

To: Charter LEA leaders

From: Paul Kihn, Deputy Mayor for Education
Dr. Christina Grant, Acting State Superintendent of Education

CC: Dr. Michelle Walker-Davis, Executive Director of the DC Public Charter School Board

Date: August 25, 2021

Re: 2021-22 School Year Uniform Per Student Funding Formula (UPSFF) Payments

We are writing to share information with you regarding uniform per student funding for the 2021-22 school year to provide clear communication, increase transparency, and enhance predictability in regard to this critical aspect of running your local education agency (LEA).

Uniform per student funding in the upcoming school year will flow to public charter schools in three ways, which are discussed in additional detail below and summarized in an appendix. The Office of the State Superintendent of Education (OSSE) provides enrollment data to the Office of the Chief Financial Officer (OCFO) to make the following payments to charter schools:

1. Four regular, quarterly UPSFF payments reconciled to charter schools' October 2021 enrollment audits, plus charter facilities financing;
2. Three supplemental payments for charter schools who have audited students with new or increased individualized education program (IEP) designations, new English learner (EL) designations, and/or new at-risk designations made after their October 2021 enrollment audits; and
3. Two extended school year (ESY) payments for charter schools providing said services for students with disabilities.

Please read this memo thoroughly. In addition to outlining the 3.6 percent increase to the UPSFF foundation weight and describing the annual payment process, this memo describes some changes to payment policies for the 2021-22 school year. These changes include:

- The Mayor's addition of three new UPSFF supplemental weights: "At-risk High School Over-Age Supplement," "Elementary EL," and "Secondary EL."
- A new payment process for adult, early childhood and residential charter schools as a result of the "Public Charter schools Equity in Stabilization Funding Emergency Amendment Act of 2021."

1. Quarterly UPSFF Payments, Including Charter Facility Financing

a. Quarterly UPSFF payments

Charter schools will receive four quarterly UPSFF payments for the 2021-22 school year. Payments are made no later than July 31, Oct. 25, Jan. 15, and April 15. It may take a few business days for the payment to post to the LEA bank account.

The first (July 31) payment will fund public charter schools based on the schools' enrollment projections included in the final approved budget¹ for the upcoming year. The second and third payments (Oct. 25 and Jan. 15) will fund public charter schools based on their unaudited October 2021 enrollment figures. The fourth payment (April 15) will reconcile public charter schools' annual UPSFF funding to their audited enrollment figures.

To help start the school year successfully, LEAs will continue to receive a larger portion of the total annual funding at the beginning of the school year. For the first quarterly payment, new charter LEAs will receive 45 percent of projected enrollment funding, while existing charter LEAs will receive 35 percent of projected enrollment funding. Under the second quarterly payment, new and existing charter LEAs will both receive 25 percent of enrollment funding based on unaudited October figures. Under the third quarterly payment, new charter LEAs will receive 15 percent of enrollment funding based on unaudited October figures, while existing charter LEAs will receive 20 percent of enrollment funding based on unaudited October figures. Under the fourth quarterly payment, both new and existing charter LEAs will receive reconciliation amounts that make the total amounts paid over the four quarters equivalent to the amounts owed per the District's annual enrollment audit report.

Please see the below table for a summary of the 2021-22 school year quarterly UPSFF schedule with payment amounts.

2021-22 Regular Quarterly Payment Schedule and Amounts		
Payment date	Existing charter LEAs	New charter LEAs
July 31, 2021	35 percent	45 percent
Oct. 25, 2021	25 percent	25 percent
Jan. 15, 2022	20 percent	15 percent
April 15, 2022	Reconciliation payment (approx. 20 percent)	Reconciliation payment (approx. 15 percent)
TOTAL	100 percent	100 percent

b. Facilities financing as part of the quarterly UPSFF payments

Under the first quarterly payment, new charter LEAs will receive 45 percent of projected facilities funding (based on projected enrollment), while existing charter LEAs will receive 35 percent of projected facilities funding (based on projected enrollment). Under the second quarterly payment, new charter LEAs will receive 55 percent of remaining facilities funding (based on unaudited October enrollment figures), while existing charter LEAs will receive 65 percent of remaining facilities funding (based on unaudited October enrollment figures). If any

¹ The enrollment projections included in the final approved budget are the result of a multi-step process. First, LEAs submit their projections to an enrollment projection team for review and approval consisting of the DC Public Charter School Board (DC PCSB), OSSE, OCFO, and the Deputy Mayor for Education (DME). After reviewing, the enrollment projection team submits the updated projections to the Mayor's Budgeting Office for inclusion in the Mayor's budget, which is subject to DC Council approval. Finally, DC Council has the authority to further adjust the enrollment projections, which are then included in the final approved budget.



discrepancy between a charter LEA's unaudited and audited enrollment figures exists, OSSE will make a reconciliation adjustment within the school's fourth quarterly (April 15) payment.

2. Supplemental UPSFF Payments

Over the course of a school year, public charter schools in the District receive additional funds for those audited students who receive new or changed designations after the District's annual enrollment audit report²:

- new or increased IEP levels;
- new EL designations; and
- new at-risk designations.

In the 2021-22 school year, OSSE will provide data to the OCFO to make supplemental payments in three installments—the OCFO will make the first payment by March 15, the second payment by May 30, and the final payment by July 31 (or the next business day). It may take a few business days for the payment to post to the LEA bank account. As each supplemental payment is made, OSSE will provide each public charter school with the specific demographic data used to calculate its supplemental payment amount via a statement posted to OSSE's secure upload site. OSSE will notify LEA business managers when payments have been made and statements are available to download. Supplemental payments for students with new or increased IEP designations will be prorated to align with dates of IEP service, while supplemental payments for students with new EL and at-risk designations will be for the full annual per pupil amounts.

3. ESY UPSFF Payments

In the 2021-22 school year, public charter schools will receive two payments for those students receiving ESY services. The first ESY payment to charter schools will be 50 percent of projected ESY funding based on the projected ESY enrollment for 2022. The first payment will be made in July 2022. After the ESY period for schools has concluded, OSSE will compare attendance records to projected enrollment figures, and will count as enrolled for the duration of the time period any student that attended ESY for at least one day and received ESY services. The second ESY payment (equivalent to approximately 50 percent of funding tied to enrolled students) will reconcile actual attendance in the ESY program against the projected enrollment. The second payment will be made in September 2022.

As a reminder, ESY may be applied as extended learning over the summer or throughout the school year. The ESY payments in the summer will be inclusive of all ESY services provided by the LEA over the school year.

4. New UPSFF supplemental weights

The Approved FY22 District budget includes three new UPSFF supplemental weights that will be included for the 2021-22 school year:

² Such students must, however, be part of the same charter organization's October enrollment audit report.



The “At-risk High School Over-Age Supplement” is a supplemental weight that is provided to LEAs for a high school student that is one year older, or more, than the expected age for the grade in which the student is enrolled. This weight is paid out in addition to the at-risk weight.

The “Elementary EL” supplemental weight is provided to LEAs for students enrolled in pre-kindergarten 3 through fifth grade.³

The “Secondary EL” supplemental weight is provided to LEAs for students are LEP/NEP and enrolled in sixth through 12th grade, an alternative program, or an adult education program.

The full list of UPSFF weights and dollar amounts can be found in Appendix B.

5. Adult, Early Childhood, and Residential Charter School Stabilization

The FY22 District budget includes the subtitle “Public Charter Schools Equity in Stabilization Funding Emergency Amendment Act of 2021.” This subtitle allocates \$10,208,530 to OSSE to issue stabilization payments to adult, early childhood, and residential charter schools, as defined in the subtitle. These LEAs are eligible to receive a stabilization payment if their school year 2021-22 funding is less than 95 percent of their 2019-20 school year funding.

This stabilization payment will fund each eligible LEA up to a total amount that is equal to 95 percent of their 2019-20 school year funding. The payment will be made to eligible LEAs before Dec. 31, 2021.

For a list of LEAs that are eligible for this payment, please refer to Appendix C.

6. 2022-23 School Year LEA Enrollment Projections Timeline

The DME will send a separate memo to public charter LEAs describing the activities and deadlines for the FY23 charter LEA enrollment projections process.

Please do not hesitate to contact Deputy Mayor Paul Kihn at Paul.Kihn@dc.gov, Acting State Superintendent Christina Grant at Christina.Grant@dc.gov, or OSSE Senior Advisor for Budget and Finance Ryan Aurori at Ryan.Aurori@dc.gov with any questions you may have concerning this announcement.

³ Note that the “Elementary EL” and “Secondary EL” supplemental weights replace the “English Language Learners” weight.



Appendix A – Full Schedule of Projected 2021-22 UPSFF Payments

1.a. 2021-22 Regular Quarterly Payment Schedule and Amounts		
Payment date	Existing charter LEAs	New charter LEAs
July 31, 2021	35 percent	45 percent
Oct. 25, 2021	25 percent	25 percent
Jan. 15, 2022	20 percent	15 percent
April 15, 2022	Reconciliation payment (approx. 20 percent)	Reconciliation payment (approx. 15 percent)
TOTAL	100 percent	100 percent

1.b. 2021-22 Facilities Payment Schedule and Amounts		
Payment date	Existing charter LEAs	New charter LEAs
July 31, 2021	35 percent	45 percent
Oct. 25, 2021	65 percent	55 percent
April 15, 2022	Reconciliation payment as necessary	Reconciliation payment as necessary
TOTAL	100 percent	100 percent

2. 2021-22 Supplemental Payment Schedule and Amounts	
Payment date*	Existing and new charter LEAs
March 15, 2022	As calculated per new student designations
May 15, 2022	As calculated per new student designations
July 31, 2022	As calculated per new student designations
TOTAL	As calculated per new student designations

3. 2021-22 ESY Payment Schedule and Amounts	
Payment date*	Existing and new charter LEAs
July 15, 2022	Estimated payment (approx. 50 percent)
Sept. 30, 2022	Reconciliation payment (approx. 50 percent)
TOTAL	100 percent



Appendix B – School Year 2021-22 UPSFF Funding Amounts

Per Pupil Funding Analysis (D.C. Act 12-494)		
Foundation level per pupil		\$ 11,730
Non-Residential Facilities Allotment:		\$ 3,408
Residential Facilities Allotment:		\$ 9,202
General Education		Per Pupil
Grade Level	Weighting	Allocation
Pre-Kindergarten 3	1.34	\$ 15,718
Pre-Kindergarten 4	1.30	\$ 15,249
Kindergarten	1.30	\$ 15,249
Grades 1	1.00	\$ 11,730
Grades 2	1.00	\$ 11,730
Grades 3	1.00	\$ 11,730
Grades 4	1.00	\$ 11,730
Grades 5	1.00	\$ 11,730
Grades 6	1.08	\$ 12,668
Grades 7	1.08	\$ 12,668
Grades 8	1.08	\$ 12,668
Grades 9	1.22	\$ 14,311
Grades 10	1.22	\$ 14,311
Grades 11	1.22	\$ 14,311
Grades 12	1.22	\$ 14,311
Alternative	1.52	\$ 17,830
Special Ed Schools	1.17	\$ 13,724
Adult	0.89	\$ 10,440
Subtotal General Education		
Special Education	Weighting	Allocation
Level 1	0.97	\$ 11,378
Level 2	1.20	\$ 14,076
Level 3	1.97	\$ 23,108
Level 4	3.49	\$ 40,938
Subtotal for Special Ed		
Special Education Compliance	0.099	\$ 1,161
Attorney's Fees Supplement	0.089	\$ 1,044
Subtotal Special Ed Compliance		\$ 2,205



English Language Learners	Weighting	Allocation
Elementary - EL	0.50	\$ 5,865
Secondary - EL	0.75	\$ 8,798
Special Education-Residential	Weighting	Allocation
Level 1 Residential	0.370	\$ 4,340
Level 2 Residential	1.340	\$ 15,718
Level 3 Residential	2.890	\$ 33,900
Level 4 Residential	2.890	\$ 33,900
<i>Subtotal for Special Ed Residential</i>		
English as a Second Language Residential	Weighting	Allocation
LEP/NEP Residential	0.668	\$ 7,836
Residential	Weighting	Allocation
Residential	1.67	\$ 19,589
At-Risk	Weighting	Allocation
AT RISK STUDENTS	0.24	\$ 2,815
HS Over-Age Supplement	0.06	\$ 704
Special Education Add-ons & (ESY)	Weighting	Allocation
Level 1 ESY	0.063	\$ 739
Level 2 ESY	0.227	\$ 2,663
Level 3 ESY	0.491	\$ 5,759
Level 4 ESY	0.491	\$ 5,759



Appendix C: Adult, Early Childhood, and Residential Charter Schools Eligible for the Stabilization Payment

The following LEAs are eligible to receive a stabilization payment if their school year 2021-22 funding is less than 95 percent of their 2019-20 school year funding:

Residential Schools:

Maya Angelou PCS
Monument Academy PCS
SEED PCS

Adult Public Charter Schools:

Academy of Hope PCS
Briya PCS
Carlos Rosario International PCS
Community College Preparatory Academy PCS
LAYC Career Academy PCS
Maya Angelou PCS
The Family Place PCS
The Next Step PCS
Youthbuild PCS

Early Childhood Education Public Charter Schools:

Achievement Prep PCS
AppleTree Early Learning PCS
Briya PCS
Cedar Tree Academy PCS
Eagle Academy PCS
Early Childhood Academy PCS

