

**State of Alaska
Department of Health
Division of Public Assistance**



**Request for Proposals
Child Care Assistance
For FY2027 Through FY2029
Grants and Contracts**

NOTICE: Proposals will ONLY be accepted through GEMS. Applicants are responsible for reviewing the [State of Alaska GEMS Welcome Page](#) for details regarding agency registration and availability of technical assistance. Log into GEMS through [myAlaska](#) to begin the application process. Once you are logged into GEMS, guidance and instruction are available in the Documents tab and from the film strip icon. Applicants are responsible for monitoring GEMS or the State Online Public Notices site for any changes or amendments that may be issued regarding this solicitation.

Relay Alaska provides assisted communication services at 711 or 1-800-770-8973 from a TTY phone, and at 1-800-770-8255 from a voice phone.

CONTACT PERSON: Katlyn Felkl, Grants Administrator

PROPOSAL DUE DATE: June 24, 2026, 3:59 PM

PHONE: (907)465-8657

DEADLINE FOR WRITTEN INQUIRIES: June 15, 2026, 3:59 PM

E-MAIL: katlyn.felkl@alaska.gov

PROJECT PERIOD BEGINS: July 1, 2026

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Application Groups

Application Group Name	Description
Application Group 2: Municipality of Anchorage (MOA)	For applicants proposing to serve the Municipality of Anchorage (MOA) as identified on Attachment 1 CCAP Regional Map for FY27.
Application Group 3: Northern Region	For applicants proposing to serve the Northern Region of Alaska as identified on Attachment 1 CCAP Regional Map for FY27.
Application Group 4: Southeast Region	For applicants proposing to serve the Southeast Region of Alaska as identified on Attachment 1 CCAP Regional Map for FY27.
Application Group 5: Coastal Region	For applicants proposing to serve the Coastal Region of Alaska as identified on Attachment 1 CCAP Regional Map for FY27.
Application Group 1: Central	For applicants proposing to serve the Central Region of Alaska as identified on Attachment 1 CCAP Regional Map for FY27.

Section 1 Grant Program Information

1.01 Introduction and Program Description

The Department of Health, Division of Public Assistance, is requesting proposals from eligible applicants to provide Child Care Assistance services for the State of Alaska in FY2027 through FY2027. Program Services are authorized under 7 AAC 78 Grant Programs. State of Alaska statutes and regulations are accessible at [the Department of Law Document Library](#) or through the contact person identified on the cover page of this Request for Proposals (RFP).

Please review the five (5) application groups listed below carefully. Responding to the incorrect group may result in not being funded. It is the applicant's responsibility to submit a proposal to the correct Application Group as described below.

This solicitation includes five application groups:

1. Application Group 1: Central
2. Application Group 2: Municipality of Anchorage (MOA)
3. Application Group 3: Northern Region
4. Application Group 4: Southeast Region
5. Application Group 5: Coastal Region

The Mission of the Division of Public Assistance is to promote self-sufficiency and provide for basic living expenses to Alaskans in need in order to support the health, safety and well-being of all Alaskans. The Child Care Program Office (CCPO) contributes to the Division's mission through the provision of child care assistance to eligible low or moderate income families so families can participate in educational, training, and work activities and ultimately achieve self-sufficiency. The CCPO's mission is to support families in accessing quality child care. The vision is safe, healthy child care is available and affordable for all families in Alaska. The Child Care Assistance Program (CCAP) contributes to the CCPO mission and vision by helping families pay for child care and approving child care providers CCAP participation, thus improving access for these families to child care. Additionally, the CCPO contributes to the federal Office of Child Care (OCC) expectations of being:

1. child focused by encouraging continuity of care with the child care provider by requiring authorizations for child care services to fit the need of the family based on a comparison of parental and child schedules;
2. family friendly by allowing for an annual application for participation and streamlined application process,

- ensuring authorizations for child care are issued timely and accurately; and
3. fair to providers by ensuring applications from individuals interested in becoming a CCAP participating child care provider are processed timely and accurately and payment requests from child care providers are processed timely and accurately.

1.02 Program Goals and Anticipated Outcomes

The proposed project must demonstrate a thorough understanding and support of the grant program goals and outcomes anticipated by the Department.

The U.S. Department of Health and Human Services (HHS), Administration for Children and Families (ACF) is pursuing a comprehensive approach to helping more children in low-income families access high-quality care. ACF's Office of Child Care (OCC) administers the Child Care and Development Fund (CCDF) and works with State governments to increase quality child care without limiting access. OCC strongly encourages States to implement policy and practices that are based on a two generational approach to assist the parent and child and are child focused, family friendly, and fair to providers.

The proposal must demonstrate a thorough understanding and must be clearly supportive of the CCDF grant program goals and outcomes anticipated by the Department.

CCAP Grantee Goal #1: Family eligibility determinations are accurate. Family applications and reported changes of information are processed for a determination according to requirements within CCAP Policies and Procedures.

Measure: Percent of sampled family eligibility determinations are accurate.

Target: 95% or more of family eligibility determinations are accurate.

CCAP Grantee Goal #2: Level of Care authorized is accurate. Level of care authorized is accurate for each child of the family based on a comparison of the parent(s) and child (ren)'s schedules and the child care provider's hours of operation as prescribed in CCAP Policies and Procedures.

Measure: Percent of sampled child care authorizations are accurate.

Target: 95% or more of child care authorizations are accurate.

CCAP Grantee Goal #3: Family eligibility determinations are completed timely. Applications and reported changes of information are processed for a determination within the prescribed time frames in CCAP Policies and Procedures.

Measure: Percent of sampled family eligibility determinations are completed timely.

Target: 95% or more of family eligibility determinations are made and child care authorizations are issued timely.

CCAP Grantee Goal #4: Provider eligibility determinations are accurate. Applications and reported changes of information are processed for a determination according to requirements within CCAP Policies and Procedures.

Measure: Percent of sampled provider eligibility determinations are accurate.

Target: 95% or more of provider eligibility determinations are accurate.

CCAP Grantee Goal #5: Provider eligibility determinations are timely. Applications and reported changes of information are processed for a determination within the prescribed timeframes in CCAP Policies and Procedures.

Measure: Percent of sampled provider eligibility determinations are timely.

Target: 95% or more of provider eligibility determinations are timely.

CCAP Grantee Goal #6: Eligibility determinations and changes are documented in the Alaska Child Care Information System (AKCCIS).

Measure: Percent of cases reviewed have case notes entered accurately according to requirements within CCAP Policies and Procedures.

Target: 95% or more of cases have case notes entered accurately following CCAP Policies and Procedures.

Projects must meet or exceed anticipated minimum outcomes described in this RFP.

1.03 Program Services/Activities

Applicants must describe the proposed activities that support the goals and outcomes to be employed in the project. Applicants will upload a timeline for the initiation of services and project activities. The expected start date to be July 1, 2026.

Applicant proposals must describe the ways in which the project aligns with program intent. The submitted project proposal will identify agency resources available to the project; describe project activities; and clearly state the project's anticipated goals, outputs, and outcomes.

Applicants agree to comply with the following program requirements and service standards.

The State of Alaska, DOH, DPA, CCPO and the grantee work together to deliver CCAP services. The CCPO is the grantee's primary contact, but other offices within the state provide services (i.e. Dept. of Administration assists the programs to issue payments to Child Care Providers, the DPA Program Integrity and Analysis Office monitors grantees and provides data/reports to grantees, the DPA Systems Operations Office maintains the computer management system, the DOH Grants and Contracts Office oversees grant administration etc).

Information pertaining to responsibilities of the State of Alaska, DOH, DPA, CCPO and program Designees can be found in the [Child Care Assistance Policies & Procedures Manual](#) sections 4020.

Responsibilities of the grantee include, but are not limited to:

A. Program Outreach - grantee is responsible for ensuring information and forms about the CCAP are readily available to potentially eligible families and child care providers throughout their service delivery area(s); recognizing the diversity of the population, and the need for innovative distance delivery options; for example, telephone, translator services, web access, facsimile and mail; assisting interested individuals with the appropriate forms and guidelines; coordinating with the local child care resource and referral network; and for fostering positive working relationships with families, child care providers, the CCPO, partner agencies, and communities. Outreach activities are to be conducted using a method most appropriate for the community to include but not limited to: in-person, telephonic, webinar, and or conferences.

B. Family Eligibility Services - grantee is responsible for obtaining complete new and renewal applications and reports of change; verifying and evaluating the information; determining and monitoring family eligibility; authorizing the eligible level of care; sending appropriate notices of determination to the family; and documenting actions taken.

C. Child Care Authorizations - grantee is responsible for issuing and sending child care authorizations for eligible families approved for participation.

D. Child Care Provider Eligibility Services- grantee is responsible for obtaining new and renewal applications and reports of change; verifying and evaluating the information; determining and monitoring provider eligibility for CCAP participation; sending notices of determination to the provider, and documenting actions taken. All grantees are responsible for ensuring the provider's eligibility prior to issuing child care authorizations to families.

E. Administrative Services – grantees will respond to all complaints received regarding their agency staff. They will immediately forward to the CCPO complaints received regarding the CCAP and child care providers. Grantees will assist the CCPO in responding to appeals regarding decisions made by the grantee. Child Care Assistance regulations, program policies and procedures, forms, notices and AKCCIS must be utilized in the delivery of services. Services will be provided at least, Monday through Friday from 8:00 am to 5:00 pm and during other times that accommodate the schedules of employed families and child care providers. All positions responsible for administration of the CCAP cannot conduct any other agency business during these hours. The grantee's designated local administrator (or designee in the event of illness or absence) will participate in all training and teleconferences conducted or hosted by the CCPO, including any annual face-to-face training held in Anchorage. Grantees must have a plan for the continuation of services in the event that the Local Administrator or key personnel are out of the office for more than one week and the plan must be provided to the CCPO in advance. For office closures outside of state office closures in the same region due to weather, natural disasters, or other emergencies, grantees must request pre-approval from the CCPO for the dates of closure including a plan for notification to the public. For emergency closures, grantees are to notify the CCPO of the closure as soon as they are able to along with a plan for continued services either during the emergency closure, or an estimate for when services will resume.

Resources – grantee must provide the necessary resources for the administration of this grant including:

A. The Applicant must have a physical office in each of the Regional Service Delivery Areas in which they are proposing services and will be ready to provide all services starting July 1, 2026.

B. An internal office policies and procedures manual to be submitted within the first 30 days of operation describing staff duties, staff training, and other operational policies and procedures, including variances if providing services in multiple regions. The manual must include a plan for ensuring services are provided during periods of staff turnover or system delays. If a backlog is created the manual must address the process for eliminating any backlog in the most expedient manner possible to ensure services continue for families and providers. The manual must also include an internal process for resolving client complaints and provisions for removal from any involvement of this program of grantee staff who have been determined to have violated program rules either to receive benefits they are not entitled to or provide benefits for a family or provider who is not entitled.

C. An agency myAlaska account is to be used to access the New Alaska Background Check System (NABCS) to process criminal history checks for all staff working with the CCAP, to verify CCAP license exempt child care providers and their household members have fingerprint based background check clearances; and for accessing Child Support Enforcement Division (CSED) Alaska Child Support Enforcement Services System(ACSESS) to verify child support payments for family applicants.

D. Access to the Department of Labor (DOL) Secure Access Manager (SAM) for employment income verification of family applicants.

E. Access to the System of Award Management (SAM) to verify families are not excluded or barred from receiving federal financial assistance.

F. The grantee is required to use the Division's web-based data system AKCCIS when determining family and provider eligibility for participation in the Child Care Assistance Program, the [Integrated Child Care Information System \(ICCIS\)](#) for family and provider historical data, and [Case Management System \(CMS\)](#) to determine PASS category eligibility for families transitioning off of the Alaska Temporary Assistance Program (ATAP).

Computer hardware and software equipment and IT support. Minimum computer requirements are:

- An Internet Connection using DSL, Cable or faster connection.
- 512 MB of RAM or more (1 GB recommended).
- Adobe Reader 9 or higher.
- Pentium IV 1GHz or higher processor.
- 10 GB of available hard disk space.
- Audio Card and speakers. 9. Windows XP, Vista or 7 operating system.
- Office 2003 or greater.
- Latest Windows security updates installed.
- Ability to scan documents as Adobe PDF documents.
- **Confidentiality-** By submitting a proposal in response to this Request for Proposals, the successful applicant agrees to conform with state and federal laws pertaining to confidentiality. In addition, the successful applicant agrees to obtain the following security agreement from all persons that have been granted access to AKCCIS, ICCIS, and CMS: State of Alaska, Division of Public Assistance Security Agreement for Eligibility, Network, and Related Systems SYS1 Form.

The applicant must include the following in their proposal:

1. Describe how the responsibilities of the grantee detailed above and listed below will be met:
 - Program Outreach
 - Family Eligibility Services
 - Child Care Provider Eligibility Services
 - Administrative Services
 - Resources
 - Confidentiality

1.04 Program Evaluation Requirements and Reporting

Results Based Budgeting Framework

Results based budgeting provides a framework in which allocated resources support, and are justified by, a set of outputs and expected results. Within this framework, actual performance and achieved outcomes are measured by objective performance measures.

Grantees are required to align projects with program objectives expressing Department priorities and core services. Grantees will use performance measures to evaluate progress toward meaningful outcomes, and to initiate data collection and reporting consistent with Department priorities.

Grantees must implement a random monthly case file review process to include cases opened and closed by each worker during the month. The review is to be conducted by the grantee's local administrator; supervisor of the eligibility workers, if different than the local administrator; or by grantee staff with quality assurance responsibility and in-depth program knowledge and is not to be carried out by the person who made the eligibility determination. The results of the reviews must be used for continuous quality improvement of the delivery of services and made available to the department. At a minimum, the grantee must review at least 5% of the family and 5% of the

provider files on a monthly basis.

As part of the program evaluation requirements, grantees must also:

- Participate in all quality reviews, monitors, and audits conducted by the Division of Public Assistance (or other state office associated with the CCPO), state contracted auditors, and the federal Office of Child Care by providing case files, coordinating and making available key personnel for interviews such as the grantees' Chief Executive Officer, Director, and other appropriate staff, and responding to monitoring reviews within 30 days of notification, including completing any plans of correction within the determined timeframe.
- Each proposal must contain an updated evaluation plan with stated performance measures that the applicant will use to evaluate the progress of the grant services in achieving the program goals and desired outcomes stated in Section 1.02, and the review and reporting requirements listed above. The evaluation plan must include performance measures described as essential to this grant program and may include additional applicant proposed process and performance measures.

The Department Priorities, Core Services, Objectives, and Performance Measures of Effectiveness and Efficiency for this program are:

Department Priorities

- 3 Safe & Responsible Individuals, Families & Communities Department Core Services
- 3.1 Strengthen Alaska Families

Grant Reporting

Required reporting will include:

1. Cumulative Fiscal Reports recording overall grant and match expenditures by budget line
2. Program Reports in the format prescribed by the program
3. Cumulative Detailed Expenditure Report verifying amounts reported in Cumulative Fiscal Reports due at Q2 and Q4

1.05 Target Population and Service Area

Applicants must clearly describe the population targeted by the project, including the area or communities that will be served. Proposals will be evaluated for compatibility with the program's intended target population identified in this solicitation.

DOH is requesting proposals from applicants to perform eligibility services statewide as defined below and in accordance with the service delivery areas: Municipality of Anchorage, Central, Northern, Coastal, and Southeast to include program Outreach, Family Eligibility Services and CCAP Child Care Provider Eligibility Services

Target Population: The target population for the solicited services is:

1. Low to moderate income families who meet both financial and non-financial program requirements;
2. License exempt CCAP Child Care Providers;
3. Licensed CCAP providers.

The target population will include diverse cultural and linguistic variations, parents who work non-traditional hours, and families and providers who live in urban, rural and remote communities. Proposals must clearly describe the target population of the project, including the service delivery area(s) and communities that will be served.

Proposals must describe how services will be delivered to the target population recognizing the diversity of the population, and the need for innovative distance delivery over such a broad area. Examples of remote service delivery methods may include, but are not limited to: travel to the area; recruitment of a local contact for distribution of brochures and applications; telephone; translator services; web access; facsimile; and mail. Proposals may also utilize subcontracts with local agencies to ensure the target population is being served.

Service Areas and Communities: The CCAP is a statewide program. See the Child Care Assistance Service Delivery Areas (Attachment 1 CCAP Regional Map for FY27) which defines the service delivery areas for the purposes of this grant. Services provided will be performed within the service delivery area awarded.

Applicants currently administering services in multiple service delivery areas, must submit separate applications to the corresponding application group and region identified.

1.06 Program Funding

Funds available for this program are anticipated to total \$2,900,000 per fiscal year.

Approximately 95% of the funding is from the federal Child Care and Development Fund (CCDF). The remaining funding is from State of Alaska general funds.

The anticipated funding for each service delivery area is:

1. Central \$610,000
2. Municipality of Anchorage (MOA) \$1,200,000
3. Northern \$610,000
4. Southeast \$180,000
5. Coastal \$300,000

Funding includes travel into Anchorage for annual training, if scheduled, for the Local Administrator or their designee if the Local Administrator is unable to travel. The applicant must designate at least one office in each Service Delivery Area in which they are proposing services.

Grantees currently administering services in multiple service delivery areas, **must submit separate applications to the corresponding application group and region identified.** Applicant response must include budget information for each service delivery area and indicate variances, if applicable, in the delivery of services for each area. Grantees who subgrant or subcontract must include complete budget information under the Other budget category.

Proposed Budget: The applicant must submit a budget proposal for the first fiscal year of the project. The proposed budget detail and narrative will support the program's results-based service delivery and staffing requirements stated in this RFP.

The proposed budget will be fully compliant with the limitations described in this RFP, and those detailed in 7 AAC 78.160 (Costs). Regulations are provided under the GEMS Documents tab.

Resources specific to budgeting are also available under the GEMS Documents tab. The Department's Grant Budget Preparation Guidelines provide information and guidance about budget lines, cost detail groupings, and narrative requirements. Grantee User Manual Part I provides detailed instructions for entering a budget proposal in the chapter "Responding to a Solicitation."

Other Agency Funding: Prior to submitting a proposal, applicants are required to list all other agency funding received and applied for. This task must be completed by an Agency Power User in the Other Funding section of the Agency Administration tab. This is part of the pre-award risk assessment required under Uniform Guidance 2 CFR 200.

Administrative Costs: In accordance with federal grant restrictions (or program statute or regulation), proposed budgets must limit total administrative costs to no more than 12% of the total grant award.

Indirect Costs: If the proposed budget includes indirect costs, 7 AAC 78.160(p) requires a copy of the agency's current federally approved Indirect Cost Rate Agreement. The agreement is to be uploaded in the Agency Administration tab. Lapsed agreements can be used if uploaded with the negotiating federal agency's written approval to continue using the rate until a new agreement is negotiated. If an agency has never entered into a federally approved Indirect Cost Rate Agreement or no longer has a federally approved agreement in place, the recently updated Federal Uniform Guidance 2 CFR 200 now allows that agency to budget the 15% De Minimis.

Payment for Services/Grant Income: If applicable to the services proposed in response to this solicitation, awarded grantees will have a Medicaid Provider Number or apply to obtain one, and will make reasonable effort to bill all eligible services to Medicaid and any other available sources of payment before seeking grant support for delivery of the proposed services. **Department funds are the payer of last resort.**

In the applicant's proposed budget, anticipated receipts and expenditures for all grant income must be evident in the detail and narrative. Fiscal reports for awarded income generating projects will include the receipts and expenditure of all grant income.

Section 2 Applicant Qualifications

2.01 Agency Experience

Proposal evaluation will include consideration of the applicant's history of compliance with service and grant requirements, and previous experience in providing the same or similar services. Evaluation may include Department site reviews, program audits, and confirmation of the successful resolution of any findings. This is part of the pre-award risk assessment required under Uniform Guidance 2 CFR 200.

The applicant must describe previous experience providing services the same or similar to those proposed. The description must clearly identify the time period over which services were provided and the target population served.

2.02 Project Staffing

Project staffing must be sufficient to implement the proposed activities in order to meet program goals and the anticipated outcomes. Applicants must employ a Local Administrator. The Local Administrator will be the individual the successful applicant has determined will be responsible for administering the program and the CCPO's main point of contact, even if sub-contracted. The Local Administrator must be designated full time to this program even if only partially funded. If the applicant is applying for more than one service delivery area, with only one Local Administrator, the Local Administrator must ensure oversight of all personnel and activities for each service delivery area and office equally.

Resumes and professional credentials for key project personnel must be uploaded as part of the response. This is part of the pre-award risk assessment required under Uniform Guidance 2 CFR 200.

Applicants must upload an organizational chart showing how this program fits into the total organizational structure of the applicant agency. The organizational chart should include specific personnel (all applicable sub-grantees or contractors) assigned to accomplish the activities called for in this Request for Proposal and illustrate the lines of authority and supervision.

The applicant's internal office policy and procedures manual must include a well-defined plan of staff discipline, especially for persons who have been determined to have violated program rules either to receive benefits they are not entitled to or to provide benefits for a family or provider who is not entitled. Procedures must include the applicant's internal office policy and procedures manual to include an outline of training for new staff, as well as ongoing training including how performance issues relating to CCAP compliance and accuracy will be addressed, and prevention of any potential conflict of interest. Abuse of program funds and/or confidential information is viewed by the CCPO as a flagrant program violation, and may result in immediate termination or suspension of a grant award.

2.03 Administrative, Management, and Facility Requirements

The applicant must demonstrate the agency's sustainable fiscal and administrative capacity. Executive, administrative, and financial staff must be qualified, as indicated by the resumes of position holders uploaded as an element of the proposal. This is part of the pre-award risk assessment required under Uniform Guidance 2 CFR 200.

1. The applicant must ensure procedures are in place to protect client confidentiality compliant with State and federal standards.
2. The applicant must ensure its most recent financial audit was submitted to the appropriate state office (see Audit Requirements below), and any findings identified have been resolved.

Awarded proposers will be required to submit additional agency information if the agency GEMS record is not current.

Audit Requirements:

Federal Requirements: Agencies spending \$1,000,000 or more total Federal Financial Assistance in the agency fiscal year may be required to comply with conditions of the Single Audit Act of 1984, P.L. 98-502, as amended by the Single Audit Act Amendments of 1996, P.L. 104-156, and as defined in 2 CFR 200.

State Requirements: Agencies spending \$1,000,000 or more total State Financial Assistance in the agency fiscal year are required to comply with the conditions of 2 AAC 45.010-090. The current regulations may be viewed at the State of Alaska, Department of Law website, [Department of Law Document Library](#), or copies may be obtained from the contact identified on the cover page of the RFP.

Information on State and Federal Single Audit Acts compliance may be obtained from:

State Single Audit Coordinator
Department of Administration
Division of Finance
PO Box 110204
Juneau, AK 99811-0204
Telephone: (907) 465-4666
Fax: (907) 465-2169

Department of Health Program Audit Requirements: All DOH grantees are subject to the requirements of 7 AAC 78.230. If awarded, agencies which are not required to file State Single Audits under 2 AAC 45.010 must ensure a fiscal audit of the agency operations under the grant program is performed by an independent, licensed, certified public accountant at least once every two years and submitted to:

State of Alaska Department of Health
Finance and Management Services
Audit Section
PO Box 110602
Juneau, AK 99811-0602
Telephone: (907) 465-3120

Facility, Service Access, and Safety:

1. The applicant must address potential safety concerns for clients and staff in the management of services proposed in response to this RFP.
2. The applicant should describe client accessibility to services and the way in which that will enhance project success.
3. All applicants for Department grants should have a written plan for emergency response and recovery that provides for potential safety concerns and the safe evacuation of clients and staff. This plan is mandatory for agencies providing residential and/or critical care services as noted in the State Grant Assurances.

2.04 Support/Coordination of Services

Applicants must coordinate with partners (Child Care Resource and Referral Network, Tribal Child Care Assistance Program, Child Care Licensing, DPA Regional Office, contracted Work Services Provider agencies, Office of Children's Services (OCS), and other CCAP grantees, etc.) necessary to provide access and supports to the clients served.

Applicants must list these partnerships, provide a description of coordination activities, and upload to the proposal cooperative agreements (if applicable). Agreements must be current and specifically address the services to be provided.

Applicants must demonstrate the proposed project has the necessary support and coordination for the successful delivery of services. The proposal must address the following:

1. Community support where services are proposed;
2. Involvement of the public and potential service recipients in the planning process;
3. Partnerships and collaborations specific to the proposed project; and
4. Coordination with necessary referring agencies and the role of each described.

Section 3 General Instructions for Proposal Submission

3.01 Eligibility

Applicants must be eligible to apply under 7 AAC 78.030 (Eligible Applicants). Eligible applicants are state agencies; political subdivisions of the state such as cities, organized boroughs, and Regional Educational Attendance Areas; nonprofit organizations and consortia of nonprofits; and Alaska Native entities. As follows, eligibility will be verified by Grants and Contracts.

1. Political subdivisions of the state and Regional Educational Attendance Areas will be verified by State records.

2. Eligible nonprofits are listed in the State's database of registered nonprofit entities or the US Internal Revenue Service's register of tax-exempt organizations. Nonprofit subsidiaries of nonprofit corporations must also provide a letter from the parent organization confirming nonprofit status.
3. Alaska Native entities as defined in 7 AAC 78.950(1) must submit, with the application, a legally binding resolution waiving the entity's sovereign immunity to suit through the duration of the program, identified in RFP Subsection 3.05. The resolution must be authorized in compliance with the tribe's constitution, either by the tribal council or by majority vote of the tribal membership. The required template is provided at Subsection 4.02, Other Technical Requirements.

Federal Funding Accountability and Transparency Act (FFATA): In accordance with 2 CFR Chapter 1, Part 170 Reporting Sub-Award And Executive Compensation Information, reporting is required of any grant award with federal funding equal to or greater than \$30,000. FFATA is intended to hold the federal government accountable for spending decisions. Accountability data is available to the public at [U.S. Government spending](#). Reporting requirements extend to recipients of State-issued awards with federal funds. An Agency Power User must complete the FFATA form under Federal Reporting in the GEMS Agency Administration tab. The report data will reflect the audited figures of the agency's most recently completed fiscal year. The report captures expenses and executive compensation for your agency. More information regarding FFATA requirements can be found at [Federal Funding Accountability and Transparency Act Subaward Reporting System](#)

Effective April 4th, 2022, the US Federal Government transitioned from the Dun & Bradstreet Data Universal Numbering System (DUNS) number to a System for Award Management (SAM) generated Unique Entity Identifier (UEI) alpha-numeric value for federal awards management. All grantees receiving awards with federal funds are required to have a UEI. More information regarding this transition can be found on the [U.S. General Services Administration](#).

The Grants Electronic Management System (GEMS) has been updated to include fields for both the DUNS nine-digit number and the UEI twelve-digit alpha-numeric value under the General section of the Agency Administration tab. An Agency Power User must confirm the current UEI number is listed in GEMS. The DUNS number will continue to be displayed in GEMS until further notice.

Applicant agency GEMS records must contain the agency's current State of Alaska Business License number, and a current governing board roster which includes titles, contact information, and terms of office for each seat. The roster must include emergency contact information outside the applicant agency for one or more officers.

Grants and Contracts will verify neither the applicant agency nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from receiving grant assistance from any State or federal department or agency. If an agency or its principals are excluded from receiving grant assistance, the proposal may not be considered.

This grant program includes Federal funding, effective November 12, 2020 Federal Uniform Guidance 2 CFR 200 requires that agencies be registered on the System for Award Management (SAM) website at [System for Award Management \(SAM\)](#). If an applicant is recommended for award and is not registered on this site, the offered award will not be executed, and funds will not be issued until agency registration is confirmed.

Applicants who have had a contract or grant to help produce this RFP are not eligible to apply and any submitted proposal will not be considered.

3.02 Acceptance of Terms

By submitting a proposal, an applicant accepts all terms and conditions of this RFP including all identified attachments and guidelines, 7 AAC 78, and any other applicable statutes and regulations. Copies of these may be accessed through the contact person identified on the cover page or through the web address(es) identified in this RFP.

If a grant is awarded, this RFP and the applicant's proposal become part of the grant agreement. The applicant will be bound by the provisions contained in the awarded proposal unless the Department agrees that specific parts of the proposal are not part of the agreement.

Proposals and other materials submitted in response to this RFP become the property of the State and may be returned only if the State allows. Proposals are public documents and may be inspected or copied by anyone after grants have been awarded.

3.03 Inquiries

Applicants should immediately review this RFP for defects and questionable or confusing content. Questions that can be answered by directing the applicant to a specific section in the RFP may be answered verbally by the contact person identified on the RFP cover page. Questions that cannot be answered by directing an applicant to a specific section of the RFP may be declared substantive. The applicant will be directed to submit the question in writing to the contact person at the email address on the cover page no later than the Deadline for Written Inquiries, also identified on the cover page. This will allow issuance of any necessary amendments and/or clarifications to all prospective applicants.

Applicants are responsible for monitoring GEMS or the State's Online Public Notices website ([Online Public Notices](#)) for any clarifications or amendments that may be issued regarding this solicitation.

Proposals will not be accepted after 3:59 PM prevailing local time on the due date identified on the cover page.

3.04 Proposal Costs and Content

The Department will not be responsible for any expenses incurred by the applicant prior to the authorized grant performance period. All costs of responding to this RFP are the responsibility of the applicant.

The applicant is responsible for the content of the proposal.

3.05 Duration

This RFP is for a three-year period, beginning 7/1/2026 through 6/30/2029. At the discretion of the Department, a project funded under this RFP may be considered for continued funding in subsequent program years. The annual decision to continue funding for the subsequent year(s) of the three-year grant cycle is based on the following general conditions:

1. the Department's judgment that there is a continued need for the grant project service;
2. the grantee's satisfactory performance during the previous grant year;
3. the availability of sufficient grant program funds, and whether continuation of the financing is consistent with public health and welfare; and
4. the ability of the grantee and the Department to agree on any adjustments in payments or service.

Applicants will submit a budget proposal for year one of the grant only. Funding in each subsequent year will require submission and approval of documents needed to update service plans, evaluation measures, and budgets. Grants and Contracts will notify grantees of specific submission requirements necessary to qualify for consideration of continued funding.

This RFP is for fiscal year FY2027, 7/1/2026 through 6/30/2027.

3.06 Proposal Review

Following the deadline for receipt of proposals, no revisions will be accepted unless provided in response to a request from the contact person named in this RFP. Proposals will be reviewed as follows:

1. Proposals will be evaluated in a manner that will avoid disclosure of contents before notices of grant award have been issued.
2. Department of Health staff will evaluate each proposal for minimum responsiveness and other technical requirements and eliminate nonresponsive proposals from consideration.
3. Using the criteria set out in this RFP and 7 AAC 78.100 (Criteria for Review of Proposals), Department staff will evaluate each responsive proposal. **Scores for each criterion will be based solely on the response to the associated question. Points will not be earned if the information was provided in response to another question in Section 4.** Department staff will also review relevant departmental documentation regarding the applicant. Staff recommendations regarding awards and levels of funding will include consideration of the following:
 - i. a history of the applicant's compliance with grant requirements, to include records of program performance, on-site program reviews, and prior year audits;
 - ii. priorities in applicable State health and social services plans;
 - iii. requirements of applicable State and federal statutes; and
 - iv. municipal ordinances or regulations applicable to the grant program.

If there are multiple responsive proposals for which there is insufficient money to fully fund, or supplementary expertise is deemed necessary to the review of proposed services, the Department may appoint a Proposal Evaluation Committee (PEC) as an additional advisory body. PEC members will initially evaluate proposals, independently of other committee members. As a committee the PEC will meet in a **closed session** (7 AAC 78.090 Review of Proposals) to further review proposals and develop recommendations. Scores will be assigned based on the applicant's response to each individual question and the associated criteria. **Applicants will not earn points for a given question based on a response to another question in the RFP.** The PEC review will include discussion of each proposal's merits. PEC recommendations will rank proposals in priority order and include approval or disapproval for award, modifications to the proposed project, and special compliance conditions.

All staff advisory recommendations and, if applicable, those of the PEC, and all review materials will be submitted for consideration by the Division Director, who will make recommendations to the Commissioner of the Department of Health or the Commissioner's designee.

3.07 Final Decision Authority

Recommendations are advisory only, including those from any PEC that may be held. The final decision to approve or disapprove award, the amount of each award, and whether to impose special conditions or modifications rests with the Commissioner or Commissioner's designee.

NOTE: The final decision may include additional considerations, such as a lack or duplication of services in certain locations, or alternative services that may be available; a critical need for services by vulnerable populations; and matters of health, life and safety. The Department has the responsibility to ensure public monies are utilized in a manner that protects the interests of the people of the State and retains the right to make final awards that ensure responsible distribution of grant funds.

3.08 Notification of Grant Award and Appeals

Within fifteen (15) days after the decision regarding grant awards, applicants will be notified of the final funding decisions, and, if awarded, any conditions of award or modifications. Following any necessary negotiations for revisions to the proposed budget and scope of services, successful applicants will be issued a grant agreement. This formal agreement will contain specific performance and reporting requirements consistent with Department policy and procedure and 7 AAC 78.

Per 7 AAC 78.305 (Request for Appeal), an applicant may appeal a final grant award decision. Requests for hearing must be addressed to the Commissioner and received in writing at the address below within 15 days after the applicant receives notification of the decision. The request must contain the reasons for the appeal and must cite the law, regulation, or terms of the grant upon which the appeal is based.

With a copy to the contact identified on the solicitation cover page, send appeal to:

Heidi Hedberg, Commissioner
Department of Health
3601 C Street, Suite 902
Anchorage, Alaska 99503-5923

3.09 Cancellation of the RFP/Termination of Award

Contingent upon funding appropriations and the Governor's approval, the Department may fund proposals from eligible applicants. The Department may withdraw this RFP at any time and reserves the right to refrain from making an award when such action is deemed to be in the best interest of the State. Funds awarded for a grant as a result of this RFP may be withheld and the grant terminated by written notice from the State to the grantee at any time for violation by the grantee of any terms or conditions of the grant award, or when such action is deemed to be in the best interest of the State.

Section 4 Submission Requirements/Evaluation Criteria

4.01 Minimum Responsiveness Criterion per 78.100(2)(A)

Proposals that fail to meet the minimum responsiveness requirements below will be eliminated from consideration per 7 AAC 78.090(b)(2).

- 1** *(Application Group 2: Municipality of Anchorage (MOA), Application Group 3: Northern Region, Application Group 4: Southeast Region, Application Group 5: Coastal Region, Application Group 1: Central) - Applicant is eligible per 7 AAC 78.030.*

Evaluation/Review Criteria

Review

Points

	a Applicant is eligible per Alaska Administrative Code 7 AAC 78.030 .	☑	
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4.02 Other Technical Requirements per 7 AAC 78.060, 78.090(b) and 78.100

Response & Organizational Documentation

- 1** *(Application Group 2: Municipality of Anchorage (MOA), Application Group 3: Northern Region, Application Group 4: Southeast Region, Application Group 5: Coastal Region, Application Group 1: Central) - If applying as a non-profit organization, confirm non-profit status is documented.*

Evaluation/Review Criteria	Review	Points
a The agency is listed as a non-profit in good standing on the State's corporation database, confirmed at State Corporation Database and/or	☑	
b The agency's current 501(c)(3) status is confirmed on the Exempt Organizations page, accessible at IRS Tax Exempt Organization Search	☑	
c If a non-profit subsidiary of a non-profit corporation, a verifying letter from the parent non-profit agency is uploaded to the applicant's agency GEMS record (under General in the Agency Administration tab). The parent corporation must meet criteria a and/or b.	☑	

- 2** *(Application Group 2: Municipality of Anchorage (MOA), Application Group 3: Northern Region, Application Group 4: Southeast Region, Application Group 5: Coastal Region, Application Group 1: Central) - If applying as a Federally recognized tribal entity, upload the signed Resolution for Tribal Entities using the template provided below. Confirm the following criteria are met.*

Evaluation/Review Criteria	Review	Points
a The applicant is a recognized Alaska Native entity as verified by the Federal Register at Federal Register . If a tribal consortium, all members are recognized Alaska Native entities.	☑	
b A Resolution, completed on the provided form, is uploaded in the space provided. If a tribal consortium, a Resolution from each member tribe is uploaded as a single file.	☑	

- 3** *(Application Group 2: Municipality of Anchorage (MOA), Application Group 3: Northern Region, Application Group 4: Southeast Region, Application Group 5: Coastal Region, Application Group 1: Central) - If applying as a government entity, confirm the following criterion is met.*

Evaluation/Review Criteria	Review	Points
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	<p>a The applicant is another State Agency, such as the University; a political subdivision such as a city or municipality, verified at Local Boundary Commission ; or an REAA under AS 14.08.031 verified at Department of Education Alaska School Map.</p>	<input checked="" type="checkbox"/>	
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4 *(Application Group 2: Municipality of Anchorage (MOA), Application Group 3: Northern Region, Application Group 4: Southeast Region, Application Group 5: Coastal Region, Application Group 1: Central) - Confirm neither the applicant agency nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from receiving grant assistance from any State or federal department or agency. If an agency or its principals are excluded from receiving grant assistance, the proposal may not be considered.*

Evaluation/Review Criteria	Review	Points
<p>a The applicant agency nor its principals are barred from receiving federal assistance as verified in the federal System for Awards Management at System for Award Management (SAM).</p>	<input checked="" type="checkbox"/>	

5 *(Application Group 2: Municipality of Anchorage (MOA), Application Group 3: Northern Region, Application Group 4: Southeast Region, Application Group 5: Coastal Region, Application Group 1: Central) - Electronically sign the State Grant Assurances form.*

Evaluation/Review Criteria	Review	Points
<p>a State Grant Assurances form is signed by an individual authorized to enter into legal agreements on behalf of the applicant agency.</p>	<input checked="" type="checkbox"/>	

6 *(Application Group 2: Municipality of Anchorage (MOA), Application Group 3: Northern Region, Application Group 4: Southeast Region, Application Group 5: Coastal Region, Application Group 1: Central) -*

This program receives federal funds. Confirm the following criteria are met.

Evaluation/Review Criteria	Review	Points
<p>a The Federal Assurance and Certification form is electronically signed by an individual authorized to enter into legal agreements on behalf of the applicant.</p>	<input checked="" type="checkbox"/>	
<p>b The applicant agency GEMS record, under General in the Agency Administration tab, contains the agency's UEI number.</p>	<input checked="" type="checkbox"/>	

	<p>c The required Federal Funding Accountability and Transparency Act (FFATA) information, located under the Federal Reporting section of the Agency Administration tab, has been provided for the agency's most recently completed fiscal year. This task can only be completed by an Agency Power User.</p>	<input checked="" type="checkbox"/>	
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7 (Application Group 2: Municipality of Anchorage (MOA), Application Group 3: Northern Region, Application Group 4: Southeast Region, Application Group 5: Coastal Region, Application Group 1: Central) - Confirm the following information is provided at the Agency Administration tab. These tasks must be completed by a Power User. If the information is found to be incomplete or not current, there may be delay in execution of any offered award.

Evaluation/Review Criteria	Review	Points	
<p>a</p>	<p>The General section contains a current governing board roster. The roster includes terms of each seat and contact information outside the applicant agency for one or more officers.</p>	<input checked="" type="checkbox"/>	
<p>b</p>	<p>The Other Funding section contains a record for each source of agency operating funds. The record includes funds applied for under this solicitation. This is part of the pre-award risk assessment required under Uniform Guidance 2 CFR 200.</p>	<input checked="" type="checkbox"/>	
<p>c</p>	<p>The General section contains a State of Alaska business license number, verified at Alaska Business Licenses Search.</p>	<input checked="" type="checkbox"/>	
<p>d</p>	<p>All agency contact records are up to date, including Head of Agency, Primary Contact, and Head of Financial Operations.</p>	<input checked="" type="checkbox"/>	
<p>e</p>	<p>The applicant's agency record contains the Agency Fiscal Year Start Date.</p>	<input checked="" type="checkbox"/>	
<p>f</p>	<p>The applicant's agency GEMS record contains a current Federally Negotiated Indirect Cost Rate Agreement. If lapsed, the agreement is uploaded with written confirmation from the negotiating agency that the rate is valid until a new agreement is approved.</p>	<input checked="" type="checkbox"/>	

4.03 History of Compliance with Grant Requirements per 7 AAC 78.100(2)(B)

1 (Application Group 2: Municipality of Anchorage (MOA), Application Group 3: Northern Region, Application Group 4: Southeast Region, Application Group 5: Coastal Region, Application Group 1: Central) - Previous recipients of grant awards will confirm the following criteria pertaining to past performance and compliance are met. This is part of the pre-award risk assessment required under Uniform Guidance 2 CFR 200. All other applicants will mark Complete without confirming.

Evaluation/Review Criteria	Review	Points
<p>a Fiscal, narrative, and data reporting in prior years has been complete and timely.</p>	<input checked="" type="checkbox"/>	
<p>b Required State and Federal Single Audits have been submitted, verified at Division of Finance, State Single Audit. Any prior year audit exceptions have been resolved, verified by the Finance and Management Services Audit Section contact identified at Finance and Management Services Audit Contact.</p>	<input checked="" type="checkbox"/>	
<p>c Activities in prior year(s) demonstrate effective delivery of services. The departmental review may include documentation such as performance reports, audit reports, grant records, site visits, etc.</p>	<input checked="" type="checkbox"/>	
<p>d Agency historically maintains required standards. Verification may include, though is not limited to, quality assurance reviews, licensing, and certifications.</p>	<input checked="" type="checkbox"/>	
<p>e If a site visit was conducted at the agency for any Department of Health Grant Programs within the past three years, please identify the date of the visit and if there were findings. If there were findings, please identify what the findings were.</p>	<input checked="" type="checkbox"/>	

4.04 Questions and Criteria Related to Program Policy, Goals, Outcomes, and Activities

1 (Application Group 2: Municipality of Anchorage (MOA), Application Group 3: Northern Region, Application Group 4: Southeast Region, Application Group 5: Coastal Region, Application Group 1: Central) - Describe the proposed project in the text box below, identifying the ways in which it will achieve the program goals and anticipated outcomes stated in this RFP.

Evaluation/Review Criteria	Review	Points
<p>a The description demonstrates a thorough understanding of program goals and outcomes, and clearly identifies the ways in which they will be achieved.</p>	<input type="checkbox"/>	80

- 2** *(Application Group 2: Municipality of Anchorage (MOA), Application Group 3: Northern Region, Application Group 4: Southeast Region, Application Group 5: Coastal Region, Application Group 1: Central) - Provide the timeline for the initiation of services and implementation of project activities in the upload field below.*

Evaluation/Review Criteria		Review	Points
a	The timeline proposed for initiation of services and project activities is compatible with program intent and identifies a start date of July 1, 2026.	<input type="checkbox"/>	120

- 3** *(Application Group 2: Municipality of Anchorage (MOA), Application Group 3: Northern Region, Application Group 4: Southeast Region, Application Group 5: Coastal Region, Application Group 1: Central) -*

In the text box below, describe the ways in which the project aligns with program intent. The response will identify project resources, activities, and clearly state the project's anticipated goals, outputs, and outcomes.

Evaluation/Review Criteria		Review	Points
a	The described activities are well developed, reasonable and supportive of program intent.	<input type="checkbox"/>	80
b	The response identifies project resources, activities, and clearly states the project's anticipated goals, outputs, and outcomes.	<input type="checkbox"/>	40
c	The response includes a plan for the continuation of services in the event that the Local Administrator or key personnel are out of the office for more than one week.	<input type="checkbox"/>	60
d	The response includes a physical office in the regional service area in which services are proposed.	<input type="checkbox"/>	60

- 4** *(Application Group 2: Municipality of Anchorage (MOA), Application Group 3: Northern Region, Application Group 4: Southeast Region, Application Group 5: Coastal Region, Application Group 1: Central) - In the text box below, describe the project evaluation plan, including indicators and data gathering strategies that will be implemented to address the program's performance measures identified in Subsection 1.04.*

Evaluation/Review Criteria		Review	Points
a	The proposed evaluation plan includes indicators and data gathering strategies aligned with the program performance measures identified in Subsection 1.04.	<input type="checkbox"/>	80

5 (Application Group 2: Municipality of Anchorage (MOA), Application Group 3: Northern Region, Application Group 4: Southeast Region, Application Group 5: Coastal Region, Application Group 1: Central) - In the text box below, describe the target population and service area(s) of the proposed project.

Evaluation/Review Criteria		Review	Points
a	The description clearly identifies the proposed target population and service area and meets the intent of the services solicited.	<input type="checkbox"/>	80
b	The response describe how services will be delivered to the target population recognizing the diversity of the population, and the need for innovative distance delivery over such a broad area. Examples of remote service delivery methods may include, but are not limited to: travel to the area; recruitment of a local contact for distribution of brochures and applications; telephone; translator services; web access; facsimile; and mail. Proposals may also utilize subcontracts with local agencies to ensure the target population is being served.	<input type="checkbox"/>	80

6 (Application Group 2: Municipality of Anchorage (MOA), Application Group 3: Northern Region, Application Group 4: Southeast Region, Application Group 5: Coastal Region, Application Group 1: Central) - Provide the proposed budget for the first year of the project. Include detail and supporting narrative as shown in the provided Grant Budget Preparation Guidelines (Documents tab). Confirm the following criteria are met.

Evaluation/Review Criteria		Review	Points
a	The budget narrative is complete and mutually consistent with the budget detail.	<input checked="" type="checkbox"/>	
b	Cost line items are allowable under 7 AAC 78.160 and are compliant with stated program requirements.	<input checked="" type="checkbox"/>	
c	Travel costs are consistent with 7 AAC 78.160(h) and (i), and with any program requirements or limitations identified in the solicitation.	<input checked="" type="checkbox"/>	
d	Equipment costs and subcontract costs are allowed by the program and consistent with 7 AAC 78.280.	<input checked="" type="checkbox"/>	
e	Indirect costs are fully compliant with rates and exemptions of the agency's current Federally Negotiated Indirect Cost Rate Agreement, uploaded in the General section of the Agency Administration tab.	<input checked="" type="checkbox"/>	

	f The budget supports the proposed project and program intent, and the project appears achievable with demonstrated resources.	<input type="checkbox"/>	40
	g Costs are reasonable and substantiated in the narrative.	<input type="checkbox"/>	20
	h The proposed budget narrative clearly describes any necessary allocation of resources among target populations or service areas.	<input type="checkbox"/>	20
	i In accordance with federal grant restrictions (or program statute or regulation), proposed budgets must limit total administrative costs to no more than 12% of the total grant award.	<input type="checkbox"/>	20

4.05 Applicant Qualifications - Criteria Relating to Personnel, Management, and Facilities

- 1** *(Application Group 2: Municipality of Anchorage (MOA), Application Group 3: Northern Region, Application Group 4: Southeast Region, Application Group 5: Coastal Region, Application Group 1: Central) - In the text box below, describe the agency's previous experience in providing services the same as, or similar to, those proposed. Clearly identify the time period over which services were provided and the population served. This is part of the pre-award risk assessment required under Uniform Guidance 2 CFR 200.*

Evaluation/Review Criteria	Review	Points
a The applicant's previous experience providing the same or similar services demonstrates the resources and capacity needed to provide the solicited program services. Note: the review by department staff will also include documentation such as prior year performance reports, audit reports, site visits, etc. as noted in Subsection 4.03.	<input type="checkbox"/>	60
b Agency has the financial strength and capacity to manage grants and verifies that it has the capacity to implement funds if received.	<input checked="" type="checkbox"/>	

2 (Application Group 2: Municipality of Anchorage (MOA), Application Group 3: Northern Region, Application Group 4: Southeast Region, Application Group 5: Coastal Region, Application Group 1: Central) -

In the text box below, describe the proposed project's program and administrative staffing needs. Scan the following documents as a single file and upload in the space provided below: 1) Position descriptions for key project positions 2) Resumes and professional credentials for position holders 3) Resumes of administrative staff providing supervision, fiscal, reporting, and management needs. This is part of the pre-award risk assessment required under Uniform Guidance 2 CFR 200. Included in the documents, please attach an organizational chart showing how this program fits into the total organizational structure of the applicant agency. The organizational chart should include specific personnel (all applicable sub-grantees or contractors) assigned to accomplish the activities called for in this Request for Proposal and illustrate the lines of authority and supervision.

Evaluation/Review Criteria		Review	Points
a	Staff providing services are qualified and competent as demonstrated by the uploaded position descriptions, resumes, and professional credentials.	<input type="checkbox"/>	120
b	Staffing levels are sufficient to support the requirements of the proposed project and compliant with all identified program mandates.	<input type="checkbox"/>	80
c	Position descriptions support the intent of the RFP and the project proposed.	<input type="checkbox"/>	60
d	Administrative staff is qualified as demonstrated by the resumes provided.	<input type="checkbox"/>	80
e	Administrative capacity demonstrates capability to meet management and reporting needs.	<input type="checkbox"/>	80
f	Agency has indicated in the narrative proposal what the overall agency staff turnover rate has been during the past two years.	<input checked="" type="checkbox"/>	
g	The response includes the staff member of a Local Administrator.	<input type="checkbox"/>	80
h	Applicants must upload an organizational chart showing how this program fits into the total organizational structure of the applicant agency. The organizational chart should include specific personnel (all applicable sub-grantees or contractors) assigned to accomplish the activities called for in this Request for Proposal and illustrate the lines of authority and supervision.	<input type="checkbox"/>	60

3 *(Application Group 2: Municipality of Anchorage (MOA), Application Group 3: Northern Region, Application Group 4: Southeast Region, Application Group 5: Coastal Region, Application Group 1: Central) - In the text box below, describe the procedures that will be used to protect client confidentiality.*

Evaluation/Review Criteria		Review	Points
a	The applicant's description identifies the procedures necessary to protect client confidentiality compliant with State and Federal standards.	<input type="checkbox"/>	100

4 *(Application Group 2: Municipality of Anchorage (MOA), Application Group 3: Northern Region, Application Group 4: Southeast Region, Application Group 5: Coastal Region, Application Group 1: Central) - In the text box below, describe the service delivery facilities and locations and the ways in which access to services will enhance project success.*

Evaluation/Review Criteria		Review	Points
a	The facilities described are safe and appropriate to the purpose of the program.	<input type="checkbox"/>	60
b	Access to the locations will enhance delivery of services to the targeted populations.	<input type="checkbox"/>	60

4.06 Demonstration of Support/Coordination of Service

1 *(Application Group 2: Municipality of Anchorage (MOA), Application Group 3: Northern Region, Application Group 4: Southeast Region, Application Group 5: Coastal Region, Application Group 1: Central) -*

In the upload field below, provide a single-file scan of documented community support for the proposed project. The response also includes coordination with partners (Child Care Resource and Referral Network, Tribal Child Care Assistance Program, Child Care Licensing, DPA Regional Office, contracted Work Services Provider agencies, Office of Children’s Services (OCS), and other CCAP grantees, etc.) necessary to provide access and supports to the clients served.

Evaluation/Review Criteria		Review	Points
a	Appropriate documentation of support is provided from each community in which the applicant proposes to provide services.	<input type="checkbox"/>	60
b	The response includes cooperation with partners (Child Care Resource and Referral Network, Tribal Child Care Assistance Program, Child Care Licensing, DPA Regional Office, contracted Work Services Provider agencies, Office of Children’s Services (OCS), and other CCAP grantees, etc.) necessary to provide access and supports to the clients served	<input type="checkbox"/>	60

- 2** *(Application Group 2: Municipality of Anchorage (MOA), Application Group 3: Northern Region, Application Group 4: Southeast Region, Application Group 5: Coastal Region, Application Group 1: Central) - In the text box below, describe the ways in which the project planning process involved the public and potential service recipients.*

Evaluation/Review Criteria		Review	Points
a	The applicant's description demonstrates the involvement of the public and potential recipients of services in planning the project proposed.	<input type="checkbox"/>	40

- 3** *(Application Group 2: Municipality of Anchorage (MOA), Application Group 3: Northern Region, Application Group 4: Southeast Region, Application Group 5: Coastal Region, Application Group 1: Central) - In the text box below, describe partnerships or collaborations necessary to the proposed project. In the upload field below, provide a single-file scan documenting existing partnerships and collaborations specific to the proposed project.*

Evaluation/Review Criteria		Review	Points
a	Partnerships and collaborations necessary for the effective delivery of services are well described. Evidence specific to the proposed project is provided.	<input type="checkbox"/>	60

- 4** *(Application Group 2: Municipality of Anchorage (MOA), Application Group 3: Northern Region, Application Group 4: Southeast Region, Application Group 5: Coastal Region, Application Group 1: Central) - In the text box below, describe the in-place or planned coordination with the State or other providers for referrals necessary to project success. Identify the project staff involved as well as the responsible positions at the referring agencies.*

Evaluation/Review Criteria		Review	Points
a	The applicant's description demonstrates a clear understanding of the roles that must be performed by the applicant and by referring agencies for the effective delivery of services to the targeted population.	<input type="checkbox"/>	60