



ADDENDUM #1

RFA-2024-DES-03-OUTOF

Out-of-School Time Provider Support Services

(Changes are in ***bold, underlined and italicized text*** below to enable vendors to quickly recognize changes in paragraphs and/or wording.)

On May 3, 2023, the New Hampshire Department of Health and Human Services published a Request for Applications, soliciting responses to this Request for Applications (RFA) from qualified Vendors for the provision of services to retain and increase the statewide availability of quality out-of-school time child care. Services include:

- Training and Technical Assistance.
- Capacity building activities.
- Workforce development activities.

The Department is publishing this addendum to:

1. **Delete and replace Section 2., Statement of Work, Subsection 2.2., Training and Technical Assistance 2.2.1.2., with the following:**

2.2.1.2. Coordinating and conducting a minimum of seven (7), live or virtual, Listening Sessions with OST CCP in the seven (7) early childhood regions (see Appendix E- Child Care Access and Regional Systems Coordination).

2.2.1.2.1. *The Department defines a listening session as similar to a focus group and is a type of facilitated discussion, convened for the purpose of collecting information from a group of individuals in which the information is used to explore and inform new ideas and gather detailed feedback. Participants in a listening session are asked to talk about what they know and think and answer specific questions about a topic.*

2. **Delete and replace Section 2., Statement of Work, Subsection 2.2., Training and Technical Assistance 2.2.1.5., with the following:**

2.2.1.5. Conducting a literature review by reviewing national data to determine training and technical assistance needs for the OST CCP community. ***A literature review involves reviewing New Hampshire and national stakeholder reports, data, models and training programs to inform the best practices, trending and foundational training***



topics and successful training and technical assistance techniques.

3. Delete and replace Section 2., Statement of Work, Subsection 2.2., Training and Technical Assistance 2.2.1.7., with the following:

2.2.1.7. Providing culturally competent and responsive training to diverse language and cultural backgrounds to include:

2.2.1.7.1. Ensuring all staff are trained in cultural competence.

2.2.1.7.2. Providing translation and interpretation services, in accordance with the selected Vendor(s) Culturally and Linguistically Appropriate Services (CLAS) Requirements.

2.2.1.7.3. Providing video remote option(s) for American Sign Language.

2.2.1.7.4. Possessing knowledge and have an understanding of the cultural variations across the state to individualize services when necessary to meet the needs of each region (see **Appendix E** - Child Care Access and Regional Systems Coordination).

4. Delete and replace Section 2., Statement of Work, Subsection 2.4., Workforce Development 2.4.3., with the following:

2.4.3. The selected Vendor must establish and maintain relationships with the seven (7) Regional Leads for the purpose of promoting the importance of and access to OST CCP. **The seven (7) Regional Leads are identified below.**

2.4.3.1. Region 1 (Greater Monadnock, Greater Sullivan & Upper County): Monadnock United Way.

Region 2 (Capital Area): Granite United Way (for the Capital region).

Region 3 (Greater Nashua): United Way of Greater Nashua.

Region 4 (Greater Derry & Manchester): Amoskeag Health.

Region 5 (Central NH, Lakes): Granite United Way (for Central NH/Lakes region).

Region 6 (Strafford County & Seacoast): Granite United Way/United Way of the Greater Seacoast.



Region 7 (North Country & Carroll County): Children Unlimited.