

TEXAS TRANSFER GRANT PILOT PROGRAM Fact Sheet

This fact sheet highlights specific requirements to assist participating institutions with the administration of the Texas Transfer Grant Pilot Program.

Purpose

To provide portable need-based aid to high-achieving transfer students who are low-income and to help mitigate financial barriers to vertical transfer for students.

This program is sponsored through the state's additional investment in the federal Governor's Emergency Education Relief (GEER) funds and provides a unique opportunity for Texas to test an innovative approach to offering financial support to a critical student population.

Award Amount

A Transfer Grant award for fall 2022 **must not** exceed **\$5,000** per eligible, enrolled student.

The amount of a Transfer Grant **must not** be reduced unless the total amount of the Transfer Grant plus other aid exceeds the student's Cost of Attendance (COA). THECB requests that institutions reduce loan and work-study before reducing Transfer Grants.

Over Awards

If an award has been disbursed and a recipient receives other assistance that exceeds their COA, the institution **is not** required to adjust the award unless the sum of the excess resources is greater than \$300.

Eligibility for Disbursement

To be eligible for disbursement of a fall 2022 Texas Transfer Grant, a selected student **must**:

- Be enrolled in a minimum of **9 semester credit hours (SCH)** as of the institution's census day (also referred to as *Official Reporting Date - ORD*).

INSTITUTIONS

Eligible public institutions **are required** to complete an **Interagency Contract (IAC)** with the Texas Higher Education Coordinating Board (THECB) to receive funding for the Texas Transfer Grant Pilot Program.

Program Administration:

Institutions must complete the following steps to administer Transfer Grant awards:

STEP 1. RETRIEVE RECIPIENT ROSTERS

- Retrieve (download) rosters through the [MOVEit DMZ portal](#) in the **Transfer Grant Folder**.
 - **Roster updates** will be made available to institutions on a weekly basis.

STEP 2. PACKAGE GRANTS

- Apply the grant to the student's financial aid package.
 - Prioritize the Transfer Grant over non-grant forms of aid, such as loans and work study.

STEP 3. DISBURSE FUNDS

- Disburse grant funds on the student's institutional account using *institutional funds*.

STEP 4. REQUEST REIMBURSEMENT

- To request reimbursement, the certifying official must:
 - confirm eligible recipient enrollment of at least 9 SCHs as of the institution's census date, and
 - submit **Certification of Payment** totals for expended Transfer Grant awards to the THECB.

Note: A Certification of Payment **must** be received by the THECB no later than **Oct. 14, 2022**.

CONTACT INFORMATION

For questions, contact Financial Aid Services at 844-792-2640 or [CONTACT US](#) (select "Financial Aid Question" under Contact Reason).