



**CDE Management Bulletin 21-08:
Guidance Regarding the Extension of Temporary Emergency Child Care Services,
Enrolling New Families in Temporary Emergency Child Care, Transition into
Ongoing Child Care Services, and Assessment of Family Fees for Essential
Workers and At-Risk Populations**

This Management Bulletin (MB) updates MB 20-14

Currently Enrolled Families

- Services for families who **are currently enrolled** in Emergency Child Care through an Alternative Payment program (CAPP or CMAP) may be extended until June 30, 2022.
 - Contractors may either issue families a Notice of Action (NOA), or a letter notifying them of the extension of services.
 - A letter template for notification of the extension of temporary Emergency Child Care services, assessment of family fees, and the revised last date of temporary Emergency Child Care services can be located at <https://www.cde.ca.gov/sp/cd/ci/documents/emereextenparentletter.docx>.
- To the extent possible, contractors should transition eligible families from Emergency Child Care into ongoing (non-Emergency) subsidized CAPP if they have sufficient funds to do so. Information on transitioning families is available at <https://www.cde.ca.gov/sp/cd/ci/documents/twelvemonthguidance.doc>.

New Families

- CAPP and CMAP contractors may enroll new families into temporary Emergency Child Care.
 - Emergency Child Care is available to the children of “essential” workers or if the family is part of an “at risk” population.
 - Families are subject to the normal eligibility requirements for subsidized care and must be prioritized in the typical fashion. New families enrolled in Emergency Child Care may be served with those funds until June 30, 2022.
 - New families shall complete and submit the Self-Certification of Eligibility for COVID-19 Emergency Child Care form for each parent included in the family. The Self-Certification of Eligibility for COVID-19 Emergency Child Care form can be accessed at <https://www.cde.ca.gov/sp/cd/ci/documents/covidselfcert.pdf>.
 - Contractors must provide written notification to families who are newly enrolled in temporary Emergency Child Care that they will be required to pay a family fee.

For more information, consult [MB 21-08](#).