



RFP-2023-DES-07-CHILD

ADDENDUM #3
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Child Care Workforce Recruiting, Retention and Effective Strategies Project

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

On March 15, 2023, the New Hampshire Department of Health and Human Services published a Request for Proposals, soliciting Vendors to provide activities to support child care center providers and Head Start programs, serving children in early childhood and out-of-school time programs, in the recruitment and retention of staff including:

The Department is publishing this addendum to:

1. Delete and replace Section 2., Statement of Work, Subsection 2.1., Scope of Services, Subsection 2.1.1., with the following:

2.1.1. The selected Vendor must provide and implement an effective child care workforce recruiting and retention plan. The plan and implementation must include but is not limited to:

2.1.1.1. A Workforce Recruitment and Retention “Best Practices” Pilot, as defined by the Department, (hereinafter referred to as Pilot). The Pilot will fund a minimum of ten (10) staff recruitment and retention strategies and methodologies in child care and Head Start programs in conjunction with the Department. ***The purpose of the pilot is to identify and launch an “out of the box” pilot as well as traditional recruiting and retention strategies in an effort to identify best and most effective recruiting and retention strategies.***

2.1.1.2. A statewide Workforce Recruitment and Retention “Best Practices” Survey, as defined by the Department, (hereinafter Survey), to include documenting effective and ineffective child care workforce recruiting and retention practices in New Hampshire.

2.1.1.3. A minimum of seven (7) statewide focus groups (referred to as Listening Sessions) on workforce recruiting and retention.

2.1.1.4. A statewide Workforce Recruitment and Retention “Best Practices” Study, as defined by the Department, (hereinafter



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referred to as Study), based on data and outcomes from the Pilot, the Survey and Listening Sessions, data from the Department’s “State of New Hampshire Child Care Workforce Annual Study” and other relevant information resources.

2.1.1.5. Culturally competent and responsive Workforce Recruitment and Retention services to diverse language and cultural backgrounds to include:

2.1.1.5.1. Ensuring all staff are trained in cultural competence.

2.1.1.5.2. Providing translation and interpretation services, **in accordance to the selected Vendors Culturally and Linguistically Appropriate Services (CLAS) Requirements.**

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

2.1.1.6. Possess 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 Exhibit B-2 – Child Care Access & Regional Systems Coordination).

2. Delete and replace Section 2., Statement of Work, Subsection 2.1., Scope of Services, Subsection 2.1.5., with the following:

2.1.5. The selected Vendor must provide:

2.1.5.1. A minimum of two (2) recruiting workshops.

2.1.5.2. A minimum of two (2) introduction to staff and program supervision workshops.

2.1.5.3. A minimum of three (3) youth worker certificate workshops.

2.1.5.4. Funding towards the “High School to Child Care Workforce Training Program,” as determined by the Department.

2.1.5.5. Based on the results of the Study, provide funding for one (1) or more of the following programs. **Funding amounts and programs will be informed by the Survey and Study results. Selected Vendors are to propose an amount to be allocated to this category of work.**

2.1.5.5.1. College-level coursework.

2.1.5.5.2. Child Development Associate program.



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- 2.1.5.5.3. Career skill building training.
- 2.1.5.5.4. Internships and apprenticeships.
- 2.1.5.5.5. **Cohort of “High School to Child Care”
workforce program(s) in high-needs
regions of the state.**

2. Delete and replace Section 2., Statement of Work, Subsection 2.1., Scope of Services, Subsection 2.1.14., with the following:

2.1.14. Performance Measures

- 2.1.14.1. The selected Vendor must provide key data in a format and at a frequency specified by the Department for the following performance measures.
 - 2.1.14.1.1. A 50% participation rate in the Survey statewide.
 - 2.1.14.1.2. A 20% response rate to statewide to multi-channel marketing.
 - 2.1.14.1.3. **A 15% increase in child care provider workforce statewide, based on NHCIS data as of contract effective date.**
 - 2.1.14.1.4. A 10% recidivism rate decrease statewide in child care workforce providers, based on NHCIS data as of contract effective date.
- 2.1.14.2. The selected Vendor may be required to provide other data and metrics to the Department in a format specified by the Department.