

Texas Higher Education Coordinating Board

Texas Transfer Grant Pilot Program

March 24, 2022

Topics of Discussion



Purpose of Interagency
Contracts



Allocation and Payment Process



Terms and Signature



Q & As

Texas Transfer Grant Pilot Program

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

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

Purpose of Interagency Contracts

Section 1. Contracting Parties

Federal Grant Title: U.S. Dept. of Education, Education Stabilization Fund
Program Governor's Emergency Education Relief (GEER) Fund
CFDA: 84.425
Federal Award Date: 6/2/2020
Federal Award No.: 2020-GE-84425C
Authority: Section 18002 of Division B of the Coronavirus Aid, Relief, and
Economic Security Act (CARES Act), Pub. L. No. 116-136 (March 27,2020)
Research and Development? No

THECB Contract No.: _____

INTERAGENCY CONTRACT

This Contract (Contract) is entered into by and between the Texas state agencies shown below as Contracting Parties, pursuant to the authority granted and in compliance with the provisions of the Interagency Cooperation Act, Texas Government Code §§ 771.001-.010.

Section 1. Contracting Parties

The contracting parties are the Texas Higher Education Coordinating Board (Receiving Agency or THECB) and Public University or HRI (Performing Agency) At times, THECB and the Performing Agency are referred to singularly as "Party" and collectively as "Parties."

Receiving Agency:

Texas Higher Education Coordinating Board
1200 East Anderson Lane
Austin, Texas 78752

Performing Agency:

Public University or HRI: Name and Address|

Section 2. Term of Contract

This contract:

- *becomes* active upon **EXECUTION**.
- *expires* on **October 28, 2022**, unless extended.

Section 3. Purpose and Statement of Services

The primary intent of this contract is to:

- allow Institutions to DISBURSE student aid to select students who transfer from a public 2-year institution (vertical transfer) to the Providing Institution.

Section 3.1

Statement of Work:

THECB delivers Recipients Roster to institutions

- Institutions must:
 - Include Transfer Grant as part of the recipient's financial aid package
 - Disburse funds to the eligible, *enrolled* recipient's institutional account
 - Submit Certification of Payment to the THECB for *all* expended awards

Section 3.2

Allocation & Payment Process

Section 4. Amount and Payment for Services

4.1 Contract Amount

- Total costs reimbursed to the institution **cannot exceed** the Contract (*Allocation*) amount unless approved in writing and agreed upon by both parties.
- Award amount cannot exceed \$5000 per certified/enrolled recipient.

4.2 Payment Schedule

- Costs for expended transfer aid awards are reimbursable up to the total contract amount and become payable within 30 days of receipt by the THECB of verification of eligible student enrollment.

4.3 Payment Method

- THECB shall reimburse with a:
 1. Voucher (*payable to institution*)
or
 2. Electronically through the Uniform Statewide Accounting System (USAS).

NOTE: For information on the Interagency Cooperation Act (to include Reimbursement Procedures) see [Texas Government Code §§ 771.001-.010](#) .

Terms & Signature

Section 6. Terms and Conditions

- Termination of Contract- *Section 6.1*
 - THECB **must** provide written notice if electing to terminate an active IAC, regardless of the reason.
- Amendment- *Section 6.2*
 - Modifications **must** be executed in writing, agreed by both parties, and have no conflict with Texas law.
- Right to Audit and Records Retention- *Section 6.5*
 - Participating institutions understand and agree to cooperate with Audit Entities in the conduct of an *audit or investigation*, including promptly providing all records upon request.
 - Institutions **must** retain program records and accounts for a period of at least *seven years* from the date of completion of the contract project.

Section 7. Federal Forms, Assurances, Certifications, and Reports

The following federal certifications **MUST** be completed and returned to the THECB prior to execution of the IAC:

- Certification Regarding Disclosure of Lobbying Activities
 - Disclosure of Lobbying (*if applicable*)
- Certification Federal Funding Accountability and Transparency Act (FFATA)
- Certification Regarding Debarment and Suspension

Section 8. Signatures

Signatures should **ONLY** be obtained by a representative who has the authority to lawfully bind their respective institution in a contractual agreement.

Note: If you have questions regarding signature authority at your institution, contact your legal counsel for guidance.

Section 8. Signatures

By signature hereon, the individuals below represent and warrant they are duly authorized representatives of their respective state agency and have the authority to bind their respective state agency in a contractual agreement.

Performing Agency

By: _____

Name: _____

Title: _____

Date: _____

Texas Higher Education Coordinating Board

By: _____

Name: _____

Title: _____

Date: _____

Next Steps

- ❑ IACs will be sent to public universities and HRIs by THECB
- ❑ Public universities and HRIs must have authorized signer:
 - Review and sign contract
 - Complete required federal forms:
 - Certificate Regarding Debarment and Suspension
 - Certification Regarding Lobbying
 - Federal Funding Accountability and Transparency
 - Return the signed IAC and supporting documents electronically to:
 - Jodie.Lopez@highered.Texas.gov

NOTE: Institutions **must** complete the contract process to participate in the Texas Transfer Grant Pilot Program. Please adhere to the *return deadline* provided by the THECB upon receipt of the IAC.

Contact Information

Contacting Student Financial Aid Programs

Contact Financial Aid Services in one of the following ways:

- FAS Institutional Phone Line
 - Institutions Only: (844) 792-2640
- Submit inquiries online through the [CONTACT US](#) web form at any time.



Phone lines -
Hours of Operation:
Mon-Fri
8 a.m. to 5 p.m.
(Closed 12-1 daily)

Submitting a CONTACT US

To ensure inquiries are routed correctly, complete these steps:

- Select "Institution" in Received From box
- Enter the institution's full name
- Always select "Financial Aid Question" as the Contact Reason
- Enter in **Description** field: Transfer Grant Program
- Provide the best **direct phone number**

Texas Higher Education Coordinating Board

Contact Us

An asterisk * by the field indicates a required field!

Received From*

Institution

Contact Reason*

Description* 4000 characters max

Please do NOT include your full Social Security Number inside the issue description. If you have a question about the status of a new loan application, accounts in repayment, or deferments, please use the last four digits of your SSN instead.

Is this a complaint No Yes

Contact Preference E-MAIL LETTER PHONE

Salutation*

First Name*

Last Name*

E-mail*

Phone (10-digit) Phone Ext

Mail Address

Mail Address2

Mail Address3

City

State Zip Code (5-digit)

| [Help](#)

Questions?