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SUBJECT: Executive Order N-17-25, Additional Flexibilities for Child Care and Development Programs in Los Angeles and Ventura Counties Related to Wildfires.

Applicable Contract Types:

- California Work Opportunity and Responsibility to Kids (CalWORKs) Stage 1 (Stage 1)
- CalWORKs Stage 2 (C2AP)
- CalWORKs Stage 3 (C3AP)
- Emergency Child Care Bridge Program (Bridge)
- California Alternative Payment Program (CAPP)
- California Migrant Alternative Payment Program (CMAP)
- Children with Severe Disabilities (CHAN)
- Migrant Child Care and Development Program (CMIG)
- Family Child Care Education Home Networks (CFCC)
- General Child Care and Development (CCTR)
- California Resource and Referral Program (CRRP)

On January 7, 2025, the Governor of California proclaimed a [State of Emergency](#) in Los Angeles and Ventura Counties due to the Palisades Fire and windstorm conditions that had at that time burned over 15,000 acres, with additional fires igniting and spreading rapidly in Los Angeles County, including the Eaton, Hurst, Lidia, and Woodley Fires.

On January 10, 2025, the Governor of California issued [Executive Order N-3-25](#) which included reimbursement flexibilities for child care and development contractors.

On February 4, 2025, the Governor of California issued [Executive Order N-17-25](#). The following guidance is intended to help child care and development contractors understand the provisions laid out in Executive Order N-17-25, as well as existing regulations and related resources.

I. Executive Order N-17-25 Summary:

- **Documentation Extension:** Families who are experiencing homelessness and need child care may require additional time to gather documentation and meet other requirements to enroll in child care. Families experiencing homelessness will have additional 60 days beyond the date such documentation would otherwise be due.
- **Suspension of Specified Program Quality Requirements:** Specified program quality requirements, including the Program Self Evaluation, Parent Survey, Desired Results Developmental Profile (DRDP), and Environment Rating Scales (ERS), are suspended for contractors impacted by the emergency in Los Angeles and Ventura counties to allow programs to respond to and prioritize supporting impacted children and families in crisis.

II. Executive Order Details:

Extension of the Documentation Timeline for Families Experiencing Homelessness:

The requirement to submit required documentation for families experiencing homelessness, as defined in Title 5 Section 18078(i), and enrolling in a California Department of Social Services (CDSS) Child Care and Development program, as specified in Title 5 Section 18090(e), is suspended through January 1, 2026, for families impacted by the emergency in Los Angeles and Ventura counties. The suspension allows programs to have additional 60 days beyond the date such documentation would otherwise be due. This will allow up to 90 days from the date the parent signs the application for services to gather eligibility and need documentation for families experiencing homelessness.

Programs shall continue to collect eligibility and need documentation in accordance with [5 CCR 18090](#). The contractor shall permit the enrollment of children to begin immediately upon the parent signing the application for services when the basis for eligibility is family experiencing homelessness. The parent shall provide all required documentation, including immunization records, within **90 days** from the date the application for services is signed.

Suspension of the Fiscal Year (FY) 24-25 Parent Survey Requirements for All Contract Types

The requirement to conduct the parent survey, as specified in Title 5 section 18280, is suspended for CDSS Child Care and Development contractors impacted by the emergency in Los Angeles and Ventura counties through June 30, 2025. Waiver through June 30, 2025, means that the requirement will not apply in fiscal year 2024-2025. The requirement will resume in fiscal year 2025-2026.

With the suspension of the requirements to distribute, collect, and analyze a Parent Survey set forth in 5 CCR 18280, the following activities are waived through June 30, 2025, for contractors impacted by the emergency in Los Angeles and Ventura counties:

- The distribution, collection, and analysis of the applicable Parent Survey for Alternative Payment Programs and Resource Referral Programs.
- The distribution, collection, and analysis of the Desired Results Parent Survey for direct service contractors.
- Results and analysis of the parent survey as a part of the annual self-evaluation process.

If contractors who provide services in areas impacted by the emergency in Los Angeles and Ventura counties have the capacity to do so, it is critical that they reach

out to impacted families to assess the health and social service needs of all enrolled families.

Suspension of the FY 24-25 Program Self Evaluation Requirements

The requirement to conduct the Program Self Evaluation, as specified in Title 5 section 18279, is suspended for CDSS Child Care and Development contractors impacted by the emergency in Los Angeles and Ventura counties through June 30, 2025. Waiver through June 30, 2025, means that the requirement will not apply in fiscal year 2024-2025. The requirement will resume in fiscal year 2025-2026.

With the suspension of the Program Self Evaluation requirements set forth in 5 CCR 18279, the following activities are waived through June 30, 2025, for contractors impacted by the emergency in Los Angeles and Ventura counties:

- Requirement to complete the CDSS Program Self-Evaluation survey.
- The distribution and collection of the applicable Parent Survey for Alternative Payment Programs and Resource Referral Programs.

For Direct Service Contractors (CCTR, CMIG, CFCC, and CHAN)

- The distribution and collection of the Desired Results Parent Survey.
- Completed Desired Results Developmental Profile Agency Level Summary of Findings.
- Completed Environment Rating Scale Classroom/Home Observations.
- Completed Environment Rating Scale Agency Level Summary of Findings.

Impacted programs in Los Angeles and Ventura counties may continue to complete the FY 24-25 Program Self-Evaluation if they have the capacity to do so.

Suspension of the Desired Results Developmental Profile Requirements (CCTR, CMIG, CHAN, and CFCC)

The requirement to complete the Desired Results Developmental Profile (DRDP) in the CDSS Child Care and Development programs, as specified in Title 5 Section 18272, is suspended for contractors impacted by the emergency in Los Angeles and Ventura counties through June 30, 2025. Waiver through June 30, 2025, means that the requirement will not apply in fiscal year 2024-2025. The requirement will resume in fiscal year 2025-2026.

With the suspension of the Desired Results Developmental Profile requirements set forth in 5 CCR 18272, the following activities are waived through June 30, 2025, for contractors impacted by the emergency in Los Angeles and Ventura counties:

- Documentation of completed developmental profiles for children enrolled in the program.
- For new enrollments prior to June 30, 2025, the requirement to complete a DRDP for each child within 60 calendar days.
- Spring 2025 DRDP Online data upload.

- Documentation of completed Classroom/Home/Agency Level Summary of Findings documentation.

The requirement to complete the DRDPs on all enrolled children is waived through June 30, 2025, for Child Care and Development programs who hold contracts through CDSS and are impacted by the emergency in Los Angeles and Ventura counties.

Local Education Agencies (LEA) providing special education services to children birth to three with Individualized Family Service Plans (IFSP) and children 3 through 5 years of age with Individualized Education Plans (IEP) may continue requiring the completion of the DRDP. Child Care and Development Contractors shall collaborate with the LEA's special education program staff, where possible, to support the completion of the DRDP to meet the LEA's requirement.

For contractors who continue to complete DRDPs, but who due to extended absences of the child impacted or closure of the contractor due to the emergency are unable to complete a measure, the contractor may indicate **unable to rate** due to the inconsistent attendance.

Programs who hold California State Preschool Program (CSPP) contracts and have questions about FY 24-25 DRDP guidance for CSPP programs should reach out to their CDE program consultant for technical assistance.

Suspension of the FY 24-25 Environment Rating Scale Requirements (CCTR, CFCC, CMIG, and CHAN)

The requirement to complete an Environment Rating Scale in the CDSS Child Care and Development programs, as specified in Title 5 Section 18281, is suspended for contractors impacted by the emergency in Los Angeles and Ventura counties through June 30, 2025. Waiver through June 30, 2025, means that the requirement will not apply in fiscal year 2024-2025. The requirement will resume in fiscal year 2025-2026.

With the suspension of the requirements for Environment Rating Scale, as described in 5 CCR 18281, the following activities are waived through June 30, 2025, contractors impacted by the emergency in Los Angeles and Ventura counties:

- Requirement to conduct an Environment Rating Scale on all classrooms or homes as a part of the FY 24-25 program self-evaluation process.
- Documentation of completed Home/Classroom/Agency Summary of Findings.

Contractors may continue to conduct Environment Rating Scales on homes and classrooms if they have the capacity and if doing so does not place an undue burden on a program or provider responding to the emergency in Los Angeles and Ventura counties.

Notification to CDSS Program Consultant

Contractors who have been impacted by the emergency in Los Angeles and Ventura counties and intend to utilize the suspension of the program quality requirements as described above for the remainder of the 24-25 fiscal year shall notify their assigned program consultant by e-mail for tracking and support purposes.

Community Care Licensing Division (CCLD)

The CCLD published [Provider Information Notice \(PIN\) 25-02-CCP](#) with information about the Governor's Proclamation of a State of Emergency and Executive Orders authorizing the Director of CDSS to waive licensing requirements in order to directly respond to the needs of child care facilities and providers impacted by the January 2025, fires in Los Angeles and Ventura Counties. The PIN provides resources and guidance on waivers for licensed child care facilities and providers, including region-wide waivers, individual facility waivers, and waivers for license-exempt facilities.

If you operate a licensed facility, please report any incidents on the premises to the CCLD pursuant to the California Code of Regulations, Title 22, sections 101212(d) and 102416.2(c). For help identifying your local regional office for licensing question or to report an incident, please visit [Office Locator](#).

III. Additional Emergency Disaster Resources:

Federal Disaster Resources:

- **Federal Emergency Management Agency (FEMA):** For business owners who sustained losses in the designated areas can begin applying for assistance by registering online at www.DisasterAssistance.gov or by calling 1-800-621-3362 or 1-800-462-7585 TTY."
- **The United States (U.S) Health & Human Services:** For prescription assistance, visit the [Administration for Strategic Preparedness and Response \(ASPR\)'s Emergency Prescription Assistance Program \(EPAP\)](#), which was activated on January 17, 2025 for Los Angeles County, California to aid **uninsured residents** in replacing prescription medicines or certain medical equipment lost or damaged in the ongoing wildfires.
- **The United States (U.S.) Small Business Administration:** Visit the U.S. Small Business Administration to learn more about their disaster loans programs: <https://www.sba.gov/>
- **Office of the Head Start:** For information on Helping Children Cope After a Disaster, visit the Office of Head Start Early Childhood and Learning Center website at <https://eclkc.ohs.acf.hhs.gov/publication/helping-your-child-cope-after-disaster>.
- **National Child Trauma Stress Network:** For resources to help children, families, and communities navigate what they are seeing and hearing, and finding ways to cope together, visit the National Child Trauma Stress Network

website is at <https://www.nctsn.org/what-is-child-trauma/trauma-types/disasters/wildfire-resources>.

State Disaster Resources:

- **The Governor's 2025 Los Angeles Fires Resources Website:** For information related to the Los Angeles Fires disaster, including Federal Emergency Management Agency (FEMA) assistance, insurance, and other disaster resources, visit: <https://www.ca.gov/LAfires/>
- **The California Health and Human Services (CHHS) Emergency Response Guide:** Visit the CHHS' Emergency Resource Guide: <https://www.chhs.ca.gov/blog/2025/01/08/calhhs-emergency-resource-guide/>. **The California MAP to inclusion and Belonging:** Visit the Coping with Trauma Resources website is at <https://cainclusion.org/camap/resources-and-links/coping-with-trauma-a-collection-of-resources/>.
- **Low Income Home Energy Assistance Program (LIHEAP):** Visit the LIHEAP website to learn more about assistance for eligible low-income households to meet their immediate home heating and/or cooling needs: <https://www.csd.ca.gov/pages/liheapprogram.aspx>
- **California LifeLine:** Visit the California LifeLine program for information on discounted home phone and cell phone services to qualified households: <https://www.cpuc.ca.gov/consumer-support/financial-assistance-savings-and-discounts/lifeline/california-lifeline-eligibility>
- **California Office of the Small Business Advocate:** <https://calosba.ca.gov/> maintains this resource page: [Disaster Resources | Outsmart Disaster](#)
- **Shelter Information:** As California endures wildfires fueled by high wind activity, the California Governor's Office of Emergency Services is coordinating with the California Department of Social Services and local governments to ensure impacted communities have access to shelters and vital services. For shelter-related information, including locations, please visit: <https://news.caloes.ca.gov/shelters-available-for-communities-impacted-by-wildfires-in-los-angeles-county-2/>
- **Listos:** Through Listos California, individuals throughout the community can find wildfire-specific resources, sign up for emergency alerts, download personal preparedness planning guides, and access resources in multiple languages. Please visit: <https://www.listocalifornia.org/disaster-readiness/>

California Department of Social Services (CDSS) Disaster Resources:

- **California Department of Social Services (CDSS) Website:** For CDSS' Disaster Help Center, please visit [Home | California Dept. of Social Services](#).
- **California Resource & Referral (R&R) Agency:** California R&R programs provide training and technical assistance, as well as, resources for Early Learning and Care providers. Please contact your local R&R for information on available resources. For a list of local R&R agencies, please visit the California Child Care Resource & Referral Network's website: <https://rrnetwork.org/family-services/find-child-care>

- **MyChildCarePlan.org:** This website offers a customizable child care search tool and live support from local specialists to help parents to find the right child care for them, for more information visit [MyChildCarePlan.org](https://www.mychildcareplan.org) or call 1(800)543-7793.
- **Child and Adult Care Food Program (CACFP):**
 - The CACFP has standing emergency flexibilities that include Eligibility for free Meals, Emergency Shelters, and Reimbursement Claiming. See: [SP 46-2014, CACFP 12-2014, SFSP 18-2014 Disaster Response](#) for more details.
 - Additionally, the CACFP received federal approval for a waiver to allow non-congregate meal service in response to the January 2025 wildfires disaster declaration. For the CACFP Bulletin, please visit: [CDSS-CACFP-2025-01 Non-Congregate Meal Service in Response to the Wildfires in Los Angeles and Ventura Counties – January 2025](#), which provides eligibility requirements, application instructions, and implementation guidance for CACFP operators that are interested in receiving approval to use this waiver.
 - For questions regarding this information, please contact the CACFP Team by e-mail at CACFPInfo@dss.ca.gov
- **California Work Opportunity and Responsibility to Kids (CalWORKs):** Families can learn about aid and services provided through CalWORKs by visiting www.calworks.org. Families can apply for CalWORKs, CalFresh, and Medi-Cal [in person](#) or online by visiting BenefitsCal.com.
 - Current recipients of CalWORKs impacted by a state and/or federally declared disaster may be eligible for several exceptions or waivers of existing rules, including nonrecurring special needs payments, an exception to the once-every-12-month limit for Homeless Assistance (HA), and welfare-to-work (WTW) requirements. For a more detailed list of program flexibilities and policy reminders, please refer to the [ACWDL dated October 10, 2023](#).

Programs who hold California State Preschool Program (CSPP) contracts and have questions about FY 24-25 guidance for CSPP programs should reach out to their CDE program consultant for technical assistance.

The CDSS advises all programs and providers to address immediate safety needs and heed all evacuation orders and associated local emergency advisories during this declared state of emergency. Please notify me directly with any contractor questions, and I will coordinate responses with our fiscal analysts as needed. Also, if you learn of any conflicting instructions, please send to me immediately, so I can support the flow of consistent information, which is critical during a disaster.

In Partnership,