

FREQUENTLY ASKED QUESTIONS

MiLEAP Child Development and Care: Pre-Proposal Webinar

Thank you for joining us at the MiLEAP Child Development and Care (CDC): Pre-Proposal Webinar held on July 8, 2024 at 10:00am. The webinar provided an overview of the Request for Proposals (RFPs) for a Regional Coalition Lead, Great Start to Quality (GSQ) Lead, and Family Child Care Network Lead. The questions and answers below have been compiled from the webinar as well as those submitted by email to MiLEAP-CDC-ADMIN@michigan.gov. Please refer to the CDC website for more information regarding these Request for Proposals (RFPs): www.michigan.gov/childcare.

GENERAL RFP QUESTIONS

APPLICANT ELIGIBILITY

Question: For the 32v Workforce Project, does the fiduciary have to be an Intermediate School District (ISD)?

Answer: Yes, this is school aid funding. The MiLEAP must award funding under this project to an intermediate school district or a consortium of intermediate districts to serve as the fiscal agent.

Question: In the eligibility requirements for the RFPs, the only restriction on funding to ISDs is the 32v Workforce Project?

Answer: Correct. The MiLEAP must award funding under the 32v Workforce Project to an intermediate school district or a consortium of intermediate districts to serve as the fiscal agent. For the Regional Coalition Lead, Great Start to Quality Lead, and Family Child Care Network Lead, eligible applicants are public or private for-profit or nonprofit legal entities or agencies that can demonstrate the capacity and ability to oversee and support the roles and responsibilities of the Lead utilizing a framework identified by the MiLEAP.

Question: If we are planning to apply for a Lead grant, can we also receive funding as a grantee awarded under the Lead? For example, can we apply for the GSQ Lead and also be a Resource Center?

Answer: No, the Lead entity cannot also be a grantee due to the oversight and monitoring requirements of the Lead entity.

Question: Can we collaborate and submit applications together with other entities?

Answer: Yes, it is allowable. If the submitted application is a collaborative effort, each entity must meet the grantee requirements.

APPLICATION DOCUMENTS

Question: What about stakeholder engagement? Should we include letters of support with our application?

Answer: Stakeholder engagement is always supported and encouraged as we strive to engage individuals who are impacted by the work. Letters of support can be included with the application, but they are not required.

Question: Are resumes or job descriptions required, or recommended, to support the Quality of Personnel section?

Answer: Resumes or job descriptions are not required. A summary of the skills, experience, and qualifications of the individuals involved with the project is sufficient to support the “Quality of Personnel” section of the proposal.

Question: If Letters of Support are garnered, are they excluded from the page limit?

Answer: No, they are not excluded. If Letters of Support are included with the application documents, they will be included in the 25-page limit requirement.

Question: Is there a page limit to the “Quality of Personnel” section for each of the three RFPs?

Answer: The response for the “Quality of Personnel” section is included in the total page limit requirement for the Narrative Proposal (Form D). For the Regional Coalition Lead and Family Child Care Network Lead RFPs, 20 pages is allowed for responses to the “Narrative” and “Quality of Personnel” sections, while 5 pages is allowed for the “Application Process” section, for a total of 25 pages. For the Great Start to Quality Lead RFP, 25 pages is allowed for the responses to the “Narrative” and “Quality of Personnel” sections. The “Budget Summary” (Form E), other required forms (Forms B and C), and resumes/job descriptions are excluded from the 25-page limit requirement.

BUDGET/FUNDING

Question: What is the amount of funding for each of the grants?

Answer: There is no identified amount of funding for these RFPs. Applicants interested in submitting a proposal for the RFP should indicate the amount of funding needed to carry out the activities required under the grant. When the final state budget is determined, MiLEAP will work with the entity awarded funding to determine a final budget for the project.

Question: Where in the state budget can I find the amounts?

Answer: Funding for the Child Care Development Fund (CCDF) program is located in the MiLEAP budget. Quality spending is located in the contracted services line unless there is a special Child Care Development Block Grant (CCDBG) requirements. For Fiscal Year (FY) 2025, the MiLEAP has a minimum of \$26.2M appropriated to meet the federal spending requirement of 12%.

Question: The Office of Management and Budget announced earlier this year a change in the de minimus rate from 10% to 15%. The budget summary for these RFPs indicate a cap of 10% on indirect costs. Can you clarify the indirect cap?

Answer: The correct indirect cost rate for these RFPs is 15%. Please use the updated Budget Summary Forms posted on the website: www.michigan.gov/childcare.

Question: The Budget Summary (Form E) has FY 2024 listed. Since each of these opportunities begin October 1, 2024 (FY 2025), can you clarify what you are looking for in the FY 2024 column?

Answer: That is an error in the form, and should indicate FY 2025 instead of FY 2024. These have been updated for each RFP and the corrected forms are now available on the website.

Question: Are those that the Lead agency contracts with considered “subrecipients” or “subcontractors”?

Answer: Under the agreements between the Lead agency and grantees for these RFPs, the grantees are considered “subrecipients”.

GRANT TIMEFRAME

Question: What is the renewal period for the grants?

Answer: The Regional Coalition Lead, Great Start to Quality Lead, and Family Child Care Network Lead all have a 5-year grant period, with the option of up to five one-year grant extensions. The Great Start Collaborative/Great Start Family Coalition Training and Technical Assistance Lead has a 1-year grant period under Child Care Development Fund (CCDF) funding, with the option of an extension dependent on identification of a new funding source. Continuation of funding for all grants will be contingent on successful implementation of the project if federal funds are available. Throughout the duration of the funding award, successful projects will be required to submit continuation applications and budgets for subsequent years. Award of funds for continuation of a multiple-year grant will depend upon considerations which include, but are not limited to, the results of an annual evaluation of the work and grantee’s performance, the availability of funds, and the submission and acceptance of a continuation proposal.

REVIEW PROCESS

Question: Who comprises the State Administrative Board?

Answer: The State Administrative Board members are the Governor, Lieutenant Governor, Secretary of State, Attorney General, State Treasurer, Superintendent of Public Instruction and the Director of the Department of Transportation. The [Department of Technology, Management and Budget \(DTMB\)](#) designates a Secretary to the State Administrative Board and provides staff support.

REGIONAL COALITION LEAD

Question: In the Narrative Proposal section of the Regional Coalition Lead RFP application, it states that a responsibility of the Lead entity will be to connect and engage families and providers. Can you clarify who the providers are?

Answer: The providers include child care providers. The applicant should include proposed methods or strategies to connect parents and child care providers, including ideas for engaging community partners to support family and child care provider connections.

Question: In the Regional Coalition Lead RFP application, it states that required membership for Regional Coalitions include the TriShare hub. Who do we have to engage from the TriShare hub – the Director or Coordinator?

Answer: Each hub may include various titles of administrators in the TriShare hub. It is expected that the Regional Coalition membership includes the individual responsible for leading the TriShare work within that hub.

Question: Can you confirm that the Regional Coalition Lead does not need an Economic Development Organization (EDO) partner, but the 10 Regional Coalitions will?

Answer: Correct. Regional Coalitions must at a minimum be a co-lead with an Economic Development Organization (EDO). This is not a requirement of the Regional Coalition Lead entity.

Question: How should the current 16 Regional Child Care Planning Coalitions think about this new Scope of Work in relationship to their Regional Child Care action plans?

Answer: When outlining the new Scope of Work, Regional Coalitions should consider the following guidelines:

- Utilize funding to create a plan and/or implement the plan already developed under Caring for My Future (CFMF) to strengthen local child care system focused on:
 - Supporting child care business owners, including strategies to support Community Based Organization (CBOs) participation in PreK for All
 - Access to full day/full year care (including emphasis on infant/toddler access)
 - Addressing the early childhood workforce gap and supporting the early childhood workforce
 - Ensuring family choice/voice

Question: On Page 3 of the RFP under “Scope of Work”, what would be an example of how a Regional Coalition might ensure “family choice/voice”?

Answer: It is critical that families are involved in the work of Regional Coalitions each step of the way. Regional Coalitions should ensure that families are actively engaged in the work they are doing, including strategic planning, project development and implementation, and monitoring outcomes.

FAMILY CHILD CARE NETWORK LEAD

Question: What is the distinction between the cohorts and Peer Learning Communities (PLCs)? Is this an increase from the pilot year that we need to plan more meetings/communications for? Or do the PLCs cover the specific language in the RFP about cohorts as well?

Answer: This is not an increase from the pilot year. PLCs would meet the requirement of the implementation and facilitation of cohorts outlined in the RFP.

GREAT START COLLABORATIVE/GREAT START FAMILY COALITION TRAINING/TECHNICAL ASSISTANCE LEAD

Question: For the Great Start Collaborative (GSC) /Great Start Family Coalition (GSFC) Training and Technical Assistance (TA) Lead RFP, will this new lead serve in the role statewide?

Answer: Yes.

Question: Will the current Early Childhood Support Networks (ECSNs) be supporting the local Great Start Collaboratives/Great Start Family Coalitions during FY 2025, or will their work end and the new GSC/GSFC T/TA Lead take over on October 1, 2024?

Answer: The new GSC/GSFC T/TA Lead will assume this responsibility on October 1, 2024.

Question: For the Great Start Collaborative/Great Start Family Coalition Training and Technical Assistance Lead RFP, is this funding for FY 2025 only?

Answer: Yes, the funding source for the GSC/GSFC T/TA Lead is CCDF for the FY 2025 year only. MiLEAP is working to identify a new funding source for this in future fiscal years.

GREAT START TO QUALITY LEAD

No additional questions submitted.