



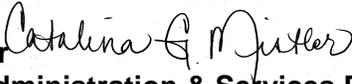
SPECIAL ALERT

Update of the California Student Aid Commission

July 22, 2011

GSA 2011-25

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: California Chafee Program Update and Training Announcement

This Special Alert provides an update on the California Chafee Foster Youth Grant Program (Chafee) for the 2011-12 academic year and the upcoming new payment roster training.

Applicants with Missing Information

For an applicant to be considered for a Chafee award, the California Student Aid Commission (Commission) must receive the following:

1. Chafee Grant Application (one-time)
2. California Department of Social Services Foster Care Eligibility Certification
3. Free Application for Federal Student Aid (FAFSA) (annually)
4. Need Analysis Report (NAR) (annually)

Each year, the Commission matches these records to process applicants with complete files through the award cycle. Applicants who have missing information cannot be processed to determine Chafee award eligibility. To assist these potentially eligible applicants in completing their missing information, the Commission sent them e-mails and letters in early July informing them of the necessary paperwork required for Chafee award consideration.

2011-12 Awards and Payments

No changes were made to the Chafee selection criteria for the 2011-12 academic year. The priority award process continues as follows:

- 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: Students who had an unmet need of \$5,000 or higher
- Priority 5: Submission date of completed application



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

The 2011-12 Chafee award process will run on Monday, July 25, 2011, and preliminary award letters will be mailed to the selected Chafee recipients. Commission staff anticipates processing Chafee payments beginning mid-August. This year, individual Chafee checks will be mailed directly from the State Controller's Office to expedite the payment process for students.

Online Chafee Payment Roster Training

The Commission is pleased to announce that the new Online Chafee Payment Roster is complete and will be made available once payments are processed. Beginning with the 2011 fall term, an automated payment process will be available to institutions through the Commission's WebGrants system. The automated payment process will improve the delivery of Chafee payments, manage and track payments, and allow institutions and Commission staff to inform students of their payment status. We are hopeful that this new process will benefit both the students and the school staff in delivering Chafee payments more efficiently.

To assist financial aid administrators in using the new Online Chafee Payment roster, the Commission will be hosting an online webinar. The Commission will hold two webinars on August 2 and August 4, 2011 from 10:00 a.m. to 11:30 a.m. and from 2:00 p.m. to 3:30 p.m.

Training Sessions will cover the following:

- Participant Application Process
- A start-to-finish overview of the Chafee Payments
- Accessing the Chafee portal menu
- Navigating screens
- Payment information requirements
- Disbursing payments
- Returning payments
- Group Participation Exercises

Registration Information

To participate in a Chafee payment training session go to <https://csacevents.webex.com> and register for the "Chafee Online Payment Roster Training". Once you have registered, a confirmation e-mail will be sent to you with the website login instructions and teleconference phone line information.

Each online training session will be approximately one and a half hours long. Participants can log on from their own office or home computer and follow along screen-by-screen while listening to the live audio feed over the phone. Participants will have the opportunity to ask questions and receive immediate answers.

Should the scheduled training sessions get full on the above dates, the Commission will schedule additional training sessions.

If you have any questions regarding the Chafee payment training sessions, please contact Jeana Maduli at (916) 464-2988 or at jmaduli@csac.ca.gov.

Working together to effectively promote education beyond high school!