

BOARD OF HIGHER EDUCATION
REQUEST FOR COMMITTEE AND BOARD ACTION

COMMITTEE: Fiscal Affairs and Administrative Policy **NO.:** FAAP 06-03
COMMITTEE DATE: November 10, 2005
BOARD DATE: November 17, 2005

ONE FAMILY INC. SCHOLARSHIP PROGRAM GUIDELINES

MOVED: The Board of Higher Education hereby adopts the attached
One Family, Inc., Scholarship Program Guidelines.

Authority: Chapter 45 of the Acts of 2005, Items 7070-0065
Contact: Dr. Clantha McCurdy, Associate Vice Chancellor for Student Financial
Assistance

Background Information

In an effort to help eradicate homelessness in the Commonwealth, the Massachusetts Legislature funded the One Family, Inc., Scholarship Program as a matching resource for One Family, Inc., a non-profit organization offering integrated services for heads-of-households who have experienced homelessness or are on the verge of becoming homeless. The One Family, Inc., program of services consists of financial scholarships, leadership development and mentor support, which are designed to end family homelessness by helping at-risk women to achieve a college education, pursue their career dream and become financially independent.

Designed as a matching fund, the One Family, Inc., Scholarship Program recognizes the impact of the homeless crisis in Massachusetts. Though a number of shelters are available for families and individuals, most are often filled to capacity, and there is a growing demand for services offered by these facilities. One Family, Inc., offers a unique approach to ending family homelessness. With financial aid and extended services, women and their families are given an opportunity for a permanent path out of poverty. The One Family, Inc., Scholarship Program, supported through a Fiscal Year 2006 appropriation, provides financial aid for educational expenses to include tuition and fees, and living expenses.

The Board of Higher Education recognizes the significance of the One Family, Inc., Scholarship Program in addressing homelessness in the Commonwealth. This program will serve a diverse group of heads-of-households through programs located in Gloucester, Boston and Malden. Annual reports regarding the success of the scholarship program will be submitted to the Legislature by One Family, Inc., and the Board of Higher Education as required.

ONE FAMILY, INC., SCHOLARSHIP PROGRAM GUIDELINES

PURPOSE

The One Family Scholarship Program was established by the Massachusetts Legislature to assist heads of households to achieve their academic goals by offering the opportunity for a permanent path out of poverty through the pursuit of higher education. Recipients of this scholarship receive an integrated network of services through the non-profit organization, One Family, Inc., whose mission is to serve residents of the Commonwealth who are low-income and homeless, or have experienced homelessness within the prior year.

DEFINITIONS

INSTITUTION:

A public, private, independent, profit or nonprofit postsecondary institution in the Commonwealth of Massachusetts authorized to offer undergraduate degrees or certificate programs. The institution must be accredited and eligible to participate in the Federal Title IV programs.

ELIGIBLE PROGRAM:

Any undergraduate degree or certificate program offered by an eligible institution.

ELIGIBLE STUDENT:

To receive scholarship funds, the applicant must meet the following criteria:

- a) Be a Massachusetts resident domiciled in the Commonwealth for at least one year (twelve consecutive months).
- b) Be a U.S. citizen or eligible non-citizen.
- c) Qualify as a head-of-household, with children under age 18.
- d) At risk of homelessness, based on federal poverty standards, or has experienced homelessness within the previous 12 months.
- e) Be an active participant of One Family, Inc., services and activities, including the Leadership Seminar program.
- f) Enroll, full- or part-time, in an eligible certificate or degree program at an eligible institution.
- g) Maintain satisfactory academic progress on all academic work as determined by the institution.
- h) Complete and file the Free Application for Federal Student Aid (FAFSA).

STUDENT AWARD

The scholarship under this program may be awarded as follows:

- 1) Scholarships may be awarded to cover tuition and fees and related living expenses during the period of enrollment.
- 2) The value of the tuition and fee portion of the scholarship, in combination with other financial aid, may not exceed the recipient's cost of attendance as determined by the institution.

DISBURSEMENT OF FUNDS

- 1) Scholarship expenses paid on behalf of an eligible student shall be reimbursed to One Family, Inc., by the Board of Higher Education each semester, as invoiced.
- 2) One Family, Inc., must supply documentation to support student enrollment and living expenses and documentation to support matching requirements as stipulated by the Massachusetts Legislature. This information provided by One Family, Inc., to the Board of Higher Education shall include the name, Social Security Number, scholarship award, institution enrolled for each scholarship recipient to facilitate the reimbursement and reporting requirements to the Massachusetts Legislature. One Family, Inc., shall notify the Board of Higher Education of any changes to the recipient's scholarship award and enrollment status.
- 3) The Board of Higher Education may require One Family, Inc., to provide additional information to support the reimbursement of administrative and other expenses.

PARTICIPATION AGREEMENT

All institutions participating in the Commonwealth of Massachusetts' One Family, Inc., Scholarship Program must file a Financial Aid Program Participation Agreement to be maintained on file in the Office of Student Financial Assistance.

AUDIT REQUIREMENT:

The Chancellor shall require each participating institution to furnish annually the following:

- a) Documentation of cost of attendance and eligibility status of each recipient.
- b) All financial books, records and documents pertaining to this program shall at all times be open to inspection, review and audit by the Chancellor, the State Auditor or their authorized representatives who shall have access to the premises wherever such books, records and documents are located. The institution shall retain such financial books, records and documents for not less than seven years.

AUTHORITY

Chapter 45 of the Acts of 2005, Items 7070-0065.