

STUDENT TO STUDENT (STS) PROGRAM OF MATCHING GRANTS

TITLE 23: EDUCATION AND CULTURAL RESOURCES

SUBTITLE A: EDUCATION

CHAPTER XIX: ILLINOIS STUDENT ASSISTANCE COMMISSION

PART 2770

STUDENT TO STUDENT (STS) PROGRAM OF MATCHING GRANTS

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AUTHORITY: Implementing Section 65 and authorized by Section 20(f) of the Higher Education Student Assistance Act [110 ILCS 947/65 and 20(f)].

SOURCE: Adopted at 4 Ill. Reg. 6, p. 221, effective January 30, 1980; codified at 7 Ill. Reg. 9925; transferred from Chapter IX, 23 Ill. Adm. Code 1770 (State Scholarship Commission) to Chapter XIX, 23 Ill. Adm. Code 2770 (Illinois Student Assistance Commission) pursuant to P.A. 86-168, effective July 1, 1989, at 13 Ill. Reg. 17869; amended at 16 Ill. Reg. 11329, effective July 1, 1992; amended at 17 Ill. Reg. 10632, effective July 1, 1993; amended at 18 Ill. Reg. 10354, effective July 1, 1994; amended at 20 Ill. Reg. 9260, effective July 1, 1996; Old Part repealed and New Part adopted at 21 Ill. Reg. 11232, effective July 18, 1997; amended at 25 Ill. Reg. 8433, effective July 1, 2001.

Section 2770.10 Summary and Purpose

- a) Student to Student is a program of monetary awards available to undergraduates at state-supported colleges and universities through voluntary contributions from students and matching grants from the State.
- b) This Part establishes rules that govern the Student to Student (STS) Program of Matching Grants. Additional rules and definitions are contained in General Provisions, 23 Ill. Adm. Code 2700.

Section 2770.20 Applicant Eligibility

- a) To be considered for a Student to Student matching grant, a student shall be enrolled at a participating Illinois public university or a participating Illinois public community college as established and defined by the Public Community Colleges Act.
- b) A student must demonstrate need by some nationally recognized need analysis system to be eligible for an STS matching grant.

Section 2770.30 Program Procedures

- a) An eligible program is an organized, need-based monetary award (gift assistance) program for undergraduate students at an Illinois college or public university. The funds for those programs must be derived from voluntary contributions raised by students from students of that college or university according to a plan developed and approved by the students and consistent with college or university policies.

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- b) Voluntary contributions can be obtained from graduate students; the assistance program, however, can aid only undergraduates. A portion of the total contribution can be used to aid graduate students. Funds set aside for graduate students will not be matched by ISAC.
- c) Students shall approve the plan for raising voluntary contributions by a majority of those voting in a campus-wide referendum.
- d) The contributions, to be eligible for matching funds, must be voluntary and optional (as contrasted to a nonrefundable fee or charge). Only those voluntary contributions made by enrolled students of the college or university are eligible for matching. If any fund-raising activity yields contributions from other individuals or organizations, the voluntary contributions by enrolled students must be clearly identifiable.
- e) Particular care must be employed in implementing contribution plans that generate contributions from nonstudents. The law leaves no latitude in this regard. Special cash receipt systems must be used to make certain that student contributions are clearly identifiable.
- f) No eligible contribution can exceed \$12 per academic year.
- g) The \$1,000 annual limit on an STS award shall be applicable to all terms, including the summer term.
- h) STS funds can be used for undergraduates who are otherwise eligible for an ISAC Monetary Award grant but have completed their 10 semesters or 15 quarters of eligibility.

(Source: Amended at 25 Ill. Reg. 8433, effective July 1, 2001)

Section 2770.40 Institutional Procedures

- a) Each institution desiring to participate in this program shall inform ISAC, in writing, by August 15 preceding each award year.
- b) A claim for matching funds may be submitted to ISAC by dates specified in subsection (d) of this Section. The initial claim shall include:
 - 1) the amount of the claim;
 - 2) how general student approval was obtained;
 - 3) how funds were collected;
 - 4) the steps employed to ensure that student contributions were voluntary; and
 - 5) documentation that the claim includes only voluntary contributions by enrolled students.
- c) A supplementary claim can be filed after a filing date for the purpose of adjusting a regular claim filed earlier.

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- d) Institutions shall submit a payment request to ISAC based on eligible match amounts. The deadlines for submission of complete payment requests shall be October 15 for summer terms; February 15 for first semester/quarter; April 15 for second quarter; and June 15 for second semester/third quarter. All claims, including supplemental claims, must be submitted no later than August 1. This will provide sufficient time for processing and vouchering through the State Comptroller's Office in Springfield prior to the State's fiscal year lapse period ending August 31. STS matching funds are paid by ISAC directly to the institution.
- e) The reimbursement to institutions for Student to Student matching funds is contingent upon available funding. Should General Assembly appropriations be insufficient to pay all claims in full, claims will be prorated. Claims will be considered for payment in the following order:
 - 1) summer term claims received by October 15;
 - 2) first semester and first quarter claims received by February 15;
 - 3) second quarter claims received by April 15; and
 - 4) second semester and third quarter claims received by June 15.
- f) Each participating college or university shall submit to ISAC an annual report, no later than August 15 following the award year, of the activities, operations and results of its STS grant program. ISAC shall forward a copy of such report to the Illinois Board of Higher Education.
- g) Matching funds must be expended by the end of the academic year following the year in which the funds are requested.