

# Streamlined Unified Improvement Plan

New Template Option for 2024-25 School Year



**COLORADO**  
Department of Education

The Unified Improvement Plan (UIP) provides districts and schools with a consistent form to capture planning efforts that coordinate state, federal and grant requirements. After three years of co-design with a field-based workgroup, a template pilot in 2023-24, and broader stakeholder input, the department has finalized the Streamlined Template for statewide use. The new template is optional for 2024-25; the traditional template will also be available. Key features, considerations for usage, and timeline of launch can be reviewed in the resource document.

## Key Features of New UIP Template:

- **Streamlined Layout:** The layout of the new template has been reorganized to better align with school and district planning processes, making it easier for users to navigate and complete.
- **Clarified Instructions:** Specificity has been added within the template, ensuring that users have clear guidance, samples, and resources for what information needs to be provided in each section.
- **Reduced Completion Time:** Sections have been shortened and consolidated to minimize redundancy and streamline the entry process, ultimately saving time for plan development.
- **Enhanced Visual Appeal:** The updated template features a refreshed design, with improved formatting, navigation, and readability to enhance the overall user experience.

## What Are the Major Changes to the Template?

While many components are staying the same, including the backend data storage, there will be some planning and terminology changes to the Streamlined Template.

- **Terminology Changes:** Priority Performance Challenges are now titled *Student Performance Priorities* and Implementation Benchmarks have been renamed to *Implementation Milestones*. These changes were made to increase clarity and align with other terms used in continuous improvement work in schools.
- **Reorganized:** *Annual and Interim Targets* have been moved to the beginning of the plan, so that all activities related to student performance (i.e., prioritization and target setting) are all done at once. This change was made to align with how and when schools and districts engage with student data.
- **Removed:** *Notable Trends, Brief Description, and Reflection on Prior Year Targets and Strategies* have been removed to shorten plan time completion.
- **Modified:** *Targets and Implementation Milestones* can now include up to six interim progress tracking events. This change was made to add precision to progress monitoring to facilitate midcourse adjustments.

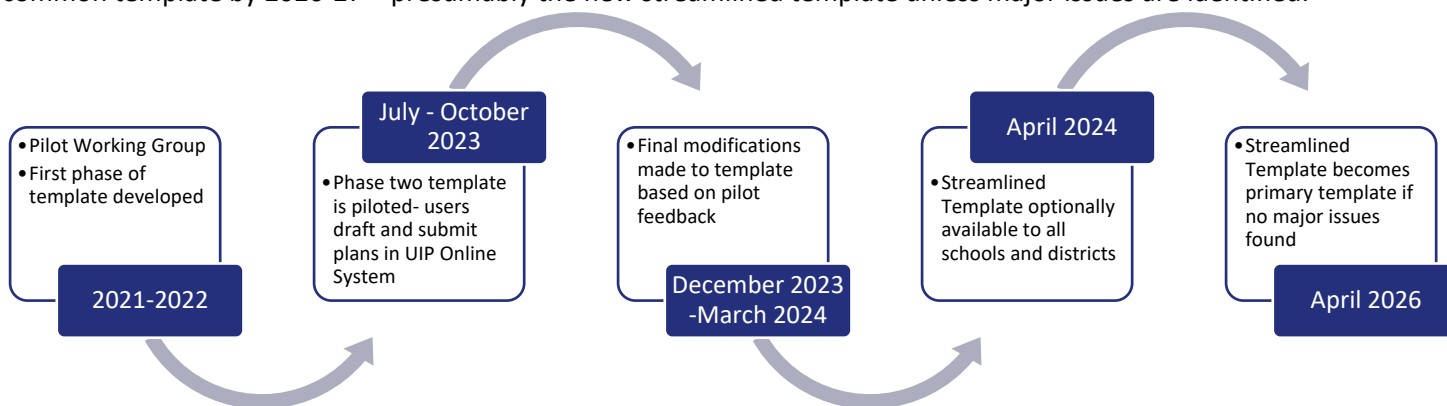
## What should be Considered before Moving to the Streamlined Template?

While the new template is more condensed, there are considerations for moving to the new template for the 2024-25 school year.

- To prepare for the transition to the new template, the **Copy from Last Year feature will not be available** the first year of streamlined template usage.
- With any new online system, there is a small probability of bugs or system issues. Many issues have been resolved through the 2023-24 pilot.
- With any system change, there are new training responsibilities and a learning curve. This may not be the year your system has time to engage with this change.

## What is the Timeline for the New Template?

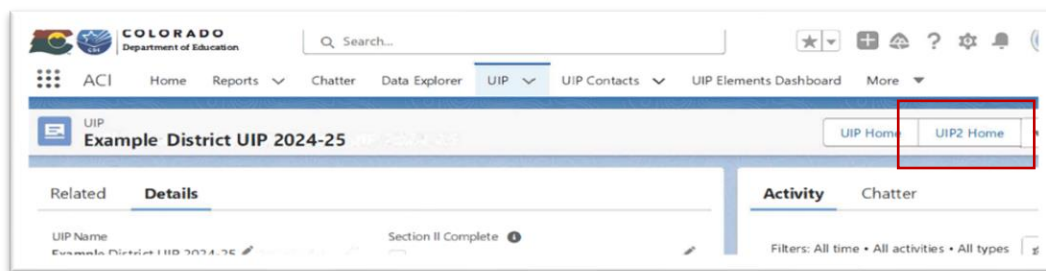
This new template will be optional for the 2024-25 school year, with District Administrators responsible for making the decision on which template their schools will use. Throughout the year, CDE will gather input on both the new and traditional templates and decide whether to offer both again in 2025-26. At a minimum, the state will transition to one common template by 2026-27 – presumably the new streamlined template unless major issues are identified.



## How will Users Access the Streamlined Template?

Districts and schools will manage access to the template through Identity Management. District profiles already have access, and school profile access will be managed through LAM role assignment.

**District Access using UIP2 Home button:** All district staff will have the choice to access the 'original' online template using the UIP Home button, or access the Streamlined Template using the UIP2 Home button within the UIP Online System.



**Schools via LAM Profile assignment:** For school users, district LAMs will need to remove the "UIP~School Admin" role and assign the new user role "UIP~UIP2 School Admin" to all staff interested in utilizing the Streamlined Template in 2024-25. For more information on this process, review the [UIP Online System User Setup and Management](#) guide.