



**COLORADO**

**Department of Early Childhood**

# Colorado Universal Preschool Program Provider Updates May 2025



# CDEC Accessibility Statement 1 of 2

## Accessibility Statement

The Colorado Department of Early Childhood (CDEC) is committed to providing all Coloradans with equitable access to our services. CDEC is committed to providing timely responses to reports of inaccessible information or technology, or requests for a reasonable accommodation or modification. Such a report or request can be made to [CDEC\\_ADA@state.co.us](mailto:CDEC_ADA@state.co.us) or by calling (720) 947-5020.

For questions regarding the Colorado Universal Preschool Program ("UPK"), please contact the Program directly at [cdec\\_upk-program@state.co.us](mailto:cdec_upk-program@state.co.us).

# CDEC Accessibility Statement 2 of 2

CDEC shall make reasonable modifications to policies, practices, and procedures in an effort to ensure CDEC programs are accessible to individuals with disabilities and to ensure nondiscrimination against persons with disabilities.

Furthermore, in addition to and beyond CDEC's efforts regarding reasonable modifications to ensure accessibility for individuals with disabilities, CDEC is committed to ensuring access and preventing discrimination against all persons, and is committed to providing access and services for individuals whose first language is not English.

# Agenda

- Reminders
  - Office Hours
  - Payment reconciliation
  - Direct Enrollment
- Editing your provider profile to reflect your rates and fees
- Provider Agreement Office Hours FAQs
- Provider Rates
- 2025/2026 Revised Contract Language
- Provider Interest Form
- Provider Resources

# Reminders: Office Hours

- **Community (including FCCH) Provider office hours with simultaneous Spanish interpretation have been scheduled as follows:**
  - 1st Tuesday of each month at 6pm: [Meeting Link](#)
  - 4th Monday of each month at 1pm: [Meeting Link](#)
- **School District office hours have been scheduled as follows:**
  - 3rd Thursday of each month at 4pm: [Meeting Link](#)
- **AU office hours have been scheduled as follows:**
  - 2nd Tuesday of each month at 2pm: [Meeting Link](#)
- **Provider Agreement Office Hours have been scheduled as follows:**
  - Thursday May 8th at 2pm: [Meeting Link](#) then every 2 weeks

# Reminders: Payment Reconciliation

- Final payment reconciliation deadlines: School Districts must submit a ticket by May 23rd. June 6th is the deadline for all other providers. After these dates, we will no longer reconcile payments for 24-25. A ticket must be submitted at [coupkpayments@MetrixIQ.com](mailto:coupkpayments@MetrixIQ.com)
- You can review your monthly payment reports through our payment partner's account, MetrixIQ.

To activate your account and for [instructions on logging in to Metrix IQ](#).

- For any questions or issues related to your payment [submit a ticket](#).

# Reminders: Direct Enrollment

Direct Enrollment for non-IEP families began April 1st and will go through the rest of the program year.

This means the matching rounds are complete, and you will now see selected students in your matched tab. This tab will include all applications submitted since March 6th, families looking for a change in placement since the matching rounds ended, and any new applications submitted through the end of the 25/26 school year.

The process for direct enrollment can be found in the [provider handbook](#) under the section titled *Direct Enrollment: Provider Process Steps*.

As a reminder, providers do not get notifications for selected students and must check the provider portal.

# Editing Your Provider Profile To Reflect Rates and Fees (1 of 2)

- To update your profile details, go to your profile in the Program Portal and click the pencil icon next to the location name. Along the left hand side, you will have a list of all key program details to review and update.
  - Click the pencil icon to edit the profile for that location
- Financial Information
  - Indicate payment methods or additional financial assistance offered.
  - Enter tuition and fees within the Financial Information section.

# Editing Your Provider Profile To Reflect Rates and Fees (2 of 2)

Locations

ABC Preschool



UNIVERSAL PRESCHOOL

Locations Requests Matched Students

Complete your profile 61%

View public profile

- ✓ Photos
- Video tour
- Description
- ✓ Contact
- ✓ Programs
- Tour requests
- ✓ How to enroll
- ✓ Hours
- ✓ **Financial programs**

Financial programs

Payment methods accepted

Check Visa Mastercard

Additional Financial Assistance

Colorado Child Care Assistance Program Head Start Local Assistance Program

Additional payment options

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# Provider Agreements Office Hours FAQs

Questions that have been asked during office hours and in the [Provider Submission Form](#) can be found in the [2025-26 Provider Office Hours FAQ](#).

We will continue to update this document as new questions and submissions come in. You will be notified when new questions have been added and answered.

# Provider Rates 1 of 1

This [information memo](#) serves to fulfill the CDEC's requirement to annually calculate and disseminate annual provider rates as mandated by law. By providing this information, the Department is ensuring that all early childhood partners within the ecosystem, including Universal Preschool Providers, Local Coordinating Organizations (LCOs), and School Districts, are informed of the rate for the 2025-26 school year.

[2025-26 Universal Preschool Program Rates](#) have been announced for the 2025-2026 school year.

# 2025/2026 Revised Contract Language 1 of 2

Thank you again for your time and thoughtful feedback during our recent Provider Agreement Office Hours. Your input continues to shape and strengthen the Universal Preschool Program.

We've heard your concerns about the contract language related to provider fees. In response, we are removing the strict prohibition on all fees and replacing it with clearer, more flexible language that still protects families. Under the updated language, providers may charge fees for services not funded by the program, as long as those fees are posted up front. This change offers more clarity and operational flexibility, while keeping fairness and transparency for families front and center.

We've also added a new provision to ensure no family is ever placed on a waitlist, regardless of what services they are receiving.

These revisions will appear in the "Attendance and Reimbursement" section of the contract. For transparency, you can see the exact red line below.

[Redlined Contract Language](#)

# 2025/2026 Revised Contract Language 2 of 2

Below you will find the revised version of the contracts for private providers and governmental providers:

[For Private Providers\(Sole Proprietors and all privately owned businesses\):](#)

[For Governmental Entities \( school districts, counties, and some public higher education programs\)](#)

- If your program has already submitted the Google form indicating your intent to sign the contract, we will be reaching out to you to reconfirm your agreement, now that this change has been made.
- You can expect updated provider agreements to be issued on or around May 1, 2025.
- We appreciate your partnership and your continued dedication to serving Colorado's children and families.

# Provider Interest Form

This [2025-26 Colorado Universal Preschool Program - Provider Interest Form](#) will guide providers through questions that will determine their Colorado Secretary of State registration requirements, insurance requirements, and will act as the system of record for affirmation of acceptance of the terms of the agreement.

The submission of this Google form is required for all providers, and will capture all of the items required for contract execution.

# Provider Resources

## Handbooks

- [Provider Handbook-](#) Updated 03/20/2025
- [UPK Family Handbook-](#)Updated 03/20/2025

## Helpdesk

- [Colorado Universal Preschool Helpdesk](#)

## CDEC Resources

- [CDEC Website](#)
- [Colorado Universal Preschool Newsletter](#)
- [Sign up for updates or to access your subscriber preferences](#)

## Provider Payments

- [Submit a UPK Payments Request](#)