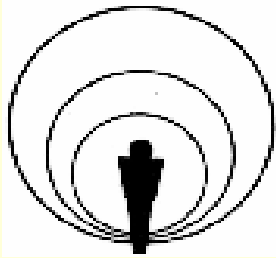


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NYSFAAA CONFERENCE 2007

FEDERAL WORKSTUDY

WHAT IS IT AND HOW DOES IT WORK?



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Topics

ORIGIN

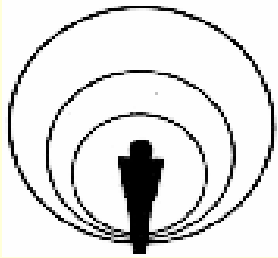
HISTORY

INSTITUTIONAL ELIGIBILITY

STUDENT ELIGIBILITY

2007 – HOW IT WORKS

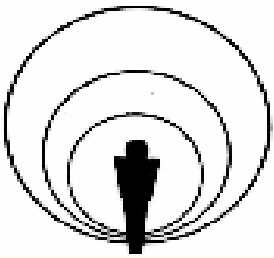
IMPLEMENTATION



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ORIGIN

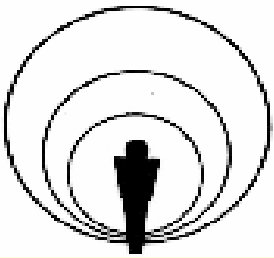
- Part of THE ECONOMIC OPPORTUNITY ACT OF 1964 (August 20, 1964)
- Goal of the Act was “to mobilize the human and financial resources of the Nation to combat poverty in the United States”



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INSTITUTIONAL ELIGIBILITY

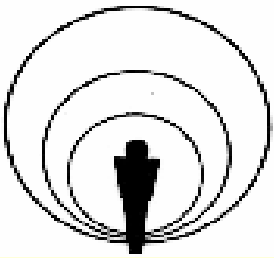
- Requested funding to participate in the Federal Workstudy program
- Be a United States Department of Education accredited Title IV eligible institution
- All other eligibility requirements as outlined in the General Provisions



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WHAT IS IT?

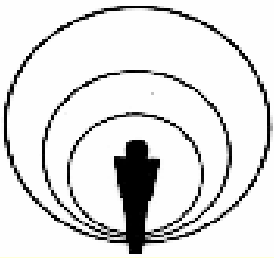
- The Federal workstudy program is one of the Campus Based programs designed to provide part-time employment opportunities and work experience to students while they're in college
- Is administered by schools participating in the Title IV FWS program
 - A school must make FWS jobs reasonably available to all eligible students at the school
- Encourages community service work and work related to your course of study, whenever possible
 - school must use at least 7% of its FWS allocation to employ students in community service jobs
 - at least one FWS student employed as a reading/math tutor for children in a reading tutoring project or performing family literacy activities in a family literacy project



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Student Eligibility

- Be a regular matriculated student enrolled in an undergraduate or graduate program
- Be enrolled full-time or part-time
- Demonstrate financial need
- Remain in good academic standing and making Satisfactory Academic Progress
- All other eligibility requirements as outlined in the General Provisions

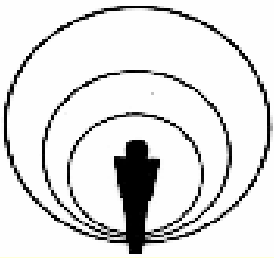


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Assigning FWS Jobs

- Consider the student's financial need
- Review all financial aid awarded to the student (e.g. TAP, Pell etc.)
- Determine the number of hours per week the student can work
- Set the wage rate

Note: While there is no minimum or maximum award, the amount for each student should be determined based on these factors.

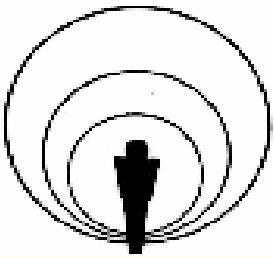


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Employment Conditions

FWS employment must be governed by employment conditions, including pay, that are appropriate and reasonable according to:

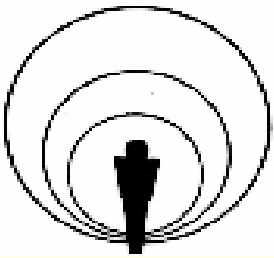
- Type of work performed
- The geographic region
- The employee's proficiency
- Any applicable federal, state, or local law



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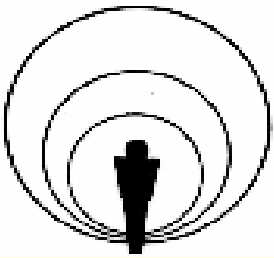
Employment Limitations

- A student's need places a limit on the total FWS wages earned
- FWS employment must not displace employees
- FWS positions must not involve constructing, operating, or maintaining any part of a building used for religious worship or sectarian instruction



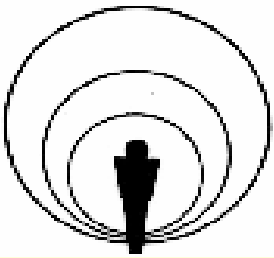
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- Neither Schools nor outside employers who have agreements with schools to hire students may solicit, accept, or permit the soliciting of any fee, commission, contribution, or gift as a condition of employment.
- All students employed under FWS must be paid for all hours worked (cannot volunteer services)



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- Students may earn academic credit as well as compensation for FWS jobs however they may not be:
 - paid less than he or she would be if no academic credit were given;
 - paid for receiving instruction in a classroom, laboratory, or other academic setting; and
 - paid unless the employer would normally pay the person for the same job

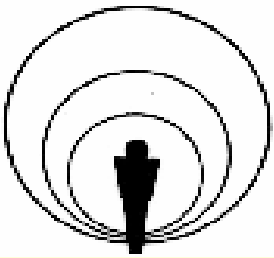


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FWS Earnings for the Next Period of Enrollment

- The Department allows students to earn FWS wages to cover expenses for the next period of enrollment offered by the school

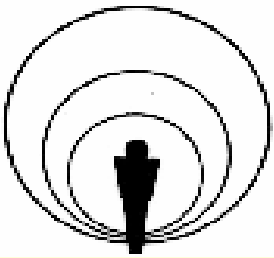
The student must be planning to enroll for that next period and must demonstrate financial need for it



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Periods of Non-Attendance for FWS Students

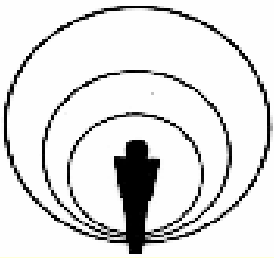
- A student **may** be employed under FWS during a period of nonattendance
- The student **must** be planning to enroll for the next period of enrollment and **must** have demonstrated financial need for that period
- The student's net earnings during this period of nonattendance must be used to cover expenses associated with her financial need for the next period of enrollment
- A student in an eligible program of study abroad may be employed during a period of non-attendance preceding the study abroad if she will be continuously enrolled in her American school while abroad and if her study is part of the American school's own program.



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Community Service Jobs

- Schools must make students aware of FWS community service opportunities available in the local community and should promote those opportunities to students by notifying each student individually or via general means such as campus websites or other publication sites.
- The program participation agreement also requires your school to work with local nonprofit, governmental, and community-based organizations to identify community service opportunities
- Employing an FWS student in these positions serves the needs of the community and gives the FWS student an enriching and rewarding experience. To further encourage schools to employ FWS students in these positions and as mathematics tutors, FWS regulations authorize a 100% federal share of FWS wages

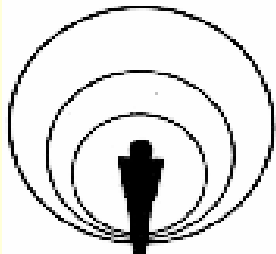


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Definition of Community Services

- **Community services** are defined as services that are identified by an institution of higher education through formal or informal consultation with local nonprofit, government, and community-based organizations
- Designed to improve the quality of life for community residents, particularly low-income individuals, or to solve particular problems related to their needs

National and Community Service Act of 1990

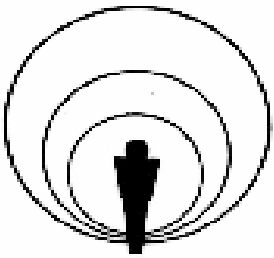


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Examples of Community Services

- Fields such as health care, child care, literacy training, education (including tutorial services), welfare, social services, transportation, housing and neighborhood improvement, public safety, crime prevention and control, recreation, rural development, and community improvement;
- work in service opportunities or youth corps as defined in Section 101 of the National and Community Service Act of 1990, and service in the agencies, institutions, and activities designated in Section 124(a) of that act;
- support services for students with disabilities (including students with disabilities who are enrolled at the school)*; and
- activities in which an FWS student serves as a mentor for such purposes as tutoring, supporting educational and recreational activities, and counseling, including career counseling.

*This is the only statutory exception to the requirement that community service be open and accessible to the community.

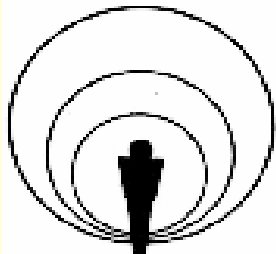


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Execution of Off-Campus Agreements

A written agreement between the institutions and the off-campus agency is required and should minimally:

- Arrange for on-site supervision of students
- Set the hours of work
- Address time records & payroll procedures
- Generally document the responsibilities of both parties



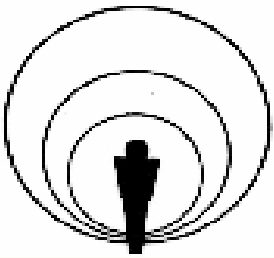
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Financial Management – Federal Share

Generally the federal share of compensation will be limited to 75% with a 25% institutional match

Exceptions:

- 100% for America Reads/America Counts
- 100% share may be approved by USED if a school has been designated eligible under the Strengthening Institutions Program, the Strengthening Historically Black Colleges and Universities Program, or the Strengthening Historically Black Graduate Institutions Program.
- 60% Federal share with a 40% match for students working at private non-profit organizations
- 50% Federal share with a 50% match for students working at a for profit organization

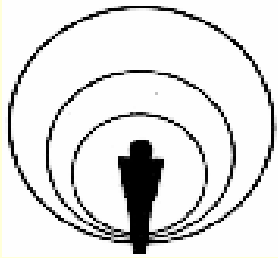


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Carry Forward – Carry Back

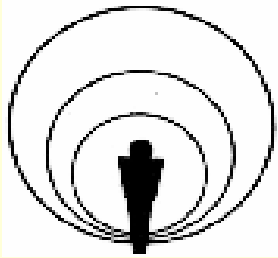
Carry Forward – Allows an institution to expend up to 10% of its current year FWS allocation in the next year

Carry Back – Allows an institution to expend up to 10% of the next year's allocation in the current award year



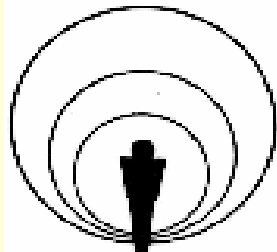
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Sample CGCC workstudy packet

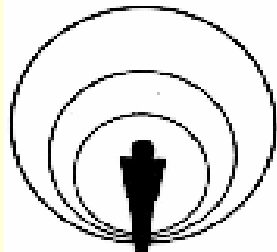


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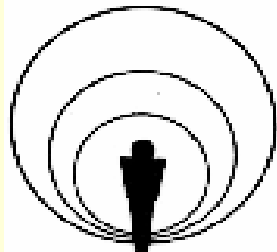
Questions?



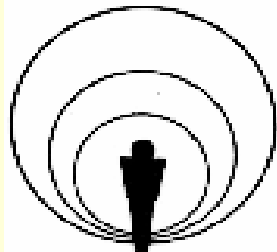
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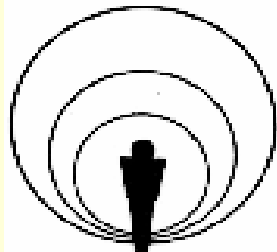
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