$0	\$0	\$0	\$0

School MNAid Application Flow

Postsecondary Child Care Grant Calculator

Child

Terms

Number of Terms/Payment Periods

Number of Weeks in Term for which Student is Purchasing Child Care Services

SAI

Number of Credits for which Student is Enrolled for Term

Program Level

Actual Child Care Cost Per Week

Reported Total Hours of Child Care per Week

Hourly Cap

Infant Care Adjustment

Postsecondary Child Care Grant

Term Award

The FALL award calculated for CHILD 1 is:

\$3,000.00

School MNAid Application Flow

- MNAid will maintain a history of all calculations of Term Awards.
- School users will no longer have to save a copy of the spreadsheet every time you calculate or recalculate an award.
- This history can be accessed by clicking the “VIEW CALCULATOR HISTORY” button on the CCG application.

School MNAid Application Flow

Postsecondary Child Care Grant Record Academic Year 2024-2025

Date	Child	Term	Periods	Weeks	SAI	Credits	Program	Cost Per Week	Hours Per Week	Hourly Cap	Infant Adjustment	Term Award	User
5/2/2024	Child 1	Fall	2	12.00	\$700.00	8.00	Graduate	\$250.00	40.00	\$10.00	No	\$3,000.00	shanrath
5/2/2024	Child 1	Fall	2	12.00	\$700.00	10.00	Graduate	\$187.00	40.00	\$10.00	No	\$2,244.00	shanrath
5/2/2024	Child 1	Fall	2	12.00	\$700.00	10.00	Graduate	\$250.00	40.00	\$10.00	No	\$3,000.00	shanrath
5/2/2024	Child 2	Fall	2	12.00	\$700.00	8.00	Graduate	\$180.00	40.00	\$10.00	No	\$2,160.00	shanrath
5/2/2024	Child 2	Fall	2	12.00	\$700.00	12.00	Graduate	\$250.00	40.00	\$10.00	No	\$3,000.00	shanrath
5/2/2024	Child 2	Fall	2	12.00	\$700.00	10.00	Graduate	\$195.00	40.00	\$10.00	No	\$2,340.00	shanrath
5/2/2024	Child 3	Fall	2	12.00	\$700.00	10.00	Graduate	\$200.00	36.00	\$10.00	No	\$2,400.00	shanrath
5/2/2024	Child 3	Fall	2	12.00	\$700.00	10.00	Graduate	\$250.00	40.00	\$10.00	Yes	\$3,000.00	shanrath

CLOSE

School MNAid Application Flow

- School users can also manually enter an Award Amount for each child by clicking the “UPDATE” button on the CCG application.

Award Information							
Child Name	Date of Birth	Summer1	Fall	Winter	Spring	Summer2	
Child 1	5/2/2019	0	2244	0	2875	0	UPDATE
Child 2	11/28/2022	0	2340	0	1347	0	UPDATE
Child 3	3/18/2024	0	3000	0	3000	0	UPDATE

[ADD CHILD](#) [GRANT CALCULATOR](#) [VIEW CALCULATOR HISTORY](#)

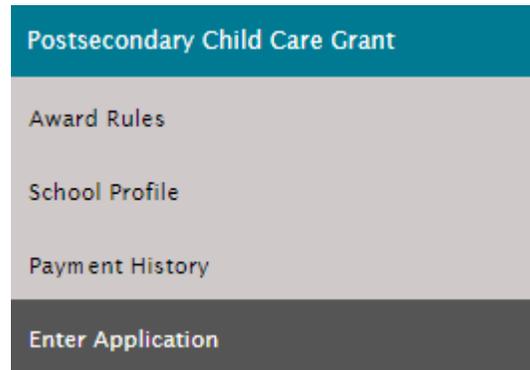
School MNAid Application Flow

Update Child Award Information ✕

Child First and Last Name	<input type="text" value="Child 1"/>
Date of Birth	<input type="text" value="5/2/2019"/>
Summer1 Award	<input type="text" value="0"/>
Fall Award	<input type="text" value="3000"/>
Winter Award	<input type="text" value="0"/>
Spring Award	<input type="text" value="2875"/>
Summer2 Award	<input type="text" value="0"/>

School MNAid Application Flow

- School users can manually enter a CCG application on behalf of a student in MNAid. This is done through the Postsecondary Child Care Grant menu.



- The application entered on behalf of the student has the same questions and fields as the student version, but it doesn't have any of the terms and conditions that a student is required to complete.

School MNAid Application Flow

Enter Postsecondary Child Care Grant Application
Academic Year 2024-2025

First Name

Last Name

Middle Name

Date Of Birth

Address

City

County of Residence

State

Zip Code -

Phone

Email Address

School MNAid Application Flow

Institution	<input type="text"/>
Are you and/or any of your dependents currently receiving MFIP benefits?	<input type="text"/>
Name(s) of MFIP recipients	<input type="text"/>
Are you or the other parent receiving child care assistance from some of other source?	<input type="text"/>
Caseworker's Name	<input type="text"/>
Caseworker's Phone	<input type="text"/>
Summer 1	<input type="text"/>
Fall	<input type="text"/>
Winter	<input type="text"/>
Spring	<input type="text"/>
Summer 2	<input type="text"/>
Program in which you are enrolled	<input type="radio"/> 4-year Undergraduate <input type="radio"/> 2-year Undergraduate <input type="radio"/> Certificate <input type="radio"/> Graduate/Professional

School MNAid Application Flow

CHILDREN

Children must be 12 years of age or younger, or 14 years of age or younger with a disability, needing child service on regular basis.

Child's First and Last Name

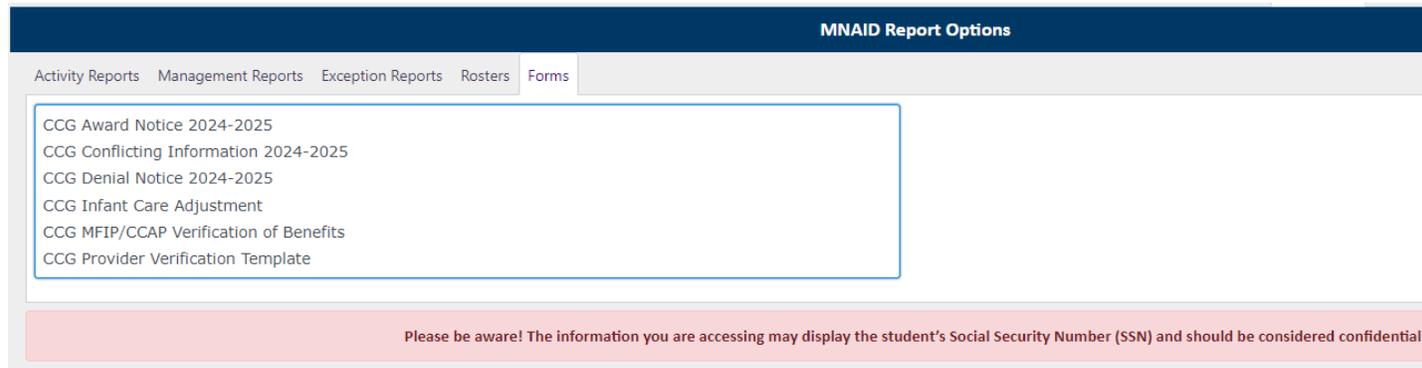
Child's Date of Birth

CANCEL

SUBMIT

School MNAid Application Flow

- School users will have access to various Postsecondary Child Care Grant forms that you can print directly from MNAid.



The screenshot displays the 'MNAid Report Options' interface. At the top, there is a dark blue header with the text 'MNAid Report Options'. Below this is a navigation bar with several tabs: 'Activity Reports', 'Management Reports', 'Exception Reports', 'Rosters', and 'Forms'. The 'Forms' tab is currently selected and highlighted. A white box with a blue border contains a list of available forms:

- CCG Award Notice 2024-2025
- CCG Conflicting Information 2024-2025
- CCG Denial Notice 2024-2025
- CCG Infant Care Adjustment
- CCG MFIP/CCAP Verification of Benefits
- CCG Provider Verification Template

At the bottom of the page, there is a red banner with the following text: 'Please be aware! The information you are accessing may display the student's Social Security Number (SSN) and should be considered confidential.'

What Changed

- What Changed? –
 - The student application has moved into MN Aid.
 - The calculator and all program forms have moved into MN Aid.
 - Calculation history has moved into MN Aid.
 - Monthly Spending Reporting no longer required.

What's to Come

- What's to come? –
 - Potential for additional update capabilities, for example populating award notice from MNAid.

What Stayed the Same

- What stayed the same –
 - This is still a campus based program – schools still need to determine student eligibility.
 - Schools need to make payments through the school FAM system.
 - Terms of receipt database.
 - Provider verification is still a manual process.

Postsecondary Childcare Grant

Q. Why is the Award Notice not populated with student information?

A. We have entered a ticket to have this feature added.

Q. How can I remove a child from the application?

A. We currently do not have a function that allows you to delete a child. You may want to make a note in the comments section.

Postsecondary Childcare Grant

Q. How do I see a list of total awarded and total remaining to spend?

A. We have a few report options available to choose from for Postsecondary Child Care Grant Program (CCG), which can be found under;

- MNAid/Reports/Activity Reports

Postsecondary Childcare Grant

CCG Applicants Report - contains some student information, application date, each term application status, child's name, each term award amount in MNAid.

The screenshot displays the MNAid reporting interface. The top navigation bar includes the logo for the Office of Higher Education Minnesota Aid and a breadcrumb trail: Home > Reports. A left sidebar contains navigation options: MN AID, Search, Reports, File Requests, Send Email, Help, Postsecondary Child Care Grant, and Quick View. The main content area is titled "MNAID Report Options" and features sub-tabs for Activity Reports, Rosters, and Forms. A dropdown menu is open, listing various report options, with "CCG Applicants Report" selected. Below the dropdown, there are input fields for "Academic Year" (set to 2024-2025) and "School" (set to BEMIDJI STATE UNIVERSITY). A "GENERATE REPORT" button is located at the bottom right of the form area. A Windows Downloads dialog box is overlaid on the top right, showing options to "Open" or "Save as" the file "CCGApplicants.xls?".

Postsecondary Childcare Grant

CCG Committed and Disbursed Amounts

m OFFICE OF HIGHER EDUCATION
MINNESOTA AID

MN AID

Search

Reports

File Requests

Send Email

Help

Postsecondary Child Care Grant

Quick View

Home Reports x

MNAID Report Options All Aid Programs

Activity Reports Rosters Forms

- CCG Applicants Report
- CCG Committed and Disbursed Amounts**
- Dream Act Status
- Dream Act Students – NSP Eligible
- Eligible but not Awarded
- FIG Student Data
- Hold Report
- Incoming File Reconciliation Report
- NSP Audit Report
- NSP File Output Report

Academic Year: 2024-2025

School: BEMIDJI STATE UNIVERSITY

GENERATE REPORT

Downloads

CCGCommittedAndDisb.xls
[Open file](#)

[See more](#)

Postsecondary Childcare Grant

- Q. Why can't it show me a running total of how much we have awarded or have left to spend.
- A. We do have a CCG Committed and Disbursed Report. Reminder – payments are not made in MNAid, you will need to make sure the disbursement information is up to date in MNAid. (See the previous two slides.)

Postsecondary Childcare Grant

Q. How do we calculate a semester award on MNAid for a student who uses 2 different providers in the same semester?

A. I will be submitting a ticket for a correction to this process. However, at the current time this would require you to determine the lesser of the award amount between the SAI chart and the students cost of daycare.

The students' term award amount per eligible child is the lesser of:

- the student's actual (reported) child care costs for that child during the term, or
- the maximum annual award per eligible child on the Postsecondary Child Care Grant table divided by three (quarter) or two (semester) and adjusted for enrollment status.

Postsecondary Childcare Grant

CHILDCAREGRANT) ✕

[View Calculator History ✕](#)

Postsecondary Child Care Grant Record Academic Year 2024-2025

Periods	Weeks	SAI	Credits	Program	Cost Per Week	Hours Per Week	Hourly Cap	Infant Adjustment	Term Award	User
2	3.00	(\$1,500.00)	3.00	Undergraduate	\$150.00	12.00	\$10.00	No	\$360.00	TesterT
2	14.00	(\$1,500.00)	3.00	Undergraduate	\$275.00	22.00	\$10.00	No	\$813.00	TesterT
2	17.00	(\$1,500.00)	3.00	Undergraduate	\$150.00	12.00	\$10.00	No	\$813.00	TesterT

CLOSE

Postsecondary Childcare Grant

Summer1	Fall	Winter	Spring	Summer2	
0	813	0	0	0	UPDATE CHILD INFO
0	0	0	0	0	UPDATE CHILD INFO

[ADD CHILD](#)

[GRANT CALCULATOR](#)

[VIEW CALCULATOR HISTORY](#)

Postsecondary Childcare Grant

- Q. The 2024-202 FAFSA does not require students to enter in a family size for the tax year being requested. This results in a sizable number of applicants that do not have family size being reported in the ISIR's that we receive. Are we still required to review family size information and report family size (ISIR user) when reviewing childcare grant applicants?
- A. The award calculation has not used students family size since the 2021-2022 aid year. OHE removed that requirement from MN statute when we based the maximum award chart using the students EFC, current year SAI.
- Q. How often is data being integrated from the CCG data from MNAid into the CCG database in 24-25 (to show those who've reached their limit)?
- A. CCG terms of receipt is not yet in MNAid (refer to slide 25).

Thank you!

Brenda Larter

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