



OPERATIONS MEMO

Update of the California Student Aid Commission

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GOM 2007-03

TO: Financial Aid Administrators

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SUBJECT: California Chafee Foster Youth Grant Program
2007- 2008 Application Availability

This Operations Memo is to provide you with an update on the California Chafee Foster Youth Grant Program (Chafee Program).

2007- 2008 Application Availability

The 2007-2008 *Chafee Foster Youth Grant Application* is now available on the Commission's Web site at <https://www.chafee.csac.ca.gov/default.asp>. Prospective Chafee applicants who cannot access the online application can download a paper application and mail or fax it to the Commission. **Only new** Chafee applicants need to complete the Chafee application. Please urge renewal students to complete a new FAFSA and **not** submit a **new** Chafee application.

New Applicants

To be considered for a Chafee award, a **new** applicant needs:

- To complete and file the Chafee application
- To complete and file a FAFSA for the 2007-2008 academic year
- Have a Financial Need Analysis Report (NAR) completed by their school
- A Foster Youth record from California Department of Social Services (CDSS) provided directly to the Commission

Renewal Applicants

To make this process as easy as possible for the renewal student, the student is not required to submit a new Chafee application every year. Renewal students must submit a new FAFSA each year and their school must complete a new NAR for each academic year. Students missing any required information will receive a *Missing Information Status* letter.



State of California
Arnold Schwarzenegger
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Financial Need Analysis Report (NAR) Process

Please continue to process 2006-2007 Financial NARs for eligible applicants. The Commission will continue to process awards until all authorized funds are depleted. The Commission recommends that schools check the *Chafee Need Analysis Roster* for updated NAR status. Schools can also check the *Chafee Status Roster by School* using the *WebGrants Download Report Screen* which is updated every Friday. The Commission anticipates having the 2007-2008 WebGrants Chafee Financial NAR available for processing in early May 2007 for new and renewal students.

Selection Criteria 2007-2008

After consultation with CDSS, the Commission will maintain the existing selection criteria, which are in effect for 2006-2007. The selection criteria for the 2007-2008 Chafee awarding process are:

- Priority 1: Renewal students who have received a payment in a prior year
- Priority 2: Students who are aging out of the program
- Priority 3: Students with dependents
- Priority 4: Student who have an unmet need of \$5000 or higher
- Priority 5: Submission date of completed application

2006-2007 Academic Year

Currently, for the 2006-2007 federal fiscal year, the Commission has awarded over \$10.6 million in grants to 2,484 foster youth students. Of these awarded students, the Commission made 1,277 new grant awards and payments to first time Chafee students. Currently there are approximately 500 Financial NARs that have not been completed by schools for new and renewal students who could potentially be eligible for a Chafee grant. As you complete the Financial NARs, the Commission will include these students in its weekly Chafee Award cycle. *Please do not delay in getting the NARs completed so your students get the best possible opportunity to receive a Chafee grant for the 2006-2007 academic year.*

The Commission continues to receive a significant number of returned checks for students not eligible for a Chafee grant. Awards and payments are processed using the information received from the Financial NAR reported by the institution. If you identify an awarded student whom you determine is no longer eligible for the Chafee grant and you have not yet received their check, please contact us immediately and submit a revised Financial NAR indicating the reason for ineligibility. This process will assist your institution and the Commission in funds management and avoid the need to send checks back and forth.

Web Sites for More Information

Students can access their Chafee information on *WebGrants for Students* at <https://mygrantinfo.csac.ca.gov> Please encourage students to use this service to check their award status or to make changes in their personal information. If you would like more information on the Chafee Program and its benefits, please visit the Commission's Chafee Web site at www.csac.ca.gov.

Contacting the Commission

Schools may contact the Commission's Specialized Programs Operations Branch at 888-224-7268, option 3 for questions regarding the content of this GOM 2007-03.

The Commission encourages students to use the *WebGrants for Students* at <https://mygrantinfo.csac.ca.gov>. Students may also contact Student Support Services with general Chafee Program inquiries at 1-888-224-7268.

For your additional information and to better assist you in serving students, enclosed with this Operations Memo you will find a 2007-2008 Chafee Program paper application and a copy of the Chafee Frequently Asked Questions. Remember, you may download additional copies of the Chafee application at <https://www.chafee.csac.ca.gov/default.asp>.

Thank you for your continued partnership in serving students

Enclosures: 2007-2008 Chafee Paper Application
Chafee Frequently Asked Questions