

Johnson County Social Services Child Care Assistance Expansion

Grant Guidelines
Funding for January 1 – September 30, 2022

Due December 6, 2021
4:00 pm CST

Issued: **November 5, 2021**

Contact: Laurie Nash

Johnson County Social Services

855 S. Dubuque Street, Suite 202B

Iowa City, IA 52240

(319) 356-6090

SocialServices@johnsoncountyiowa.gov

JOHNSON COUNTY SOCIAL SERVICES
FY 2022 Request for Proposals
Child Care Assistance Expansion

PURPOSE

This Request for Proposals (RFP) represents an effort to create additional opportunities for Johnson County families eligible for Child Care Assistance to access quality child care in their community. Specifically this funding is intended to create additional slots that serve children receiving Child Care Assistance.

In Johnson County, one-third of child care centers and preschools do not accept CCA. There are 45 child care centers that report they are willing to discuss accepting DHS Child Care Assistance funded children (53%) according to a recent Child Care Resource & Referral Study.

FUNDING

Funding will be used to help incentivize child care centers that expand the number of slots available in their program to children age 0-5 and not yet in kindergarten that are eligible for Child Care Assistance (CCA). Funding is intended to provide extra support to centers expanding their number of active CCA slots.

A total of \$25,000 is available through this RFP. Funds are for the period of January 1 – September 30, 2022.

Johnson County expects to award multiple contracts. The County reserves the right to withdraw or alter this request for proposals at any time and for any reason.

ELIGIBLE APPLICANTS

- Child care centers that are located in Johnson County, licensed and in good standing with the Iowa Department of Human Services
- Programs must be in the Iowa Quality Rating System at a minimum of a Level 1 and maintain participation in Iowa's QRS.
- Programs' current enrollment must include 25% or fewer students on Child Care Assistance.
- New slots must be designated for children age 0-5 who are not yet in kindergarten.
- A maximum of 25% of new Child Care Assistance slots may be occupied by children of child care center staff.
- Programs that are already subsidized or supported with grants through county, city, or other municipal funding may not be eligible for these funds.

CONTACT INFORMATION

Direct all questions about this RFP in writing, to:

Laurie Nash

Johnson County Social Services

855 S. Dubuque Street, Suite 202B

Iowa City, IA 52240

Email: SocialServices@johnsoncountyiowa.gov

RFP TIMELINE

November 5, 2021

RFP Issued to public. Application materials available online at <https://www.johnsoncountyiowa.gov/bids-and-proposals>.

Application materials may also be requested by phone, email, or letter by contacting Johnson County Social Services at 855 S. Dubuque St., Suite 202B; Iowa City, IA 52240; phone: 319-356-6090; email: SocialServices@johnsoncountyiowa.gov

November 18, 2021

Questions due. Last day to submit questions regarding the RFP. All questions must be submitted in written format either by mail (855 S. Dubuque Street, Suite 202B, Iowa City, IA, 52240) or email (SocialServices@johnsoncountyiowa.gov) and **received by 4:00 p.m.** All questions and answers will be posted online at johnsoncountyiowa.gov/social-services.

December 6, 2021

Proposals due to JCSS no later than 4:00 p.m. This includes one (1) original, two (2) copies, and one (1) electronic copy of the proposal by email (SocialServices@johnsoncountyiowa.gov) or other electronic media (e.g. flash drive). Proposals received after the deadline will not be considered for funding.

January 3, 2022

Contract period begins.

APPLICATION REQUIREMENTS

PROPOSALS MUST BE RECEIVED BY 4:00 pm on Monday, December 6, 2021 (see Timeline above). Proposals received after the deadline will be considered solely at the discretion of Johnson County Social Services. Incomplete applications or applications which do not meet these requirements will be disqualified. Faxed applications will not be accepted.

Applications will be submitted via Google doc to:

https://docs.google.com/forms/d/1whuVWtzehKgnRQ4XFT_mfwSm_GNF47Fj6UoFX8O17Xo/edit?usp=sharing

OR

Send the PDF application to:

Laurie Nash
Johnson County Social Services
855 S. Dubuque Street, Suite 202B
Iowa City, IA 52240
SocialServices@johnsoncountyiowa.gov

Format and guidelines of this process/application must be followed to be considered for funding.

FUNDING DETAILS

- Newly enrolled students must be enrolled for at least 5 units of CCA funded care per week.
- Funding recipients will submit monthly invoices that include the number of children newly enrolled, the number of continuing students, and student attendance records.
- Successful applicants will receive payment for each new slot filled by March 30, 2022. Programs will receive additional payments for subsequent months in which the slot is occupied and after the slot has been filled for 6 months. For slots enrolled 8-10 units per week, payment will be \$200 for each new slot filled, \$50 per month for each slot that continues to be attended each month, and a payout of \$200 per slot after maintained for 6 months. For slots enrolled 5-7 units per week, payment will be \$100 for each new slot filled, \$25 per month for each slot that continues to be attended each month, and a payout of \$100 per slot maintained for 6 months.

# of weekly units	Payment when filled	Monthly payment	After occupied for 6 months
8-10	\$200	\$50	\$200
5-7	\$100	\$25	\$100

- To be eligible for monthly reimbursement, the slot must have attendance of 75% of the scheduled attendance.
- Incentive funding will be based on new, expanded CCA funded slots. If a new, expanded CCA slot is vacated prior to the end of the six- month cycle, the center may still be eligible for the monthly incentives and retention bonus at the six month interval if the vacated slot is retained and occupied as a CCA slot.

CONTRACT ADMINISTRATION:

- All applicants will be notified in writing of funding decisions.
- All recipients will be required to submit a mid-contract progress report and a final outcome report at the end of the funding period.
- Provide additional documentation upon request.

APPEAL PROCESS

Applicants who are denied funding may appeal to Johnson County Social Services. Appeals must be made in writing and be received by Lynette Jacoby, Johnson County Social Services Director, within five (5) working days of receipt of the selection decision letter. Appeals must be based on a contention that the process violated state or federal law, that policies or rules did not provide adequate public notice, or involved a conflict of interest by staff or review team members. Lynette Jacoby, Johnson County Social Services Director, will review the appeal and mail a notice of its decision to the appellant within five (5) working days of the review.

APPLICATION FORMAT

The preferred format to submit proposals is using the online form, To request a PDF version or paper copy of the application form, contact socialservices@johnsoncountyiowa.gov.

Email socialservices@johnsoncountyiowa.gov for a link to the online application. You may also copy and paste this link into your browser address bar:

https://docs.google.com/forms/d/1whuVWtzehKgnRO4XFT_mfwSm_GNF47Fi6UoFX8O17Xo/edit?usp=sharing

APPLICATION CONTENTS:

Cover Page – Contact Information

Date of Application

Provider Name

Provider Address

Names of Contact Persons (preferably two):

Phone and Fax:

e-mail addresses:

Provider Qualifications

Center address (include all addresses if there are multiple locations)

of years in operation

Days of operation

Hours of operation

Ages served

Currently accept CCA Y/N

Current DHS license expiration date (include a copy of the license with this application)

QRS Rating and expiration date (include a copy of the QRS certificate with this application)

NAEYC accredited Y/N (include a copy of the NAEYC certificate with this application)

of licensed slots

enrolled on 11/15/2021

of CCA enrollment on 11/15/2021

of CCA enrollment on 11/15/2021 that are program staff children

Program Goals

Projected # of NEW Child Care Assistance slots to be filled

of new slots by March 31, 2022

of new slots by June 30, 2022

Attachments

Tuition Rate Schedule

Copy of DHS license

Copy of QRS certificate

Copy of NAEYC certificate (if applicable)

RFP ADDENDUM

Iowa Child Care Assistance Reimbursement Rates as of 07/01/2021

Half-Day Rate Ceilings for Licensed Center

	No QRS		QRS 1 or 2		QRS 3 or 4		QRS 5	
	Basic	Special Needs	Basic	Special Needs	Basic	Special Needs	Basic	Special Needs
Infant and Toddler	\$19.30	\$51.94	\$20.50	\$51.94	\$21.50	\$51.94	\$23.21	\$51.94
Preschool	\$17.00	\$30.43	\$18.00	\$30.43	\$18.98	\$30.43	\$20.00	\$30.43

Iowa Bonuses for moving up levels in the Quality Rating System as of 07/01/2021

QRS Level	Center Size:			
	<u>up to 25 children</u>	<u>26-50</u>	<u>51-100</u>	<u>101+ children</u>
2	\$ 400.00	\$ 800.00	\$ 1,200.00	\$ 1,600.00
3	\$ 600.00	\$ 1,200.00	\$ 1,800.00	\$ 2,400.00
4	\$ 800.00	\$ 1,600.00	\$ 2,400.00	\$ 3,200.00
5	\$ 1,000.00	\$ 2,000.00	\$ 3,000.00	\$ 4,000.00