

**REQUEST FOR PROPOSALS (RFP) FOR
EARLY HEAD START – CHILD CARE PARTNERSHIP SERVICES**

Tennessee State University – Early Head Start Partnership announces the availability of competitive funds for the purpose of expanding access to high-quality, comprehensive services for low-income infants and toddlers and their families.

Existing local child partners can apply to use their Child Care and Development Fund (CCDF) including co-payments and Early Head Start funding to provide comprehensive, high-quality services to eligible infants and toddlers through Early Head Start-Child Care Partnerships. These partnerships will enhance and support early learning settings to provide full-day, full-year comprehensive services that meet the needs of low-income working families; enhance access to high-quality, full-time child care; support the development of infants and toddlers through strong relationship-based experiences; and prepare them for the transition into preschool programs, including Head Start.

The perspective applicant must: be able to implement a scientifically valid research curriculum; have the ability to develop and implement a budget that includes federal funds, child care subsidies, parent co-payments, non-federal funds and USDA funds; manage the USDA food program; have the ability to develop and implement goals, objectives, outcomes and programs impacts; be in compliance with the USDA food Program and State Child Care Licensures.

Tennessee State University – Child Care Partnership, is accepting proposals from prospective partners.

The applicant must address the following criteria:

1. The number of classrooms;
2. The number of staff with the following credentials: Infant/Toddler or Family Child Care Child Development Associate (CDA) credential, or state certificate;
3. The number of hours per day of services to Infants and Toddlers;
4. The number of days per year of services to Infants and Toddlers;
5. The number of days of operations per week;
6. The number of Infants and Toddlers (0 – 3) enrolled;
7. The number of Infants and Toddlers with Child Care and Development Fund (CCDF) (subsidies), including the amount of subsidies and co-payments collected over the 12 months preceding the month of this application;
8. The name of the curriculum used by the program;
9. The name of the child assessment instrument used by the program;
10. The square footage of each classrooms used by Infants and Toddlers;
11. The Quality Rating Improvement System (QRIS) rating of each site, if applicable;

12. Does your program have a transition plan with Head Start and or Early Head Start, if so describe transition activities?
13. Does your program have an accounting and/or program software? If so, please give the name and description of the software used by your program?
14. Does of your program employ or consult with an individual with background and experience in fiscal management? If so, describe their education and role with your organization;
15. **Additional Documents:** A copy of the most recent USDA monitoring; the agency audit or financial statement, if applicable and the center's most recent State License Report.

Each applicant will be evaluated based on their response to the criteria in this section of the proposal.

Please submit your response to the following:

Tennessee State University– Early Head Start Child Care Partnership
3500 John A. Merritt Blvd.
Box 9500
Nashville, MS 37209
ATTN: Altie Jordan