

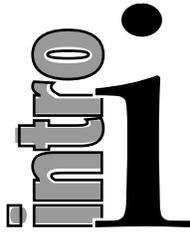
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Introduction

This chapter covers the State Student Incentive Grant (SSIG) Program, the Robert C. Byrd Honors Scholarship (Byrd) Program and the National Early Intervention Scholarship and Partnership (NEISP) Program. The SSIG, Byrd, and NEISP programs are authorized under Title IV of the Higher Education Act of 1965, as amended (HEA).

A student who wishes to apply for financial assistance from these programs may do so through the appropriate education assistance agency in his or her state. Under the SSIG Program, the Secretary of Education provides states with funds to establish a state grant program assisting students who demonstrate substantial financial need. Each state matches the federal funds on at least a 50-50 ratio. Under the Byrd Program, the Secretary makes grants to states to enable those states to award scholarships to high school seniors who have demonstrated outstanding academic achievement and who show promise of continued academic achievement. (Scholarship recipients are called Byrd Scholars). Under the NEISP Program, the Secretary provides states with grants for early intervention and scholarship assistance. Such assistance is intended to encourage students to obtain high school diplomas and to pursue higher education.

A student with questions on eligibility and award procedures for any of these programs should contact the appropriate state agency that administers the program in that student's state. A complete list of these agencies is included in Section 5 of this chapter. (There is no individual state agency list for the NEISP Program. See page 33 of Section 4 of this chapter for more information.)

Section 3 of this chapter covers the Paul Douglas Teacher Scholarship (Douglas Scholarship) Program. As was the case in 1996-97, no new funds have been authorized for this program for the 1997-98 year. Each Douglas Scholar who has outstanding scholarship funds must continue fulfilling his or her scholarship agreement. This agreement is described in detail in Section 3. If a Douglas Scholar has specific questions about his or her agreement, the scholar should contact his or her state agency. (See section 5 of this chapter.)

How the programs are funded

State agency listing

Paul Douglas Teacher Scholarship Program

***Byrd and
NEISP
Funding***

Under the Omnibus Consolidated Rescissions and Appropriations Act of 1996 (Public Law 104-134), individual awards under the Byrd Program for the 1997-98 year will be adjusted to \$1,110.

Under the NEISP Program, no funding will be available for new state applications. Only the current nine states already receiving funding will continue to be funded.

Section 1

State Student Incentive Grant (SSIG) Program

The State Student Incentive Grant (SSIG) Program assists states in providing students who demonstrate substantial financial need with grants to attend postsecondary schools. Each state may use a percentage of its SSIG funding to provide work-study assistance through community service-learning job programs. (This work-study assistance is explained in more detail beginning on page 4 of this section.)

These state programs carry a variety of names that do not necessarily include the words “student incentive grants” in program titles. The SSIG Program provides funds to the 50 states, the District of Columbia, Puerto Rico, the Virgin Islands, American Samoa, Guam, the Northern Mariana Islands, and the Republic of Palau.

Because state programs vary, student and school inquiries about SSIG and other state grant, scholarship, and work-study assistance should be directed to the state agencies listed in Section 5. Do not inquire directly with the U.S. Department of Education (the Department).

To help financial aid administrators understand the variety of state practices, this section describes some of the conditions and regulations that affect state program operations.

MATCHING REQUIREMENTS

Each eligible participating state receives an annual SSIG allotment (formula grant) from the Department based on the state’s eligible postsecondary education enrollment. The federal allotments must be matched by funds appropriated by the state, and this matching must represent an increase in the state-appropriated grant and work-study expenditure over the amount spent during an established base year (defined as the second year before the state began participating in the SSIG Program). The state must maintain its matching SSIG Program expenditures at a level **not less than** the average for the preceding three fiscal years, or at the level of the average per full-time equivalent student for those years. SSIG Program expenditures used in matching the federal allotment must be the net amount of expenditures and should not include any refunded or returned amounts that were not actually expended.

Purpose of program

**Matching in
auditable
dollar
amounts**

Matching must be in auditable dollar amounts. Tuition waivers or remissions may be considered grants only if money actually changes hands from state to school to student, and if this transfer can be documented as a cash transaction in the appropriate records at each level.

Each award year, a state may use up to 20% of its allotment for a community service-learning job program. The student must receive compensation for work, not a grant. The job program must be administered by postsecondary schools in the state, and each student employed under the program must be employed in work for the public interest. The employer may be a school; a federal, state, or local public agency; or a private nonprofit organization. An arrangement must be established between the school and the agency or organization.

**Community
service-
learning job
program**

Schools, in consultation with local nonprofit, governmental, and community-based organizations, identify jobs (in direct service, planning, or applied research) that are designed to improve the quality of life for residents (particularly low-income residents) of the community served.

Each community service-learning job must

- ◇ provide the participating student with a job related to his or her educational or vocational program or goals;
- ◇ be governed by conditions of employment that are considered appropriate and reasonable, based on such factors as type of work performed, geographic region, and proficiency of the employee;
- ◇ pay at least the current federal minimum wage as mandated by the Fair Labor Standards Act of 1938 (but may not use the subminimum wage);
- ◇ not displace employed workers or impair existing contracts for service; and
- ◇ not involve the construction, operation, or maintenance of any part of a facility used or to be used for religious worship or sectarian instruction.

Basic SSIG allotments not used by one state are reallocated to other qualified states. Within the constraints of federal appropriations, states are free to schedule their own funding cycles for students, but funds may not be carried over from one fiscal year to the next. However, the funds may be used for the summer term if the term falls within the program year (July 1 through June 30) for which the funds were appropriated.

**Funding
reallotment**

ADMINISTRATIVE PATTERNS

There are different ways in which a state may choose to administer its program. The state may choose to use centralized administration, decentralized administration, or a combination of both. Whichever method is used, a state must use all federal funds and state matching funds for student awards. (A state is not permitted to use either federal funds or state matching funds to help defray administrative costs.)

Most states, particularly those with well-established state student assistance programs, use centralized administration. In centralized administration, a single state agency receives and processes student applications, notifies students of awards, verifies attendance, makes disbursements, and keeps complete records on all student awards.

***Centralized
administra-
tion***

In other states, particularly those with relatively new state programs, the designated state agency delegates certain functions to participating schools. This is called decentralized administration. In these cases, funds available through the state agency are generally suballocated to eligible schools on the basis of enrollment or need formulas. The schools recommend SSIG recipients to the state agency, which approves individual awards from these fund allotments. In states that use decentralized administration, funds awarded under these programs are still considered to be state aid and not institutional aid.

***Decentralized
administration***

In the centrally administered state programs, actual student files are located in the state agency. In decentralized state administration, which requires schools to process much of the student information, the financial aid administrator gives the state agency the information needed for formal approval of individual student awards. In either case, to monitor the use of SSIG funds, schools examine student files to verify that recipients met all eligibility criteria and received the correct award amount.

***Location
of student
files***

SCHOOL PARTICIPATION

Within the limits of federal statutes and regulations, states determine eligibility standards in terms of their own fiscal, constitutional, and statutory restraints. See Chapter 3 on institutional eligibility for details about federal limits on school participation.

Schools that are licensed by their state agency as clock-hour institutions must use clock hours to determine a student's eligibility for SFA funds. (See Chapter 3.)

All nonprofit institutions of higher education in a state are eligible to participate, except when participation violates the state's constitution or a state law enacted before October 1, 1978. While states are not required to include proprietary (for-profit) schools in their state programs, most recent SSIG participation figures show that 26 states made SSIG awards available to students attending such schools.

Other factors affecting participation

School participation may also be affected when some states suballocate available SSIG funds to the various types of schools on the basis of enrollment, need, the availability of other non-SSIG aid, and other relevant criteria. In such instances, money not claimed for student awards at one school may be reclaimed by the state and reassigned to other schools.

STUDENT ELIGIBILITY

Student eligibility criteria for receiving aid from the SSIG Program differ among states depending on constitutional, statutory, or policy restrictions. (Some states have legislated formulas for determining student eligibility and the amount of assistance given to individual students.) However, to be eligible for assistance under the SSIG Program, all students must meet the relevant eligibility requirements contained in Subpart C of the General Provisions regulations (34 CFR Parts 668.31 - 39) and must demonstrate substantial financial need as determined in accordance with the states' criteria as approved by the Secretary. The standards that states may use to determine need are discussed in more detail in the subsection on Student Application Procedures and Awards beginning on page 8 of this section.

General eligibility requirements to receive SFA funds

The relevant eligibility requirements of Subpart C are summarized briefly below. These requirements are covered in greater detail in Chapter 2.

In general, the student must

- ◇ be either a U.S. citizen or an eligible noncitizen,
- ◇ be enrolled as a regular student in an eligible program at an eligible school,
- ◇ have a high school diploma or its recognized equivalent (or be beyond the age of compulsory school attendance in the state where the school is located and have passed an independently administered test approved by the Department),

- ◇ be maintaining the satisfactory academic progress standards in his or her course of study,
- ◇ sign a Statement of Educational Purpose and a Certification Statement on Overpayments and Default, and
- ◇ register with the Selective Service, if required.

A student is not eligible for SFA funds if he or she

- ◇ is enrolled in an elementary or secondary school;
- ◇ has borrowed in excess of the annual or aggregate limits for the SFA loan programs; or
- ◇ is in default on a student loan or owes a refund on a student grant from the SFA Programs.

If, however, a student owes a refund on an SSIG overpayment, that student would still be eligible to receive additional SFA funds as long as he or she meets all other eligibility requirements and as long as the school can eliminate the overpayment by adjusting financial aid payments (other than Federal Pell Grants) in the same award period in which the overpayment occurred.

Other factors that determine whether a student is eligible for an SSIG award include the state's definition of substantial financial need, the method of determining maximum awards, and the costs that can be covered. Some states limit awards to cover only the cost for tuition and fees; some states include allowances for room, board, and other costs. Some have allowances for commuters. Many state grant programs exclude part-time students and those who attend schools outside the state. Some states have reciprocal arrangements with neighboring states, so that students may receive SSIG funds from their home states even though the students are enrolled in schools in other states. SSIG funds may be awarded to students participating in programs of study abroad that are approved for credit by the home school.

A state's SSIG independent student program funding should be comparable to the overall state program if the entire state program is not contained in the state's SSIG program. To the extent practicable, the proportion of SSIG funds awarded to independent students in the SSIG Program must be the same proportion of funds awarded to independent students in the state program (or programs) of which the state's SSIG program is a part.

***Eliminating
SSIG
overpayments***

If a state awards grants to independent or less-than-full-time students, it must allocate a reasonable portion of funds for these awards. The Secretary of Education (the Secretary) will determine if the allocation is reasonable on a case-by-case basis, if necessary.

If the state's allocation is based on a formula that includes the financial need of independent or less-than-full-time students, the state must ensure that those students receive a reasonable proportion of SSIG funds.

STUDENT APPLICATION PROCEDURES AND AWARDS

The student must apply to his or her state agency either directly or indirectly through the school. Every award requires the official state agency's formal approval, based on a determination of need. (Section 5 lists these state agencies.)

Maximum award

The maximum award that a student may receive is \$5,000 per academic year. The maximum award is reduced proportionately for students who attend part time. Many states set maximum awards under \$5,000.

Most states limit SSIG awards to undergraduates attending at least halftime. However, at each state's option, graduate, less-than-half-time, and other nontraditional students may also be eligible to receive SSIG awards. States may decide whether to make individual SSIG awards that vary according to student need or to give a set amount to all students who meet the established need criteria.

Determining substantial need

Student recipients are selected annually on the basis of substantial need, according to criteria established by the state and approved by the Department. A state may define need in terms of income, Expected Family Contribution (EFC), or relative need, as measured by cost of attendance minus available resources. Regardless of which need analysis system the state selects, the designated state agency is responsible for final approval of individual student recipients, thus allowing each state to develop consistent methods in awarding aid to candidates statewide.

Need analysis systems

Most states measure need by using a single need analysis system for all applicants (the Federal Needs Analysis Methodology). However, in decentralized programs—where schools recommend student candidates for awards subject to the designated state agency's approval—student applications may be processed according to the need analysis systems used by the various schools. In any event, the designated state agency has final authority for selecting recipients who meet the need criteria under standards established for the statewide program.

As discussed in Chapter 2, a dependent student who applies for aid from any of the SFA Programs must include parental information on the application. An independent student need only include his or her financial information (and, if married, that of a spouse). The criteria a student must meet to apply as an independent student appear in Chapter 2.

**Dependency
criteria**

The Department may approve, on a case-by-case basis, a state's criteria if they vary from those listed in Chapter 2. The state must show that it had good reason to use different criteria. This option to approve different criteria began in the 1995-96 award year.

States that wish to use variant definitions for "independent student" must provide information concerning their definition when applying for program funds. The information should include a justification, with accompanying supporting documentation, showing why a variant definition should be approved. For example, a state may want to use its own definition because the state may incur excessive costs if required to use the federal definition.

**Alternative
criteria for
determining
dependency
status**

In approving a state's "independent student" definition, the Department might also consider the extent to which the new definition imposes additional data requirements beyond those provided for by the federal definition and the Federal Needs Analysis Methodology.

A state's definition might not totally differ from the federal definition. For example, a state might use the federal definition but might delete the professional judgment provision.

To award a student state aid, a state may require a student to provide applicant information on the *Free Application for Federal Student Aid* (FAFSA) or on another free form. In addition, the state may require a student to provide supplemental information on a fee-based supplemental form. If there is a fee for submitting and processing the state information on the supplemental form, the fee must be payable to the state, regardless of whether the information may also be used for institutional aid. Decentralized state grant programs (under which schools participating in the state SSIG programs award state grant funds) must consider state grant funds as state aid and not institutional aid.

**Cost of
applying**

State agencies responsible for administering SSIG funds must document their decisions and disbursements in their own central records, in school records, or in both. Variations of student/school rosters are often sent back and forth between the state agency and the schools to verify attendance, provide information related to student need, document disbursement of funds to students or to student accounts, guard against overawards, and help provide required records and reports.

**Records and
reports**

FISCAL AND REPORTING RELATIONSHIPS BETWEEN SCHOOLS AND THE STATE AGENCY

In general, fiscal and reporting relationships between participating schools and the state agencies vary according to whether the states' programs are administered in a centralized or decentralized manner, or in a combined manner. In any case, the state agency must be held accountable for the disbursement of federal funds and for making the required reports to the Department. States are given considerable leeway in demonstrating fiscal responsibility related to administration of the SSIG Program. However, participating schools must meet the federal standards of fiscal responsibility described in Chapter 3.

At a minimum, even schools using the most centralized administrations must assure that students will meet satisfactory academic standards, must document the status of grant refunds, and must document the status of loan defaults. A school must also document student acknowledgment of awards if funds are paid to the school on behalf of the recipient; furthermore, the school must cooperate in packaging aid to avoid overawards.

In decentralized systems (in which the state agency depends on the school to help screen applicants) school records must also include need analysis documentation to justify formal approval of individual awards by the official state agency.

Individual student awards are subject to approval by the designated state agency. Schools may not transfer awards from one student to another without that agency's approval. Schools and state agencies should maintain regular communication so that any funds that become available later in the year will be used for qualified students.

Recovered funds must be redistributed

All funds (federal plus state) recovered from overawards should be redistributed to other qualified students during the applicable award period unless records for the period have been closed. If these funds are not reissued to qualified students, the state must return the recovered federal portion to the Department.

The state agency requires certain school reports to document the disbursement of federal funds to student recipients. The school reports also provide information needed to improve efficiency in the operation of state programs and to provide data for state budgets and for annual reports to the Department.

The actual form and content of school reports vary from state to state, depending upon the size and maturity of the state programs, among other factors. There are no standard formats or channels for these school reports. For example, information about recipients by income level may come either from the central office records or from the schools. Communication may follow established procedures or may be developed through cooperative efforts of state and school representatives.

For specific information on state student financial assistance policy, student and school eligibility, and grants to students attending out-of-state schools, contact the SSIG state agency program individuals listed in Section 5.

***School reports
document fund
disbursement***

***Student and
school
inquiries***



Robert C. Byrd Honors Scholarship Program

The Robert C. Byrd Honors Scholarship Program is authorized under Title IV, Part A, Subpart 6 of the Higher Education Act of 1965, as amended. Under this program, the Secretary of Education (the Secretary) makes available, through grants to the states, scholarships to exceptionally able students for study at postsecondary schools in order to recognize and promote student excellence and achievement. Student recipients under this program are known as Byrd Scholars.

SELECTION OF SCHOLARS

To apply for a scholarship, a student follows the application procedures established by the State Educational Agency (SEA) in the state in which he or she is a legal resident. A "state" is any of the 50 states, the District of Columbia, the Commonwealth of Puerto Rico, Guam, American Samoa, Virgin Islands, Northern Mariana Islands, Federated States of Micronesia, Republic of the Marshall Islands, and the Republic of Palau. The SEA is the state board of education (or other agency in the state) that is primarily responsible for the supervision of public elementary and secondary schools.

The SEA establishes procedures for selecting the scholars after consulting with school administrators, school boards, teachers, counselors, and parents. Before each state's selection criteria and application procedures are implemented, they are reviewed and approved by the Department.

Under a provision of the Omnibus Consolidated Rescissions and Appropriations Act of 1996 (Public Law 104-134), each scholarship must be prorated so that the number of new scholarship awards for 1997-98 is maintained at the same level as the new scholarships awarded in 1996-97. The amount each Byrd Scholar may receive for 1997-98 will again be prorated, as it was for 1996-97. For the 1997-98 award year, both first year and continuing scholars will receive a prorated scholarship amount of up to \$1,110 for full-time study.

***Purpose of
program***

***Definition of
state***

***Procedures for
selecting scholars
established by
the SEA***

***Scholarship
amount will
be prorated***

A year of study under current Byrd regulations means the period of time during which a full-time student at an institution of higher education is expected to complete the equivalent of one year of coursework (as defined by the school).

Renewability of awards

Awards can be renewed for up to three additional years, provided that funds are appropriated and students remain eligible. This continuing eligibility is discussed further on page 9-17 of this section.

Selection criteria designed for equitable representation

Each SEA designs its own selection criteria and procedures to ensure that it selects scholars for each award period for which funds are received according to the following allotments:

- ◇ For each state, no fewer than the number of scholars allotted to that state by the Secretary under the statutory formula are selected.
- ◇ For the District of Columbia, the Commonwealth of Puerto Rico, Guam, American Samoa, Virgin Islands, the Northern Mariana Islands, the Federated States of Micronesia, the Republic of the Marshall Islands, and the Republic of Palau, no fewer than 10 scholarships from each of these jurisdiction's residents are selected.
- ◇ For all participating states, enough scholars are selected to award all funds allotted for scholarships for each award period.

In addition, the SEA

- ◇ selects scholars solely on the basis of demonstrated outstanding academic achievement and promise of continued achievement;
- ◇ selects scholars in such a way that each part of the state, the District of Columbia, and Puerto Rico is represented fairly; and
- ◇ selects scholars regardless of
 - whether the secondary schools they attend are within or outside the scholars' states of legal residence;
 - whether the postsecondary schools they plan to attend are public or private or are within or outside their states of legal residence;

- the scholars' sex, race, color, national origin, religion, disability, or economic background; and
- the scholars' education expenses or financial need, except that the total amount of financial aid awarded to a scholar for a year of study may not exceed the scholar's total cost of attendance.

A scholar may attend any public or private nonprofit institution of higher education, proprietary institution of higher education, or postsecondary vocational institution as defined in Chapter 3.

Under current program regulations, a student who is attending a secondary school outside of his or her state of residency must apply for a Byrd Scholarship through the SEA of his or her state of residency. This would include a student who was attending a U.S. Department of Defense overseas school or an out-of-state boarding school.

ELIGIBILITY TO RECEIVE SCHOLARSHIP

To receive a Byrd Scholarship, each student must meet the criteria listed below during the same secondary academic year in which the student submits the scholarship application.

The student must

- ◇ graduate from a public or private secondary school or receive the recognized equivalent of a high school diploma as recognized by the state in which the student resides, and
- ◇ have applied or been accepted for enrollment at an institution of higher education as a full-time student.

Note that the "recognized equivalent of a high school diploma" means

- ◇ a General Education Development (GED) Certificate, or
- ◇ a state certificate received by a student after the student has passed a state-authorized examination that the state recognizes as the equivalent of a high school diploma.

A full-time student is one who is enrolled at an institution of higher education and who is carrying a full-time academic workload as determined by the school under standards applicable to all students enrolled in the same program.

***Schools
scholars may
attend***

***Students
apply
through their
state of
residency***

***Full-time
student***

**Additional
eligibility
requirements
for selection**

In addition to the two requirements listed on the previous page, a student is eligible to be selected as a scholar if he or she

- ◇ is a legal resident of the state to which he or she is applying for a scholarship;
- ◇ is a U.S. citizen or national, or provides evidence from the U.S. Immigration and Naturalization Service (INS) that he or she is
 - a permanent resident of the United States; or
 - in the United States for other than a temporary purpose and has the intention of becoming a citizen or permanent resident;
- ◇ is a citizen of the Federated States of Micronesia, the Republic of the Marshall Islands, or the Republic of Palau;
- ◇ is not ineligible to receive assistance as a result of default on a federal student loan or other obligation, in accordance with the Education Department General Administrative Regulations (34 CFR Part 75.60);
- ◇ is registered with the Selective Service if required in accordance with the Student Assistance General Provisions regulations (34 CFR Part 668); and
- ◇ is planning to pursue a course of study at an institution of higher education.

A scholar is deemed to be “pursuing a course of study” if he or she is enrolled as a full-time student, as determined by the school he or she is attending under standards applicable to all students enrolled in the same course of study.

CONTINUING ELIGIBILITY CRITERIA

A scholar continues to be eligible for scholarship funds as long as he or she continues to

- ◇ meet the citizenship/permanent resident requirements listed on the previous page,
- ◇ be enrolled as a full-time student at an institution of higher education, and

- ◇ maintain the satisfactory academic progress standards of the school in accordance with the Student Assistance General Provisions.

Byrd Scholars must be enrolled full time for the first year of study. If, after the first year of study, the SEA determines that unusual circumstances justify waiving the full-time attendance requirement, the scholar may enroll part time and continue to receive a scholarship payment.

Part-time enrollment allowed after first year

The SEA must prorate any payment for a scholar enrolled part time according to the scholar's enrollment status for the academic period during which he or she

- ◇ continues to be enrolled part time, and
- ◇ remains otherwise eligible for the award.

The example below shows how a Byrd Scholarship is paid when full-time attendance is waived.

EXAMPLE:

During the 1997-98 year, Michelle S. enrolls full time for the fall semester and enrolls half time for the spring semester. During the spring semester, Michelle's full-time enrollment requirement has been waived. Michelle would then be eligible for half of her full scholarship for the fall:

$$\$1,110 \times 1/2 = \$555$$

Because Michelle will be attending half time in the spring and her full-time attendance requirement has been waived, she will be eligible to receive half of the remaining \$555, or \$277.50.

A scholar who fails to meet any of the eligibility requirements within an award year will have his or her scholarship suspended by the SEA. The scholar's eligibility remains suspended until the scholar is able to demonstrate to the satisfaction of the SEA that he or she meets these requirements. Once the suspension period reaches 12 months, the scholar's eligibility for that scholarship is terminated.

Scholarship suspension

**Postponement
of enrollment**

In exceptional circumstances (defined by the SEA) the scholar's 12-month suspension period may be extended without terminating the scholar's eligibility.

A state agency may permit a scholar to postpone or interrupt his or her enrollment at a postsecondary school for up to 12 months, beginning on the date the scholar otherwise would have enrolled in the school after the state agency awarded him or her the scholarship or on the date the scholar interrupts enrollment.

Each state agency establishes standards to determine when it will approve a period of postponement or interruption for a scholar. If the state does approve the postponement or interruption, it must document the scholar's subsequent enrollment.

A scholar who postpones or interrupts his or her enrollment is not eligible to receive scholarship funds during the period of postponement or interruption. Upon enrollment or reenrollment at an institution of higher education, the scholar resumes eligibility to receive scholarship payments. Note that these periods of postponement or interruption are not considered in calculating the scholar's period of suspension. Thus, any period of postponement or interruption will not be counted against the scholar in calculating the 12 months of suspension.



**Scholarship
funds cannot
be used to
attend foreign
school**

Byrd Scholarships are awarded for a period of not more than four years for the first four years of study. If the Byrd Scholar completes his or her undergraduate course of study in three years, that scholar is eligible to receive scholarship funds for only those three years of undergraduate study.

Note that a Byrd Scholar may not use his or her scholarship to attend a foreign school. The scholar must attend an eligible postsecondary education institution that is located in one of the 50 states, the District of Columbia, Puerto Rico, the Virgin Islands, Guam, the Northern Mariana Islands, American Samoa, the Federated States of Micronesia, the Republic of the Marshall Islands, and the Republic of Palau.

However, a scholar who is studying abroad through an institution (home school) that meets the definition of higher education and is located in a state (as described in the previous paragraph) is considered to be eligible to receive funds as long as he or she is

- ◇ enrolled at the home school; and
- ◇ receives credit from the home school.

ALLOCATION FORMULA

The Secretary uses the formula illustrated below to assign Byrd Scholarships to each participating state:

FORMULA

$$\frac{\text{Number of scholarships made to the individual state}}{\text{Number of scholarships made to all states}} = \frac{\text{That individual state's ages 5-17 population}}{\text{All states' ages 5-17 population}}$$

The population figures used in this formula are determined from the most recently available data from the Bureau of the Census.

PACKAGING OF BYRD SCHOLARSHIP WITH OTHER SFA FUNDS

Under Byrd regulations that took effect in September 1993, the SEA must ensure that the total amount of federal financial aid awarded to the Byrd Scholar does not exceed the scholar's total cost of attendance. If any federal loans are part of the scholar's financial aid package, they must be reduced prior to reducing the Byrd Scholarship. If the scholar is receiving a Pell Grant, though, the Byrd Scholarship must be reduced prior to reducing the Pell Grant. Section 419 J of the Higher Education Act, as amended, states that a Federal Pell Grant must not be reduced on the basis of the receipt of a Byrd Scholarship.

Byrd scholarship must be reduced prior to reducing a Pell Grant



Paul Douglas Teacher Scholarship Program

As stated in the introduction of this chapter, funding for the Paul Douglas Teacher Scholarship Program (Douglas Scholarship) has not been authorized for the 1997-98 award year. While no new scholarships will be awarded, students who have outstanding Douglas Scholarships must continue to fulfill the scholarship agreement they entered into with their state agencies (to teach upon completion of their degree program). If a student is still enrolled and working toward his or her degree, that student will need to fulfill the agreement upon completion of the degree for the number of Douglas Scholarships received. A Douglas Scholar who needs assistance in finding alternative sources of aid to complete his or her degree program or has further questions about the program may wish to contact the Douglas Program representative listed in Section 5 of this chapter.

This section covers the teaching agreement in detail (for example, how many years the Douglas Scholar must teach depending on the number of scholarships received) and explains the repayment procedures that are used if the agreement is not followed.

***Scholar
agrees to
teach***

SCHOLARSHIP AGREEMENT

Any individual who received scholarships entered into an agreement with his or her state agency stating that upon completing his or her degree program, he or she will teach

- ◇ full time in any state at the public or private nonprofit preschool, elementary, or secondary level in a school; or
- ◇ full time in a private nonprofit institution, children with disabilities or with limited English proficiency.

**Determining
full-time
teacher
status**

In determining that a scholar has taught full time, the chief state school officer (CSSO),¹ school principal, or a designee of these officials should consider the following:

- ◇ Any activities required to support classroom teaching, such as testing and evaluation of students, a reasonable allowance for “prep time,” or other required activities may be considered in addition to classroom hours.
- ◇ Full-time substitute teaching may be credited toward the teaching obligation, provided that the scholar teaches a minimum of one term each school year. Credit for one term or more of teaching will be prorated if it is less than a full school year.
- ◇ Scholars who are technically classified as part time but whose teaching schedule is the equivalent to the typical full-time teacher may receive credit as having taught full time.
- ◇ If a scholar teaches less than a full school year, then teaching during summer school may be credited toward the teaching obligation. Other conditions contained in this section apply to teaching summer school.
- ◇ A teaching contract is not required in the employment situations listed previously in order to receive credit toward the teaching obligation.
- ◇ Scholars who are still teaching may receive credit previously denied for prior years under the liberalized conditions of this section. The state is encouraged to advise scholars of these changes so that the scholar may request review of teaching credit by the state or request a revised teaching certification form (or forms) for reevaluation by the school principal or CSSO’s office.

Activities not acceptable as credit toward the teaching obligation include

- ◇ serving as a teacher’s assistant or teacher’s aide,
- ◇ serving a teaching internship (student teaching), and
- ◇ teaching overseas (including in U.S. Department of Defense Dependent schools).

¹The CSSO is the highest ranking educational official for elementary and secondary education for the state.

Furthermore, volunteer activities may not be credited in classifying the scholar as teaching full time.

REDUCED TEACHING REQUIREMENT

The requirement to teach two years for each year of scholarship assistance is reduced by half if the scholar teaches on a full-time basis in a teacher shortage area that is designated as such by the Secretary of Education (the Secretary). States may propose for the Secretary's consideration teacher shortage areas at the preschool, elementary, and secondary school levels.

Also, if a scholar teaches full time and also teaches at least one class per day in a teacher shortage area, the scholar may receive the reduction of teaching obligation allowed for teaching in a shortage area. (This liberalization does not apply to Stafford or SLS loan deferments.)

TEACHER SHORTAGE AREA

For Douglas Scholars, teaching in a teacher shortage area is described further in Section 653.61 of the August 11, 1993 Douglas Program regulations. The term "teacher shortage area" is defined in §682.210(q)(5) through (7) of the Federal Family Education Loan Program (FFELP) regulations published on December 18, 1992. Douglas Scholars teaching in a shortage area may obtain certification in one of two ways:

- ◇ If the CSSO in the state where the scholar is teaching has previously notified the Secretary that a listing of teacher shortage areas will be provided to the school principal, then the school principal can certify that the scholar is
 - teaching full time and
 - teaching in a federally approved teacher shortage area.
- ◇ If the CSSO in the state where the scholar is teaching did not delegate certification authority to the school principals, then the CSSO's office will provide the certification.

The FFEL regulations also describe other procedures necessary to establish teacher shortage areas. The teacher shortage areas are designated on an annual basis. However, a scholar who teaches in an area designated as a teacher shortage area in one year will continue to qualify for the teaching reduction even if that area is not designated as a teacher shortage area in subsequent years. In this case, the scholar must provide the state agency with a statement from the principal of the school in which he or she is teaching. This statement must certify that he or she continues to be

***Scholars
teaching in
designated
areas continue
to qualify***

**Establishing
teacher
shortage
areas**

employed as a full-time teacher in the same area in which he or she was teaching when the teaching obligation was originally reduced.

When establishing a teacher shortage area, the Secretary must give special consideration to

- ◇ areas in which emergency teacher certifications are being used to correct teacher shortages, and
- ◇ states that have retirement laws permitting early retirement.

***REPAYMENT OF SCHOLARSHIP IF STATE AGENCY/SCHOLAR
AGREEMENT IS NOT FULFILLED***

**Repayment
includes
interest**

If the state finds that a Douglas Scholar has not complied with the scholarship agreement or is no longer pursuing a course of study leading to certification as a teacher at the public or private nonprofit preschool, elementary, or secondary level, the scholar must repay the amount of the scholarship received. The repayment is prorated according to the fraction of the teaching obligation not completed (as determined by the state agency). The scholar, in this case, is also responsible for paying a simple, annual interest charge on the outstanding principal, and all reasonable collection costs as determined by the state agency.

The state agency capitalizes any accrued interest at the time it establishes the scholar's repayment schedule. By statute, the interest rate charged must be the greater of the rate charged to new borrowers under the Stafford Loan Program or the rate charged to new borrowers under the PLUS Program. During 1996-97, for loans made from July 1, 1996 through June 30, 1997, the rate was 8.72 percent. For 1997-98, the rate will be adjusted on July 1, 1997.

Simple interest accrues

- ◇ from the date of the initial scholarship payment if the state agency has determined that the scholar
 - is no longer pursuing a course of study leading to certification as a teacher at the preschool, elementary, or secondary level; or
 - has completed a course of study leading to certification as a teacher at the preschool, elementary, or secondary level, but never taught; and

- ◇ from the day after that portion of the scholarship period for which the teaching obligation has been fulfilled. (The scholarship period is the original postsecondary academic year for which the scholarship was awarded.)

The scholarship must be repaid in monthly or quarterly payments that cover principal, interest, and collection costs, according to a schedule established by the state. The minimum yearly repayment is \$1,200 or the unpaid balance (whichever is less).

The scholarship must be completely repaid within 10 years after the scholar enters repayment status, and the state may require the scholar to repay more than the minimum yearly repayment if needed to complete the entire repayment within the 10 year period.

The 10-year repayment period may be extended if the scholar meets an “exceptions to repayment” condition. The state agency shall not consider that the scholar has violated the repayment schedule if he or she does not meet the payments during the time he or she is

- ◇ engaged in a full-time course of study at a postsecondary institution;
- ◇ serving up to a maximum of three years as an active duty member of the armed forces of the United States;
- ◇ serving as a member of the Peace Corps or VISTA for a period of not more than three years;
- ◇ temporarily totally disabled for a period not to exceed three years (as established by sworn affidavit of a qualified physician);
- ◇ seeking but unable to find full-time employment for a single period not to exceed 12 months;
- ◇ unable to secure employment for a period not to exceed 12 months while caring for a disabled child, spouse, or parent; or
- ◇ unable to satisfy the terms of the repayment schedule while seeking but unable to find full-time employment as a teacher in a public or private nonprofit preschool, elementary, or secondary school for a single period not to exceed 27 months.

A scholar may potentially qualify for more than one of the above exceptions to repayment, provided that the exception is adequately documented as determined by the state agency. Scholars residing overseas

Minimum yearly repayment

Time allotted for Scholarship repayment

Exceptions to repayment

Qualifying for more than one exception

may apply for any of the exceptions listed, but the scholar must provide documentation deemed acceptable by the state.

**Notifying
the state
agency**

To qualify for any of the previously listed exceptions, the scholar must notify the state agency of his or her claim and provide supporting documentation as required by the state agency. If the scholar qualifies under any of the exceptions, he or she will not be required to make repayments—*nor will interest accrue*—on the outstanding balance. The state agency will notify the scholar about its determination of the scholar's qualification for the exception for which he or she petitioned the state.

**Length of
extension**

The state agency shall extend the 10-year scholarship repayment period by a period equal to the length of time a scholar

- ◇ meets any of the "exceptions to repayment" conditions previously listed; or
- ◇ is unable to complete the scholarship repayments within this 10-year period because of his or her financial condition (as established to the state's satisfaction).

Cancellation

The state agency shall cancel a scholar's repayment obligation if the state determines

- ◇ on the basis of a sworn affidavit by a qualified physician, that the scholar is unable to teach on a full-time basis because he or she is totally and permanently disabled; or
- ◇ on the basis of a death certificate or other evidence, conclusive under state law, that the scholar has died.

Section 4

National Early Intervention Scholarship and Partnership (NEISP) Program

The Higher Education Amendments of 1992 authorized funds for the creation of the National Early Intervention Scholarship and Partnership (NEISP) Program. Under this program, states carry out the activities of both an early intervention component and a scholarship component.

Under the NEISP Program, the Secretary provides states with grants to

- ◇ encourage the states to provide or maintain a guaranteed amount of financial assistance necessary to permit eligible low-income students who obtain high school diplomas or the equivalent to attend institutions of higher education; and
- ◇ provide financial incentives to enable states—in cooperation with local educational agencies, institutions of higher education, community organizations, and businesses—to provide a variety of early intervention services.

These services include

- ◇ providing additional counseling, mentoring, academic support, outreach, and support services to preschool, elementary, middle, and secondary school students who are at risk of dropping out of school; and
- ◇ providing students and their parents with information on the advantages of postsecondary education and on their postsecondary financial options.

When program appropriations are less than \$50 million (as they will be for 1997-98), states must apply for funds through a discretionary grant competition. For the 1997-98 award year, funding has been approved for both the early intervention component and the scholarship component. (Currently, nine states are receiving funds.) Also for the 1997-98 award year, those current nine state grantees are expected to be funded and will use all available federal funds. No new state applications will be considered. (The nine states currently receiving funds are California, Indiana, Maryland, Minnesota, New Mexico, Rhode Island, Vermont, Washington, and Wisconsin.)



Grants provide financial incentives for states

Program appropriation for 1997-98

When enough federal funds are available to provide for a new state applicant grant competition, the program will be run as a discretionary grant program and funds will be allotted to states on a competitive basis. The Secretary will evaluate each state's application on how well each state fulfills its responsibilities in

- ◇ submitting to the Secretary an initial plan and application for carrying out the activities under the NEISP Program,
- ◇ fulfilling the NEISP Program's early intervention component, and
- ◇ fulfilling the NEISP Program's scholarship component.

***Evaluation
of new state
applications***

The new state applications are evaluated using selection criteria, which take into consideration the state's

- ◇ need for the program,
- ◇ plan of operation,
- ◇ quality and qualification of the personnel who will be running the program in the state,
- ◇ budget and cost effectiveness,
- ◇ adequacy of resources,
- ◇ likelihood of success,
- ◇ public and private support,
- ◇ coordination with other early intervention activities,
- ◇ willingness to contribute more than half the program costs and the extent to which the state will overmatch its federal allotment, and
- ◇ evaluation report plan.

STATE ELIGIBILITY

A state must submit to the Secretary a state plan and an annual application describing in detail how the state will carry out the activities of both the early intervention component and the scholarship component. The state must also describe how it will provide matching funds for the program.

The agency responsible for administering the NEISP Program in each participating state is designated by the state's governor. That agency may be either the state's SSIG agency, the State Education Agency (SEA), or another agency approved by the Secretary. (The SEA is the agency responsible for supervising the state's public elementary and secondary schools.)

***State agency
designated
by governor***

MATCHING REQUIREMENTS

In its plan, a state must demonstrate to the Secretary that it will provide from state, local, or private funds at least half of the program costs and describe how those funds will be paid. All funds expended under this program must supplement, and not supplant, funds expended for existing state and local programs. A state may match the federal funds by means of

- ◇ scholarships or grants paid to students under the program from state, local, or private funds;
- ◇ tuition, fees, room or board waived or reduced for recipients under this program; and
- ◇ funds expended on documented, targeted, long-term mentoring and counseling provided by volunteers or paid staff of nonschool organizations.

EARLY INTERVENTION COMPONENT

Early intervention activities include comprehensive mentoring, counseling, outreach, and support services (including postsecondary financial aid counseling) to students in preschool through grade 12.

Permissible activities allowed under this component

States may provide eligible students in certain grade levels (preschool through grade 12) with a continuing system of mentoring and advising that is coordinated with the federal and state community service initiatives. Permissible activities under this component may include

- ◇ after-school and summer-school tutoring,
- ◇ assistance in obtaining summer jobs,
- ◇ career mentoring, and
- ◇ academic counseling.

Participating students must agree to achieve certain academic milestones

Participating eligible students may enter an agreement under which they agree to achieve certain academic milestones (for a time period established by each state) in exchange for receiving tuition assistance. Such milestones would include completing a prescribed set of courses and maintaining satisfactory academic progress.

Activities must be designed to ensure high school completion and college enrollment of at-risk children.

States may provide pre-freshman summer programs that

- ◇ are at institutions of higher education with programs of academic-year supportive services for disadvantaged students;
- ◇ assure the participation of disadvantaged students;
- ◇ provide summer instruction in remedial, developmental, or supportive courses, or summer services such as counseling, tutoring, or orientation;
- ◇ provide grant aid to cover pre-freshman summer costs; and
- ◇ assure that participating eligible students will receive financial aid during each academic year they are enrolled at the participating institution after the pre-freshman summer.

Providers of early intervention activities

Early intervention activities may be provided by community-based organizations, schools, public and private agencies, nonprofit and philanthropic organizations, businesses, and other organizations the Secretary deems appropriate.

The state must treat as a priority student for its early intervention component any student in preschool through grade 12 who is eligible

- ◇ to be counted as attending a Chapter 1 school (a Chapter 1 school serves educationally and economically deprived students),
- ◇ for the National School Lunch Program, or
- ◇ for Aid to Families with Dependent Children assistance.

SCHOLARSHIP COMPONENT

Each participating state must establish or maintain a financial assistance program for participating students. States are encouraged to ensure that tuition assistance under the NEISP Program is available for use at any institution of higher education that participates in the Federal Pell Grant Program.

Each state sets the maximum amount a participating student may receive under the NEISP Program. The minimum amount of the scholarship shall not be less than the lesser of

- ◇ 75% of the average cost of attendance for an in-state student enrolled in a four-year program of instruction at a public institution of higher education in the state or
- ◇ the maximum funded Federal Pell Grant for that fiscal year.

STUDENT ELIGIBILITY

To be eligible to receive a scholarship under this component, a student must

- ◇ meet the relevant eligibility requirements contained in Subpart C of the General Provisions regulations (34 CFR Parts 668.31 - 39);
- ◇ be under 22 years of age at the time of the first grant award;
- ◇ receive a high school diploma or its recognized equivalent on or after January 1, 1993;
- ◇ be enrolled or accepted for enrollment at an institution of higher education that is located within the state (however, a state may offer scholarship portability for recipients who attend institutions outside the state); and

Each state sets its own maximum award

- ◇ have participated in the state early intervention component under the NEISP Program or, at the option of the state, have successfully participated in either an Upward Bound program or another early intervention program comparable to the NEISP Program.

A summary of the relevant requirements from the General Provisions regulations can be found on page 9 - 6 of this chapter.

If a state includes academic milestones in a student agreement and requires the student to meet those milestones to be eligible for a scholarship, then the student must have met or exceeded the milestones to receive the scholarship. The student agreement is made under the NEISP early intervention component. Under this agreement, the state will provide postsecondary tuition assistance to a student during a period of time to be established by the state if the student agrees to achieve certain academic milestones.

**Consideration
of need and
low-income
status**

Federal Pell Grant recipients with the greatest financial need receive priority consideration in receiving aid under this component. In determining the greatest financial need, a state may rank students according to their Expected Family Contributions (EFCs) or rank them according to their need as prioritized under the state's criteria for low-income students. (If the state chooses to use its own criteria for ranking purposes, those criteria must first be approved by the Department.)

PACKAGING AID

Tuition assistance under this program is not to be considered for the purpose of awarding SFA aid. However, the total of SFA aid and scholarship aid awarded under this component must not exceed the student's cost of attendance.

ALLOTMENT TO STATES

Under full funding, the program statute authorizes \$200 million for both components of the NEISP Program. However, in a fiscal year when funding is less than \$50 million, the Secretary allots funds to states on a competitive basis if funds are available for new awards. During 1997-98, there will be no federal funding available for new states. (See page 9-28.)

A state may not use less than 25% or more than 50% of its federal allotment for the early intervention component of the NEISP Program. The 50% maximum may be waived for a state that can demonstrate that it has other ways of providing students' tuition assistance.

EVALUATION

Each participating state must evaluate its early intervention component every two years according to standards and requirements established by the Secretary. The report summarizes and evaluates the state's activities and the performance of its student participants.

ADDITIONAL INFORMATION

As stated previously, only the nine currently funded states (listed on the bottom of page 28) are participating during 1997-98, and no new state applications will be accepted. Therefore, there is no listing of agencies in Section 5 of this chapter as there is for each of the other programs covered in Chapter 9. Direct any questions about NEISP Program procedures to the program office at 202-708-8242.



Directory of State Agencies

Listed below are the agencies responsible for administering the SSIG, Paul Douglas Teacher Scholarship, and the Robert C. Byrd Honors Scholarship programs in each state, along with a contact person for each agency. The SSIG agency is listed first, the Douglas agency (in states where the Douglas program operates) is listed second, and the Byrd agency third. In many of the states, the SSIG and Douglas programs are administered by the same agency, while the Byrd program is administered by either the State Education Agency (SEA) or by a different agency. The contact for each agency is usually the program official, designated as such with a "(P)" in front of his or her name. When there is no program official, the official listed will be the senior agency official. That person will be designated as such with an "(A)" in front of his or her name. Individual students should contact the financial aid administrator at their schools to resolve any eligibility issues. Financial aid administrators may use the contacts on the following pages to resolve any other programmatic or technical issues that come up.

ALABAMA

Alabama Commission on Higher Education
P.O. Box 302000
Montgomery, Alabama 36130-2000
334-242-2274

SSIG and Douglas Contact

(P) Ms. Jan B. Hilyer
Assistant Director for Grants
and Scholarships

Byrd Program:

State Department of Education
Gordon Persons Office Building
50 North Ripley Street
Montgomery, Alabama 36130-3901

Byrd Contact:

(P) Mr. Frank Heatherly
334-242-8082

ALASKA

Alaska Commission on
Postsecondary Education
3030 Vintage Boulevard
Juneau, Alaska 99801-7109
907-465-6741

SSIG Contact:

(P) Mr. Fred Tolbert
Special Programs

Douglas Contact:

(P) Ms. Diane Barrans
Programs Director

Byrd Program:

State Department of Education
Goldbelt Place
801 West 10th Street, Suite 200
Juneau, Alaska 99801-1894

Byrd Contact:

(P) Ms. Rosemary Hagevig
Program Coordinator
907-465-8715

ARIZONA

Arizona Commission for
Postsecondary Education
2020 North Central Ave., Suite 275
Phoenix, Arizona 85004-4503

SSIG and Douglas Contact:

(P) Dr. Louie R. Bustillo
Program Compliance Administrator
602-229-2531

Byrd Program:

State Department of Education
1535 West Jefferson
Phoenix, Arizona 85007

Byrd Contact:

(P) Ms. Sharon Balster
Special Project Assistant
602-542-3053

ARKANSAS

Arkansas Department of Higher Education
114 East Capitol
Little Rock, Arkansas 72201-3818
501-371-2000

SSIG Contact:

(P) Mr. Phil Axelroth
Assistant Coordinator of
Student Aid

Douglas Contact:

(P) Ms. Lillian K. Williams
Assistant Coordinator of
Student Financial Aid

Byrd Program:

Arkansas Department of Education
4 State Capitol Mall, Room 304A
Little Rock, Arkansas 72201-1071
501-682-4474

(P) Dr. Charles D. Watson
Math and Special Projects
Specialist

CALIFORNIA

California Student Aid Commission
Suite 500, P.O. Box 510845
Sacramento, California 94245-0845
916-445-0880

SSIG Contact:

(P) Mr. E. Thomas Billard
Deputy Director

Douglas Contact:

(P) Mr. Robert Ruiz
Initial Processing Manager
916-322-8801

Byrd Program:

California Student Aid Commission
1515 S Street, North Bldg.
Suite 500, P.O. Box 510845
Sacramento, California 94245-0621

(P) Ms. Cathy Mistler
Coordinator, Specialized Programs
916-323-2146

COLORADO

Colorado Commission on Higher Education
Colorado Heritage Center
1300 Broadway, 2nd Floor
Denver, Colorado 80203
303-866-2723

SSIG and Douglas Contact:

(P) Mr. John P. Ceru
Administrator,
Colorado Student Aid Programs

Byrd Program:

State Department of Education
201 East Colfax Avenue
Denver, Colorado 80203-1705

Byrd Contact:

(P) Susan Parker
Program Assistant I
State Program Services
303-866-6678

CONNECTICUT

SSIG, Douglas, & Byrd Program:

Connecticut Department of
Higher Education
61 Woodland Street
Hartford, Connecticut 06105-2391
860-566-3910

(P) Mr. John J. Siegrist
Senior Associate

DELAWARE

Delaware Higher Education Commission
Carvel State Office Building
820 North French Street, 4th Floor
Wilmington, Delaware 19801
302-577-3240

SSIG Contact:

(P) Ms. Maureen Laffey
Associate Director

Douglas Contact:

(P) Ms Nancy Holm
Higher Education Analyst

Byrd Program:

State Department of Public Instruction
Townsend Building, #279
Federal & Lockerman Streets
Post Office Box 1402
Dover, Delaware 19903-1402

Byrd Contact:

(P) (Vacant)
Education Associate
Postsecondary Program Approval
302-739-5622

DISTRICT OF COLUMBIA

Department of Human Services
Office of Postsecondary Education,
Research and Assistance
2100 Martin Luther King, Jr. Avenue, SE
Suite 401
Washington, D.C. 20020

SSIG Contact:

(P) Ms. Shelia Kornegay
Program Manager (Acting)
D.C. SSIG Section
202-727-3688

Douglas Contact:

(P) Ms. Laurencio O. Henderson
Student Financial Assistance Specialist
202-727-3685

Byrd Program:

District of Columbia Public Schools
Division of Student Services
450 Lee Street, N.E.
Washington, D.C. 20019
202-724-4934

(P) Ms. Michon Peck
Community Relations &
Planning Office

FLORIDA

Florida Department of Education
Office of Student Financial Assistance
State Programs - 255 Collins
Tallahassee, Florida 32399-0400

SSIG and Douglas:

(P) Dr. M. Elizabeth Sweeney
Acting Director
904-487-0049

Byrd Contact:

(P) Ms. Marsha Colston
904-488-1034

GEORGIA

Georgia Student Finance Authority
State Loans & Grants Division
2082 East Exchange Place
Suite 245
Tucker, Georgia 30084
770-414-3000

SSIG and Douglas Contact:

(P) Mr. William A. Flook
Program Officer

Byrd Program:

State Department of Education
2054 Twin Towers East
205 Butler Street
Atlanta, Georgia 30334
404-657-0183

(P) Mr. Joe Scarle
Administrator

HAWAII

Hawaii State Postsecondary
Education Commission
2444 Dole Street, Room 209
Honolulu, Hawaii 96822-2394
808-956-8207

SSIG Contact:

(P) Mr. Carl H. Makino
Administrative Assistant to
the Commission

Douglas Program:

Not participating

Byrd Program:

Hawaii Department of Education
2530 10th Avenue
Room A 12
Honolulu, Hawaii 96816
808-733-9103

(P) Ms. Diana Helber
Administrator, Byrd Scholarship
Program

IDAHO

Idaho State Board of Education
P.O. Box 83720
Boise, Idaho 83720-0037
208-334-2270

SSIG Contact:

(P) Mr. Keith Hasselquist
Chief Fiscal Officer

Douglas Contact:

(P) Mr. Bill Hargrove
Public Affairs Officer

Byrd Program:

State Department of Education
650 West State Street
Boise, Idaho 83720

Byrd Contact:

(P) Ms. Sally Keister Tiel
Coordinator
208-334-2113

ILLINOIS

Illinois Student Assistance Commission
1755 Lake Cook Road
Deerfield, Illinois 60015-5209
847-948-8500

SSIG Contact:

(P) Ms. Christine Peterson
Director, Program Services

Douglas Contact:

(P) Dr. Catherine E. Whitcomb
Manager, Scholarships & Grant Service

Byrd Program:

State Board of Education
100 North First Street
Springfield, Illinois 62777

Byrd Contact:

(P) Ms. Frances Vanden-Henvel
708-948-8500

INDIANA

State Student Assistance
Commission of Indiana
150 West Market Street
Suite 500
Indianapolis, Indiana 46204-2811
317-232-2350

SSIG Contact:

(P) Ms. Pat Bright
Grants Coordinator

Douglas Contact:

(P) Ms. Yvonne Heflin
Director of Special Programs

Byrd Program:

Indiana Department of Education
Room 229 - State House
Center for School Improvement
and Performance
Indianapolis, Indiana 46204-2798
317-232-2350

(P) Ms. Yvonne Heflin
Director of Special Programs

IOWA

Iowa College Student Aid Commission
200 10th Street - 4th Floor
Des Moines, Iowa 50309-3609
1-800-383-4222

SSIG Contact:

(P) Mr. John W. Heisner
Director, Program Operations/
Financial Aid Services

Douglas Contact:

(P) Ms. Laurie A. Wolf
Director of Special Projects

Byrd Program:

State Department of Education
Grimes State Office Building
Bureau of Instruction and Curriculum
Des Moines, Iowa 50319-0146

(P) Ms. Laurie Wolfe
Director of Special Projects
515-242-6716

KANSAS

Kansas Board of Regents
700 S. W. Harrison
Suite 1410
Topeka, Kansas 66603-3760
913-296-3517

SSIG and Douglas Contact:

(P) Ms. N. Christine Crenshaw
Director of
Student Financial Aid

Byrd Program:

State Department of Education
Kansas State Education Building.
120 East Tenth Street
Topeka, Kansas 66612-1103
913-296-4876

(P) Mr. Bob Gast
Director

KENTUCKY

Kentucky Higher Education
Assistance Authority
1050 U.S. 127 South, Suite 102
Frankfort, Kentucky 40601-4323
1-800-928-8926

SSIG Contact:

(P) Janice Ernest
Director of Student Services

Douglas Contact:

(P) Ms. Rebecca Byford
Program Coordinator

Byrd Program:

State Department of Education
500 Mero Street
1919 Capital Plaza Tower
Frankfort, Kentucky 40601
502-564-3421

(P) Ms. Donna Melton
Program Coordinator

LOUISIANA

Louisiana Student Financial
Assistance Commission
Louisiana Office of Student
Financial Assistance
Post Office Box 91202
Baton Rouge, Louisiana 70821-9202

SSIG and Douglas Contact:

(P) Ms. Winona Walker Kahao
Director, Scholarships
and Grants Division
1-800-259-5626

Byrd Program:

State Department of Education
Post Office Box 94064
626 North 4th Street, 12th Floor
Baton Rouge, Louisiana 70804-9064
504-342-2098

(P) Ms. Phyllis Trisler
Administrative Assistant

MAINE

Finance Authority of Maine
Post Office Box 949
Augusta, Maine 04332-0949
207-623-3263

SSIG Contact:

(P) Ms. Rochelle A. Bridgham
Program Manager

Douglas Contact:

(P) Mrs. Helen Renko-Flanagan
Program Manager

Byrd Program:

Finance Authority of Maine
Higher Education Services
Maine Education Assistance Division
State House Station #119
One Weston Court
Augusta, Maine 04330
207-287-2183

(P) Mrs. Helen Renko-Flanagan
Program Administrator

MARYLAND

Maryland Higher Education Commission
Jeffrey Building
16 Francis Street
Annapolis, Maryland 21401-1781
410-974-5370

SSIG Contact:

(P) Ms. Linda J. Weippert
Director, State Scholarship
Administration

Douglas Contact:

(A) Mr. Leslie Bennett
Program Manager
Non-Need-based Grants
410-974-5370

Byrd Program:

Maryland State Department of Education
200 West Baltimore Street
Baltimore, Maryland 21201-2595

Byrd Contact:

(P) Mr. William Cappe
Program Administrator
410-767-0480

MASSACHUSETTS

SSIG and Douglas Programs:

Massachusetts Higher Education
Coordinating Council
330 Stuart Street
Boston, Massachusetts 02116
617-727-9420

(P) Ms. Clantha McCurdy
Director of Student Financial
Assistance

Byrd Program:

State Department of Education
350 Main Street
Malden, Massachusetts 02148-5023
617-388-3300

(P) Mr. Jack Conlon
Education Specialist III

MICHIGAN

Michigan Higher Education
Assistance Authority
Office of Scholarships and Grants
Post Office Box 30462
Lansing, Michigan 48909-7962
517-373-3394

SSIG and Douglas Contact:

(P) Ms. Jean Maday
Director, Scholarship & Grants
Programs

Byrd Program:

State Department of Education
Post Office Box 30008
608 West Allegan Street
Lansing, Michigan 48909
517-373-3394

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