**Emergency TANF Child Care Slots**

**Response Template**

1. The provider will provide childcare on an emergency basis at a specified State licensed daycare center location in Sioux Falls for children of families participating in the TANF Work program.
	1. Is your facility licensed?
	2. Please make a copy of your license certificate and include with this response.
2. The provider would ensure the availability of up to eight (8) slots for children which may include infants, toddlers, children over age three (3), children with a disability, and children from underserved geographic areas. The slots would include at least one (1) for infant and toddlers, one (1) for a child with a disability, and one (1) for a child in an underserved geographic area. To be available upon request from the Department of Labor.
	1. How many childcare slots will you have available under this RFP?
	2. What is the location(s) of the facility where the childcare will be provided?
	3. Provide a description of the location’s proximity to either the Department of Labor office or a bus stop.
3. The provider with track and maintain what category the child using the slot would fall under and have information available upon request from the Division of Economic Assistance.
	1. The provider will maintain a daily attendance log for each child placed in a contracted slot.
	2. The provider will report weekly usage to the Department of Labor Employment Specialist.
	3. Department of Labor staff will notify the provider of the need to use a slot for a specified child and will assist with registration. The provider will ensure slots are only used for children that have been authorized by the Department of Labor.
	4. The provider will maintain communication with the Department of Labor staff and report any excessive absences, irregular care, or if the child is no longer attending the program.
	5. The provider will work cooperatively with the Department of Labor regarding placement of children in childcare, designating slots, and in transitioning children into permanent childcare arrangements.
	6. Do you foresee having any issues with or changes you would want to make to these provisions? If not indicate no issues.

Otherwise please explain.

1. This work will be governed by the sample contract Attachment A of this RFP. Do you have any objections or requested changes? If not indicate no issues.

Otherwise please explain.

1. General Requirements. Please answer Yes or No to the following. If no, please explain.
	1. The provider will maintain a daily attendance log for each child placed in a contracted slot.
	2. The provider will report weekly usage to the Department of Labor Employment Specialist.
	3. The provider will ensure slots are only used for children that have been authorized by the Department of Labor.
	4. The provider will maintain communication with the Department of Labor staff and report any excessive absences, irregular care, or if the child is no longer attending the program.
	5. The provider will work cooperatively with the Department of Labor regarding placement of children in childcare, designating slots, and in transitioning children into permanent childcare arrangements.
	6. The provider will track the category the child utilizing the slot falls under and will be able to provide that information to the Division of Economic Assistance upon request.
2. Cost Proposal.
	1. The cost proposal should include the weekly cost per slot required to ensure the availability regardless of usage, of a full-time childcare slot.
	2. The cost per slot should be a single set weekly rate per slot to be multiplied by the proposed number of slots not to exceed eight (8).
	3. The cost per slot should not vary depending on the age of the child who may use the slot and should be determined knowing that the age of the child that may utilize the slot will vary.
	4. What is the weekly cost per slot?
	5. Total number of slots.
	6. Total weekly cost.