



LOUISIANA DEPARTMENT OF EDUCATION

8/31/2021

To: Early Learning Center Providers, Family Child Care Providers and In-Home Providers

From: Lisa Brochard, Louisiana Department of Education
Child Care Development Fund Grant Administrator

Re: **NOTICE – LEVEL 3 - Take Action: Complete a Damage Report and Reopening Form - Hurricane Ida ([DR-4611-LA](#))**

The Louisiana Department of Education (LDOE) would like to inform you that a [federal disaster declaration](#) has been approved for the Louisiana parishes as [requested](#) by Governor John Bel Edwards.

Ascension, Assumption, East Baton Rouge, East Feliciana, Iberia, Iberville, Jefferson, Lafourche, Livingston, Orleans, Plaquemines, Pointe Coupee, St. Bernard, St. Charles, St. Helena, St. James, St. John the Baptist, St. Martin, St. Mary, St. Tammany, Tangipahoa, Terrebonne, Washington, West Baton Rouge and West Feliciana

Additional parishes may be added and will be notified.

If your location is situated in any of the above parishes, you **MUST** complete the appropriate form below and submit it to the LDOE **by 5:00 PM on Tuesday, September 14, 2021**. Failure to do so may result in suspension of your license/certification. Any reopening form submitted on or prior to August 29, 2021 (date of landfall of Hurricane Ida) must be resubmitted.

EARLY LEARNING CENTERS

The form must be submitted by 5:00 PM on Tuesday, September 14, 2021. The form may be completed [online](#) or [downloaded](#) and submitted by

1. scanning and emailing to LDELicensing@la.gov;
2. faxing to 225-342-2498; or
3. mailing to:
Louisiana Department of Education – Division of Licensing
ATTN: Child Care Center Re-Opening
P.O. Box 4249
Baton Rouge, LA 70821-3078

If you have any questions, please contact our office by email LDELicensing@la.gov or call 225-342-9905.

FAMILY CHILD CARE AND IN-HOME PROVIDERS

The form must be submitted by 5:00 PM on Tuesday, September 14, 2021. The form may be completed [online](#) or [downloaded](#) and submitted by

1. scanning and emailing to LDELicensing@la.gov;
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Louisiana Believes



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Please remind families that they may be eligible for the following assistance.

Child Care Assistance Program – Louisiana Department of Education

Families who are experiencing homelessness by [lacking a fixed, regular and adequate nighttime residence](#) may qualify for Child Care Assistance Program (CCAP) for up to 90 days without evidence of employment and training activity requirements. They must apply for CCAP electronically here, by mail/fax using the attached form or those linked below.

English – [CCAP Application](#)

Spanish – [CCAP Application](#)

Vietnamese – [CCAP Application](#)

Also, this is a [resource guide](#) for families experiencing homelessness.

Any questions concerning CCAP can be addressed by contacting the Louisiana Department of Education at 1.877.453.2721 or emailing LDEccap@la.gov.

Child Care Assistance – FEMA Individual Assistance Grant Program

See the attached FEMA Fact Sheet about an additional Child Care Assistance Program (maximum of \$1,500). If one has applied for Individual Assistance (IA) Grant Program, this may be added to an existing case by contacting FEMA directly. FEMA contact information is listed below:

Apply online at disasterassistance.gov OR apply by phone:

Call 800-621-3362;

Call TTY 800-462-7585 for people with speech or hearing disabilities; or

If using 711 or Video Relay Service (VRS), call 1-800-621-3362.

The LDOE also suggests that you:

- Pay close attention to the messages from your local officials.
- Obtain your parish's Emergency Preparedness Contact phone number by clicking [here](#).
- Review information at the [Louisiana Emergency website](#) for more information on the disaster.
- Review the Frequently Asked Questions:
 - [Child Care Assistance Program \(CCAP\) – Before, During and After a Disaster](#)
 - [Reinstatement of a Child Care Centers License Following a Disaster](#)
- Review Louisiana Department of Health Resources:
 - [Safe drinking water including water outages and boil water advisories](#)



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- [Boil water advisory and recommendations](#)
- [Guidelines for Food Service Facilities Operating Under a Boil Advisory](#)
- [What to do after a flood](#)
- [Foodservice operating after an emergency](#)
- [Food safety after a fire](#)
- [FDA emergency information](#)
- Visit the [LDOE website](#) or call 1-877-453-2721 for updated information on the status of the disaster/storm.
- Be safe.