



PEP OPEN HOUSE

PERSONALIZED EDUCATION PROGRAM

Personalized Education Program (PEP) Open House

May 23rd , 2024

Agenda

Scholarship Updates

Application Resources

MyScholarShop: New Vendor Alert

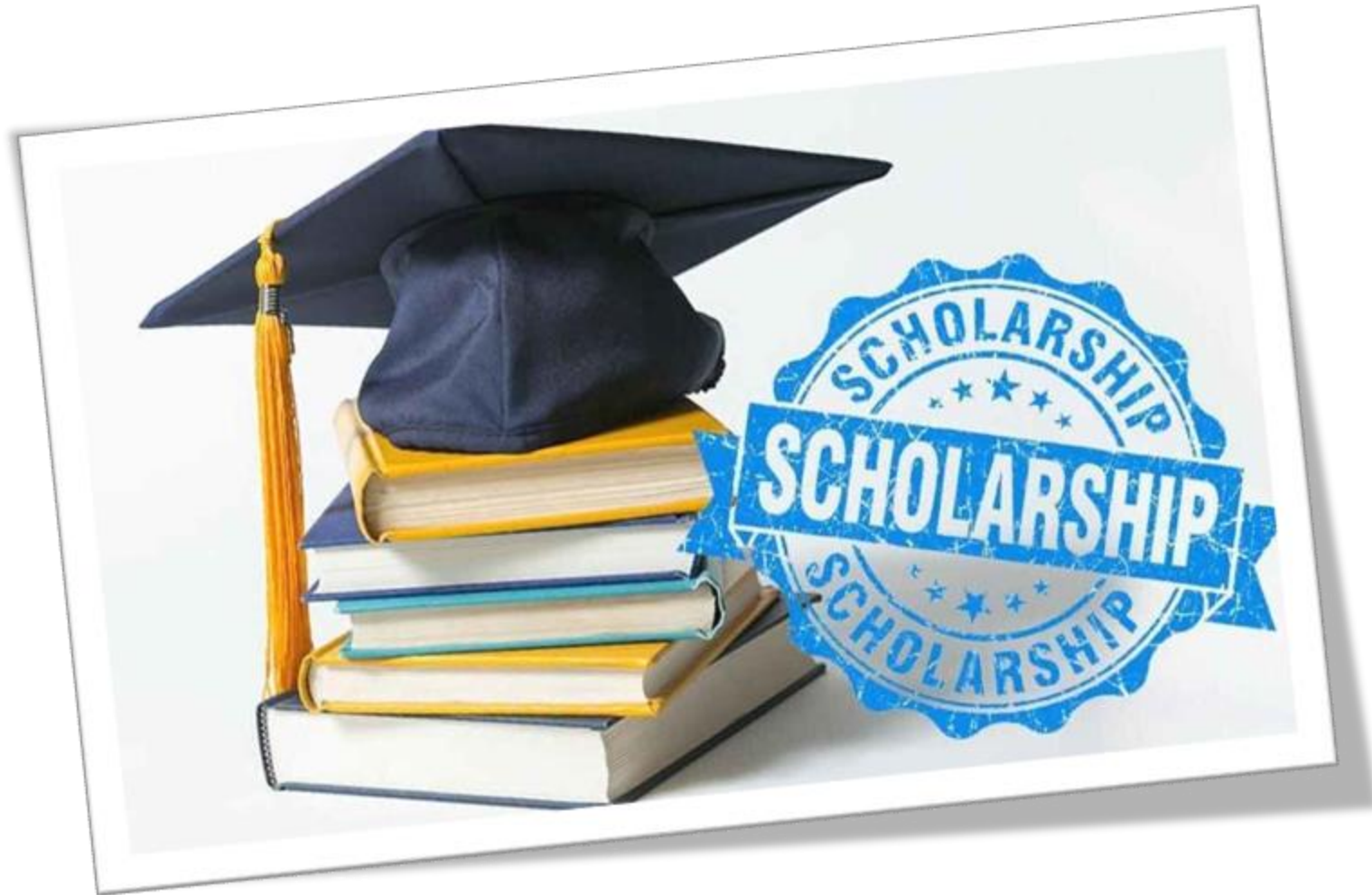
Hot Topics

Q&A

Other Resources

Please note: We do not have the Q&A option available; but you can submit questions in the post-webinar survey.





Scholarship Updates



Dear Parent/Guardian,

We would like to share some exciting news!

After a year of history-making growth, and for the first time in 16 years, Step Up For Students is welcoming a new chief executive to lead our efforts to expand educational opportunities for Florida students.

Our new CEO, Gretchen Schoenhaar, comes to us from Barclays, a top-10 global investment bank. Her two decades of executive leadership have focused on improving payment systems, integrating technology to delight customers, and skillfully navigating government regulations.

Gretchen brings a skillset from another industry that will be critical to ensuring Step Up delivers on our most essential task: empowering families to customize their children's education by delivering scholarship funding as seamlessly as possible.

Subject: Exciting news from Step Up For Students!
Sent: 04/30/2024

Personalized Education Program (PEP)

- PEP students can now spend at least two school days per week at a private school's physical location, having direct contact with teachers. If PEP students choose to educate using this model, they will need to address remaining instructional time, occurring outside of the private school, in their Student Learning Plan.
- The FLDOE will be instituting a new compliance process for private schools desiring to serve PEP families in the 24-25 school year. Any schools that are interested in serving the PEP population in this way need to email schoolchoice@fldoe.org. In the email, please include the school's name, school code (if applicable) and explain that the school wishes to serve PEP students under the new hybrid learning requirements.



Congratulations on your student's 2024-25 PEP scholarship award!

Dear Parent/Guardian,

Congratulations! Your student has been awarded a Personalized Education Program (PEP) scholarship through the Florida Tax Credit (FTC) program for the 2024-25 school year and should be showing as "Awarded" for FTCPEP within your EMA account.

If you applied for more than one student, we are excited to share that you can now easily find the information for each of your students on your dashboard. Click "View All" in the "My Students" section on your Dashboard if you applied for more than three students.

***You may be wondering what you're supposed to do next.
We're here to help!***

Subject: Congratulations on your student's 2024-25 PEP scholarship award! Open for next steps...
Sent: Varies based on award date

PEP Application Resources



**Renewal Application Process
PEP SY 24-25**




**New Application Process
PEP SY 24-25**



PEP Student Application Checklist



 **Renewal Student Application Checklist**

Documents required for all renewal applications (FTC, FES-EO, FTCPPEP and FES-UA)
 A student is considered a renewal if funded for the 2023-24 school year.

Proof of Florida residency (for primary parent/guardian only)
 All documents must be current (within 2 months from the submission date, if a recurring bill/statement), valid, and match the primary parent's/guardian's full name and the current physical street address provided on the application.
 Proof of Residence can be established with one document from Column A or two different documents from Column B.


Column A (upload one document)	Column B (upload two different documents)
Utility bill (electric, gas, water)	Florida driver's license or state-issued ID*
Mortgage statement or residential lease agreement	Paystub*
Proof of current government benefits: Social Security, Veterans Affairs, Disability, Medicare, Section 8/ HUD, TANF, SNAP, DCF correspondence	Automobile insurance statement*
Homestead or Property tax statement/assessment	
Permanent change of station (PCS) military orders	
Homeless Verification or Certificate	
Migrant Address Verification Letter	
Property deed	

*A secondary document is necessary.
 New for the 2024-25 school year: Proof of residency is no longer required for secondary guardians.

The application checklist for new and renewals can be found using the link below.

[Application Checklist](#)

Applications are open for the 24-25 school year!

 **New Student Application Checklist**

Documents required for all new applications (FTC, FES-EO, PEP and FES-UA)

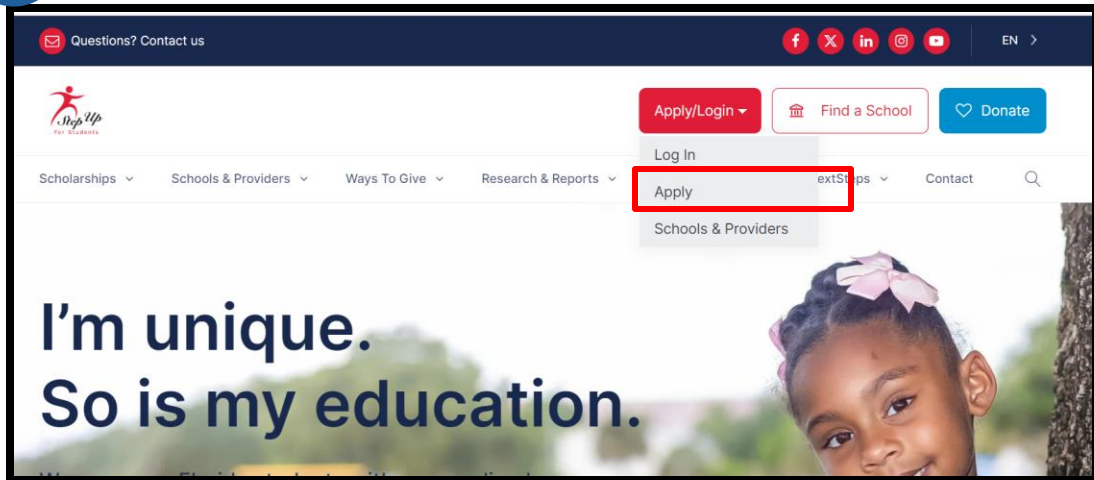
Proof of Florida residency (for primary parent/guardian only)
 All documents must be current (within 2 months from the submission date, if a recurring bill/statement), valid, and match the primary parent's/guardian's full name and the current physical street address provided on the application.
 Proof of Residence can be established with one document from Column A or two different documents from Column B.

Column A (upload one document)	Column B (upload two different documents)
Utility bill (electric, gas, water)	Florida driver's license or state-issued ID*
Mortgage statement or residential lease agreement	Paystub*
Proof of current government benefits: Social Security, Veterans Affairs, Disability, Medicare, Section 8/ HUD, TANF, SNAP, DCF correspondence	Automobile insurance statement*
Homestead or Property tax statement/assessment	Health insurance statement*
Permanent change of station (PCS) military orders	Homeowners or renters insurance policy*
Homeless Verification or Certificate	Mortgage acceptance letter*
Migrant Address Verification Letter	*A secondary document is necessary.
Property deed	

New for the 2024-25 school year: Proof of residency is no longer required for secondary guardians.

FTC/EO/PEP Application Resources

1



1. Visit stepupforstudents.org
2. Click on the red “Apply/Login” tab at the top of the page
3. Select “Apply” in the dropdown

4. Scroll down until you see the blue box titled, “Resources”

5. Under the FTC/EO section you will see all the resources mentioned for Season Open

2

A screenshot of the 'Resources' section on the StepUp for Students website. The section is titled 'Resources' and contains several categories: 'FTC/FES-EO/PEP', 'FES-UA', 'New Worlds', 'Hope', and 'Transportation'. Below these categories is a section titled 'Private School and PEP Scholarships Login' with a sub-header 'Families are now invited to renew or apply for a 2024-25 scholarship for the Family Empowerment Scholarship for Educational Options (FES-EO) and the Florida Tax Credit (FTC) Scholarship, including the Personalized Education Program (PEP)'. Below this is a 'Helpful Tips:' section with four bullet points. On the right side of the screenshot, a blue box highlights the 'Resources' section, listing various application guides, checklists, and videos for each category.

Helpful Tips:

- If you already have an existing EMA account, please click the “Log in to EMA” button below and use that same account for the 2024-25 school year. Families will have one account where they will manage their students’ scholarships, even if the children benefit from different scholarship programs.
- If you do not have an existing EMA account, please click the “Log in to EMA” button below and then click “Sign Up” to create your account.
- Before beginning your 2024-25 application, please view the “My Students” tab to ensure all of your students are linked to your EMA account. If a student is not listed, please click the “Add a Student” button to add them BEFORE beginning an application.
- Apply by scrolling down on your EMA dashboard and clicking the “Apply” button next to the

Resources

Scholarship Application Checklist
Agreed-Upon Purchasing Guidelines
Document Library

FTC/FES-EO/PEP

FTC/FES-EO Purchasing Guide
Renewal Families: Application Process
Video
Renewal Families: Application
Presentation
New Families: Application Process Video
New Families: Application Presentation
Adding a Student in EMA: New and
Renewal

FES-UA

FES-UA Purchasing Guide
Renewal Families: Application Process
Video
Renewal Families: Application
Presentation

2024 – 2025 SY for Parents/Guardians

Locating a student Award ID

Locate a student's Award ID under the "My Students" tab in the menu. This menu will display all the students listed on the account.

Select "View Student" at the bottom of the student box.

New Families



Dashboard

My Students

Recent Transactions

Help

Renewal Families



Dashboard

Reimbursements

My Students

Marketplace

Recent Transactions

Help

2024 – 2025 SY for Parents/Guardians

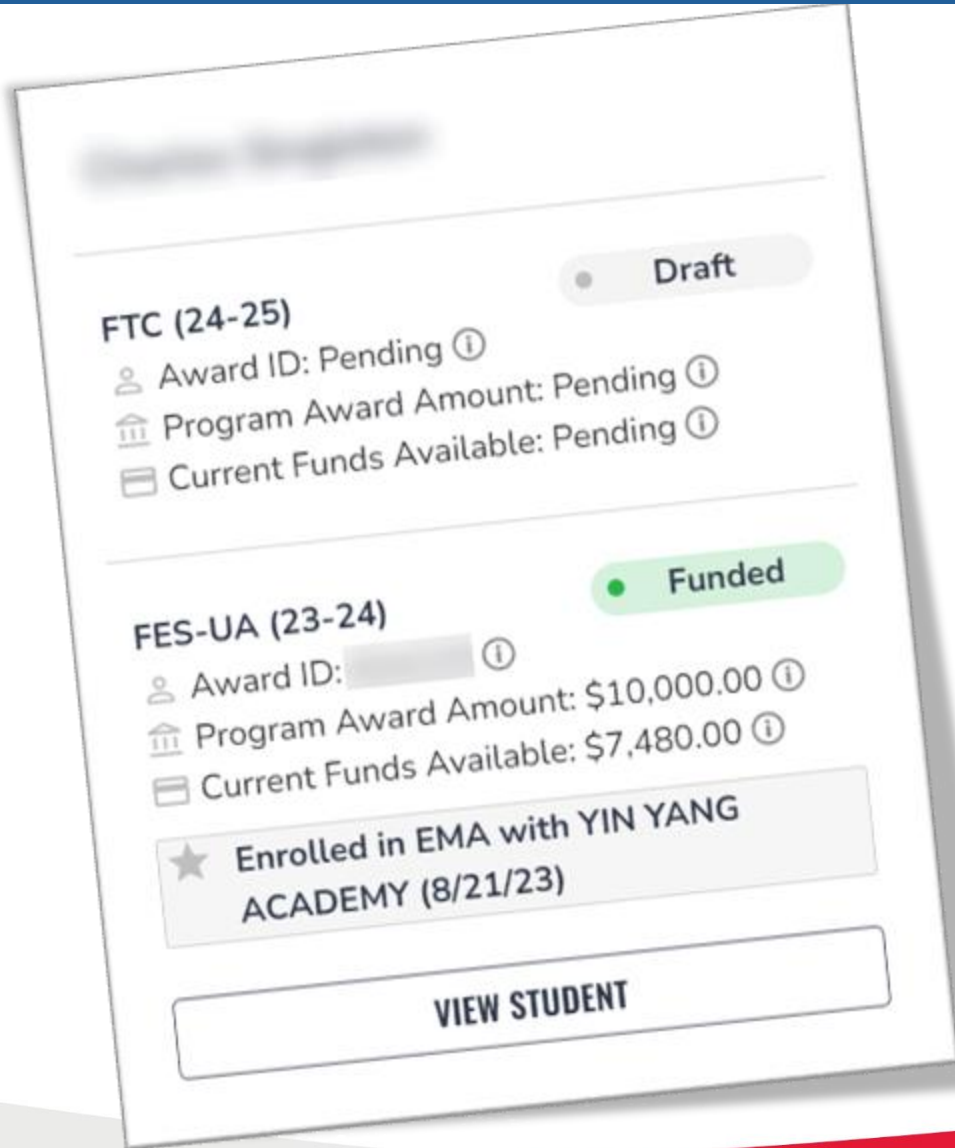
The screenshot displays a 'My Students' dashboard with three student profiles:

- Kimora:** New Worlds Scholarship Accounts (23-24) - Draft. Award ID: Pending. Program Award Amount: Pending. [VIEW STUDENT](#)
- Kammy:** FTC (24-25) - Draft. Award ID: Pending. Program Award Amount: Pending. New Worlds Scholarship Accounts (23-24) - On Hold. Award ID: Pending. Program Award Amount: Pending. [VIEW STUDENT](#)
- Bella:** New Worlds Reading Scholarship Accounts (22-23) - Funded. Award ID: Pending. Program Award Amount: \$10,000.00. [VIEW STUDENT](#)

A blue arrow points to the 'VIEW STUDENT' button for Kammy.

You can now view student details at a glance, similar to the dashboard view. If you wish to view more details, select **‘View Student’**.

2024 – 2025 SY for Parents/Guardians



Please Note:

Each student will have their own information box displaying application details, such as the:

- Award ID
- Program Award Amount
- Current Funds Available
- Student Status
- Enrollment Information

2024 – 2025 SY for Parents/Guardians

Please Note:

You can only view your student's available funds by going to the **"My Students"** page.

NEW
MyScholarShop
VENDORS



MyScholarShop New Vendors



<p>My Zoo Box https://www.myzoobox.com/</p>	<p>Students learn about the wonderful animal world through play and exploration. Foster Curiosity About Animals, Develop Fine Motor Skills, Exposure to Letter Forms and Letter Sounds, Build Math Skills and Number Sense.</p>	<p>Subscription Zoo Store with boxes with activities and stuff animals</p>
<p>Beautiful Feet Books Homeschool Curriculum Through Literature (bfbooks.com)</p>	<p>K-12 homeschool curriculum for history, geography, and science. Pick a subject, choose a grade level, and enjoy the joy of learning. You can teach multiple grade levels at once and comes with Open-and-go teacher guides.</p>	<p>K-12 Books Packs by Subject</p>
<p>Beautiful Discovery Box https://www.cratejoy.com/</p>	<p>For kids (and their adults!) to learn math, art, science & code by decoding nature's patterns. Each month's box has interactive models, art materials, Life skills, puzzles, science, technology, Engineering, math and a webpage full of videos.</p>	<p>Subscription</p>
<p>Demme Learning Demme Learning</p>	<p>Focused on math, spelling, grammar, and writing A distinctive set of manipulatives to deepen understanding, increase retention, and illustrate concepts.</p>	<p>Learning set in every subject</p>
<p>Crafter Home Crafter</p>	<p>Craft project, from weaving and macrame to jewelry-making and dyeing techniques. Box contains high-quality tools and materials necessary to complete a project from start to finish, we provide access to exclusive video workshops.</p>	<p>Subscription</p>



Hot Topics

Sports & Physical Education

May 2024



Sports & Physical Education

Examples of Approved Sports & Physical Education Activities



Baseball



Football



Tennis



Soccer



Dance



Gymnastics



Tumbling



Lacrosse

Sports & Physical Education

Approved Sports & Physical Education

- Authorized P.E. expenses include sports lessons, fees, or equipment (subject to manufacturer's age recommendations).
- Sports lessons (including individual or group training).
- Team fees (including registration, equipment rental, and competition fees).
- Stand-alone athletic event fees (including foot or bike race registrations, endurance events, and Special Olympics Registrations).
- Gym/fitness memberships or "Class Passes" (for the student only), including on-demand fitness classes.

Sports & Physical Education

Important Note:

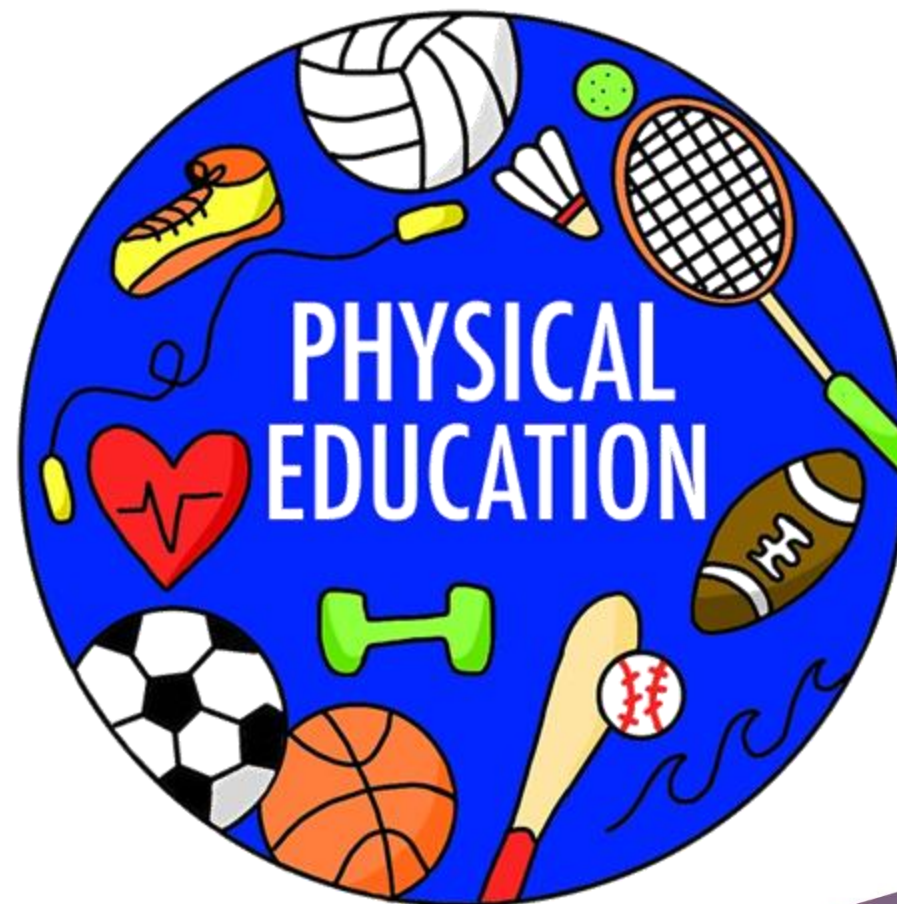
Adaptive exercise equipment is eligible with pre-authorization

Ineligible Sports & Physical Education Items:

Sports uniforms are not an approved expense (examples: Sports Jerseys, Cleats, etc.)

Single-admission leisure events (including equipment rental).

Activities occurring outside of the state of Florida that are not pre-authorized.





What is the purchasing process for curriculum and items for homeschool co-op?

ANSWER

Families can either purchase directly through the Marketplace, pay out of pocket, and be reimbursed through the reimbursement process, or submit a pre-authorization.



If a student has rollover funds but has already graduated, how can the student access those funds?

ANSWER

Students can continue to access the funds in their ESA until the account balance is expended or the account is closed.



Where is a complete list of allowable reimbursements? How do I verify if an expense is approved?

ANSWER

**The FTC/FES-EO/PEP
Purchasing Guide contains
detailed information about
allowable reimbursements
and what can be purchased
using scholarship dollars.**



[Purchasing Guide](#)



What specific forms and documents are necessary to approve reimbursements?

ANSWER

The necessary documentation required is dependent on the purchase made. More information can be found in the Parent/Guardian Handbook on pages 13-18.

Reimbursement Best Practices



Need help identifying the proper documentation needed when submitting a reimbursement?

We have some help for you. Use the link or the QR code to access our newest resource, “Reimbursement Best Practices for Families”.

[Reimbursement Best Practices for Families](#)





How and when are the test scores submitted?

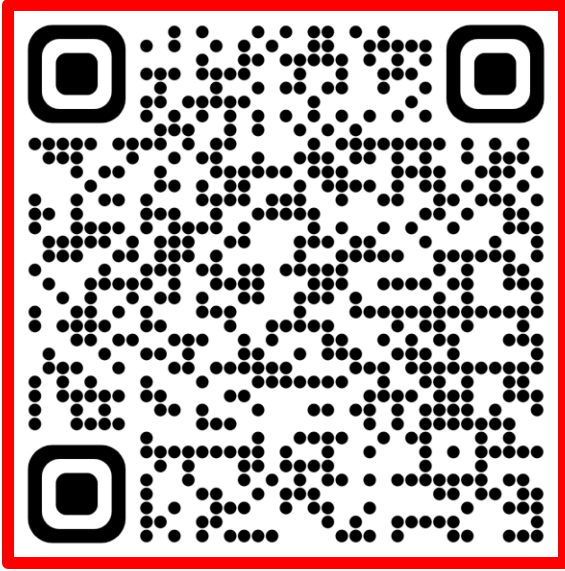
ANSWER



[Annual Assessment Requirements](#)

Information is forthcoming but a list of approved assessments can be accessed at the link listed below.

Funding Information and Resources



2023-2024
FTCPEP Parent
Handbook



Purchasing Guide



February Open House



March Open House



April Open House

DID YOU MISS A PEP OPEN HOUSE?
NOT TO WORRY, WE HAVE THE RECORDINGS HERE FOR YOUR REVIEW.

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Hope WV Parent

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4 videos

Step Up Schools

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7 videos

Step Up Parents

[View full playlist](#)

3 videos

Step Up Parent

[View full playlist](#)



From all of us at Step Up For Students, thank you for your service.



Contact Us

**Monday – Friday
8:00 AM – 5:00 PM ET**




Call: 877-735-7837



**Chat:
www.stepupforstudents.org**



The background of the slide features a vibrant scene of pink flowers, likely Verbena, with green foliage, set against a clear blue sky filled with soft, white clouds. The flowers are in various stages of bloom, with some showing distinct clusters of small blossoms.

**Thank You
For Attending
Our Webinar
Please Join Us
For Our**

Upcoming Webinar

June 27th, 2024