



Short-Term Certificate Grant Program Webinar

August 27, 2021

This webinar will be recorded



Department of
Higher Education

 **OhioHigherEd.org**





Welcome

Dr. Cheri Rice

Vice Chancellor, Higher Education and Workforce Alignment

Ohio Department of Higher Education



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HB 110 381.440 Short-Term Certificates

Chancellor is to

- Award need-based financial aid to students who are enrolled in a state-supported community college, state community college, technical college, or an Ohio Technical Center in a program that may be completed in less than one year and for which a certificate or industry-recognized credential is awarded in an in-demand job.



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Review of the RFP



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Need-Based Financial Aid Students

- Funds will be distributed to the post-secondary institution.
- Institution will determine need-based financial aid criteria for documentation purposes.
 - Examples: student affidavit of need, evidence of benefits, etc.
- Awards are to be applied to student account.
- In-state students only.



Qualifying Short-Term Certificates

- Must be earned in less than one year.
 - Less than 30 semester hours, OR
 - Less than 900 clock hours
- Must lead to a credential, e.g. certificate, certification, or license.
- Credential must be for an in-demand job/occupation as determined by the institution's region and local needs.
- Short-term certificate can be Pell-eligible.



Eligible Expenses

- Tuition
- Approved fees
 - Fees that are already in place where the amount charged relates to the costs of services for the approved short-term certificate.
 - Please make a note of any fees in the “Comments” column on the “Certificate Details” tab in the Short-Term Certificate Program Information [workbook](#).
 - Can submit a program cost sheet that includes fees also.



Maximum Award

- **Up to** \$2000 / short-term certificate.
- **Up to** 3 awards for a total of \$6000.
- Institutions are able to determine funding amounts and how many awards to issue (EX: \$1000, \$1500, 1 award, 2 awards, 3 awards)
- NOTE: The student must successfully complete one short-term certificate before receiving another award.
- This is an opportunity to stack short-term credentials.



Project Term

- Awards can begin in January 2022.
- Must be awarded by December 30, 2023.
 - Awards can be made to students as soon as the grant agreement is executed.
- Institutional audits will occur prior to the final closeout of the grant.



Anticipated Institutional Awards

- Final award allocations will be determined by how many institutions submit eligible applications.
- Applicant's past performance with the Short-Term Certificate Grant Program will be taken into consideration.



Activity

- Proposals Due
- Review & Evaluation of Proposals
- Chancellor's Award Decisions
- Grant Agreements Prepared & Executed
- Disbursement of Funds

Timeline

- September 20, 2021 (3 PM)
- September–October 2021
- November 2021
- November-December 2021
- December 2021-January 2022



Proposal Submission

- One electronic PDF file containing all items for application.
- Submit to shortterm@highered.ohio.gov
- Contact person:
 - Dr. Lauri White; lwhite@highered.ohio.gov; 614-644-5888



Proposal Format

- Maximum length of proposal is 10 pages.
- Cover Letter
 - Primary contact and fiscal agent information.
- Executive Summary
 - How does your proposal address the Program Purpose (Section 1 of RFP)?
- Regional Needs
 - Data supporting the proposed short-term certificate(s) as related to regional in-demand jobs.
 - In-demand jobs do not have to be on a “list”. What is needed in the region at this time.



Proposal Format

- Short-Term Certificate Program Information
 - Excel [worksheet](#)



Proposal Format

- Marketing Plan
 - Marketing of this scholarship opportunity to students.
 - Can include supportive documentation with application.
 - Retention and completion of students is critical.



Proposal Format

- For existing Short-Term Certificate grantees
 - Short-Term Certificate Program Information
 - Excel [worksheet](#), Fund Balances tab



Reporting Requirements

- With application submission:
 - Describe how the institution plans to gather and analyze program data.
 - Identify what, if any, additional data points will be monitored and how that data will be used.
 - Discuss how any challenges that emerge will be (a) identified and (b) addressed.



Reporting Requirements

- Data will be collected often.
- Fund balances – quarterly.
 - How much money has been awarded / remaining?
- Semi-annual metrics.
- Annual metrics.
- Final report will be due June 2024.

- NOTE: For metrics collected – will be related to data submitted for other ODHE reports; will not be collecting extra data for this initiative, other than narrative information.



Resources

- <https://www.ohiohighered.org/short-term-certificate-grant-program>
 - RFP
 - Short-Term Certificate Program Information (Excel workbook)
 - FAQs
 - To be developed
 - Dr. Lauri White
 - lwhite@highered.ohio.gov
 - 614-644-5888



THANK YOU

The webinar recording and slide presentation will be added to the Short-Term Certificate Grant Program webpage

<https://www.ohiohighered.org/short-term-certificate-grant-program>



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