



THE STATE EDUCATION DEPARTMENT / THE UNIVERSITY OF THE STATE OF NEW YORK / ALBANY, NY 12230

P12 Education
Office of Early Learning
89 Washington Avenue, Room 4 West 42
Albany, New York 12234
Tel (518) 475-807 / Fax (518) 475-737
OEL@nysed.gov

TO: Superintendents of Schools with Universal Pre-K Grants
Superintendents with UPK Federally Funded Expansion Grants
UPK Program Contacts
UPK Fiscal Contacts

FROM: Erik Sweet, Executive Director of the Office of Early Learning

SUBJECT: Understanding Your 2023-2024 Universal Prekindergarten Allocation
& Universal Prekindergarten (H G H U D O) Expansions Allocation

DATE: June 1, 2023

This memo provides information to help school districts understand allocations for those currently funded to receive state-administered funds to operate a State Universal Prekindergarten Program (UPK) and/or for those districts eligible to receive funds for the 2021-2022 program year and subsequent years through the UPK Federally Funded Allocations

There are two parts to this memo. The first part applies to those districts who are State Funded UPK funds and the second part to districts who will receive funds through the UPK Federally Funded Allocations.

Memo Part I: For districts with 2023-2024 State-Funded UPK Funds

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 2023-2024 State Funded Allocations List can be accessed on the [NYSED Office of Early Learning website](#).

The chart on the following page defines the contents of each column of the UPK Allocations List.

Half-Day Conversion Overage

In New York State, prekindergarten funding is meant to be used for the provision of full programming for three and/or four year old students. To discourage districts from converting full slots to half day slots for either three year old or four year old students, NYSED institutes a half day conversion overage penalty. This penalty is only applicable to districts who receive UPK allocations designated specifically for the provision of full

Memo Part II: For Districts with UPK Federally-Funded Allocations

Universal Prekindergarten (UPK) expansion grant funds are allocated to school districts in accordance with a formula set forth in Section 360(2) of Education Law. The 2023-24 UPK Federally-Funded Allocations List can be accessed on the Office of Early Learning website.

Districts who are receiving prekindergarten funding for the first time will use the attached allocation chart to determine the number of eligible full day-