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October 3, 2025

SAPC INFORMATION NOTICE 25-14

TO: Los Angeles County Substance Use Disorder
Contracted Treatment Providers

FROM: Gary Tsai, M.D., Bureau Director 
Substance Abuse Prevention and Control Bureau

SUBJECT: **IMPROVING CHILD-FRIENDLY ENVIRONMENTS IN THE PREGNANT AND
PARENTING WOMEN TREATMENT NETWORK**

The Los Angeles County Department of Public Health, Substance Abuse Prevention and Control Bureau (SAPC) is issuing an Information Notice (IN) to inform contracted Pregnant and Parenting Women (PPW) substance use disorder (SUD) treatment provider agencies of the launch of the Child-Friendly Environment Funds. The Child-Friendly Environment Funds are one-time funding allocations designed to offer PPW provider agencies resources to create and enhance child-friendly spaces (e.g., playrooms, playgrounds, childcare spaces) that can promote the health and well-being of dependent children accompanying their parent in SUD treatment.

Enhancing these spaces will help ensure provider agencies meet the guidelines and best practices outlined in the [Perinatal Practice Guidelines](#) (PPG), including the provision of on-site childcare, tailoring services to children's individual developmental needs, engaging clients to improve their parenting skills, and treating the family as a unit overall. Investments in child-friendly environments can improve safety, comfort, and belonging for children served at PPW sites and, in turn, reduce barriers to treatment among parents.

This IN guides PPW provider agencies on allowable use of Child-Friendly Environment Funds and describes steps for approval and reimbursement.

Program Eligibility

Eligibility for Child-Friendly Environment Funds is limited to current SAPC contracted PPW treatment provider agencies.

Program Length and Submission Timelines

- Child-Friendly Environment Funds are available as of the release date of this IN.
- Project plans must be submitted via the Child-Friendly Environment Funds Project Approval Form (Attachment I) by December 31, 2025.
- Projects and purchases must be completed by June 1, 2026.
- Invoices must be submitted by June 30, 2026.

Fund Guidelines and Allowable Uses

Child-Friendly Environment Funds may be used by eligible PPW provider agencies to support costs related to creating or enhancing spaces that serve dependent children accompanying their parent in SUD treatment, including childcare rooms, indoor and outdoor play areas, and family bedrooms. These spaces need to be intentionally designed to foster safe, nurturing environments in which children across the 0-16 age range can play, learn, and grow. Provider agencies should consult with SAPC for additional guidance on allowable uses of the funds outside of those listed on page three of this notice.

Examples include:

- Childcare rooms where children can safely and comfortably play and learn while their parent receives treatment services
- Visitation spaces where parents with Department of Children and Family Services (DCFS) involvement can safely interact and bond with their visiting child(ren)
- Outdoor and indoor play areas that engage various age groups (e.g., infants, toddlers, school-aged children, teens) and respond to a spectrum of developmental needs

PPW provider agencies are encouraged to use Child-Friendly Environment Funds to design spaces that are inclusive of children with disabilities by incorporating design elements that improve accessibility (e.g., ramps, grab bars, quiet zones) and increase access to adaptive/assistive tools and technology (e.g., communication devices). Provider agencies are also encouraged to incorporate culturally relevant designs that reflect the identities of the children and families they serve (e.g., multilingual signage, art that celebrates diverse racial and ethnic identities).

Approval Requirements and Allowable Uses of Funds

Providers must submit a Child-Friendly Environment Funds Project Approval Form (Attachment I) and receive a signed approval from SAPC before the start of the project for expenses to be eligible for reimbursement.

Child-Friendly Environment Funds may be used to support the categories of expenses included in the table below. Funds are not limited to the examples listed. Provider agencies may submit proposals for other equipment, supplies, and renovation costs aligned with the goal of fostering welcoming environments for children, but all proposals must follow the approval process outlined in the sections that follows.

Category	Examples of Allowable Use
Purchase of furniture and supplies to create welcoming spaces for children	<ul style="list-style-type: none"> • Cribs • Toddler/youth beds • Changing tables • Nursing chairs • Highchairs • Bassinets • Child-size tables and chairs • Comfortable seating (beanbags, floor pillows) • Dressers, cabinets, and shelves • Lighting • Patio/outdoor furniture
Purchase of equipment and programming supplies to meet children's developmental needs	<ul style="list-style-type: none"> • Toys (including sensory toys and others that meet the developmental needs of children with disabilities) • Books and educational materials • Games • Art supplies • Sports equipment (bicycles, scooters, helmets) • Outdoor play equipment (sand boxes, swing sets) • Assistive technology for children with disabilities (communication and mobility devices) • Infant supplies (feeding supplies, baby monitors)
Minor renovations to develop or enhance child-friendly spaces <i>(Note additional requirements for minor renovations below.)</i>	<ul style="list-style-type: none"> • Upgrading paint to make spaces inviting for children • Purchase and installation of child-friendly décor • Installation of flooring • Outdoor play area renovations (safety surfacing, shade structures, inclusive design elements) • Childproofing (gates, safety upgrades)

Renovations

- Providers are advised that renovations require prior approval from SAPC.
- Child-Friendly Environment Funds are limited to minor renovations, which include those that do not require a permit per applicable laws and regulations.
- Sites may be inspected to ensure funds are spent following SAPC-approved plans.

Provider agencies must establish strict organizational controls, including written policies and procedures, that clearly define responsibilities and safeguards to avoid budget overruns or incomplete implementation when working with contractors or other entities to complete renovations.

Funding Allocations

Each eligible provider agency will be notified by SAPC Finance Services Division of their allocated amount (up to \$15,000 per outpatient PPW site and up to \$25,000 per residential or Recovery Bridge Housing [RBH] PPW site). Funds may be distributed across eligible sites as

best determined by the provider agency, but all PPW-serving sites must benefit from investments from Child-Friendly Environment Funds.

Funds will be distributed after provider agencies complete the approved project and submit proof of expenditures. Funds may only be used on currently contracted SAPC PPW sites. Child-Friendly Environment Funds will be paid out of your Drug Medi-Cal (DMC) treatment contract. As such, treatment provider agencies must monitor their utilization and ensure they request funding increases as needed for review and approval.

Approval Process

1. Confirm provider's Child-Friendly Environment Funds allocation.
2. Identify the furniture, equipment, supplies, and/or minor renovations needed to improve the safety, use, and look of the facility/facilities and determine the funding amount needed per site.
3. Designate a Project Manager to oversee the project and serve as the main point of contact to address any questions or concerns from SAPC.
4. Complete the Child-Friendly Environment Funds Project Approval Form (Attachment I) and submit via email to SAPC-SOC@ph.lacounty.gov by December 31, 2025.
 - a. Include specific project information and full cost estimates.
 - b. Obtain executive signature on the form to indicate provider-level approval and ensure accountability.
5. Submit a separate Child-Friendly Environment Funds Project Approval Form for each PPW site where funds will be used.
6. SAPC will review the request and, if approved, return a signed approval form.
7. Approved projects and purchases may proceed upon SAPC's execution of the approval form – all approved enhancements must be completed by June 1, 2026.

Reimbursement Process

1. Complete the Child-Friendly Environment Funds Project Invoice (Attachment II). Submit invoices as soon as purchases are made, or renovations are completed - no later than June 30, 2026.
2. Include all supporting documentation to verify the use of funds (e.g., receipts, invoices, canceled checks) on approved expenses.
3. Submit invoice and supporting documentation to SAPC-SOC@ph.lacounty.gov.
4. Invoices submitted by the 10th of the month will be processed and paid that same month.
5. Expenses will be reimbursed via the treatment provider's DMC contract.

If you have any questions or need additional information, please contact SAPC-SOC@ph.lacounty.gov.

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Attachments