

## ECEAP Slot Reallocation

**If an ECEAP Contractor returns slots to DEL, DEL staff will engage in the following internal process to award the slots to one or more current ECEAP contractors.**

1. DEL ECEAP staff will create a list of contractors eligible to receive reallocated slots based on:
  - Saturation study data
  - Other factors implying a local need for more slots such as recent requests from a Contractor or readiness of a site participating in the ECEAP Pathways Project.
  - Waiting list data from ELMS, including number of eligible children waiting.
  - Priority point levels for currently enrolled children.
  - Current good standing status with DEL and the Region X Office of Head Start if applicable.  
*\*Good standing means a contractor has no action plan or is making strong progress to complete an action plan.*
  - Recent success accepting and filling temporary slots.
  - Recent loss of Head Start or other early learning slots, and the reason for this loss.
2. **If there are 10 or less available slots**, DEL will decide the most appropriate placement(s) of the slots and contact potential ECEAP directors to discuss.
3. **If there are 11 or more slots available**, DEL staff will send a one-page application to all Contractors on the eligible list to collect:
  - Interest in accepting reallocated slots.
  - The number of slots they could place.
  - Dates ECEAP services would begin for new slots.
  - Plans to modify services if slots start after September.
  - Site(s) where slots would be placed.
  - Whether site(s) will be direct service or subcontracted
    - If subcontracted, the current status of the subcontractor with compliance with ECEAP performance standards.
  - Detail about the site(s) waiting list(s).
  - Other information deemed important by the Contractor, such as how these slots support the ECEAP Pathways Project
4. DEL ECEAP staff will compile responses from eligible Contractors and make the final decisions about awarding slots.
5. DEL will send contract amendments to Contractors with slot increases and decreases.
6. Reallocated slots will remain with the new contractor and not return to the original contractor in future years.