



**Michigan Department of Lifelong
Education, Advancement, and Potential**

Request for Proposals Webinar

Agenda

- Introductions
- Overview of RFP
- Application Process
- Dates/Deadlines
- FAQ
- Contact Information

Introductions



MiLEAP Program Office Supports

Lisa Brewer-Walraven

Director, Child Development and Care
MiLEAP

Shannon Garrett

MI Tri-Share Senior Program Advisor
MiLEAP

Amanda Lopez

Contract Administrator, Child Development and Care
MiLEAP

Overview of RFP



General Information

- MI Tri-Share: www.michigan.gov/trishare
- RFP: State Administrative Partner
- Funding source: 2026 PA 21 (FY27) state general fund appropriation
- Funding amount: \$3,400,000.00 for FY27
- Grant period: November 1, 2026, through September 30, 2029

MI Tri-Share

- Shares cost of licensed child care between employer, employee, and State of Michigan
- Innovative public/private partnership; first of kind in country
- Increases labor force participation, stabilizes employment, and fosters economic security for employers, families, and child care providers

How MI Tri-Share Works Today

- 11 MI Tri-Share regional facilitator hubs promote program, recruit employers
 - Aligned with Regional Child Care Coalitions and Economic Development Organizations regions
- Statewide administrative partner processes participation
- Michigan employers of any size and sector
- Parent choice of licensed child care in Michigan

How MI Tri-Share Works Today

- MI Tri-Share eligible employees have household income between 200-400% FPL
- MI Care-Share is optional employer add-on for employees above 400% FPL household income

Codification & Next Phase

- MI Tri-Share and MI Care-Share recently codified
 - Public Act 33 of 2026, effective July 22, 2026
- Professionally developed expansion strategy
- RFP for long-term Statewide Administrative Partner (SAP) to implement the next phase
 - Administer programs, support employers and families, expand participation statewide
 - Manage coordinated regional facilitation and recruitment in alignment with the current regions

SAP Roles and Responsibilities

In this next phase, SAP will:

- Develop and manage employer recruiters to recruit employers regionally
 - Coverage aligned with Michigan's Regional Child Care Coalitions
 - Employer recruiters employed by and report to the SAP with oversight and guidance from MiLEAP
- Establish benefit arrangements and financial agreements with employers
- Assist employers in defining their MI Tri-Share (and MI Care-Share, if chosen) benefit budgets, benefit parameters, employee enrollment approval processes, and employer/employee share collection processes

SAP Roles and Responsibilities

- Determine employee eligibility for MI Tri-Share and MI Care-Share and enroll eligible families
- Connect enrolled families to available resources for finding licensed care that meet their needs
- Create a mechanism for provider billing and provide consistent timely payments to child care providers from one source
- Collect payments from employers, employees, and the state

SAP Roles and Responsibilities

- Manage family child care changes, including changes in use, care type, provider, and rates
- Manage changes in employment status and in program eligibility, including household income reassessments
- Run systems or platforms to manage program operations, securely maintain private data, and provide reports to MiLEAP
- Offer exceptional customer service for employers, employees and their families, child care providers, and the State of Michigan

SAP Award & Transition

- Award will begin November 1, 2026
- Work with current SAP host to provide continued, uninterrupted operations while transitioning all SAP responsibilities by February 1, 2027
- All appropriate efforts to avoid payment delays for providers or collections from/services for employers and families

Application Process



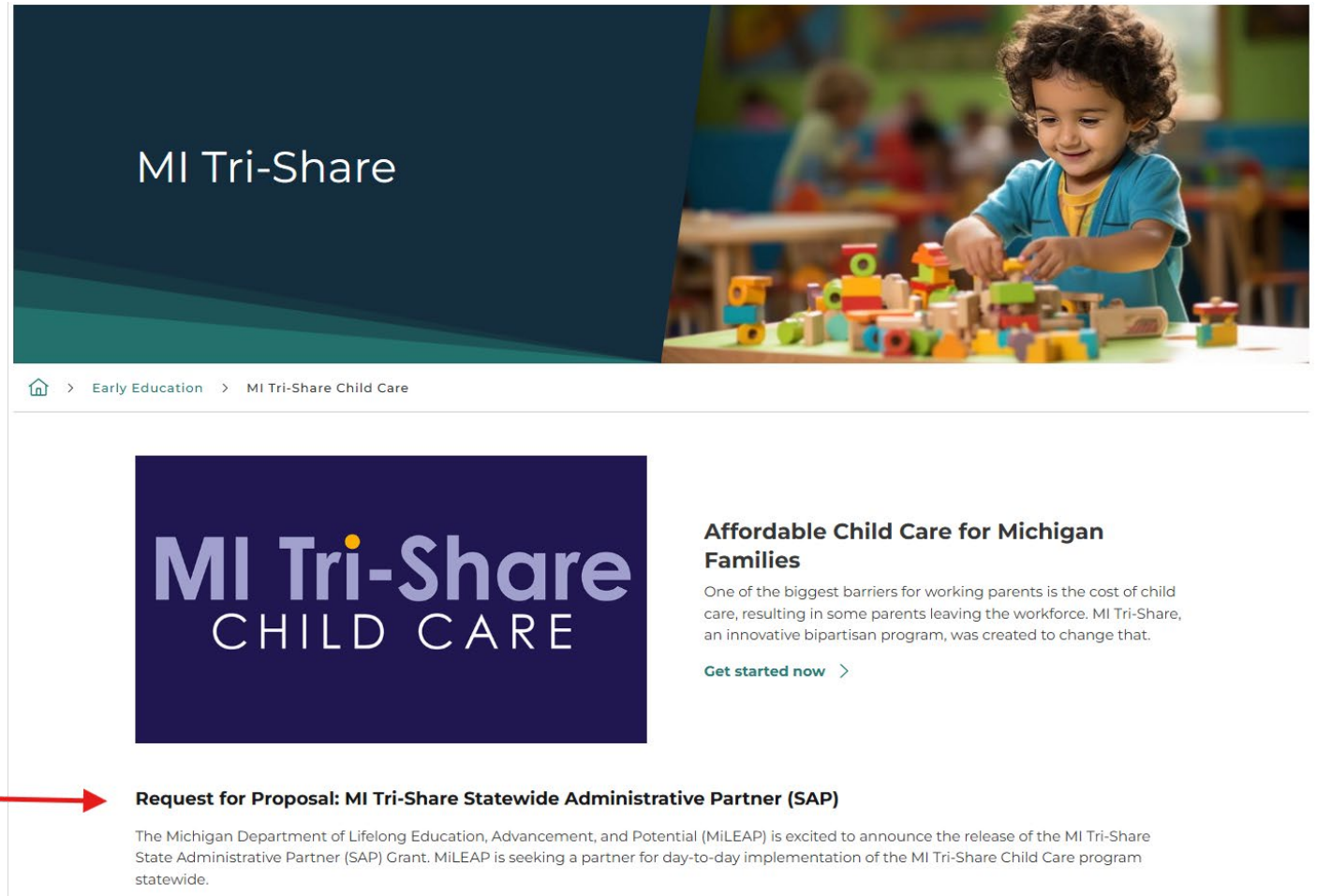
Application Documents

- Completed applications must be submitted via email to MiLEAP-CDC-ADMIN@michigan.gov.
- RFP application forms are available on the MI Tri-Share website: www.michigan.gov/trishare
- Required documents:
 - Notice of Intent to Apply (Form A)
 - Application Cover Page (Form B)
 - Narrative Proposal (Form C)
 - Quality of Personnel (Form D)
 - Budget Summary (Form E)

MI Tri-Share Website

- Information regarding the application process, links to required documents, and updated information will be posted on the website:

www.michigan.gov/trishare on the main page under “Request For Proposal”.



MI Tri-Share

Home > Early Education > MI Tri-Share Child Care

MI Tri-Share
CHILD CARE

Affordable Child Care for Michigan Families

One of the biggest barriers for working parents is the cost of child care, resulting in some parents leaving the workforce. MI Tri-Share, an innovative bipartisan program, was created to change that.

[Get started now >](#)

Request for Proposal: MI Tri-Share Statewide Administrative Partner (SAP)

The Michigan Department of Lifelong Education, Advancement, and Potential (MiLEAP) is excited to announce the release of the MI Tri-Share State Administrative Partner (SAP) Grant. MiLEAP is seeking a partner for day-to-day implementation of the MI Tri-Share Child Care program statewide.

Application Review Process

- The administrative **completeness and eligibility** of applications will be verified by MiLEAP CDC staff.
- Proposals will then be reviewed and scored by a **panel of reviewers**.
 - Reviewers will be knowledgeable about content of RFP and will be trained prior to reviewing any proposals.
 - Persons involved in the development of a proposal or associated with an applicant or co-applicant submitting a proposal are ineligible to serve on the review panel.
- Award selection will be based on merit and quality, as determined by points awarded for the **review criteria section** and all relevant information.
- Only those applications that **meet all the identified criteria and are in compliance with submission requirements** will be considered for funding.
- The Scoring Rubric will be used as a rating instrument in the review process.
 - **The application maximum score is 115 points.**
 - Applicants with an application score below **92 points** will not be recommended for funding.

Review Criteria: Narrative Proposal

- The applicant should include sufficient detail to demonstrate their ability to meet the grant requirements below:
 1. Transition MI Tri-Share program from current SAP host by February 1, 2027, with minimal disruption of service for current participants
 2. Strengthen regional recruitment efforts
 3. Implement waitlist policies and procedures
 4. Support MiLEAP's rule promulgation
 5. Support employers with offering MI Tri-Share (and MI Care-Share) workplace benefit
 6. Support employees with benefit enrollment and utilization
 7. Manage billing and payment process
 8. Oversee data system
 9. Provide customer service

Review Criteria: Narrative Proposal

- For each area under the Narrative Proposal, the scoring rubric will be as indicated in the table
- Review the full RFP for the list of required components for each response in the Narrative Proposal

Needs Improvement (0-4 points per response)	Adequate (5-7 points per response)	Exemplary (8-10 points per response)
The application: includes very limited detail or missing several required components	The application: includes somewhat detailed proposal that covers most required components but lacks sufficient clarity or explanation	The application: includes full, detailed proposal that covers all required components above

Review Criteria: Quality of Personnel

- The applicant should identify individuals who will be associated with the project and its implementation.
- The applicant should address the qualities and qualifications of the individuals.

Needs Improvement (0-5 points)	Adequate (6-10 points)	Exemplary (11-15 points)
The application: does not identify individuals associated with this project, designate responsibilities to specific personnel, or personnel do not have direct or closely related work experience with the MI Tri-Share program	The application: designates most responsibilities to specific personnel and personnel are somewhat qualified to develop, administer, and implement the project; personnel have limited direct or indirect experience with the MI Tri-Share program or closely related work	The application: designates and details all responsibilities to specific personnel and personnel are qualified to develop, administer, and implement the project; personnel have substantial direct experience with the MI Tri-Share program or closely related work

Review Criteria: Budget Summary

- This section provides information to demonstrate that the project has an appropriate budget for the program and is cost-effective.
- The applicant must complete the budget summary and narrative form identifying expenditures that are allowable under the budget guidelines.

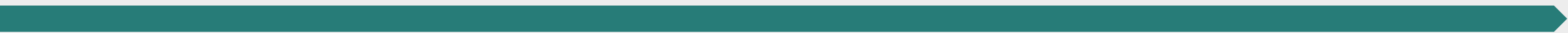
Needs Improvement (0-4 points)	Adequate (5-7 points)	Exemplary (8-10 points)
The application: does not include budget form or includes budget form mostly incomplete, lacking significant detail, or includes expenditures unrelated to the activities proposed that are unnecessary, unreasonable, or not allowed under budget guidelines	The application: includes budget form that is mostly complete but lacking sufficient detail for completeness, or includes expenditures somewhat related to the activities proposed in the plan that are mostly allowable, necessary, and reasonable	The application: includes complete budget form with sufficient detail relating expenditures directly to the activities proposed in the plan that are allowable, necessary, and reasonable

Scoring Rubric

OVERALL POINTS AVAILABLE	POINTS REQUIRED FOR FUNDING RECOMMENDATION
115	92

CRITERIA	TOTAL POINTS AVAILABLE	TOTAL POINTS AWARDED
Narrative Proposal	90	-
Quality of Personnel	15	-
Budget Summary	10	-
Overall Total Points Awarded		-

Dates/Deadlines



Important Dates/Deadlines

- **8/28/2026: Notice of Intent to Apply (Form A) due by 12:00pm EDT**
- **8/31/2026: Webinar FAQ posted to website by 12:00pm EDT**
- **9/14/2026: TA available until 12:00pm EDT**
- **9/16/2026: Completed applications due by 12:00pm EDT**
- **11/01/2026: Intended grant agreement effective date**

FAQ



FAQ

- Submit questions following this webinar to MiLEAP-CDC-ADMIN@michigan.gov by 8/28/2026 at 12:00pm EDT.
- Questions submitted after 8/28/2026 at 12:00pm EDT will not be answered.
- All questions submitted during webinar presentation and via email by deadline will be compiled with answers and published at www.michigan.gov/trishare on 8/31/2026 by 12:00pm EDT.

Contact Information



Contact Information

Amanda Lopez

Contract Administrator, Child Development and Care

MiLEAP

517-241-7267

MiLEAP-CDC-ADMIN@michigan.gov

Individuals with disabilities may contact the MiLEAP ADA Coordinator to request an alternative format to these materials.
Please visit www.Michigan.gov/ADA for a list of state ADA Coordinators.