

New Applicants Appeal Procedure

Smart Start Workforce Grants 2025

Round 2 Appeals covering January, February, and March 2025

New applicants for the Smart Start Workforce Grants have the right to appeal if they believe either of the following applies.

- Reason for ineligibility is incorrect
- Approved funding amount is incorrect

To view the Smart Start Workforce Grants eligibility criteria and/or the considerations in determining funding, click here: [Smart Start Workforce Grants](#)

The appeals procedure is made available to the public through the Smart Start Workforce Grants website hosted by the Illinois Network of Child Care Resource and Referral Agencies (INCCRRA).

All appeals must be submitted by **December 3, 2024**, in writing to grants@inccrra.org

Appeals must include the following information:

- Completed Appeal Form.
- A copy of your active DCFS license.
- Documentation to show that program is open and serving children, including number of classrooms, and CCAP eligibility.
- Email communication/documentation that shows you have been in contact with INCCRRA help desk, or specific counselor, regarding any issues you were experiencing that kept you from being able to submit your application. (specific to appeal reasoning)

The decision rendered is final.

Appeals due to missing the deadline to apply or submit their funding request, without a valid reason, will not be reviewed. The deadline to apply for Round 2 is November 20, 2024.

Appeals due to not submitting the requested information by the deadline, will not be reviewed. The deadline to submit all required documentation and reporting is November 25, 2024.

Appeals submitted after December 3, 2024, will not be accepted.