

# **REQUEST FOR PROPOSAL (RFP)**

**FOR**

## **Child Care Applicants**

**Issue Date: January 5, 2026**

**Submission Deadline: January 26, 2026**

### **SUBMIT APPLICATION TO:**

**South Plains Community Action Association**

**Whitney Quick**

**wquick@spcaa.org**

SPCAA, Inc is an Equal Opportunity employer/program. Historically Underutilized Businesses (HUB's) are encouraged to apply. Auxiliary aids and services are available upon request to individuals with disabilities. Telephone access is available through (TDD) 1-800-RELAY TX, VOICE 1-800-RELAY VV

# TABLE OF CONTENTS

---

TIMETABLE OF RFP EVENTS.....	page 3
SECTION 1: INTRODUCTION .....	page 4
SECTION 2: BECOMING A CHILD CARE PARTNER .....	page 5
SECTION 3: SUBMITTING A PROPOSAL .....	page 8
SECTION 4: EVALUATION CRITERIA .....	page 10
ATTACHMENT A: COVER SHEET .....	page 11
ATTACHMENT B: MINIMUM CRITERIA LIST .....	page 12
ATTACHMENT C: CHILD CARE PARTNER SURVEY.....	page 13
ATTACHMENT D: PERSONNEL QUALIFICATIONS .....	page 15
ATTACHMENT E: CHILD SCREENING REQUIREMENTS .....	page 16
ATTACHMENT F: ASSURANCES .....	page 18
ATTACHMENT G: RFP PROVIDER SUMMARY .....	page 20
ATTACHMENT H: FEDERAL POVERTY GUIDELINES .....	page 21

## TIMETABLE OF RFP EVENTS

---

ACTION	DATE
RFP posted, made available for distribution	January 5, 2026
<b>Mandatory Letter of Intent:</b> due by 10:00 am Central Time Email to <a href="mailto:wquick@spcaa.org">wquick@spcaa.org</a>	January 8, 2026
Deadline for questions regarding RFP submitted to: <a href="mailto:wquick@spcaa.org">wquick@spcaa.org</a>	January 12, 2026
Responses to any questions will be uploaded to SPCAA website and distributed to bidders.	January 14, 2026
<b>Proposal deadline:</b> Proposals must be received via email by 3:00 p.m. <a href="mailto:wquick@spcaa.org">wquick@spcaa.org</a>	January 26, 2026
Recommendation and Selection to SPCAA Board of Directors at regularly scheduled meeting	February 5, 2026
Agreement/Contract for Deliverables and Services Initiated	March 1, 2026

# **1. Introduction**

---

## **1.1 Request for Proposal**

South Plains Community Action Association (SPCAA) is requesting proposals from childcare Applicants seeking to participate in the agency's Head Start and Early Head Start program. This is a federally funded early childhood program designed to serve low-income families with children aged birth to five. Families participating in the program will receive high quality, full day early childcare and education. Childcare Applicants will be compensated at a contracted rate for providing care to classrooms of children in the HS/EHS program. The current RFP is open to childcare Applicants in the following counties: Bailey, Cochran, Crosby, Floyd, Garza, Hale, Hockley, Lamb, Lubbock, Lynn, Terry, and Yoakum.

## **1.2 South Plains Community Action Association**

SPCAA is a 501c3 corporation helping low-income and elderly populations in over 100 counties across Texas. The Head Start Division serves 1,341 children and their families in thirteen counties in the South Plains.

SPCAA is a nonprofit organization that provides high quality services using best practices to help families ensure their children enter school ready to learn. Our staff proactively work with underserved children from birth to age five and their families to build a strong education foundation. We take a whole child approach, helping children grow intellectually, emotionally, and socially. We believe that educating a child improves their future success and strengthens the entire community.

## **1.3 Head Start/Early Head Start (HS/EHS)**

Head Start/Early Head Start is a free program for children of families with low-income, providing comprehensive early learning in a center-based setting. This successful program helps ensure children's readiness for school and increases parental knowledge in children's growth and development. SPCAA's Child Care Partnership HS/EHS program provides full-day, full-year, center-based early learning to children birth to 5 years of age. The program also provides additional family support such as literacy workshops, parenting skills training, and targeted attention on meeting specialized needs regarding children with disabilities, behavioral challenges, and health concerns.

The HS/EHS program provides inclusive services in the areas of health, mental health, nutrition, disabilities, and parent and community engagement, in addition to early childhood education as part of a comprehensive approach to school readiness. All children are screened for developmental progress, health, dental, vision, and hearing. HS/EHS offers a nutritional assessment and provides nutritious daily snacks and meals. Any identified concerns are referred to the appropriate professional for treatment. HS/EHS staff understand that to support the child, they must support the whole family, and parent involvement in the classroom and the program is highly encouraged. Parents are their children's first teachers, and staff work with parents to understand and care for enrolled

children.

## **1.4 Child Care Partnerships**

The HS/EHS Child Care Partnership model gives federal funding to community-based childcare centers to enroll and care for HS/EHS children. Participating centers are called Child Care Partners and are responsible for adhering to all HS/EHS program regulations. HS/EHS children who are enrolled at a childcare center receive all the same benefits as children enrolled in SPCAA centers.

SPCAA will provide oversight to Child Care Partners. This oversight includes monitoring Partners to ensure they adhere to Head Start Program Performance Standards and Child Care Regulations (CCR), monitoring attendance records, and providing payment to Partners.

## **2. Becoming a Child Care Partner**

---

Applicants who are interested in becoming Child Care Partners must meet all requirements as outlined in this RFP, including:

### **2.1 Meet all Criteria**

Child Care Partnership is not right for everyone. There are some non-negotiable requirements that every provider must adhere to, listed in the Minimum Criteria Checklist in Attachment C. Applicants who do not meet all these conditions are not eligible to submit a proposal. Please be sure to meet all Minimum Criteria before moving forward with a proposal.

### **2.2 Submit a Proposal**

Directors/Owners of childcare centers who wish to become Partners must submit a complete proposal by the stated deadline. All instructions regarding proposals can be found in section 3 of this RFP. SPCAA will review all proposals received and select Applicants to approach for negotiations in alignment with the timeline below.

When completing the proposal, be sure to review the Evaluation Criteria, found in section 4 of this RFP. SPCAA will use these criteria when making decisions about which Applicants to move forward to negotiations.

Proposals must be received via email by January 26, 2026, no later 3:00 p.m.

### **2.3 Consider the Requirements**

Please consider all the requirements of Child Care Partnerships and determine whether this service model meets the needs of your childcare business. HS/EHS Child Care Partners must adhere to all conditions to maintain their contracts. Please be sure to review all assurance, contract terms, and references to the Head Start Program Performance Standards (HSPPS) referenced in this RFP.

## 2.4 Negotiations

Once proposals are submitted by January 26, 2026, no later 3:00 p.m., SPCAA will review and invite selected Applicants to begin contract negotiations. SPCAA will select potential Partners based on the information presented in proposals. SPCAA reserves the right to select some, all, or none of the submissions to move to negotiations. Negotiations are expected to begin in early February.

### E. Inquiries & Contact Person

**Interested providers must submit a Letter of Intent via email according to the RFP timeline.**

There is no specified format, this just serves to ensure that the interested bidder is on the list to receive any follow up information during the RFP process.

All questions concerning this RFP packet should be directed to: Ms. Whitney Quick at [wquick@spcaa.org](mailto:wquick@spcaa.org). Questions must be submitted by January 12, 2026, in order to receive a response.

A summary of submitted questions and responses will be posted to [www.spcaa.org](http://www.spcaa.org) throughout the RFP process; please watch the website for access to additional information that is made available to proposing firms.

### F. Limitations and Reservations

South Plains Community Action Association reserves the right to accept or reject any and all proposals received as a result of this request, to negotiate with all qualified sources, or to cancel in part or in its entirety this RFP, if found to be in the best interest of SPCAA.

This RFP does not commit SPCAA to award a contract, to pay any costs incurred for the preparation of proposals or to procure and/or contract for any services.

SPCAA specifically reserves the right to vary the provisions set forth herein at any time prior to the execution of a contract where such variance is deemed to be in the best interest of the needs of SPCAA.

If selected for negotiations, the applicant may be required to prepare and submit additional information prior to final vendor(s) selection, in order to reach terms for the provision of services, which are agreeable to both parties.

### G. Small and/or Minority-Owned Businesses

Efforts will be made by South Plains Community Action Association to utilize small businesses and minority-owned businesses.

An Offeror qualifies as a small business firm, if it meets the definition of “Small Business” as established by the Small Business Administration (13 CFR 121.201).

## **H. Notification of Award**

It is expected that a decision selecting qualified childcare Applicants will be made by February 5, 2026.

It is expected that a standard agreement/contract from South Plains Community Action Association will be offered for 1 year, with up to four additional 1-year extension options.

## **I. Timeline**

The successful Offeror agrees to begin providing childcare services on March 1, 2026. Should the work not begin within the specified time, the contract may be terminated.

## **J. Modification and Renewals**

SPCAA reserves the right to negotiate a modification or renewal for childcare services in connection with any executed agreement/contract funded through this RFP without repeating the RFP process for a period of up to four (4) years from the original proposal initiation.

Vendor modifications and renewals shall be considered based upon the vendor's ability to meet SPCAA needs.

## **L. Evaluation Criteria**

The selection of a proposal is to be made after careful evaluation of the proposals received. Each proposal will be evaluated for acceptability with emphasis on the various factors enumerated in the EVALUATION TABLE. Each factor is assigned a numerical score. The scores will be used to determine audit firm with whom negotiations may be conducted.

Evaluations will be based upon the criteria table for which up to 100 points may be awarded. Total evaluation values of less than 70 points will invalidate a proposal. (Refer to Proposal Evaluation section for more details.)

## **M. Protest Rights**

All protests or complaints regarding this RFP process shall be referred to the SPCAA Grievance Procedures for resolution. Copies of such procedures may be obtained from SPCAA upon request.

## **N. Conflict of Interest**

To avoid any real or apparent conflict of interest in the procurement of this RFP, no SPCAA employee or their family member may vote on or financially benefit from any award connected with this request.

## **O. Subcontracting**

The services of any childcare facility awarded from this RFP must be delivered by the provider named on the proposal. Subcontracting will not be allowed, unless prior authorization from SPCAA is given.

### 3. Submitting a Proposal

---

#### 3.1 Requirements for Proposals

All proposals submitted must include the following components:

1. Cover sheet (Attachment A)
2. Minimum Criteria Checklist (Attachment B)
3. Child Care Partner Survey (Attachment C)
4. Narrative, including the following (see section 3.2 for more detail):
  - a. Proposed Services (number of children/classrooms)
  - b. Proposed Pricing
  - c. Curriculum
  - d. Environment
  - e. Family Engagement
  - f. Program Philosophy
  - g. Quality Assurance
5. Personnel Qualifications (Attachment D)
6. Assurances (Attachment F)
7. Attachments:
  - a. Current childcare license or registration
  - b. Facility floor plan (identify proposed HS/EHS rooms)
  - c. CCR inspections for past 24 months
  - d. Parent Handbook

All proposals must be submitted by the deadline indicated in the timeline. Proposals must be submitted by email. It is the Applicants' responsibility to ensure proposals reach SPCAA by the deadline. Late proposals will not be accepted.

Proposal documents must be submitted by email in PDF format. Submissions must be emailed to Whitney Quick, Finance Director, at [wquick@spcaa.org](mailto:wquick@spcaa.org). Please note, there is a 25 MB limit on emails received by SPCAA.



### 3.2 Proposal Narrative Sections

The Narrative section requests the most information of Applicants and has the most evaluation points assigned to it. Please answer questions in this section as clearly and simply as possible.

**1. Proposed Services:** Provided with sufficient funding, how many classrooms and slots could you dedicate to the provision of services:

- a. What is the number of classrooms that could be dedicated to Head Start children? (maximum class size of 17 with 2 staff required at all times)
- b. What is the number of classrooms that could be dedicated to Early Head Start children? (maximum class size of 8 with 2 staff required at all times)

**2. Proposed Pricing:** Please submit the proposed pricing for your site(s) on a weekly basis for infants, toddlers and preschoolers. This would serve as a starting point for negotiations in the process of developing a Partnership Agreement. Please remember that HS/EHS provides everything for students except an extra set of clothing (baby formula, diapers, special bottles, nap mats, etc.).

**3. Curriculum**

- a. What infant/toddler/preschool curriculum do you currently use?
- b. Are you and your staff willing to receive training and administer any health and education screenings that are required (See Attachment E)?

**4. Environment:**

- a. Does each proposed HS/EHS classroom have a restroom equipped for use? If not, explain.
- b. Do proposed classrooms measure at 35 square feet per child?
- c. Do proposed playgrounds measure at 75 square feet per child?
- d. Please provide a brief description of the equipment currently available in the proposed HS/EHS classrooms. How are they currently furnished and equipped? Are furnishings and materials in good repair?
- e. Please provide a brief description of the outdoor play area available for infants, toddlers, and preschoolers at your facility. Is the outdoor area designed for infants/toddlers? How is it equipped? Is the area in good repair?

**5. Family Engagement:** Family engagement is an interactive process through which staff, parents, families, and their children build positive and goal-oriented relationships.

- a. How does your program build relationships between families and staff?
- b. Do you currently provide parent education information or activities? Please describe and provide examples.
- c. Do you connect families with services and support? Please provide examples.
- d. Please describe the types of parenting programs/activities you offer.

**6. Program Philosophy:**

- a. Please describe why you feel your childcare program is a good fit for the HS/EHS program.
- b. How do you feel the HS/EHS program will improve the services you provide to children and families?
- c. Why do you think it is important to bring HS/EHS services to your community?

**7. Quality Assurance**

- a. Describe systems used for ongoing monitoring to ensure your program meets expected quality and safety measures.

#### 4. Evaluation Criteria

---

The following criteria will be used to review all submitted proposals:

Item	Description	Points
Proposed Services	Applicants clearly define the proposed classrooms and slots, given sufficient funding.	20
Staffing Plan	Applicants have sufficient staffing to meet proposed services.	5
Personnel Qualifications	Applicants have existing staff who meet qualifications for proposed services.	10
Curriculum	Applicants have experience using curriculum appropriate to proposed age group.	10
Assessment	Applicants are currently utilizing ongoing assessments.	5
Environment	Applicants' existing classrooms and playgrounds are appropriate for proposed services.	20
Family Engagement	Applicants have a current system of family engagement activities and materials to support activities.	10
Program Philosophy	Applicants understand the role of HS/EHS and its impact on the childcare center and community.	10
Quality Assurance	Applicants use ongoing monitoring systems to ensure quality.	5
Proposed Pricing	Pricing recommendations align to HS/EHS proposed funding.	5
<b>Total Points Available</b>		<b>100</b>

## ATTACHMENT A: COVER SHEET

PROGRAM INFORMATION	
<b>Legal name:</b> This is the legal name of the business or individual making this application.	
<b>Name of program:</b> If different from the legal name above, this is the operating name of the program in which you are proposing to provide HS/EHS Services.	
<b>Federal ID# or Tax ID#</b>	
<b>STATE childcare license #:</b>	
<b>County in which your program is located:</b>	
<b>Name of owner:</b>	
<b>Owner's e-mail:</b>	
<b>Name of director:</b>	
<b>Director's e-mail:</b>	
<b>Program Mailing Address:</b>	
<b>Phone Number:</b>	

I am submitting an application to be considered for participation as a SPCAA Head Start/Early Head Start Partner. I verify that all information in this application is correct and true. I am duly authorized to bind my agency/corporation, should my business be awarded a contract. By submission of this application, I acknowledge that, if selected, we will comply fully with the state and federal requirements as outlined by SPCAA, and/or contained within the Head Start Program Performance Standards.

---

Provider Name

---

Signature of Authorized Agent

---

Date

---

Printed Name of Authorized Agent

## ATTACHMENT B: MINIMUM CRITERIA CHECKLIST

All entities proposing to become an SPCAA Child Care Partner must adhere to the following criteria. Applicants must initial all items on the Minimum Criteria Checklist and include with the proposal submission. No exceptions.

All entities proposing to become SPCAA Child Care Partners must:

\_\_\_\_\_ Be a current CCS provider in good standing.

\_\_\_\_\_ Agree to participate in the USDA Food Program (CACFP).

\_\_\_\_\_ Agree to adhere to all applicable Office of Head Start and SPCAA policies for the duration of the contract.

\_\_\_\_\_ I have read the attached Child Care Proposal and agree to adhere to all conditions if my business is chosen to be a Child Care Partner.

**NOTE: A RFP proposal not meeting all criteria will not be considered.**

## ATTACHMENT C: CHILD CARE PARTNER SURVEY

<b>PROVIDER SURVEY</b>	
Is your program accredited by an outside entity?	<input type="checkbox"/> <b>No</b> <input type="checkbox"/> <b>NAEYC</b> <input type="checkbox"/> <b>TRS</b> <input type="checkbox"/> <b>Other</b> <b>(Please Explain)</b>
Is your program an existing CCS provider?	<input type="checkbox"/> <b>Yes</b> <input type="checkbox"/> <b>No</b>
How long has your program participated in CCS?	
Total years of Operation as a Child Care facility:	
What are your normal days and hours of operation?	
Has your license ever been suspended by Child Care Regulations (CCR)?	<input type="checkbox"/> <b>Yes</b> <input type="checkbox"/> <b>No</b> <i>If yes, please attach a copy of your CAP to this application.</i>
Do you participate in the Child and Adult Care Food Program (CACFP)?	<input type="checkbox"/> <b>Yes</b> <input type="checkbox"/> <b>No</b>
Is your facility or classroom accessible to children and adults with physical disabilities?	<input type="checkbox"/> <b>Yes</b> <input type="checkbox"/> <b>No</b>

<b>ENROLLMENT INFORMATION</b>	<i>Enter responses in this column</i>
What is your program's licensed enrollment capacity?	
Infants-Birth to 12 months:	CLASSROOMS:  ENROLLMENT:
Toddler- 13-35 months:	CLASSROOMS:  ENROLLMENT:
Pre-School 3-5-year-olds:	CLASSROOMS:  ENROLLMENT:
Total current enrollment:	
Among the infants and toddlers under age 3 <i>currently enrolled</i> in your program, how many would you estimate meet HS/EHS eligibility guidelines? <i>(Family income at or below 100% of federal poverty level-See attachment H)</i>	
Among the pre-school children aged 3-5 <i>currently enrolled</i> in your program, how many would you estimate meet HS/EHS eligibility guidelines? <i>(Family income at or below 100% of federal poverty level- See attachment H)</i>	
What is your current weekly tuition rate for: 1. Infants (0-12 months) 2. Toddlers (13-35 months) 3. Pre-School (3-5 yr olds)	

## ATTACHMENT D: PERSONNEL QUALIFICATIONS

**An Early Head Start Teacher or the Head Start Teacher Assistant** guidelines require that employees in a classroom must have at a minimum:

- Infant/Toddler Child Development Associate (CDA) Credential or willing to obtain within one year.
- Current Physical exam and Tuberculosis screening

**Head Start Teacher** guidelines require that employees in a classroom must have at a minimum:

- An associate's or bachelor's degree in child development or early childhood education
- Current Physical exam and Tuberculosis screening

As a proposed provider for SPCAA HS/EHS, I recognize that I will be held accountable for the Head Start Program Performance Standards for Staff Qualifications. I assure my program's commitment to collaboration with SPCAA to ensure the success of this requirement.

---

Signature

---

Printed Name

---

Date

# ATTACHMENT E: CHILD SCREENING REQUIREMENTS- PARTNER OVERVIEW

Early Head Start (EHS) and Head Start (HS) are federally funded programs that partner with childcare centers and community agencies to provide comprehensive services to children and families. As part of these services, EHS and HS programs are required to complete specific **child screenings** to support health, development, and school readiness.

## Purpose

These screening requirements ensure:

- Early identification of potential concerns
- Coordinated support for children and families.
- Compliance with federal Head Start Program Performance Standards
- High-quality, comprehensive early childhood services
- Most screenings are completed **within 45 calendar days of enrollment**.

## Required Screening Areas

### Development & Learning

- Developmental screening and progress monitoring to identify children's strengths and areas for support.
- Includes learning, communication, movement, and social skills.
- Results are used to inform classroom practices and individualized supports.

### Social-Emotional Development

- Screening to support children's emotional well-being and behavior.
- Helps identify needs for additional guidance or services.

### Hearing & Vision

- Age-appropriate hearing screening
- Age-appropriate vision screening and strabismus
- Supports language development and participation in learning environments.

### Health & Wellness

- Verification of:
  - Well-child examinations
  - Immunization status (or approved exemptions)
  - Dental care or referral to dental services
- Required health screenings (e.g., lead, growth assessments, blood pressure), as applicable.

### Follow-Up & Referrals

- Screenings are **not diagnostic**.
- Families are informed of all results.
- When concerns are identified:
  - Referrals are made to appropriate community Applicants.
  - Follow-up is coordinated by the Head Start/EHS program.
  - Partner centers may participate in planning with family consent.



## Partner Collaboration

Partner childcare centers are expected to:

- Allow reasonable access for screening activities.
- Coordinate with Head Start/EHS staff as needed.
- Maintain compliance with state childcare licensing requirements.

Screening does **not delay enrollment or participation** in classroom services.

*This overview is provided for informational purposes as part of the RFP process and does not replace full contractual or regulatory requirements.*

As a proposed provider for SPCAA HS/EHS, I recognize that I will be held accountable for the Head Start Program Performance Standards for Child Screenings and Health Requirements. I assure my program's commitment to collaboration with SPCAA to ensure the success of the program.

---

Signature

---

Printed Name

---

Date

## ATTACHMENT F: ASSURANCES

*Please review each assurance below and sign and date this form.*

I represent and assure, on behalf of the applicant, that, if funded, the site will comply with SPCAA HS/EHS program guidance, to include participation in on-site program monitoring, and compliance with fiscal requirements to be specified by SPCAA.

I assure that the applicant will comply with all HS/EHS reporting and monitoring requirements established by SPCAA including, but not limited to, participation in child screening requirements and child progress monitoring (outlined in Attachment E), attending regular program meetings, and attending required training sessions.

I assure that the applicant will participate with SPCAA in all required partner meetings and work cooperatively with SPCAA to implement a sound, high-quality program, including meeting all reporting requirements in a timely and accurate manner.

I assure that the applicant will abide by the legal requirements for staff background checks and health checks as necessary for its type of program.

I assure that the applicant will comply with the requirements pertaining to the age of children to be enrolled in the program, the student/teacher ratio, the maximum group size, the hiring of qualified staff, the professional development requirements, and all monitoring and assessment requirements.

I assure that the applicant will comply with the HS/EHS requirement to offer full-day services for no less than 40 weeks for Head Start and 46 weeks for Early Head Start a year with a minimum of 6.5 hours a day of care.

I assure that the applicant will comply with the SPCAA requirements regarding insurance.

I assure that the applicant will provide diapers and baby formula for children enrolled in the program.

I assure that the applicant will participate in the CACFP and serve meals/snacks free of charge to enrolled children.

I assure that the applicant will cooperate in the development of a Program Improvement Plan, as requested by SPCAA.

I assure that the applicant will cooperate in ongoing internal monitoring as part of the Continuous Quality Assurance process of SPCAA.

I assure that applicant staff will work cooperatively with SPCAA staff.

## **Eligibility, Recruitment, Selection, Enrollment, and Attendance Assurances**

I assure that the applicant will only serve those children whose families have a documented income by meeting the approved income guidelines or meeting one of the categorical eligibility criteria for HS/EHS.

I understand that the SPCAA HS/EHS program will begin submitting enrollment data to the Federal Office of Head Start within 30 days of the program start date and recognize that failure to maintain full enrollment may result in the loss of funds.

## **Program Governance Assurances**

I assure that I will collaborate with SPCAA to establish and maintain a formal structure of shared governance through which parents can participate in policy making and other decisions about the HS/EHS program.

I assure that representatives from my program will participate in the SPCAA Policy Council.

I understand that the SPCAA HS/EHS program is a grant funded with federal dollars through the Administration of Children and Families (ACF).

As a proposed provider for SPCAA HS/EHS, I recognize that I will be held accountable for the delivery of high-quality early childcare, compliant with both state and federal requirements. I assure my program's commitment to collaboration with SPCAA to ensure the success of this program.

---

Signature

---

Printed Name

---

Date

# ATTACHMENT G: RFP – Provider Summary

South Plains Community Action Association (SPCAA) is seeking licensed childcare Applicants to partner in the delivery of Head Start (HS) and Early Head Start (EHS) services. This summary highlights key information for prospective Applicants. Full requirements are outlined in the complete RFP.

## Who May Apply

Licensed childcare Applicants located in Bailey, Cochran, Crosby, Floyd, Garza, Hale, Hockley, Lamb, Lubbock, Lynn, Terry, and Yoakum counties who meet all minimum criteria.

## What the Partnership Provides

- Full-day, full-year enrollment of HS/EHS-eligible children
- Contracted reimbursement
- Training, monitoring, and technical assistance
- Comprehensive services for children and families

## Provider Responsibilities

- Maintain licensing compliance
- Participate in child screenings and assessments
- Support family engagement activities
- Meet staffing, ratio, and qualification requirements
- Cooperate with SPCAA monitoring and reporting

## Submission Timeline

Proposal Deadline: January 26, 2026, at 3:00 p.m. CT

Anticipated Start Date: March 1, 2026

## Submission Instructions

Submit proposals by email in PDF format to:

Whitney Quick, Finance Director

[wquick@spcaa.org](mailto:wquick@spcaa.org)

## ATTACHMENT H: Federal Poverty Guidelines

### 100% of the 2025 Federal Poverty Guidelines

Number of people in your household (include yourself)	100% of Poverty Guidelines Yearly Income	100% of Poverty Guidelines Monthly Income	100% of Poverty Guidelines Weekly Income
1	\$15,650	\$1,394.17	\$300.96
2	\$21,150	\$1,762.50	\$406.73
3	\$26,650	\$2,220.83	\$512.50
4	\$32,150	\$2,679.17	\$618.27
5	\$37,650	\$3,137.50	\$724.04
6	\$43,150	\$3,595.83	\$829.81
7	\$48,650	\$4,054.17	\$935.58
8	\$54,150	\$4,512.50	\$1,041.35
More than 8	Add \$5,500 for each additional person	Add \$458.33 for each additional person	Add \$105.77 for each additional person