

**BOARD OF HIGHER EDUCATION
ONE FAMILY, INC. SCHOLARSHIP PROGRAM**

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, for-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.

ELIGIBILITY REQUIREMENTS

To be eligible for the One Family Scholarship Program, the student must:

- a) be enrolled in an eligible institution, as defined;
- b) qualify as a head-of-household, with children under age 18;
- c) be at risk of homelessness, based on federal poverty standards, or have experienced homelessness within the previous 12 months;
- d) be an active participant of One Family, Inc., services and activities, including the Leadership Seminar program;
- e) physically reside in Massachusetts for at least one year, as of the start of the enrolled term, with an intent to remain in Massachusetts consistent with Board of Higher Education (BHE) policy;
- f) be a U.S. Citizen, lawful permanent resident, or non-citizen eligible under Title IV regulations; or have an approved eligibility status designated by the BHE pursuant to the Massachusetts Tuition Equity Law or otherwise;

- g) complete the Free Application for Federal Student Aid (FAFSA) or the Massachusetts Application for State Financial Aid (MASFA) as applicable for eligible students under the Massachusetts Tuition Equity Law annually;
- h) comply with financial aid verification requirements;
- i) enroll, as a matriculated student, on a full-time or part-time basis in an eligible undergraduate program of study; and
- j) meet Satisfactory Academic Progress (SAP) according to institution's requirements and federal standards.

AWARD VALUE

The scholarship under this program may be awarded as follows:

- Scholarships may be awarded to cover tuition and fees and related living expenses during the period of enrollment
- 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

AWARD DISBURSEMENT

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.

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.

The Board of Higher Education may require One Family, Inc. to provide additional information to support the reimbursement of administrative and other expenses.

ANNUAL REVIEW

The Department of Higher Education is responsible for evaluating the effectiveness of the One Family Scholarship Program. Institutions that have signed an agreement to participate in the

Massachusetts State financial aid programs are required to share data for all students with the Massachusetts Department of Higher Education (DHE) or its designee, and the Office of Student Financial Assistance for this purpose. The program may be evaluated annually to determine any immediate impact or to determine if adjustments are required for various processes, such as disbursement of funds.

PARTICIPATION AGREEMENT

All institutions receiving funds under the One Family Scholarship Program must have an active Massachusetts State Financial Aid Participation Agreement on file with the Massachusetts Office of Student Financial Assistance (OSFA).

AUDIT REQUIREMENT

- a) It shall be the responsibility of each college to maintain documentation of a recipient student's eligibility for the One Family Scholarship Program.
- b) The Commissioner shall require each college to furnish annually to the BHE a report detailing specific information regarding recipients of the One Family Scholarship Program. OSFA will establish the timeline, specifications, and procedures for this report.
- c) All financial books, records and documents pertaining to this Program shall, at all times, be open to inspection, review and audit by the Commissioner, the State Auditor or their authorized representatives who shall have access to the premises wherever such books, records, and documents are for seven years. An institution may retain such records for a period of five years, if approval is received from the Records Conservation Board in accordance with General Laws, Chapter 30, Section 42.