

E-ALERT

ECEAP Expansion RFA due Feb 16

Hello ECEAP and Head Start Center Directors,

(If you are not requesting new ECEAP slots for 2018-19, there is no need to respond to this email.)

Formal Request for ECEAP Slots

The ECEAP Expansion Request for Application (RFA) has been released, and **PSESD's application is due to DEL on March 2**. In November, subcontractor partners completed a survey to tell us how many additional ECEAP slots they would like to request in the 2018-19 school year. This is the opportunity for those who did or did not complete the survey to make a formal request for slots. **If you are requesting slots, please complete the [blue shaded table](#) at the bottom of this email and send back to Talena Dixon & Kristyl Riddle by February 16**. Once our PSESD proposal is submitted to DEL, we consider your request as a commitment to take the slots should they be awarded. If, after reading the information below, you have questions you need answered before you can complete the table, please email both Talena and Kristyl ASAP. Contractors will be notified about awards on March 30, and we will reach out to subcontractors right away.

Details to Consider Before Requesting Slots

The following number of slots will be awarded across the state for each model described below for the contract period starting on July 1, 2018. You must be able to meet the minimum classroom hour requirements – no exceptions or waivers will be granted by DEL. The number of slots you apply for must also meet the space requirements for each model. DEL requires that you are fully enrolled within 30 days of the first day of class, so a strong recruitment plan is crucial. Please consult with us prior to submitting your request if you are considering a blended special education or community model, or are not planning to provide transportation.

350 Slots - Part Day: Minimum of 360 classroom hours per year, 3 hours per class session over at least 30 calendar weeks. Please note that this is more hours than currently required by ECEAP Performance Standards for slots awarded prior to 2016. Back-to-back models with the same teaching staff is permissible. Part Day classrooms must have 35 square feet per child of space, excluding bathroom, hall, kitchen, and storage space; and 75 square feet of outdoor space per child. Refer to the attached DEL Site Approval Form for further details about space requirements. **Please consider the affordability of the pass-through slot rate: School District \$5,595 and Non-School District \$5,828.**

600 Slots - Full School Day: Minimum of 1,000 classroom hours per year, 5.5 to 6.5 hours per class session, over at least 30 calendar weeks. Classes may be 4 or 5 days per week throughout the school year. Becoming child care licensed will be a requirement with the exception of school districts and government affiliated agencies. Full School Day classrooms must have 35 square feet per person (adults and children), excluding bathrooms, hall, kitchen and storage space, and 75 square feet of outdoor space per person. Refer to the attached DEL Site Approval form for further details about space requirements. **Please consider the affordability of the pass-through slot rate: School District \$7,682 and Non-School District \$8,002, and note that Child Care Subsidy can be claimed for only those hours outside of ECEAP.**

50 Slots - Extended Day: Minimum of 2,370 classroom hours per year, at least 10 hours per day, five days per week, year round. Becoming child care licensed will be a requirement. Full School Day classrooms must have 35 square feet per person (adults and children), excluding bathrooms, hall, kitchen and storage space, and 75 square feet of outdoor space per person. Refer to the attached DEL Site Approval form for further details about space requirements. **Please consider the affordability of the pass-through slot rate: School District \$11,994 and Non-School District \$12,494 and please note that Child Care Subsidy dollars are included in the Extended Day slot rate and cannot be claimed.**

DEL Criteria for Slot Awards

Slots will be awarded by site based on proposed class start dates and priority level of the school district boundary within which the site is located as noted on pages 4-8 in the [2017-18 ECEAP and Head Start Saturation Study](#). For example, slots that are in priority group 1 in the Saturation Study and who start class before September 30 will be awarded first. In the event that there is a remainder of slots available for a district priority level, and more than one Application is eligible for the final group of slots, the slots will be awarded to the Applicants with the highest total scores.

Considering Subcontractor Requests in PSESD’s RFA

Because there are many unknowns about who across the state will submit proposals, PSESD will include slot requests from our subcontractor partners who are both high and low priority in the Saturation Study. To be included in the PSESD proposal, subcontractor partners must be in general good standing regarding compliance, deliverables, and overall quality of service implementation. In the table below, we ask that you provide concrete information regarding how your organization’s infrastructure will support the addition of slots. It is the combination of subcontractor standing with PSESD and the ability of your organization to support additional slots that will determine whether or not PSESD will include your request as part of its Application. PSESD will reach out to subcontractors on an individual basis.

Slot Request for RFA *(If you are not requesting slots, there is no need to complete this table or reply to this email.)*

Model	# of slots you are requesting	PSESD may have limited \$\$ available for start-up of new classrooms. Describe any start-up costs you may incur because the classroom indoor or outdoor space does not meet DEL requirements. (Refer to attached DEL Site Approval form.)	Enter Class Start Dates (Start dates prior to Sept 30 receive priority.)	Location where slots will be placed. (Include name and address of location.)	How will your organizational infrastructure support the addition of slots (For more space, answer within the body of the email.)
Part Day					
Full School Day					
Extended Day					

After You Submit Your Request to PSESD

We will send you a confirmation email, which may also include a request for additional information or clarity.

We greatly appreciate your time and effort. Here’s to getting additional ECEAP services to children and families!

Thank you,

Talena~

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