



UNIVERSAL PRESCHOOL UPDATE

9.12.25

PURPOSE

This document offers Universal Preschool updates to local providers.

UPDATES

Calendars are due on Monday, September 15!

If you have not submitted your UPK calendar yet, please plan to do so over the weekend or on Monday at the latest. This is the link to the calendar communication with templates that was sent out by the state: drive.google.com/file/d/1MazBopQPYN9_XQ8Wh_23KVJ6LKnquWGi/view

You can also find this on the JI webpage at jointinitiatives.org/upk.

- You can choose a template provided by the state should you wish to do that.
- If no template fits your needs, just answer the questions asked about your UPK start date, end date, hours of center/home operation, UPK hours in general, and the days that you will be closed.
- You may have to submit more than one calendar depending on the number of programs that you have.
- Providers with CCCAP contracts who have full- or extended-day programs absolutely **MUST** submit your calendars by close of business on Monday.

September Payment Update

We just received the following communication from the state about the September 15 payment (for August services):

There are about 100 providers whose September payment will not go through. The possible reasons for this are included below:

**Missing insurance- this will be back-paid after submission of the required documents*

**Dual enrollments not corrected- these providers will need to submit a reconciliation*

**Opt-out or unpublished- these providers will not be paid*

**Applications not in enrolled status- these providers will need to submit a reconciliation after adjusting enrollment with the correct dates*

If you do not receive a September payment, we have been directed to ask you to research which of these scenarios you may be in and to contact

Metrix for further support after remedying the situation. coupkpayments@metrixhq.com.

If you need any assistance, please contact us.