



April 17, 2012

**TO:** Superintendents of Schools Operating UPK Programs  
UPK Program Contacts

**FROM:** Meg McNiff

**SUBJECT:** Universal Prekindergarten Program: Understanding Your Allocation

Universal Prekindergarten (UPK) grant funds are allocated to school districts in accordance with a formula set forth in Section 3602-e(10) of Education Law. The 2012-2013 UPK Allocations Chart (Allocations Chart) can be accessed on the UPK website at [www.p12.nysed.gov/upk/](http://www.p12.nysed.gov/upk/).

1. UPK allocations are calculated to fund a specific number of children at a specific amount per pupil.
  - **Column D** of the Allocations Chart specifies the district's maximum UPK grant allocation. The statutory language accompanying the enacted State Budget specifies that for the 2012-2013 and 2013-2014 school years a district's will be eligible for an UPK allocation based on the **greater** of:
    - (a) the amount set forth for that district as "Universal Prekindergarten" under the heading "2010-11 BASE YEAR AIDS" in the school aid computer listing produced by SED in support of the enacted budget for the 2011-12 school year; OR
    - (b) the amount set forth for that district as "Universal Prekindergarten" under the heading "2010-11 BASE YEAR AIDS" in the school aid computer listing produced by SED on May 15, 2011. This computer listing reflects any corrections to BEDS that districts made between the production of the computer listing referenced in (a) and May 15, 2011.
  - **Column C** of the Allocations Chart identifies the maximum number of funded students that are intended to be supported by the maximum grant allocation.
2. A district's maximum UPK grant allocation (Column D) is comprised of two parts.
  - The first part is based on the amount of prekindergarten funding that the district received in the 2006-07 school year. This amount is specified in **Column E** of the Allocations Chart.
  - The second part is the difference between the amount the district received in 2006-07 (Column E) and the maximum allocation for 2012-13 (Column D). This difference is specified in **Column H**, 2012-13 Additional Funding (from 2006-07).

- Column D is the sum of Column E plus Column H.
3. Similarly, the maximum funded pupils is the sum of **Column F**, Base Aidable Pupils ( the number served in 2006-07) and **Column I**, Pupils to be Served for the 2012-13 UPK Additional Funding (the number of aidable pupils over the number served in 2006-07).
  4. Each portion of a district’s maximum UPK grant allocation is associated with a grant per pupil amount.
    - **Column G** is the grant per pupil associated with the amount of funding the district received in 2006-07; that is the amount in Column E.
    - **Column J** is the grant per pupil associated with the funding that is additional to that which the district received in 2006-07.
  5. There is a Maintenance of Effort (MOE) requirement for the UPK program. The statutory language accompanying the most recently enacted State Budget amended this requirement. As amended, Section 3602-(e)(11) of Education Law provides that “where the district serves fewer children during the current year than the **lesser** of the children served in the 2010-11 school year **OR** its base aidable prekindergarten pupils computed for the 2007-2008 school year, the school district shall have its apportionment reduced in an amount proportional to such deficiency”. The district’s MOE is specified in **Column K** of the Allocations Chart. **A district must serve the number of children specified in Column K of the Allocations Chart to ensure that its allocation is not reduced due to failure to meet the MOE.**

Questions regarding the 2012-2013 UPK Allocations Chart may be directed to an Associate in the Office of Early Learning at [oel@mail.nysed.gov](mailto:oel@mail.nysed.gov) or by telephone at (518) 474-5807.