

Harris County

early learning
QUALITY NETWORK



IN PARTNERSHIP WITH CHILDREN AT RISK, EAST HARRIS COUNTY EMPOWERMENT COUNCIL,
HARRIS COUNTY PUBLIC LIBRARY, VN TEAMWORK, AND YMCA OF GREATER HOUSTON

ELQN Pre-Proposal Conference

January 30th, 2024

1:00-1:45 PM

Agenda

- Purpose of Meeting
- CHILDREN AT RISK Overview
- Team Introduction
- RFP Background
- Scope of Work
- ELQN Structure & Harris County Target Zip Codes
- Procurement Schedule
- Procurement Process
- Q & A Session
- Closing Remarks



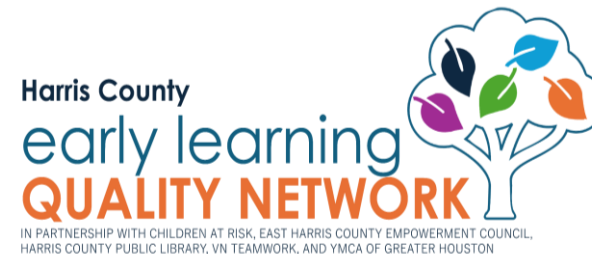
Purpose of Meeting

- Introduce the CHILDREN AT RISK (C@R) procurement team for this RFP, provide a brief project overview, and provide a forum to formalize questions from Proposers.
- This meeting will be recorded.
- CHILDREN AT RISK (C@R) seeks an Offeror to develop and implement a training and coaching initiative aimed at enhancing the skills and knowledge of child care providers and community members. The initiative will focus on child development, responsive caregiving, inclusivity, cultural competency, and parent engagement. It targets both regulated child care businesses and community members in designated zip codes within Harris County.
- This program is funded by the American Rescue Plan Act (ARPA).

Important Notes

- Remarks and explanations at the conference do not qualify or amend the terms of the solicitation;
- Nothing stated at the pre-proposal conference shall change the solicitation unless a change is made by the RFP Lead by a written amendment.

C@R Overview



CHILDREN AT RISK serves as a catalyst for change to improve the quality of life for children through strategic research, public policy analysis, education, collaboration, and advocacy.

Team Introduction

Procurement Team



RFP Lead
Adrienne Holloway, Ph.D.



RFP Specialist
Leslie Granillo



ELQN Associate Director
Martha Gonzales

Additional C@R Staff

Chief Financial Officer

Luis Negreros

Senior Director of Education

Kim Kofron

Associate Director of CSME/Data Analyst

Jenn Meier

Director of Media Activism

Briauna Derry

Senior Associate Director of ECE-12 Education

Susannah Young

RFP Background



The **Early Learning Quality Network** (ELQN) is a \$16.4M initiative to **improve early learning and care** in Harris County.



Targets five communities' strengths through **community-led planning** while enhancing the early childhood ecosystem to **connect caregivers with vital resources**.



Strengthens early childhood care in Harris County by equipping parents, caregivers, and child care workers with **tailored training, stipends, and high-quality resources** through community-based modules and on-site coaching.

Scope of Work

Target Population

Families with children aged 0-8 with a State Median Income at or below 85% who are currently enrolled in a child care program and are experiencing a new, significant financial hardship, require short term child care due to unforeseen emergency or situation, **or** are currently on the TWC CCS waitlist.

Key Requirements

- **Develop** comprehensive program guidelines that clearly define eligibility criteria for families and child care providers, outline enrollment and reporting processes, and establish timely payment procedures, including reimbursement rates tied to Texas Rising Star standards with a 20% increase. These guidelines must also set expenditure limits for emergency and short-term care, specify timelines for fund utilization, and detail reallocation plans for unspent funds to support families on the TWC CCA waitlist.
 - Emergency Child Care-provides up to two weeks of support for families facing new guardianship arrangements, employment transitions, medical emergencies, job training needs, school closures, or temporary shift changes.
 - Temporary financial hardship child care-provides up to three months of support for families experiencing job loss, financial strain from a natural disaster or medical event, the death of a household head, or an eviction notice due to unpaid rent.
 - Texas Workforce Commission Child Care Services (CCS)-waitlist child care that provides up to 12 months of support for families on the CCS waitlist who are not currently receiving CCS-funded care.
- **Implement and manage** a robust application process to verify provider eligibility, including compliance with Texas Workforce Commission subsidy agreements and child care licensing standards, while facilitating timely payments. Provide technical assistance to ensure providers understand and successfully execute family enrollment processes, enabling regulated providers to meet program requirements effectively.
- **Design and administer** a family application process with clear documentation requirements, defined service durations, and streamlined timelines to provide timely and targeted assistance to eligible families.

Scope of Work

Key Requirements Continued

- **Design and administer** a detailed family application process that specifies required documentation for verifying child eligibility, household income, and need type (e.g., temporary financial hardship or emergency care), along with defined service durations for each type of care. Establish clear processing timelines to ensure eligible families receive timely assistance and support tailored to their specific needs.
- **Establish systems** to distribute grant funds, collect reports from child care provider grantees, and ensure compliance with allowable costs while maintaining data and records in alignment with best practices set by Children at Risk and Harris County.

Budget

Offerors must submit a budget that includes both indirect costs and the fixed costs associated with administering the program. Indirect costs may be included at a 15% de minimis rate or an approved NICRA rate and can only be applied to direct costs, excluding the \$1,877,625 care fund designated for provider payments. The budget should account for administering approximately 31,000 days of care, based on an average cost of \$60 per day, though reimbursement rates may vary by provider.

Content and Evaluation of Proposals

- Firm Experience & Capacity-40%
- Project Description and Implementation-40%
- Budget-20%

ELQN Structure

Network Support Hub (NSH)

- Convene Local Network Organizations to reflect and learn from one another
- Provide training and technical assistance to build LNO capacity
- Administer funding to support quality action plans in each community
- Track ELQN progress

CHILDREN AT RISK

Local Network Organizations (LNOs)

- Convene community stakeholders
- Collaboratively develop a Child Care Quality Action Plan with the community that articulates the vision and strategies to improve quality in early learning settings
- Support and monitor implementation of Child Care Quality Action Plan with the community

East Harris County Empowerment Council: Precinct 2

Harris County Public Library: Precinct 1 & 3

VN TeamWork, Inc.: Precinct 4

YMCA of Greater Houston: Precinct 2

Harris County Target Zip Codes

Harris County Public Library-Precinct 3 (HCPL):
77379

YMCA of Greater Houston:
77009, 77022, 77032, 77037, 77039, 77060, 77076,
and 77091

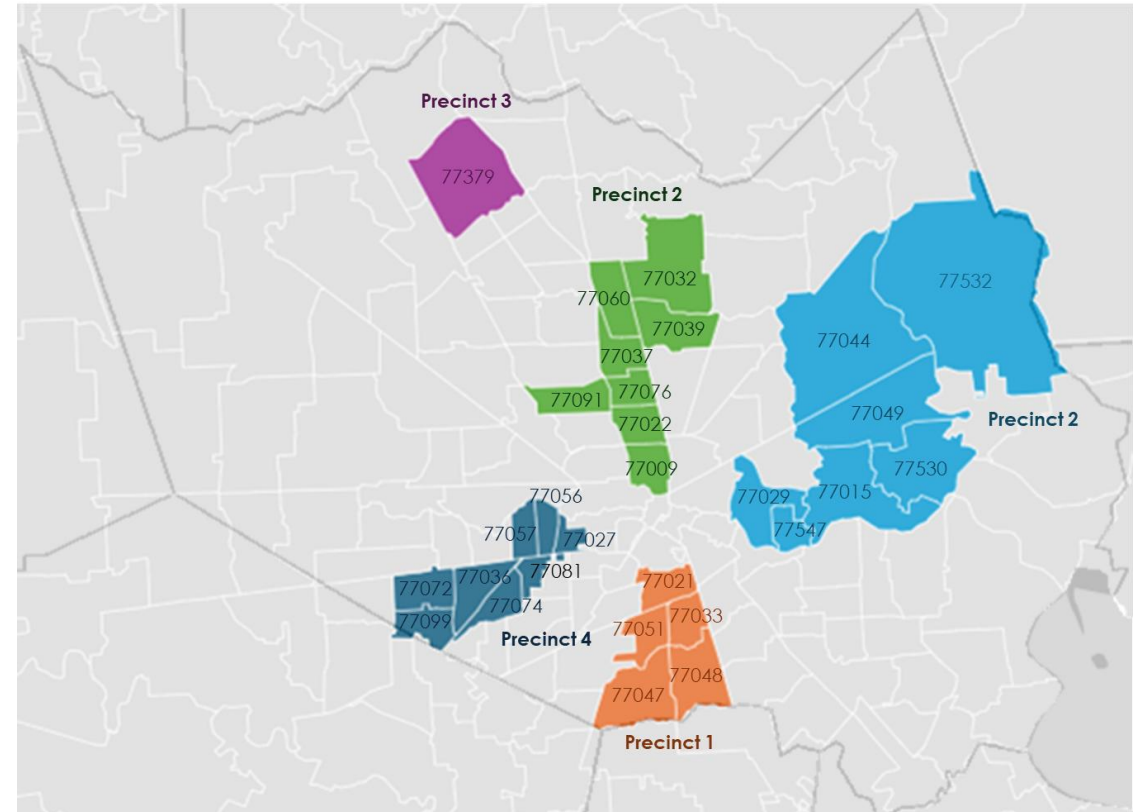
East Harris County Empowerment Council (EHCEC):
77015, 77029, 77044, 77049, 77530, 77532, and 77547

VN Teamwork, Inc. (VNTW):
77027, 77036, 77056, 77057, 77072, 77074, 77081
and 77099

Map of Early Learning Quality Network (ELQN) Communities

Local Network Organizations (LNOs)

EHCEC HCPL-Precinct 1 HCPL-Precinct 3 VNTW YMCA



Procurement Schedule

Release of RFP & Outreach	January 17, 2025
Pre-Proposal Conference (Virtual)	January 30, 2025 at 1:00pm. Register to receive credentials to attend the Pre-Proposal Conference by sending an email to ELQNprocurement@childrenatrisk.org by 4pm on January 29, 2025.
Questions Submission Deadline	Submit questions to ELQNprocurement@childrenatrisk.org by 4pm on February 5, 2025.
Application Submission Deadline	All proposal documents must be submitted by 4pm on February 19, 2025 to ELQNprocurement@childrenatrisk.org . Make sure to include in the subject line: ELQN-Emergency and Temporary Care . No late or incomplete proposals will be considered.
Expected Award Notification	March 10, 2025

Procurement Process

- Proposals may be submitted manually or electronically. Please follow all the instructions provided in the RFP.
- All proposals must be submitted no later than 4:00pm CST on February 19, 2025 to ELQNprocurement@childrenatrisk.org or PO Box 56003, Houston, TX 77256.
- Following this pre-proposal conference, all questions concerning this RFP shall be submitted in writing and directed to ELQNprocurement@childrenatrisk.org. All emails shall include the RFP Name. No questions will be accepted by telephone.
- All questions are due no later than 4:00pm CST on February 5, 2025.
- All addenda (inclusive of question responses) will be posted on www.childrenatrisk.org/elqn/rfp. No notice will be given by mail or email.
- Answers to common questions will be posted to: <https://childrenatrisk.org/rfp1-faq/>.

Q & A Session

If you have a question, raise your hand, state your name, state the company you represent and ask your question.

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