



COLORADO

Department of Early Childhood

Why do I need to sign a provider agreement?

This one-year agreement between you as a provider and the State of Colorado will allow you to receive taxpayer funds from the Universal Preschool (UPK) Colorado Program for the 2023-2024 school year to provide preschool services to children in your community.

This agreement is required to be signed for you to be eligible to participate in UPK Colorado and receive taxpayer funds.

Your Local Coordinating Committee (LCO) can help answer any questions you may have that aren't addressed below. You can find out who your LCO is by [clicking here](#).

What does the provider agreement require of providers?

Providers must:

- ✓ be licensed by the State of Colorado to provide preschool services and adhere to your license requirements ([you can click here to become licensed if you aren't already](#))
- ✓ provide a quality program that meets or exceeds UPK Colorado standards. These standards will be developed with UPK Colorado providers and adopted by the Colorado Department of Early Childhood prior to the effective date of the Provider Agreement (July 1, 2023). Reach out to your LCO if you have questions or concerns about what these requirements may include.
- ✓ enroll children who are eligible for UPK Colorado
- ✓ agree to provide families with the minimum number of hours they are allowed under UPK Colorado at the rate the State provides. You can learn more about the required hours and rates paid in your area by talking with your LCO.
- ✓ provide your preschool services as you advertised them in the Application Portal - your location, hours, and staffing (any changes have to be approved by the Colorado Department of Early Childhood Education (CDEC))
- ✓ post your preschool tuition cost on the Application Portal and not charge a UPK family more than a non-UPK preschool family
- ✓ keep and provide accurate enrollment and attendance records and provide any documents required by CDEC like hours of operation, tuition schedules etc.
- ✓ notify your LCO immediately if a UPK Colorado student leaves your program
- ✓ report your enrollment or open slots on the Application Portal every month
- ✓ attend required CDEC meetings and provide feedback on the program

If you need help, just [reach out to your LCO](#) and they can help you with the Provider Agreement and entering your information into the Application Portal.