

**STATE OF NORTH CAROLINA  
REQUEST FOR INFORMATION (RFI)**

**RFI # 001- DCDEE-2014**

**TITLE:** Child Care Resource and Referral System

**USING AGENCY:** NC Department of Health and Human Services  
Division of Child Development and Early Education  
820 S. Boylan Ave.  
Raleigh, NC 27603

**ISSUING AGENCY:** NC Department of Health and Human Services  
Office of Procurement & Contract Services  
801 Ruggles Drive, Hoey Building  
Raleigh, NC 27603

**ISSUE DATE:** November 21, 2014

Responses to this RFI must be received by 5:00 PM on **December 19, 2014**.

**EMAIL, MAIL, OR DELIVER ALL APPLICATIONS DIRECTLY TO THE AGENCY ADDRESS SHOWN BELOW**

**EMAIL, MAIL** via **Overnight/Express Mail** or **DELIVER** your application in person to:

bj Avent-Farmer  
Email address: [bj.farmer@dhhs.nc.gov](mailto:bj.farmer@dhhs.nc.gov)  
North Carolina Division of Child Development and Early Education  
820 South Boylan Avenue (Room 140)  
Raleigh, NC 27603

**DIRECT ALL INQUIRIES** concerning this RFI in writing via eMail to:

Mary Lee Porterfield  
Email address: [marylee.porterfield@dhhs.nc.gov](mailto:marylee.porterfield@dhhs.nc.gov)

**IMPORTANT NOTE:** Questions concerning the specifications or any information contained within this Request for Information will be received until **5:00 p.m., Wednesday, December 3, 2014**. All questions must be received in writing, via electronic mail ([marylee.porterfield@dhhs.nc.gov](mailto:marylee.porterfield@dhhs.nc.gov)). Responses to all questions received by the deadline will be posted on the Division of Child Development and Early Education website (<http://ncchildcare.nc.gov/>) no later than **5:00 p.m. Friday, December 12, 2014**.

**\*\*\*\* IMPORTANT NOTE \*\*\*\***

**THE PURPOSE OF THIS "REQUEST FOR INFORMATION" IS TO SURVEY NATIONAL EXPERTS, STAKEHOLDERS AND SYSTEM PARTNERS FOR SERVICES DESCRIBED HEREIN AND NOT TO AWARD A CONTRACT.**

## **SECTION I: PURPOSE**

The purpose of this Request for Information (RFI) is to survey national experts, system partners and stakeholders for information and innovative ideas to enhance North Carolina's Child Care Resource and Referral (CCR&R) system. The current CCR&R system is comprised of both local and regional agencies across North Carolina that help connect parents/families with high quality early care and education (ECE) programs through consumer education and referral services; increase the quality of ECE programs through investments in the workforce such as on-site technical assistance, professional development and training; collect and report data on the state of the ECE system; build local and regional support for early childhood initiatives through community outreach; and collaborate with system partners at the local, regional and state levels. Responses to this RFI will assist the Division of Child Development and Early Education (DCDEE) in determining the needs and opportunities related to future activities of the CCR&R system in North Carolina.

## **SECTION II: BACKGROUND**

DCDEE is a part of the NC Department of Health and Human Services. DCDEE monitors, regulates, and licenses over 7,000 early care and education programs (child care centers and family child care homes) across the state; administers the federally funded Subsidized Child Care Program; administers the state funded NC Pre-K program; and manages projects designed to improve the quality and availability of care through investments in the workforce. Licensed programs in the state currently employ a workforce of approximately 42,000 and provide care for nearly 250,000 children.

DCDEE's objectives:

- ❖ Monitor and license all child care programs to assure safe and healthy child care environments
- ❖ Increase access to high quality early care and education programs
- ❖ Increase the number of children who are ready for kindergarten and are performing at or above grade level by third grade

## **SECTION III: SCOPE**

A. DCDEE's current goals with respect to CCR&R Services include:

- i. ensuring consistency of quality and equity of access to Child Care Resource and Referral services in all 100 counties across North Carolina
- ii. leveraging CCR&R services, expertise, and resources to increase the knowledge, skills, and abilities of the early care and education (ECE) workforce
- iii. increase the quality and availability of ECE programs across the state, including providing technical assistance and training related to enforcement actions

B. This Request for Information seeks innovative ideas for enhancing CCR&R services in the following areas:

- i. Enhanced consumer education and referral activities to support increased parent/family engagement in their child's development and learning
  - ii. Scaffolded training and professional development to support implementation of the state's Early Learning and Development Standards in ECE programs
  - iii. Scaffolded training and professional development to strengthen the business practices of ECE program administrators
  - iv. Reporting on the supply and demand of ECE programs across the state
  - v. Sustainability planning for Early Learning Challenge (ELC) funded activities including Continuing Education Units (CEU)-based courses
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(See <http://earlylearningchallenge.nc.gov/projects/professional-development> for more information about CCR&R related activities in the ELC)

- vi. Coordination and planning for comprehensive services with other early care and education partners (e.g., Smart Start, NC Pre-K, Early Intervention, Public Schools, Higher Education, etc.)
- vii. Any other area in which you have ideas you wish to share

#### **SECTION IV: INFORMATION FROM POTENTIAL RESPONDERS**

Responders are asked to include the following:

1. Responder's name, organization name (if applicable), address, eMail address, and telephone number(s).
2. A brief, narrative describing innovative ideas to meet the goals outlined in Section III of this RFI.
3. Maximum five-page; double space, size 11 Times New Roman font.
4. Identify organization and add page numbers in document's footer.

#### **NOTES TO POTENTIAL RESPONDERS**

- ❖ Responses to this RFI will not impact the respondent's eligibility to participate nor influence the potential results if a Request for Application is issued for this service.
- ❖ Information received by DHHS/DCDEE as a result of this RFI may become public information unless it complies with NC General Statute Chapter 132-1.2 and is clearly identified as proprietary or confidential.
- ❖ Any cost incurred by the Responder in preparing or submitting a response to this RFI is the Responder's sole responsibility.

**Thank you for your interest in the State of North Carolina.**

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