ATTACHMENT A

CCHE POLICY ON ALLOCATION AND USE OF FUNDS FOR STUDENT EDUCATOR STIPENDS AND EDUCATOR TEST STIPENDS PER HB22-1220

Approved July 29, 2022

Revised February 2, 2023

**1.00 Introduction**

This policy describes the goals, program, procedures, and eligibility criteria for the Student Educator Stipend Program and the Educator Test Stipend Program authorized by House Bill 22-1220. Hereinafter the two programs are referred to the Educator Preparation Stipend Programs, Stipend Programs, or Program(s).

**2.00 Statutory Authority**

Statutory authority for the Student Educator Stipend Program is contained in §23-3.9-302, Colorado Revised Statutes; statutory authority for the Educator Test Stipend Program is contained in §23-3.9-303.

2.01 Program Funding

* 1. The General Assembly has authorized the Educator Preparation Stipend Programs for the 2022-2023 academic year. Funding in future years is subject to available appropriations.
1. Subject to available appropriations, the CDHE shall annually allocate funding to each Educator Preparation Program provider for eligible students for the program. The program is designed to make one payment per year to EPPs to administer and disperse payments to or on behalf of eligible students. Subject to available appropriations, one payment will be made per academic year to institutions for qualified students.
2. Initial student eligibility will be determined by Educator Preparation Programs based on the number of eligible students.
3. Continued EPP eligibility will be confirmed on an annual basis.
4. The Educator Preparation Stipend Programs fund consists of all money appropriated to the fund by the General Assembly for the programs. At the end of any fiscal year (with the exception of FY23), all unexpended and unencumbered money in the fund remains in the fund and is not credited or transferred to the general fund or any other fund; for FY23, CDHE shall spend or obligate any money received pursuant to §24-25-228 by December 30, 2024. Any money obligated by December 31, 2024 must be expended by December 31, 2026.
5. The total number of program awards is subject to available appropriations. If the amount appropriated in a state fiscal year is insufficient to fully fund the stipends for the total number of eligible students for that state fiscal year, CDHE shall reduce the amount to each EPP by the same percentage that the deficit bears to the amount required to fully fund the total number of eligible students who qualify for the stipend programs.

**3.00 Goals, Principles, and Terminology**

3.01 Policy Goals for Educator Preparation Stipend Programs

CCHE’s Educator Preparation Stipend Programs Policy is designed to help reduce the financial burdens associated with completing an educator preparation program.

3.02 Principles

The Educator Preparation Stipend Programs is a way of delivering financial support to aspiring educators so that they may remain in their programs, be paid for their service in required clinical placements, and to reduce the costs and fees associated with the exams required for licensure.

* 1. Terminology

* 1. **Academic Residency**: a 16-week to 32–week intentional clinical experience for student educators who are placed in a school- or community-based setting for their culminating clinical experience. The student teacher/resident cannot be the teacher of record in the classroom.

* 1. **Approved Program of Preparation**: an Educator Preparation Program (EPP) at a public, private, or proprietary postsecondary institution authorized by the Colorado Commission of Higher Education per §23-1-121(1)(a) or an alternative teacher program as defined in section §22-60.5-102(5).
	2. **Eligible Student**: a student educator who is:
		1. enrolled in an approved program of preparation
		2. eligible for financial assistance because the student's expected family contribution does not exceed 300% of the maximum for federal Pell grant eligibility.
	3. **Eligible Provider**: those that are approved to offer Educator Preparation programs per §23-1-121(1)(a) or §22-60.5-102(5).
	4. **Student Educator** – an educator candidate who is participating in an academic residency to earn initial licensure as a teacher or a school counselor.

**5.00 Program Procedures**

5.01 Educator Preparation Program Procedures

1. By July 1 of a given year, each EPP shall notify CDHE of the number of eligible students who qualify for the stipend programs.
2. EPPs are required to provide data to CDHE for the requirements outlined in §23-3.9-302 through §23-3.9-304.
3. EPPs must use the FAFSA (Free Application for Federal Student Aid) or the CASFA (Colorado Application for Student Financial Aid) to demonstrate that a student meets the eligibility criteria in that the student’s expected family contribution does not exceed 300% of the maximum required to demonstrate federal Pell grant eligibility.
4. Eligibility must be determined each year a candidate is to receive funds.
	1. CDHE Procedures
	2. No later than August 1, 2022, and no later than August 1 each year thereafter and subject to available appropriations, CDHE shall allocate to each EPP funds to distribute as stipends for eligible students plus additional funds to help cover the direct costs of operating the Student Educator Stipend Program using the standard methods for allocating state-based financial aid or as wages for employment, to each eligible student in monthly installments.
	3. No later than August 1, 2022, and no later than August 1 each year thereafter and subject to available appropriations, CDHE shall allocate to each EPP funds to pay for the fees and costs associated with the assessment of professional competencies required for licensure pursuant to §22-60.5-203 and §22-60.5-212 for eligible students.
	4. For both programs, CDHE shall develop a funding formula to determine the allocations per EPP based on available appropriations and inflation rates each year.