

CHAPTER 159  
CHILD CARE RESOURCE AND REFERRAL SERVICES

Chapter rescission date pursuant to Iowa Code section 17A.7: 1/1/28

PREAMBLE

These rules define the process for awarding grants for the delivery of child care resource and referral services.

**441—159.1(237A) Definitions.**

“*Applicant*” means an agency that applies for a contract as a regional child care resource and referral agency.

“*Child care facility*” means a child care center, preschool, or child development home.

“*Child care resource and referral agency*” means a community-based nonprofit incorporated agency or public agency that is under a contract with the department to provide resource and referral services as defined in subrule 159.3(1).

“*Director*” means the director of the department of human services.

“*Region*” means the service area of the child care resource and referral agency as determined in the contract with the department.

[ARC 8654B, IAB 4/7/10, effective 6/1/10]

**441—159.2(237A) Availability of funds.** In any year in which funds are available for child care resource and referral services, the department shall award grants for child care resource and referral services pursuant to a request for proposals.

**159.2(1)** The total amount of grant moneys awarded shall be contingent upon the funds available.

**159.2(2)** Grants shall be issued on a regional basis. The department shall determine the amount of grant money available for each region based upon the factors set forth in the request for proposals.

[ARC 8654B, IAB 4/7/10, effective 6/1/10]

**441—159.3(237A) Participation requirements.**

**159.3(1) Resource and referral services.** Grants will be awarded to community-based nonprofit incorporated agencies and public agencies that have the capacity to provide all of the following types of services:

*a. Parent services.*

(1) The agency shall assist families in selecting quality child care and shall provide referrals to child care facilities.

(2) The agency may provide referrals to child care homes and may provide specialized referral services to employers.

*b. Provider services.* The agency shall:

(1) Assist child care providers in adopting developmentally appropriate programs and sustainable business practices to provide quality child care services through the delivery of consultation, training, and other resources and materials.

(2) Support the development of new child care facilities and the expansion of existing child care facilities in response to identified needs.

(3) Encourage participation of eligible child care facilities in the federal Child and Adult Care Food Program (CACFP).

*c. Community services.* The agency shall:

(1) Provide information to the public regarding the availability and quality of child care services within the agency’s region.

(2) Coordinate with other public and private entities and services within the region. Activities shall include coordinating with community-level efforts to improve the consistency and quality of data

collection, consultation and other supports to child care homes and child development homes, particularly the efforts of home consultants funded by a community empowerment area board.

*d. Other.* The agency shall offer such other services as set forth in the request for proposals issued by the department.

**159.3(2) Matching funds.** The agency must provide a financial match of the grant award as set forth in the request for proposals. Eligible match includes in-kind contributions, private donations and public funding.

[ARC 8654B, IAB 4/7/10, effective 6/1/10]

**441—159.4(237A) Request for proposals for project grants.** The department shall announce the request for proposals through public notice.

**159.4(1) Proposal submittal.** All applicants shall submit proposals to Iowa Department of Human Services, Bureau of Child Care, Hoover State Office Building, Fifth Floor, 1305 E. Walnut, Des Moines, Iowa 50319-0114.

**159.4(2) Proposal requirements.** To be eligible for review, a proposal shall:

- a. Be received by the due date specified in the request for proposals;
- b. Be in the form prescribed by the department in the request for proposals; and
- c. Meet the requirements set forth in the request for proposals.

[ARC 8654B, IAB 4/7/10, effective 6/1/10]

**441—159.5(237A) Selection of proposals.** The selection criteria for the grants shall be set forth in the request for proposals.

**159.5(1)** The director shall make the final decision regarding grants awarded to applicants. Only one grant shall be awarded in each specified region to the agency that best meets the criteria set forth in the request for proposals.

**159.5(2)** The department reserves the right to award grants for less than the amount of appropriated funds if there is an insufficient number of acceptable proposals submitted to adequately achieve the purpose of child care resource and referral services statewide.

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These rules are intended to implement Iowa Code section 237A.26.

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