

## Foster Youth College Success Initiative • 2020/2021 Academic Year Funding Distribution Plan

### STEP 1:

June 2020

**SED sends program announcement email to IHE Presidents/CEOs to request the establishment of FYCSI liaison(s) on each campus. Email includes:**

- Memo with FYCSI instructions based on sector
- FYCSI Student Applicant List Template (*spreadsheet*)
- OCFS Consent Form for NEW Foster Youth applicants
- FYCSI FAQs Information Sheet

- ▶ FYCSI campus liaisons serve as the points of contact at colleges regarding program matters.
- ▶ FYCSI campus liaisons maintain lists of FYCSI eligible students and submit rosters to designated sector liaisons:

**SUNY Schools:** Osei Agyeman • [FYCSI@SUNY.edu](mailto:FYCSI@SUNY.edu)

**CUNY Schools:** Shirley de Peña • [Shirley.dePena@cuny.edu](mailto:Shirley.dePena@cuny.edu)

**Private Schools:** Rich McMillan • [Fosteryouth@nysed.gov](mailto:Fosteryouth@nysed.gov)

### STEP 2:

By July 15, 2020

**Each campus prepares a FYCSI student applicant list using the FYCSI spreadsheet template for submission to their sector liaison. (*Includes previously verified students and new applicants*)**

**FYCSI campus liaisons also distribute and collect consent forms and other mandatory documentation from all NEW applicants:**

- Completed consent forms from FOSTER YOUTH forwarded to OCFS for eligibility verification
  - Required verification for ORPHANS
- ▶ Enter information for new applicants in **Tab #1**.
  - ▶ Enter information for previously verified students in **Tab #2**.  
(*These students received FYCSI funds in prior years and are not subject to this year's verification process.*)
  - ▶ For all applicants, enter each student's status (either FOSTER YOUTH or ORPHAN) in **Column H ("Eligibility")**.
  - ▶ Consent forms are required for all NEW foster youth applicants to verify/share their eligibility status.
  - ▶ FYCSI campus liaisons must send completed consent forms to OCFS at [FCY4College@ocfs.ny.gov](mailto:FCY4College@ocfs.ny.gov) by July 15, 2020.

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### STEP 3:

July 2020

**SUNY, CUNY, and SED send all FYCSI student applicant lists and documentation to OCFS.**

- ▶ OCFS starts the student eligibility verification process for **New Foster Youth Applicants**.

### STEP 4:

By August 7, 2020

**OCFS completes FYCSI student eligibility review** (*For new foster youth applicants ONLY*).

- ▶ OCFS sends SUNY, CUNY, and SED their eligibility determinations (for both **eligible** and **ineligible** applicants).
- ▶ CUNY, SUNY, and private school liaisons should communicate eligibility status to all FYCSI student applicants, and determine/share information about the appeal process.
- ▶ Sector liaisons alert OCFS about any student that will be providing additional information regarding Foster Youth eligibility status.

### STEP 5:

By August 21, 2020

**SED develops funding formulas for each sector.**

- ▶ CUNY, SUNY, and private school liaisons communicate decisions to all students who sought an appeal.
- ▶ Sector liaisons provide updated verification lists to SED by August 21, 2020.
- ▶ Funding formulas are based on the number of eligible students by sector (SUNY, CUNY, private schools).
- ▶ Funding will be distributed in equal amounts per student to CUNY, SUNY, and private schools.

### STEP 6:

After August 21, 2020

**SED submits proposed funding allocations to the NYS Division of Budget (DOB).**

- ▶ SED provides DOB with a breakdown of funding amount per student in each of the three sectors.

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### STEP 7:

September 2020

**Upon DOB approval, funding will be transferred to administrations or schools.**

- ▶ SUNY Admin and CUNY Admin are sub-allocated their funding.
- ▶ SED prepares contracts with private colleges/universities based on their approved FYCSI student participants and the work plan provided in their applications.
- ▶ Individual campuses determine each student's financial need and actual student awards are based on that determination.

### STEP 8:

After September 30, 2020

**Schools award “extra” funding to students (if applicable).**

- ▶ Schools have discretion to award any remaining FYCSI funding after the official program enrollment deadline has passed.
- ▶ If additional FYCSI students are identified after this process, “extra” funds may be used for students verified as eligible.

**For more information about this distribution plan, please contact [FosterYouth@nysed.gov](mailto:FosterYouth@nysed.gov).**