



Early Learning for All

Join ELFA FAQ

Eligibility

Q: Can I apply to join ELFA if I am currently in the process of applying for a child care license?

A: No, an active California child care license is required to complete the application. Once your license is activated, you may apply.

Q: My ECE classes are still in progress. Can I still apply?

A: No, you need to have your classes completed and transcript ready to upload upon filling out the application. Application will be considered incomplete if you have not yet completed your ECE units .

Q: I took some ECE classes at different colleges. How can I know if those classes are equivalent to Child Growth and Development, Intro to Early Childhood Curriculum, and Child, Family, and Community

A. Individuals who have completed college or university course work at an institution in a country other than the United States must obtain a complete course-by-course evaluation of foreign transcripts. This includes any early education units obtained outside of the United States. For more information on transcript evaluation visit the [Commission on Teaching Credentialing Website](#).

Q: I recently opened my program and already meet the teaching qualification requirements, but I don't have any children enrolled yet. May I apply?

A: No, you need to have at least 2 children enrolled to complete the application. You will need enrolled children to demonstrate some of the Quality Standards during validation, including participating in a CLASS Assessment which requires enrollment of at least 50% of licensed capacity for center-based programs and at least 2 children for Family Child Care.

Q: What does ‘in good standing with licensing’ mean?

A: Your Family Child Care (FCC) or Early Education Center must have a current and valid license with the Community Care Licensing Division (CCLD) of the California Department of Social Services. which means they do not currently have any of the following:

- An administrative action taken or in the process of being taken (denied application, denied exemption, temporary suspension order, expedited revocation action, revocation action, noncompliance conference, or exclusion action that is being initiated, in process, or already taken place)
- A license in probationary status

Providers must disclose any licensing violations to DEC and we will assess on a case-by-case basis.

Q: If I am not ready to submit my ELFA application at this time, when can I apply?

A: The open application period to Join ELFA is each year from May 1st – July 31st.

[Application process](#)

Q: How do I know if my application is submitted successfully?

A: Once your application is submitted, an auto confirmation message will appear on your screen. You will also be able to send yourself a copy of your submitted application. Our team will review your eligibility and communicate via email within 1-2 weeks of your submittal. To ensure that you receive our communication regarding your application, please add JoinELFA@sfgov.org to your contact list.

Q: After I submit my application, how long will it take to be accepted in to the ELFA network?

A: The timeframe for integrating a new program into the ELFA network varies, depending on the priority ranking of your application and how ready your program is to meet our core quality standards. You can review our application and validation process [here](#). The validation period takes place from September to February. For more information on our Quality Standards [click here](#).

Q: How many applications will you accept?

A: DEC staff will review all eligible applications and rank them using our prioritization categories. The top 20 ranked programs will be invited to attend an orientation meeting and begin the validation process. All other applicants will be waitlisted. If the initial cohort of the top 20 ranked programs completes validation by December 1st, DEC will orient and validate the next cohort.

Q: What are the Prioritization Categories?

A: As we bring new programs into the Early Learning For All network, we intentionally prioritize those programs that will help us to fulfill unmet needs across San Francisco's early care and education system. Based on Child Care Planning and Advisory Council (CPAC) Needs Assessment and DEC data, as well as DEC's strategic plan, we identified the following Prioritization Categories needed to fulfill unmet early care and education needs : Infant and Toddler Care, Neighborhoods with insufficient child care supply, CalWORKs, Experience addressing the needs of Black, Latino, Indigenous, and/or Pacific Islander communities, IFSPs/ IEPs.

Q: Can I edit or withdraw my ELFA application at any time?

A: You may submit any edits within the open application period (May-July). You may withdraw your application at anytime during the process. Please email JoinELFA@sfgov.org

Q: I do not know how to upload transcripts and training certificates in CA Workforce Registry, where can I get help?

A: Please refer to this [video](#) on how to upload documents to the ECE Workforce Registry. For additional questions or support with creating a California ECE Workforce Registry Account please contact the Children's Council Help Desk at support@childrenscouncil.org