



2023-2024 School Year - ECE 4 Payment Eligibility and Schedule

UPK FUNDING AMOUNT

UPK funding will be paid monthly per matched child, based on the published rates by LCO and the individual child's eligibility. [You can find UPK rates by LCO and funding level here](#) as the monthly payment and school year total amounts.

Monthly payments will not be prorated based on attendance but will be based on enrollment status according to the schedule explained below.

UPK FUNDING ELIGIBILITY

A child's funding award will vary based on the hours they are scheduled to attend preschool each week (i.e., their UPK program) and if they qualify for additional funding hours beyond the standard rate.

Most children will receive up to 15 hours per week of preschool covered by UPK. Children with an IEP will receive funding in alignment with the number of hours in their IEP. Children will be eligible for 30 hours per week of preschool covered by UPK if they are in a lower income household and meet at least one other [qualifying factor](#). A qualifying child will only receive the additional hours of funding if they are enrolled in a program that is at least 30 hours per week.

The chart below outlines UPK funding eligibility based on program type.

UPK Program	Standard Rate	Additional Hours Rate (children who meet low income + one other factor)
Part-Time (10-14 hours/wk)	10 hours	Does not apply
Half Day AM or PM (15-29 hours/wk)	15 hours	Does not apply
Full Day (30-40 hours/wk)	15 hours	30 hours
Extended Day (over 40 hours/wk)	15 hours	30 hours

BILLING FAMILIES

The hours awarded for UPK must be fully covered by UPK funding and providers cannot charge families additional tuition for these hours. For example, if a child attends 15 hours per week and is awarded the standard 15 hours of UPK, their tuition should be fully covered by UPK. Providers can charge families for any hours exceeding their UPK award. For example, if a child attends 25 hours per week and is awarded the standard 15 hours of UPK, tuition can be charged for hours 16-25 based on published tuition rates.

UPK PAYMENT SCHEDULE

UPK payments will be made monthly based on a child's UPK status on a specified date the month leading up to the payment, as defined below. August and September payments will be based on an accepted or enrolled status in the UPK portal. For example, September payment will be based on accepted or enrolled status in August. Beginning in October, payment will be based on a child's confirmed enrollment start date. For example, October payment will be made if a child's enrollment start date is on or before the September enrollment deadline. A seat must be filled by each month's deadline to be included in the upcoming payment.

LATE ENROLLMENT PAYMENTS: JULY THROUGH OCTOBER ENROLLMENTS ONLY

To support the start of the school year, payments will be made for late enrollments on a delayed schedule. The September payment will include a payment for August for matches that are accepted or children enrolled between July 10-August 15th. The October, November, and December payments will include payments for late enrollments at a half-month rate according to the below timelines. The payments for late enrollments will not be included in the next immediate payment but delayed to be included with the following monthly payment.

Payment Schedule	
Payment Date	Includes enrollments as of...
August 1, 2023	July 9
September 8, 2023	August 15 <u>and</u> late enrollments from July 10- Aug 15 (full-month rate)*
October 6, 2023	September 15 <u>and</u> late enrollments from August 16-25 (half-month rate)
November 8, 2023	October 15 <u>and</u> late enrollments from September 16-25 (half-month rate)
December 8, 2023	November 15 <u>and</u> late enrollments from October 16-25 (half-month rate)
January 8, 2024	December 15
February 8, 2024	January 15
March 8, 2024	February 15
April 8, 2024	March 15
May 8, 2023	April 15

If you have questions about provider payments, please contact coupkpayments@metrixiq.com.