



# Step 2: General Applicant Information

This user guide shows how to complete Step 2: General Application Information in the *Invest in NY - Child Care Deserts Grant for Existing Providers* application.

- [Review pre-populated applicant information](#)
- [Select Operator/Director Race, Ethnicity, Gender](#)
- [Attest Authority and Confirm Regulator Contact](#)

## Review prepopulated applicant information

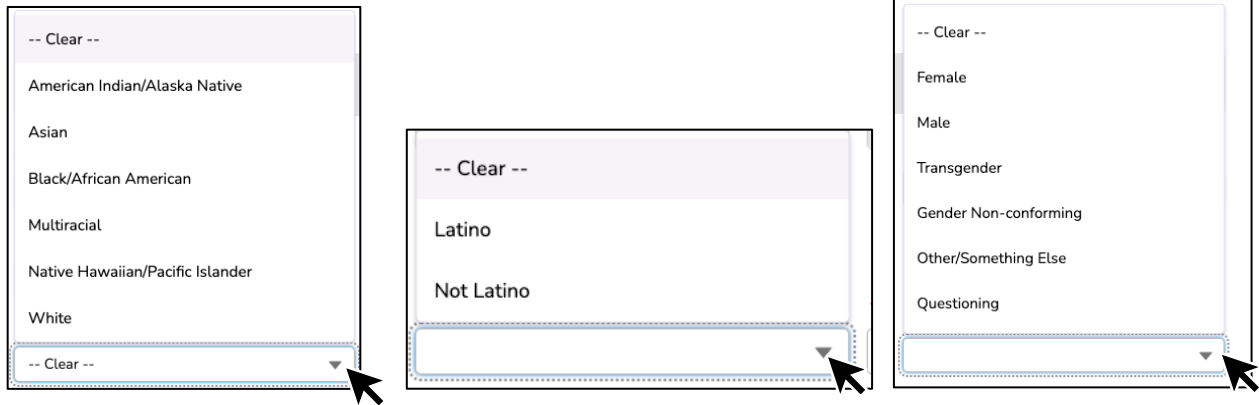
1. *Step 2: General Applicant Information* will have most of the fields pre-populated and cannot be edited. **Review the information.** If any of this information is not correct, please contact your licensor/registrar.

## Select Operator/Director Race, Ethnicity, Gender

1. **Scroll down** to the bottom of the page where three required selections for Operator/Director Race, Ethnicity and Gender need to be made.



2. Click on the menu to make selections for each of the required three fields.



### Attest Authority and Confirm Regulator Contact

1. Check the box for the attestation statement.

I hereby attest I have authority to apply for the Child Care Deserts grant on the behalf of this program.

2. **Select Yes or No** to confirm that you contacted your regulator. Providers must have contacted their assigned OCFS regulator or NYS DOHMH Borough Office about changes to their license and initiated the process for updating program specifics, if necessary, before submitting their application. NYCDOH permitted Article 47 day care centers must have contacted the borough office regarding permit changes. If you have not contacted your regulator, please save your application and return once you have done so.

\* Contacted assigned OCFS Regulator or NYC DOHMH Borough Office.

Yes  
 No

Previous Save And Next

3. Click on **Save and Next**

Previous Save And Next