

CHAPTER 15

FEDERAL SUPPLEMENTAL EDUCATIONAL OPPORTUNITY GRANT PROGRAM

Imperial Valley College . 380 E. Aten Road . Imperial, California . 92251

15.1

SELECTION AND AWARDING OF STUDENTS OUR POLICIES AND PROCEDURES

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IVC POLICIES

FEDERAL SUPPLEMENTAL EDUCATION OPPORTUNITY GRANT

- FSEOG is a federal grant program designed to assist students who have the greatest demonstrated financial need and who are also Pell Grant eligible.
- For the 2018-19 academic year, the SEOG award is \$400 for students enrolled in 6 or more units.
- SEOG awards are not available for students attending less than 6 units.
- Awarding of FSEOG funds is extremely limited due to the small amount of funds received each year.
- FSEOG awards made for the Fall/Spring award year will be canceled for students who do not attend Fall Semester.

IVC PROCEDURES

SELECTION AND ELIGIBLE STUDENTS

- Our selection and awarding procedures are uniformly applied and in writing. Students must:
 - have a completed file
 - be a Pell Grant recipient
 - have a zero EFC, and
 - must be enrolled in a minimum of 6 units.

AWARDING

General Packaging Guidelines

- The Banner system will calculate need (Cost of Attendance – EFC = Need).
- Aid is awarded based on an awarding hierarchy.
- All federal and state grants which rely on the Unmet Need formula (Need – Award) are awarded and disbursed in the following order:
 1. California College Promise Grant
 2. Pell Grants
 3. Cal Grants
 4. Student Success Completion Grant
 5. Supplemental Education Opportunity Grants
 6. Work Study
 7. Chaffee Grants

Priorities for Awarding

- Initial awards are made to students with completed files at the time of the first Fall packaging run.
 - Within that group, FSEOG funds will be awarded first to Pell eligible students with the greatest need.
- Remaining funding is awarded to mid-year (Spring Semester) students; the same criteria apply.

MAXIMUM AND MINIMUM ACADEMIC YEAR AWARD

- Maximum AND Minimum award per academic year is \$400.
- Awards will be prorated based on enrollment status.

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15.2

FISCAL PROCEDURES AND RECORDS OUR PROCEDURES

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DISBURSEMENTS

- FSEOG, EOPS, CARE and Cal Grant B and C are generally disbursed once per semester.
- Checks are mailed or sent via EFT on the dates listed on the **Disbursement (Payment) Dates**
- If the student never attends, the college will reimburse FSEOG account for the entire amount.

FEDERAL SHARE

- Our federal share is: 25%

METHODS OF NON-FEDERAL MATCHING

- We use this required method to meet our non-Federal Share (select one): individual recipient basis, aggregate basis or fund specific basis
 - FSEOG matching funds used are: California College Promise Grant (formerly BOG fee waiver)

OVERAWARDS AND OVERPAYMENTS

- Our procedure for catching over-awards includes these reports: Overpayment Report
- For the FSEOG, if the student's total resources still exceed need by more than \$300 after the institution takes the steps required above; the institution must consider the amount by which the resources exceed the student's financial need by more than \$300 as an overpayment.

FUND USE FLEXIBILITY

- We may transfer FSEOG funds to the FWS program.

ADMINISTRATIVE COST ALLOWANCE

- The calculation of the administrative allowance is completed by Director of Financial Aid
- Funds are or are not made available to the Financial Aid Office.

RECORD RETENTION AND EXAMINATION

- Our method of record storage is imaging.
- We maintain program and fiscal records that are reconciled monthly.
- We submit an accurate Fiscal Operations Report on time as specified by the Secretary.

RECONCILIATION AND CLOSE OUT

Refer to: CHAPTER 3.3 Fiscal Management - *Reconciliation*