Short-Term Certificate Grant Program Webinar

August 27, 2021

This webinar will be recorded
Welcome

Dr. Cheri Rice
Vice Chancellor, Higher Education and Workforce Alignment
Ohio Department of Higher Education
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**.
Review of the RFP
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.
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<th>Activity</th>
<th>Timeline</th>
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<td>Proposals Due</td>
<td>September 20, 2021 (3 PM)</td>
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<td>Review &amp; Evaluation of Proposals</td>
<td>September–October 2021</td>
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<td>Chancellor’s Award Decisions</td>
<td>November 2021</td>
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<td>Grant Agreements Prepared &amp; Executed</td>
<td>November-December 2021</td>
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<td>Disbursement of Funds</td>
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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.ohiohigher.org/short-term-certificate-grant-program](https://www.ohiohigher.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