



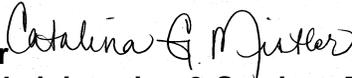
OPERATIONS MEMO

Update of the California Student Aid Commission

August 18, 2011

GOM 2011-23

TO: Financial Aid Administrators

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SUBJECT: Chafee Grant Program Update for Academic Year 2011-12

The California Student Aid Commission (Commission) is pleased to announce that the 2011-12 California Chafee Foster Youth Grant Program (Chafee) fall term payments were processed under the new electronic payment method on August 15, 2011 as announced in [GSA 2011-25](#). Institutions should begin receiving Chafee Program checks from the State Controller's Office (SCO) within 10 business days. The Commission anticipates notifying all Chafee Program recipients of their payment status by August 30, 2011 to allow schools time to process their payments.

All available 2011-12 federal and state Chafee Program funds have been offered to eligible new and renewal students. However, any returned Chafee funds will be used to make new Chafee Grant awards to the next eligible applicants. To make new awards available, it is important to immediately return any funds identified for ineligible students. The Commission will continue to process new awards on a weekly basis as returned funds become available.

WebGrants Changes – New Automated Payment Process

The Commission has implemented an electronic claim schedule process for issuance of Chafee checks. This new method will streamline the payment process, track payments, and enable efficient delivery of Chafee checks to institutions. It is anticipated that checks will be delivered to institutions by the SCO within 10 business days from the "process date" reported on the WebGrants system.

WebGrants **System Administrators** have access and can grant authority to system users to update the "Chafee Student Payment Roster." A Chafee recipient's disbursement status can be updated on the online payment roster and institutions may immediately report returned checks for ineligible recipients. As in the past, if a check is returned, please do not deface the check by writing "VOID". This creates delays for the Commission to offer timely additional awards.



State of California
Edmund G. Brown Jr.
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Chafee Online Payment Roster Training PowerPoint Presentation

During the first week in August, the Commission provided Webinar training to institutions on the new Chafee Online Payment Roster. If you were unable to participate in a training session, the PowerPoint presentation is available at www.csac.ca.gov, click on "Schools" and then select "Colleges." You will find the information on the "training" link. At the end of the presentation, a "Questions and Answers" section has been added which you may find helpful.

Contact the Commission

We anticipate that this new electronic process will improve the administration of the Chafee Program. If you have any questions regarding this Operations Memo, please contact the Specialized Programs Operations Branch at (888) 294-0153, option 2. The Commission encourages students to use *WebGrants for Students* at www.webgrants4students.org, but students with general Chafee Program inquiries may contact the Student Support Services Branch at (888) 224-7268.

Working together to effectively promote education beyond high school!