



Child Care Capacity Building Opportunity

REQUEST FOR PROPOSALS

Released: November 1, 2022

**Full Proposal Submission Deadline:
November 28, 2022 at 5:00pm CST/4:00pm MST**

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Request for Proposals (RFP) – Child Care Capacity Building Opportunity

I. Purpose

“This project is made possible by funding the Nebraska Department of Health and Human Services received through Nebraska Legislative Bill 1014: appropriation of funds allocated to the State of Nebraska from the federal Coronavirus State Fiscal Recovery Fund pursuant to the federal American Rescue Plan Act of 2021, 42 U.S.C. 802.”

Nebraska Children and Families Foundation’s Communities for Kids initiative—through partnership with the Nebraska Department of Health and Human Services Children and Family Services Division and the American Rescue Plan Act—is excited to announce a funding opportunity to communities and child care programs across Nebraska that will assist in expanding capacity of high-quality early learning programs.

This opportunity is on an accelerated schedule and all funding must be spent between January 1, 2023 and June 30, 2023. All participating providers must be a new, not yet licensed program or currently licensed program expanding license capacity. Projects that are open and operating by June 30, 2023 will be given priority for funding, although a final completion date of June 30, 2024 will be considered for funding.

Eligible applicants include community organizations, individual child care program, or businesses seeking to start up or expand child care. Applicants will be required to demonstrate they can increase full-day, full-year child care license capacity with the majority of licensed spots serving children 0-5 years, through starting a new program or expanding a current program. Funding is reimbursement-based, and documentation of allowable expenses must be detailed. A minimum of 12 and a maximum of 15 contracts will be executed for these funds and can go either to a community working with multiple child care programs, or individual child care programs. The intention is to select proposals in both rural and urban areas of Nebraska, offering a variety of types of projects. Priority will be given to areas that have a significant need for child care, particularly, counties/areas that have no other licensed programs available and those that have a plan to open/expand by June 30, 2023.

Examples of Allowable Funds

- Construction of buildings for new child care programs
- Renovation for new or current child care program buildings that allows the provider/program to increase licensing capacity
- Purchase of non-disposable materials needed due to licensed capacity expansion (mats, tables, chairs, toys)
- Training required for new staff members due to licensed capacity expansion
- Salaries, wages for staff time to plan, train and start up new programs and classrooms
- Workforce recruitment and hiring activities

II. Informational Webinar

Nebraska Children’s Community for Kids Team will release a pre-recorded webinar on the C4K Website with additional details on November 1, 2022.

III. Application Open

The application will be available on the Communities for Kids website:

<https://www.communitiesforkids.org/arp.html> on November 1, 2022.

IV. Q&A Sessions

The Communities for Kids team will hold two Q&A sessions on November 7, 2022 at 12:30 pm CST/11:30 MST and 7:00 pm CST/6:00 MST. The applicant is encouraged to attend one of the two sessions.

11/7/22 12:30 pm CST/11:30 am MST link: <https://us02web.zoom.us/j/84966188721>

11/7/22 7:00 pm CST/6:00 pm MST link: <https://us02web.zoom.us/j/89890171295>

V. Proposal Submission/Summary of Key Dates

Proposals are required to be submitted in PDF format via email to C4Kinfo@nebraskachildren.org.

Full proposal submission deadline is on or before Monday, November 28, 2022 by 5:00 p.m. CST/ 4:00 p.m. MST.

Summary of Key Dates	
Pre-Recorded Webinar Release	November 1, 2022
Request for Proposal Overview and Application Released on C4K Website	November 1, 2022
Q&A Sessions (One Hour, Two Offered, Attend One)	November 7, 2022 12:30 pm CST / 11:30 am MST November 7, 2022 7:00 pm CST / 6:00 pm MST
Proposal Submission Deadline	November 28, 2022 5:00 pm CST / 4:00 pm MST
Review Process	November 29 – December 15, 2022
Contract Announcements	December 15, 2022
Contract Period	January 1, 2023 – June 30, 2023

VI. Eligibility

Eligible applicants are defined as community organizations/entities and/or licensed providers that are eligible to receive federal funding and have the capacity to manage a reimbursement-based payment system. Must be able to provide accurate and timely reporting information related to allowable expenditures. Applicant can be categorized as for-profit or nonprofit and will be required, depending on the type of organization, to submit an IRS tax determination letter, W9, and other due diligence documentation.

Applicant Readiness

Community organizations/entities and/or licensed providers submitting proposals must demonstrate a willingness and ability to quickly work to increase quality child care license capacity. A high level of organization and accountability will be required. Programs receiving funds must be committed to:

- Become a licensed child care program and operational and actively serving children
- Increase current child care license capacity
- Accept child care subsidy

- Enroll in Step Up to Quality and develop a plan to reach Step 3 or higher
- Register and keep information up to date on the Child Care Referral Network

Eligible license types include:

- New, to-be-licensed FCCHI, FCCHII, or CCC
- Currently licensed Family Child Care Home I expanding to a Family Child Care Home II
- Currently licensed Family Child Care Home II expanding to a Child Care Center
- Currently licensed Child Care Center increasing current license capacity

VII. **Funding Information**

Contracts will be managed through Nebraska Children and Families Foundation. Contracts can be with single providers or with communities who plan to work with multiple providers. All contracts are reimbursement-based. The contract period is six (6) months long, and all funding must be spent in that time frame. Maximum award amounts will be based on total number of licensed spots, see the table below.

Project will increase licensed capacity by:	Maximum Contract Amounts
<i>8-12 children</i>	<i>Up to \$50,000</i>
<i>13-24 children</i>	<i>Up to \$135,000</i>
<i>25-50 children</i>	<i>Up to \$200,000</i>
<i>51-75 children</i>	<i>Up to \$250,000</i>
<i>75+ children</i>	<i>Up to \$300,000</i>

VIII. **Evaluation**

The sole purpose of the funding is to increase the capacity of high-quality early learning programs in Nebraska. The evaluation will be exclusively based on the change in licensed capacity in the project(s) identified geographic area.

Selected proposals will be required to submit evaluative measures. Templates and technical assistance will be provided for these measures.

IX. **Technical Assistance**

Communities for Kids Staff will provide recipients with technical assistance through onsite and virtual consultation, communications, and coordination. Technical assistance can include but is not limited to assistance with locating or connecting to resources, connection to project management consultant(s)/architects, data collection, accountability, continuous improvement, reporting requirements, Marketing and communication, fundraising and sustainability planning.

The following links may be useful to refer to as guides for planning a quality early childhood program:

[Roadmap To Quality Care - NECC \(nebraskaeearly.org\)](https://nebraskaeearly.org/Roadmap-To-Quality-Care-NECC)

[Mapa de ruta hacia la calidad - NECC \(nebraskaeearly.org\)](https://nebraskaeearly.org/Mapa-de-ruta-hacia-la-calidad-NECC)

[Blueprint For Success - NECC \(nebraskaeearly.org\)](https://nebraskaeearly.org/Blueprint-For-Success-NECC)

[Plan de acción para el éxito - NECC \(nebraskaeearly.org\)](https://nebraskaeearly.org/Plan-de-accion-para-el-exito-NECC)

X. **Proposal Submission Requirements**

Proposals should be submitted electronically in PDF format, with regular style 12-point font, double spaced, not to exceed four (4) pages, not including cover page; proposal summary form; funds request form; or appendices.

Child Care Capacity Building Opportunity – Proposal Summary Form

(form provided on C4K website at <https://www.communitiesforkids.org/arp.html>)

- Fill in and check boxes on the proposal summary form

Cover Page

- Applicant Name (individual, organization and/or entity name)
- Date submitting
- Contact Information
 - Name
 - Title
 - Address
 - Phone number
 - Email

Description – 30 points

- A. Identify and describe the project or project(s) that will be starting up or increasing licensed capacity
 - Provider, Providers, Entity or Entities
 - Geographic Area that project or project(s) is anticipated to serve
 - Current Licensed Status
 - Current Step Up to Quality Status (if currently licensed)
 - Current Child Care Referral Network enrollment (if currently licensed)
 - Current Subsidy Acceptance Status (if currently licensed) or commitment to accept Subsidy
 - Current licensed enrollment (if currently licensed)
- B. In detail, describe the proposed project or projects
 - Background information about project(s)
 - Provide a brief history of the program/project, leadership members/organizations involved in development of the project, share how the need for child care and/or the size of this project was determined through use of data or assessments and any other relevant information.
 - Clear description of project capacity goals and results expected
 - Indicate the capacity goals for increase or start-up of the program. Include current capacity if in operation and planned expanded numbers, ages and hours. For new programs include total numbers, ages, and hours that the program will be licensed for. This information must also be indicated on the Funds Request Form.
 - Project(s) timeline
 - Detail dates and key activities indicating how the program will spend funds by 6/30/2023 and when the program will be licensed, open and operating.

This may include fundraising, building/renovation, hiring, training, recruitment of families and other activities. This information must provide details and plans to meet deadlines and also be indicated on the Funds Request Form.

- Specific details for project(s)
 - Provide details about overall program planning including the hiring and retention of staff, recruitment of families, developing the business plan and creation of a sustainable budget. Including detailed information about the quality efforts that the program will implement. Any funds requested or tied to this area must also be indicated on the Funds Request Form.
- Resources available, resources needed
 - Indicate what resources, people, and/or organizations are in support through partnership of the project and any resources that may be of assistance. Any funds, potential funds or in-kind contributions being provided for this project should also be listed on the Funds Request Form.

Funds Request Form – 20 points

(form provided on C4K website at <https://www.communitiesforkids.org/arp.html>)

- Complete the Funds Request Form with detail requested from Description area B.
The funds requested must not exceed the maximum amount of contact amount based on project increase for licensed capacity listed above in the Funding Information chart.

XI. Other Requested Items

Appendices (include the following as attachments):

- For a 501(c)(3): W-9, Form 1023 OR IRS tax determination letter, Bylaws
- For an LLC: W-9, Operating Agreement OR Statement of Authority
- For a 501(c)(6): W-9, Form 1024, Bylaws
- For a Sole Proprietorship: W-9, Full legal name, Name of any “doing business as” entity
- For a Corporation: W-9, Bylaws
- For a Partnership: W-9, Partnership Agreement

XII. Selection Process

Objective Review and Results

Nebraska Children and Families Foundation will partner with the Nebraska Department of Health and Human Services, Children and Families Division, to review applications. A minimum of 12 and a maximum of 15 proposals will be offered contracts. This funding opportunity will be highly competitive as RFPs will be accepted from across the entire state. The intention is to select proposals in both rural and urban areas of Nebraska, offering a variety of types of projects. Priority will be given to areas that have a significant need for child care and have no other licensed programs available in the county/area. Final completion of projects must be no later than 6/30/2024, although priority will be given to those programs that will be open and operating by 6/30/2023.

The submission requests and eligibility requirements are described in this RFP. Failure to evidence information related to either of these areas may result in rejection. During the review process, Nebraska Children may request clarifying information concerning eligibility. Failure to respond to a

request for clarification by the date set forth in the request will result in removal of the proposal from consideration.

Proposals will be funded based on meeting eligibility criteria and available funding.