Intro to Pathway II Scholarships

School Districts and Head Start

Sandy Myers, Scholarships Coordinator
Amanda Varley, Pathway II Coordinator
Kristy Swanson, ELSA Coordinator

“Leading for educational excellence and equity. Every day for every one.”
1. What are Early Learning Scholarships?
2. What do I do next?
3. What is ELSA?
4. How do I get paid?
State Early Learning Scholarships Goals:

• Increase **access** to a **high-quality** early learning to children with **high** needs to a setting of their choice.

• Establish infrastructure for **growing and sustaining a comprehensive early learning system** in Minnesota.

The Minnesota Department of Education (MDE) manages the Early Learning Scholarships Program under Minnesota Statutes, section 124D.165.
Program Expansion means to increase the number of eligible children who can participate in the early learning program. This can be accomplished through the provision of additional classroom opportunities.

Program expansion also means expanding the length of the program services, such as number of hours/days per week, number of weeks per year, full-year programming, intensive summer programs and full-day services.
Program enhancement means services to target additional learning, build on the quality of the classroom or setting, and/or support the continuity of services for the child. These enhancements should:

- Have a basis in research;
- Be classroom focused or connect the child’s home with the classroom learning environment.

Scholarships cover parent fees, rates or other charges not covered by the Child Care Assistance Program (CCAP) or other family support programs.
Pathway II Scholarship Plan

- All Pathway II plans and budgets have been approved to use Pathway II funds according to this plan.

- If changes are made in the services or how the funds are being used, the program must submit an amendment to the plan/budget.

- Services/budgets must still reflect the enhancement/expansion requirement. For questions or to submit an amendment, please email: amanda.varley@state.mn.us
1. What are Early Learning Scholarships?

Child Receiving a Scholarship

- All services must directly benefit the child with the scholarship
- Children not receiving scholarships may also indirectly benefit from a scholarship
1. What are Early Learning Scholarships?

- Administered by MDE
- Funding for services to children
- Requirement for Pathway II Scholarships is 4-Star Parent Aware rating

NOTE: Two Systems Interact But Administered Differently

• Parent Aware
  - Administered by DHS (school districts and Head Start supported by MDE)
  - Provides the rating for eligibility to receive Early Learning Scholarships and possible benefits from other programs
Parent Aware Rating

Programs must maintain a Parent Aware Four Star Rating to continue using Pathway II Early Learning Scholarships.

All sites where scholarships are used must have a current Four Star Rating.
2. What do I do next?

Next Steps:

Funding began July 1, 2016; to start you should:

- Attend an Intro to Pathway II webinar
- Have families complete Award Forms
- Authorize staff to utilize ELSA
- Attend a ELSA 101 webinar
- Continually work with MARSS Coordinator to ensure resident students are assigned SSIDs in ELSA
Parent Award Forms

- Award Forms are used to sign-up a family for Early Learning Scholarships, including verifying income and ensuring parents consent.

- Translated into Three Languages

- Includes Supplemental Packet

- Renewal Form
2. What do I do next?

Where are the Award Forms?

- Emailed from Amanda in Intro to Pathway II Email

- Available on Wiki Page:
  - [http://ecadmin.wikidot.com/early-learning-scholarships](http://ecadmin.wikidot.com/early-learning-scholarships)

- Fiscal Year 2017 in English available, translations pending- use Fiscal Year 2016 for additional languages until further notice
School districts and Head Starts are required to maintain an Award Form and income documentation for each child awarded a scholarship.

Information will be entered into the Early Learning Scholarship Administration System (more on this later).

The date of the scholarship award cannot be prior to the parent/guardian’s signature.

Program is responsible for verifying eligibility.
Parent Award Forms

# Parent Award Forms

**EARLY LEARNING SCHOLARSHIP**

**AWARD FORM FOR PATHWAY II - EARLY LEARNING SCHOLARSHIP**

**CHILD INFORMATION (CHILDREN APPLYING FOR SCHOLARSHIP)**

Complete tables below for all children applying for a scholarship who live at the same address. Make copies of this page to add more children. Siblings are children who share one or both parents through blood, marriage or adoption, including siblings as defined by the child's tribal code or custom. Your children must be enrolled in a Pathway II - Early Learning Scholarship Program.

**CHILD ONE**

<table>
<thead>
<tr>
<th>*LEGAL FIRST NAME:</th>
<th>*LEGAL MIDDLE NAME (leave blank if none):</th>
<th>*LEGAL LAST NAME:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>*BIRTHDATE (MM/DD/YYYY):</th>
<th>*GENDER (Check one):</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Male</td>
</tr>
<tr>
<td></td>
<td>Female</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>RACE (Optional – Check all that apply):</th>
<th>ETHNICITY (Check one):</th>
</tr>
</thead>
<tbody>
<tr>
<td>Asian</td>
<td>Hispanic / Latino</td>
</tr>
<tr>
<td>American Indian or Alaskan Native</td>
<td>Not Hispanic / Latino</td>
</tr>
<tr>
<td>Black or African American</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>IS THIS CHILD CURRENTLY IN FOSTER CARE?</th>
<th>☐ Yes</th>
<th>☐ No</th>
</tr>
</thead>
</table>

**CHILD TWO (Younger sibling must attend same program as a 3- or 4-year old sibling.)**

<table>
<thead>
<tr>
<th>*LEGAL FIRST NAME:</th>
<th>*LEGAL MIDDLE NAME (leave blank if none):</th>
<th>*LEGAL LAST NAME:</th>
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<th>*BIRTHDATE (MM/DD/YYYY):</th>
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<tbody>
<tr>
<td></td>
<td>Male</td>
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<tr>
<td></td>
<td>Female</td>
</tr>
</tbody>
</table>
2. What do I do next?

Eligibility

Family’s income is equal to or less than 185% of the federal poverty level or as demonstrated through families participation in any of the following programs

- Minnesota Family Investment Program (MFIP)
- Child Care Assistance Program (CCAP)
- Free and Reduced-Price Lunch Program (FRLP)
- Child and Adult Care Food Program (CACFP)
- Food Distribution Program on Indian reservations
- Head Start
- Foster Care
2. What do I do next?

Eligibility

Pathway II Programs are required to maintain income documentation

**FAMILY INCOME INFORMATION**

**IMPORTANT DOCUMENTATION REQUIRED TO BE ATTACHED TO THE AWARD FORM**

- If you elect “OPTION 1” - YOU MUST ATTACH TO THIS AWARD FORM THE REQUIRED DOCUMENTS THAT DEMONSTRATES PARTICIPATION IN A PUBLICLY FUNDED PROGRAM (i.e. a copy of an official letter or authorization form from the public program).
- If you elect “OPTION 2” - YOU MUST ATTACH TO THIS AWARD FORM THE REQUIRED DOCUMENTS THAT DEMONSTRATES INCOME ELIGIBILITY AND VALID PROOF OF INCOME (i.e., a recent tax form, W-2 form, two most recent pay stubs, a financial aid statement/document, or a document from an employer on company letterhead).

**OPTION 1:** ARE YOU PARTICIPATING IN OR DO YOU ALREADY RECEIVE ONE OF THE PUBLIC PROGRAMS LISTED BELOW?

- Minnesota Family Investment Program (MFIP)
- Child Care Assistance Program (CCAP)
- Food Support (SNAP)
- Free and Reduced-Price Lunch Program (FRLP)
- Child and Adult Care Food Program (CACFP) by family income
- Head Start
- Food Distribution Program on Indian Reservations
- Foster Care

- If you checked any boxes in Option 1 above and can provide documentation - then go on to page 4.
- If your children are NOT currently participating in one of the Public Programs listed in Option 1 - then you must complete Option 2

**OPTION 2: IF YOU OPTED TO VALIDATE YOUR INCOME ELIGIBILITY, THEN COMPLETE THE TABLES BELOW**

List all sources of income in the tables below. Include all children (A.) and adults (B.) living in your household, even if they are not related, if they contribute to income and expenses; include yourself; include a household member who is temporarily away, such as a college student. Write in how often each income is received: weekly (W), biweekly (BW), twice per month (TM), monthly (M), or yearly (Y). Do not write in an hourly wage. If the income fluctuates, write in the amount normally received. For farm or self-employment income only, list net income (take-home pay).

**Step A. List all children in your household. Total Children ____**

<table>
<thead>
<tr>
<th>First Name</th>
<th>Last Name</th>
<th>Age</th>
<th>Regular income received for this child (e.g., Social Security Income)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
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<td>$ per</td>
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<tr>
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<td></td>
<td></td>
<td>$ per</td>
</tr>
</tbody>
</table>

**Step B. List all adults in your household, related or not. Total Adults ____**

<table>
<thead>
<tr>
<th>First Name</th>
<th>Last Name</th>
<th>Age</th>
<th>Regular income received for this child (e.g., Social Security Income)</th>
</tr>
</thead>
<tbody>
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<td>$ per</td>
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<tr>
<td></td>
<td></td>
<td></td>
<td>$ per</td>
</tr>
</tbody>
</table>
Eligibility

• Child must be three or four years of age on September 1 of current school year not yet started kindergarten OR,

• A parent under the age of 21 pursuing a high school or general education equivalency diploma (GED), and who has a child age birth through age two.

• A younger sibling may be eligible if they attend the same program as their three or four-year old sibling that has a scholarship as long as funds are available.

Children remain eligible until they are age eligible for kindergarten, including July and August of that fiscal year.
Consent

Signature required for agreement and consent

2. What do I do next?
2. What do I do next?

Notifying Parents

Template on Pathway II webpage

[Date]

[Program Logo]

To the Parents or Guardians of [Insert Child Name],

The Minnesota Department of Education has awarded our program Pathway II - Early Learning Scholarship funding. This money helps pay for high-quality programs.

We have reviewed your award form. You child has been awarded a Pathway II scholarship. This funding supports your child in our program. The funding stays with our program to support other children if your child leaves.

A child may only have one scholarship at a time. As long as you have this scholarship, you are not eligible to receive another Early Learning Scholarship at the same time. This includes a Pathway I scholarship.

Your scholarship will end 12 months from the date you signed the award form. You will be able to renew your scholarship at that time. These scholarships are available until a child is age-eligible for kindergarten.

If you have questions, please call [Insert Contact] at [Insert Phone Number].

Thank you very much!

[Director/Coordinator/Program Owner Name and Signature]
3. What is ELSA?

Purpose of ELSA

ELSA: Early Learning Scholarships Administration System

- School Districts and Head Starts enter parent/guardian, child, and award data
- Statewide data collection is required to adhere to state statues
- Use data for program oversight and management
Benefits of ELSA

- Provides helpful information on the amount of money allocated to your program, obligated [awarded] to children, and expended [reimbursed] from MDE.

- Starting 2016-17, allows Pathway II scholarship reimbursement direct from MDE to school districts and Head Start programs.
MDE uses an Authorization System to collect authorization from School Districts and Head Starts to MDE systems containing private data.

The Individual Official with Authority [IOwA] uses the system to authorize staff and remove access as needed.

Once authorization has been granted, users request to add ELSA to their MDE account.
### Access Roles in ELSA

- **Scholarship Administrator [SA]:** This role enters the child, parent/guardian, and award information into ELSA, initiates the invoice to MDE.

- **Payment Approver:** This role reviews initiated invoices and submits them to MDE. Must be different from SA. Suggested Business Office staff.

- **SSID Maintainer:** School districts are responsible for assigning the SSID to resident scholarship recipients, no matter which program the child attends. This role is automatically granted to all SD staff with SSID Maintainer role to Student ID system.
What Needs to be Entered

- Scholarship information must be entered into ELSA to verify the child is eligible before an award can be made.
  - Child Info and demographics
  - Parent/Guardian info and demographics
  - Eligibility verification
  - Award information

- As children enter or leave a program, ELSA must be updated to track awarded funds. Awards can be cancelled and dollar amounts can be updated.
PWII Grants from MDE are for one fiscal year

Money must be obligated/awarded to a child by June 30th of the fiscal year [for programs running summer school programs, award to a child even if program is after June 30th]

The child will have 12 months to use the funds [from that fiscal year] and program will have 15 months to invoice for those funds

Example: Awarded $50,000 in FY2017

- Obligate/Award all $50,000 by June 30, 2017
- Child awarded on June 30, 2017 will have until June 30, 2018 to receive services
- Program must have final invoices for services submitted by October, 2018.
3. What is ELSA?

Invoicing/Payment

• Early Learning Scholarship program is a reimbursement program

• Pathway II reimbursement is requested through ELSA. If you are serving Pathway I children, reimbursement is requested through the Regional Administrator that awarded the scholarship.

• More on this later in webinar
3. What is ELSA?

**ELSA High Level**

- Each child is only allowed one scholarship within 12 month period. If a child stops attending or moves, cancel award so that 12 month scholarship can be resumed elsewhere.

- SSID assignment is how program establishes identify of child. Programs cannot be reimbursed for child until SSID is assigned.

- Frequent invoicing allows family and programs to know how much money is left on awards.
3. What is ELSA?

System Training/Documentation

Early Learning Scholarship Wiki Page
http://ecadmin.wikidot.com/early-learning-scholarships
  – ELSA Manual
  – Data Entry Guide
  – MARSS Coordinators/SSID Maintainers

• Training Webinars [TBD]
  – Regional and Scholarship Administrators
  – MARSS Coordinators/SSID Maintainers

ELSA Systems Page
  – Frequently Asked Questions (FAQ)
3. What is ELSA?

Webinars

• ELSA Data Entry Webinars - [Webinar PowerPoint]
  Tuesday September 13th, 3:15 – 4:15  [click here to join meeting]
  Friday October 14th, 12:00 – 1:00  [click here to join meeting]
  Wednesday November 9th, 9:00 – 10:00  [click here to join meeting]

• ELSA SSID Validation Webinars - [Webinar PowerPoint]
  Wednesday September 14th, 9:00 – 9:30  [click here to join meeting]
  Friday October 14th, 1:30 – 2:00  [click here to join meeting]
  Tuesday November 15th, 3:30 – 4:00  [click here to join meeting]

• ELSA Payment Request Webinars: Head Start and School District PWII Programs
  Thursday August 25th, 3:00 - 4:00  [click here to join meeting]
  Monday September 19th, 1:30 – 2:30  [click here to join meeting]
  Friday October 4th, 3:15 – 4:15  [click here to join meeting]
4. How do I get paid?

Receiving Payment

- Based on reimbursement
- FY 2017 through ELSA.
  - Service periods become available in ELSA the day after the period ends.
  - Payment must be submitted on a monthly basis and no payment request may be submitted after 105 days from the last day of the service period.
- Aligned to the Pathway II approved budget, and the number of scholarships awarded.
Appropriate Amount to Bill

Head Start and School District Programs may bill for the **cost of the program** per child, up to $7,500 per scholarship.

Enhancements will be incorporated into the scholarship per child and will be proportional to service period.
How do I figure out program cost?

The true cost of your program is not the same as the tuition you charge children.

The true cost of your program includes all program expenses, for example this may include the following costs divided by the number of children your program serves:

- Teacher salary
- Utilities
- Supplies
- Transportation
- Administration
- Professional Development
- Dues, Memberships, Fees
- Etc.
You created an approved plan with a budget to support that plan. Your billing should correspond to your plan and there should be a primary beneficiary (i.e. funds traceable to child)

Unallowable:
• Capital improvements; and
• Scholarships may not be used to purchase a bus, vehicle, gas cards and/or stipends to an individual to transport a family.

Note: Scholarships must be used to supplement, not supplant, any federal funds.
Payment for Scholarships before July 1, 2016

For any remaining FY16 scholarships, will continue to submit invoice’s to Regional Administrator

Fiscal Year ‘17

- Child Care Pathway II will continue to invoice to Regional Administrators
- School based and Head Start Programs will request payment in ELSA-training to come
- Invoice forms may be helpful for your own record keeping and for entering in ELSA

4. How do I get paid?
SFY2017 - PATHWAY I
INVOICE /CLAIMS FORM
Early Learning Scholarship Program

Child Care/Early Education Programs that receive Pathway I - Early Learning Scholarships must submit this form for eligible and reimbursable service expenses. The collection of data is critical to the program’s success, therefore it is necessary to record information in the following format to ensure consistency across all recipients. Although this is a Excel document; signatures must be in ink. To invoice for Pathway I claims, programs must identify child, period of service and cost incurred. Please see INSTRUCTIONS section in completing this form.

Contact Info

<table>
<thead>
<tr>
<th>RA Contact Name</th>
<th>RA Mailing Address</th>
<th>RA Fax # or Phone</th>
</tr>
</thead>
</table>

Regional Administrator Email
Program Name
Program Contact Name
Program Address
Position of Authorized Signer

Invoice Information

<table>
<thead>
<tr>
<th>Service Period</th>
<th>Month:</th>
<th>1st - 15th</th>
<th>16th - 31st</th>
</tr>
</thead>
</table>

Program Authorizing Signature
Position of Authorized Signer
Date Submitted to RA
RA Complete
Date Received by RA
Invoice/Claim #

Note: Invoice/Claims number should be formatted in the following manner: 9/2015 (m/yyyy). If a recipient identifier number was assigned, include that behind the invoice number. Claims are processed on average within 30 days of receipt. *By signing this form you are declaring the information contained within is accurate, just and true; that services were actually performed and charges for services are official and are such as allowed by Early Learning Scholarship program guidelines. Attach any additional invoice/claims forms to this main cover page for submission.
### 4. How do I get paid?

**Claim Form-Electronic**

<table>
<thead>
<tr>
<th>A</th>
<th>B</th>
<th>C</th>
<th>D</th>
<th>E</th>
<th>F</th>
<th>G</th>
<th>H</th>
<th>I</th>
<th>J</th>
</tr>
</thead>
<tbody>
<tr>
<td>Participating CHILD(ren)</td>
<td>Number of days child scheduled to attend</td>
<td>Provider Vacation Days</td>
<td>Provider Holidays</td>
<td>Child Absent Days</td>
<td>Absent 10 Consecutive Days</td>
<td>Y/N</td>
<td>Program Tuition</td>
<td>Additional Fees</td>
<td>Child Care Assistance Program (CCAP) Billed/Paid</td>
</tr>
<tr>
<td>Child First Name:</td>
<td>Child Last Name:</td>
<td>Award Identifier #:</td>
<td>RA Award #:</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
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<td>$0.00</td>
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<tr>
<td>Child First Name:</td>
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<td>RA Award #:</td>
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<td>RA Award #:</td>
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<tr>
<td>Total</td>
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</tr>
</tbody>
</table>

* Required Fields
4. How do I get paid?

Claim Form-Paper

<table>
<thead>
<tr>
<th>Participating CHILD(e)n</th>
<th>A</th>
<th>B</th>
<th>C</th>
<th>D</th>
<th>E</th>
<th>F</th>
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</tr>
</tbody>
</table>

**Instructions**

- **Child First Name**: [Insert name]
- **Child Last Name**: [Insert name]
- **Provider**: [Insert provider]
- **Start Date**: [Insert start date]
- **End Date**: [Insert end date]
- **Number of Child Missed**: [Insert number]
- **Program Name**: [Insert program name]
- **Additional Program Fees**: [Insert fees]
- **Child Care Assistance Program (CCAP)**: [Insert status]
- **Other Sources of Payment Received**: [Insert sources]
- **Early Learning Scholarship Amount Requested**: [Insert amount]

**Notes**

- Fill in all applicable fields.
- Use the provided table for reference when completing the form.
- Review for accuracy before submission.

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**Education Department of Minnesota**

education.state.mn.us
### Early Learning Scholarships Invoice Report

This report will produce a list of children receiving early learning scholarships. The report can be limited by user security (region or program) and by parameters below. The report may be exported to Excel.

<table>
<thead>
<tr>
<th>Child First Name</th>
<th>Child Middle Name</th>
<th>Child Last Name</th>
<th>Birthdate</th>
<th>SSID Status</th>
<th>Parent First Name</th>
<th>Parent Last Name</th>
<th>M/F</th>
<th>Award Status</th>
<th>Award Date</th>
<th>Award Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>10/1/12/03 Peeking</td>
<td>F</td>
<td>MAMAY</td>
<td></td>
<td></td>
<td>Pending</td>
<td>2015/12/01</td>
<td>$1,923.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>10/1/12/03 Peeking</td>
<td>F</td>
<td>MAMAY</td>
<td></td>
<td></td>
<td>Pending</td>
<td>2015/12/01</td>
<td>$1,923.00</td>
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<td></td>
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<td>2015/12/01</td>
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4. How do I get paid?
• MDE will be monitoring awards and expenditures on a quarterly basis. Programs should begin to award funds as early as possible.

• MDE does reserve the right to adjust current Pathway II Early Learning Scholarships funds based on a provider’s ability to fully expend funds.

• Future Pathway II funds may also be contingent on a provider’s ability to fully expend current funds.
Congratulations on being named a Pathway II Early Learning Scholarships program! This page is catered specifically to Pathway II Early Learning Scholarship programs and will provide resources to support you in this role.

Regional Administrators help implement the Early Learning Scholarships program in a number of ways. Child care programs send award forms to their designated regional administrator, who enters that information into the Early Learning Scholarships Administrative System. For child care, school districts and Head Start programs, invoices are submitted to regional administrators for payment. Regional administrators provide all programs with award forms, invoice templates, and guidance on regional payment processes. Learn more about regional administrators.

Award forms are collected by Pathway II programs from parents and/or guardians applying for a Pathway II Scholarship on behalf of their child. Programs are responsible for verifying the eligibility of each awarded child. Child care programs submit award forms to their regional administrator. School districts and Head Start programs enter award form information into the Early Learning Scholarships Administrative System and maintain the award forms. The form includes a supplemental guide and is available in four languages.

The Early Learning Scholarship program is managed using the Early Learning Scholarships Administrative (ELSA) System, which is available to authorized scholarship administrators and school district State Student Identification Number (SSID) maintainers. School districts and Head Start programs are responsible for using ELSA to enter award forms, manage student awards, and download a report to accompany each invoice. Regional administrators access ELSA on behalf of child care programs. Learn more on the ELSA webpage.

The Minnesota Department of Education is offering webinars for new staff working on scholarships, those who work in ELSA, and those who want to refresh their knowledge about the Pathway II Early Learning Scholarships Program.
Additional Resource Webpage

http://ecadmin.wikidot.com/early-learning-scholarships

EARLY LEARNING SCHOLARSHIPS

Early Learning Scholarships*

There are two ways families can access Early Learning Scholarships: Pathway I and Pathway II. Families can access Pathway I scholarships by applying through Regional Administrators. Early care and education programs that have applied and been awarded Pathway II scholarships can award those scholarships to families. For the latest information on Early Learning Scholarships, please visit the Minnesota Department of Education website: http://education.state.mn.us/MDE/StuSuc/EarlyLrn/EarlyLrnScholarProg/

Early Learning Scholarships Pathway I

These scholarships are awarded directly to families who meet eligibility requirements. Families must have a child between the ages of three and four years of age, and must meet other eligibility requirements outlined in Minnesota Statutes, section 124D.165.

Pathway I scholarship funds are paid to the early childhood program that the family chooses. The program must participate in the Parent System and may include Head Start, school district pre-kindergarten and preschool programs, and child care programs. Pathway I scholarships pay for up to 12 months. As of July 1, 2016, the program must have and maintain a Three- or Four-Star Parent Aware Rating in order to be eligible.

Early Learning Scholarships Pathway II

Pathway II scholarships are awarded to families through an eligible Four-Star Parent Aware Rated program. These include Head Start, school district preschool programs, and child care programs. Programs participating as a Pathway II site receive Pathway II scholarships funds for up to 12 months as a recipient of Pathway II Early Learning Scholarship funds. Please refer to MDE’s resource page for more information: http://www.education.state.mn.us/MDE/StuSuc/EarlyLrn/EarlyLrnScholarProg/PathwayII/index.htm (from MDE website).

The application for Pathway II funding is currently closed, it will re-open spring/summer 2016. Programs who are currently funded Pathway II should learn more about the funding through watching the Pathway II 101 Webinar or one of the below webinars:

Call-in toll-free number: 1-888-742-5095 (US)
Conference Code: 207 236 1822
Contacts

Pathway II: MDE.PathwayII@state.mn.us

ELSA: MDE.ELSA@state.mn.us