



Date: February 1, 2019

From: Josh Wallack, Deputy Chancellor, Early Childhood and Student Enrollment  
NYC Department of Education

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Subject: DOE Birth-to-Five Early Childhood Care + Education Services – Clarification  
Memorandum

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The purpose of this joint memorandum is to provide clarification to Head Start and Early Head Start grantees and delegates in New York City on the NYC Department of Education (DOE) Birth-to-Five Early Childhood Care + Education Services Requests for Proposals (RFPs) to be released in early 2019 for all contracted birth-to-five early care and education services to begin in July or September 2020.

Following the recent release of the DOE “RFP Preview: DOE Birth-to-Five Early Childhood Care + Education Services,” the Office of Head Start (OHS) and the DOE have received inquiries from providers and therefore seek to clarify how these changes will impact Head Start (direct-funded and delegate) providers in New York City. Additionally, the DOE accepted formal comments and feedback on the RFP Preview and will release a response to comments and feedback prior to the release of the RFPs.

### **Current Contracts**

Current EarlyLearn contracts will be extended and will expire on June 30, 2020. All EarlyLearn providers **must** apply to one or more of the RFPs released by the DOE in 2019 if they wish to continue contracting with the City of New York to provide early care and education services.

All current Head Start Enhancement contracts between Head Start agencies receiving direct federal grants from the OHS (designated OHS grantees) and DOE will expire on June 30, 2020.

All current DOE Universal Pre-K contracts used to supplement Head Start slots for Head Start agencies receiving direct federal grants from the OHS (designated OHS grantees) will expire on June 30, 2020.

### **Funding Opportunities**

As described below, there are three separate funding opportunities with specific eligibility requirements, application submission dates, anticipated start dates, and purpose for utilization of funds.

1. **NYC Department of Education Head Start/Early Head Start Request for Proposals (RFP) – to be released in Early 2019**



This RFP is open to all community based organizations eligible for a NYC DOHMH Article 47 day care center license in New York City including: current NYC ACS Division of Child and Family Well-Being contracted programs, federally direct-funded Head Start/Early Head Start grantees who wish to serve additional children, current DOE contracted community based organizations, and appropriately licensed programs not currently funded by DOE, ACS, or Head Start (e.g. 4410 Special Education programs).

Funds awarded through this RFP are **not** intended to fund services for children already served through a federally direct-funded Head Start grant.

Example: A provider has four classrooms at their site. Two classrooms are used to provide federally direct-funded Head Start services. Two classrooms are unused, and the provider wants to offer Early Head Start services to infants and toddlers in their community starting July 1, 2020. This provider can apply to the DOE's Head Start/Early Head RFP for the two unused classrooms.

Timeframes:

- RFP will be released in early 2019.
- Proposals will be due in spring 2019, and evaluated spring/summer 2019.
- Award recommendations will be made in fall 2019 for services beginning July 1, 2020.

The OHS Funding Opportunity Announcement HHS-2019-ACF-OHS-CH-RO2-1392 closed on September 12, 2018, and OHS expects to issue awards by July 2019. If DOE is among the applicants selected for federal funding, awards for the DOE's Head Start/Early Head Start RFP will not be made until after DOE receives its Notice of Award from OHS, which will include approved funded enrollment, approved program operations and training/technical assistance funding, approved program options, and approved service areas. Therefore, DOE's timing and selection of its delegates from its Head Start/Early Head Start RFP is dependent on the final outcomes of the OHS Funding Opportunity Announcement HHS-2019-ACF-OHS-CH-RO2-1392

The DOE plans to maintain the current portfolio of ACS Division of Child and Family Well-Being contracted Head Start delegate agencies through June 30, 2020, contingent on available funding.

2. **NYC Department of Education Birth-to-Five Request for Proposals (RFP) – to be released in Early 2019**

This RFP is open to all federally direct-funded Head Start grantees seeking to provide 3-K for All, Pre-K for All and/or Child Care Block Grant-funded services to additional children.

Funds awarded under this RFP are **not** intended to fund services for children already served through a federally direct-funded Head Start grant.



Example: A provider has six classrooms at their site. Three classrooms are used to provide federally direct-funded Head Start services. Two classrooms are unused, and the provider wants to offer Pre-K for All and 3-K for All services in their community starting July 1, 2020. This provider can apply to the DOE's Birth-to-Five RFP for the two unused classrooms.

Timeframes:

- RFP will be released in early 2019.
- Proposals will be due in spring 2019, and evaluated spring/summer 2019.
- Award recommendations will be made in fall 2019 for services beginning in July or September of 2020.

3. **NYC Department of Education Supplemental Funding Procurement - to be released later in 2019**

This procurement opportunity for supplemental funding is open to all federally direct-funded Head Start grantees to apply for funding to supplement the federal grant they receive from the OHS. These funds will assist federally direct-funded Head Start grantees in meeting the requirement and standards of a DOE program (e.g. extended hours, teacher certification requirements), and provide additional services to Head Start families.

Timeframes:

- NYC Department of Education Supplemental Funding Procurement will be released later in 2019.
- Services awarded in this procurement will begin July 1, 2020.

Please direct questions about upcoming DOE procurements to [PreKRFP@schools.nyc.gov](mailto:PreKRFP@schools.nyc.gov).

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