

PROJECT OVERVIEW

Douglas ESD and Business Champions for Kids (Biz4Kids), with support from Care Connections & Education, is launching a Back-Up Childcare Pilot Program to help working families when their regular childcare arrangements unexpectedly fall through (excluding child illness). Through this pilot, participating childcare providers will reserve a childcare slot that can be used by employees of two healthcare employers on short notice. The goal is to support working parents, reduce unplanned work absences, and strengthen connections between employers and local childcare providers.

Up to four childcare providers will receive **monthly funding, based on the 2026 ERDC rate**, through the pilot to each reserve one to two slots from November 2026 – June 2027. Providers must meet the program requirements listed below.

Childcare providers interested in participating are encouraged to apply and share information about their program, enrollment process, age groups served, availability, and staffing capacity. Applications are open **September 4 through September 21**, with finalist site visits completed by October 9, contracts finalized by October 30, and the pilot beginning in November 2026. Application and selection details are provided below.

MINIMUM REQUIREMENTS

Providers must meet all of the following requirements to be considered:

- Be a licensed childcare provider (Registered Family, Certified Family, or Licensed Center) and a *registered business* in Oregon with an EIN (employer identification number).
- Have no licensing violations within the past 12 months and no serious valid findings related to their business.
- Provide proof of current liability insurance (before pilot begins) with:
 - \$1,000,000 per occurrence
 - \$2,000,000–\$3,000,000 aggregate coverage
- Operate on a consistent schedule of at least 9 hours per day.

CHILDCARE PROVIDER COMMITMENTS

Selected providers must agree to:

- Reserve one childcare slot for the duration of the pilot program (approximately November 2026–June 2027) in one of the following age groups:
 - Infant/Toddler
 - Preschool/School-Age
- Complete and sign all required contract documents.
- Participate in pilot program meetings.
- Provide feedback during and after the pilot.
- Work collaboratively with Douglas ESD/Biz4Kids and participating employers.

PRIORITY AREAS FOR SELECTION

Based on the needs of the participating employers:

- Infant/toddler care availability and/or preschool care availability
- Ability to reserve and maintain a backup care slot.
- Quick access to care with minimal advance notice
- Clear communication and family expectations
- Monday through Friday availability
- Full-day operating hours
- Location in Roseburg, Sutherlin, or Myrtle Creek
- Staffing stability and ability to maintain ratios.
- Family communication and onboarding process

THE BACKUP CHILDCARE PROVIDER APPLICATION INCLUDES QUESTIONS ABOUT:

These are in addition to the minimum requirements listed above.

AVAILABILITY & LOCATION

- Availability of care options, such as:
 - Early morning care
- Location in Roseburg or surrounding area, Myrtle Creek or Sutherlin Oregon.
- Amount of advance notice required for families to use a reserved backup care slot.

ONBOARDING & FAMILY ENROLLMENT PROCESS

- Ease of completing enrollment paperwork (digital, paper, or).
- Availability of family tours or orientations.
- Whether tours are required.
- Is a Handbook available?
- Clear communication process and expectations for diapers, food, drop-off, pick-up, and similar family responsibilities
- Closure dates or additional fees your program has

AGE GROUP COVERAGE

- Availability of a reserved slot for:
 - Infant/Toddler care (ages 6 weeks to 3 years)
 - Preschool/School-Age care (ages 3 to twelve years)

STAFFING STABILITY & BACKUP CAPACITY

- Existence of a staffing backup plan in case of staff illness or absence.
- Availability of substitute staff to maintain required staff-to-child ratios.

Optional Info Session – Thurs. Sept. 10 from 6-7 pm

Join an optional virtual info session on Thursday, September 10, 6-7 pm. Sign up [HERE](#) to receive Zoom link.

Application Link – Application Due Date - September 21, 2026

To apply, follow the link [HERE](#)