



OPERATIONS MEMO

Update of the California Student Aid Commission

May 23, 2012

GOM 2012-18

TO: Financial Aid Administrators

FROM: Catalina G. Mistler 
Chief, Program Administration & Services Division

CONTACT: Specialized Programs Operations Branch
Phone: (888) 294-0153, Option 2
Fax: (916) 464-7977
E-mail: specialized@csac.ca.gov

SUBJECT: Chafee Grant 2011-12 Summer Quarter Payments

The California Student Aid Commission (Commission) is pleased to announce that the 2011-12 summer quarter term payments (checks) for the California Chafee Foster Youth Grant (Chafee) Program were processed on May 14, 2012, and should reach the institution by the end of May.

WebGrants System Administrators have access and can grant authority to system users to update the "Chafee Student Payment Roster." Institutions may report a Chafee recipient's disbursement or ineligibility status immediately on the online payment roster.

As usual, if a check is returned for ineligible recipients, please do not deface the check by writing "VOID". This creates processing delays for the Commission to offer timely additional awards.

Missing Information Notifications

In an effort to assist eligible applicants to complete all their missing information, the Commission sends emails and letters instructing applicants to provide the necessary paperwork required for Chafee award consideration. The first series of the 2012-13 Missing Information Notifications were released on February 10, 2012, as referenced in [GOM 2012-04](#), dated January 25, 2012. A second series of missing information notifications will be sent in June.

If you have questions regarding this Operations Memo, please contact the Specialized Programs Operations Branch at (888) 294-0153, option 2, or at chafee@csac.ca.gov.

Working together to effectively promote education beyond high school!!



State of California
Edmund G. Brown Jr.
Governor

For more information you may contact us at:
California Student Aid Commission, Program Administration & Services Division
P.O. Box 419029, Rancho Cordova, CA 95741-9029 (888) 294-0153 Fax: (916) 464-7977
Website: www.csac.ca.gov E-mail: specialized@csac.ca.gov