High Priority Students-Focusing on College Success

# A Practical Guide to Initiating a High Priority Student Program

# 2024

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#### <sup>2</sup> Overview

There is a growing focus on post-secondary success by community foundations and other scholarship providers. Some community foundations are moving towards a greater depth of understanding about the barriers to success, and then changing their scholarship practices and philosophies to give extra attention and support to those students facing the most barriers to college success.

This guide will explore how 'high priority' students are defined, and how some community foundations have adopted an 'apply once & done' philosophy which allows them to support their high priority students for the duration of their college careers.

This guide will also highlight the growing movement towards supporting 'life needs' or indirect costs, such as housing, transportation, childcare, car repairs, mental health and even food – all geared towards increasing college success rates.

This evolving philosophy impacts donor relations staff, fund contracts, as well as scholarship and program staff.

## Why?

Community Foundations and other scholarship providers are asking a variety of questions about their own funding programs:

- Why do we only provide scholarships to graduating high school seniors?
- The cost of college increases over time, so why don't our scholarships follow students throughout their college career?
- What percentage of our scholarship recipients graduate with a degree within 4, 5 or 6 years? (for bachelor's degrees)
- How many 1st Gen students are we supporting?
- How many non-traditional students are we supporting?
- How many of our scholarship recipients come from single-parent homes?
- Do our scholarship programs support our work in equity, economic and racial justice?
- How can we identify those students most at risk of not completing college?
- What support can we offer our students facing the most barriers?
- How can we renew scholarship funding in subsequent years for our High Priority students?

Still other foundations may begin their journey by asking themselves what they can do to impact their local workforce. How can they most quickly impact their community, which may be especially relevant for those foundations which have community colleges within their region.

The data and statistics backing up these questions and demonstrating the disparities in college success rates is overwhelming. Below are several resources to help your foundation better understand the 'why' of this growing theory of High Priority students.

- h <u>ttps://www.pewresearch.org/social-trends/2021/05/18/first-generation-college-graduates-lagbehind-their-peers-on-key-economic-outcomes/</u>
- <u>https:/www.bridgemi.com/talent-education/michigans-black-white-college-graduation-gap-onelargest-nation</u>
- <u>https://www.bestcolleges.com/research/first-generation-students-facts-statistics/</u>
- https:/nces.ed.gov/programs/raceindicators/indicator\_red.asp
- h <u>ttps:/edtrust.org/resource/graduation-rates-dont-tell-the-full-story-racial-gaps-in-college-successare-larger-than-we-think/https:/ifstudies.org/blog/the-college-completion-gap-and-how-to-close-it</u>
- h <u>ttps:/universitybusiness.com/the-3-factors-holding-at-risk-students-back-from-graduating/</u>

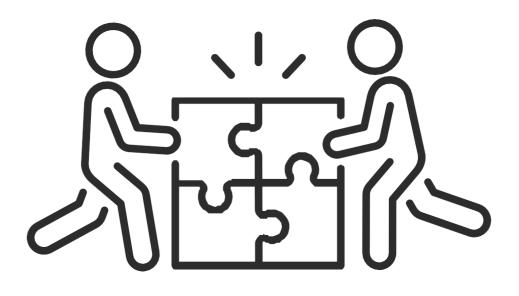


The first step in the process is developing your own working definition of which risk factors to use when identifying High Priority students in your own scholarship programs.

As of the date of this guide, there are at least five community foundations in Michigan with formal procedures and protocols for identifying and supporting High Priority students.

In the following pages you will find documents from:

- Ann Arbor Area Community Foundation
- Kalamazoo Community Foundation
- Midland Area Community Foundation
- Oceana Community Foundation
- Community Foundation of St. Clair County





## Youth & Education

The young people of our community deserve a bright future, regardless of their socio-economic circumstances. We prioritize providing students and young adults with academic support, financial assistance, and holistic services to promote better chances of success in college and beyond.

## **Community Scholarship Program**

The Community Scholarship Program (CSP) beyond just traditional financial support for tuition, adding a college success coach and financial aid to get students beyond enrollment graduation with a degree. These additional



goes college emergency and to resources

are crucial based on both national research and local research from Washtenaw Futures, which confirms students who are a person of color, economically disadvantaged, and/or first-generation college students often do not have access to the resources needed to thrive at college. The success coach is with the student every step of the way to provide them encouragement, academic guidance, financial aid advice, and beyond to support their education journey. Emergency financial aid adds financial support during critical times for books, technology access, rent, or any of the many resources outside tuition that a student needs to be able to be successful.

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While there are many other scholarships available through the Foundation, we strongly believe in the framework of the Community Scholarship Program to help level the playing field for so local youth from various backgrounds and experiences have equal opportunity in pursuing their colleges degree. This is why all new scholarship funds at AAACF are established within CSP and why many scholarship funds established here prior to 2016 have had their donors adapt their purpose to align in this mission.



## **OVERVIEW**

# THE AAACF COMMUNITY SCHOLARSHIP PROGRAM PROGRESS REPORT: 2022 Key Outcomes from Evaluation & Analysis

# To Promote Degree Attainment for Local Students: Multi-Year Awards, a College Success Coach, and a Financial Assistance Program

In late 2014, the Ann Arbor Area Community Foundation (AAACF) decided to take a strategic approach to offering college scholarships when an analysis revealed its existing funds were not adequately addressing the educational gaps among local students. To increase the impact of its scholarships to address these disparities, AAACF chose to promote degree attainment rather than awarding one-time scholarships to enter college. New scholarship funds would be accepted only under the umbrella of the new Community Scholarship Program (CSP).

Although the program has evolved in funding and operations, the original criteria are still in place. To be eligible for CSP, students from Washtenaw County must be graduating high school seniors or have graduated from high school within 24 months and not have enrolled in higher education. They must also meet at least one of three following criteria:

- 1) Students from families facing economic challenges (200% below the federal poverty guidelines)
- 2) First-generation college students, meaning neither parent graduated with a four-year degree
- 3) Youth of color (anyone who does not identify as white)

## 2014 To Date: A New Community-Based Scholarship Model

CSP scholars each receive up to \$20,000 in flexible funding for up to five years, access to a Financial Assistance Program, and a College Success Coach. In Fall 2014, AAACF staff presented its Board of Trustees data from the local College Access Network—Washtenaw Futures—demonstrating that in the highly educated county of Washtenaw, large achievement gaps existed for students pursuing postsecondary education when accounting for factors of race and social economic status.

In response to the desire to increase impact as well as efficiency in scholarship administration, staff proposed a new model under which any new scholarship funds would be administered. The Community Scholarship Program was designed to address disparities in educational attainment by focusing on three populations locally: (1) students from economically disadvantaged families, (2) first-generation college students, and (3) students of color. Awarding one-time scholarships for graduating high school seniors to start college was not enough. CSP would instead promote degree attainment through multi-year awards and college success coaches to assist students in navigating their higher education journeys.

Every scholarship recipient would receive a **College Success Coach**—a dedicated mentor who would assist students with their transition to higher education and support them in multiple ways to degree attainment.

Coaches would offer students holistic support by providing encouragement and accountability; academic guidance; assistance accessing resources and making on-campus connections; social and emotional support; and help understanding financial aid.

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Although the program was approved, it did not officially launch until AAACF received an anonymous \$1M gift, including a \$250,000 challenge match for a Level the Playing Field Fund within CSP to "level the playing field" for students with financial need graduating from Washtenaw County public schools.

Since the first CSP cohort was selected in 2016, the program has evolved to meet opportunities and challenges, including offering students larger award packages with flexible funding amounts and timing (up to \$20,000 over up to 5 years) and access to a Financial Assistance Fund.

To date, the AAACF Community Scholarship Program has grown from a concept with no funding to a program that has awarded \$1.8 million to 88 scholars and has already seen 15+ students graduate with both two- and four-year degrees.

From the start, CSP has been a community-based program in every sense of the word. Local *donors* support scholarships for local students who are selected by a group of *community volunteers* for a program administered by *community organizational partners*.

Another critical partner, the **RNR Foundation**, provided funding to contract an independent evaluation, led by an Eastern Michigan University faculty member, to conduct a four-year longitudinal study of the program. This report herein provides high-level findings from that evaluation as well as other information and data related to tracking the program's evolution.

Because CSP is a unique model among community foundations, we present this report to celebrate Washtenaw County and to encourage potential replication of the program in other communities, in keeping with our core value of *Leveraging Knowledge*.

## AAACF COMMUNITY SCHOLARSHIP PROGRAM GOAL:

Increase post-secondary degree attainment for Washtenaw County students with a specific focus on students who are economically disadvantaged, youth of color, and/or the first generation in their family to attend college.

## Student Eligibility Criteria

To qualify, students must meet ALL of the following criteria:

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#### GPA of 2.0 or higher

**Resident of Washtenaw County;** preference will be given to those students who are graduates of a Washtenaw County public high school

Will have graduated high school within the last 24 months and be enrolling in college for the first time In addition, students must meet ONE of the three following criteria:

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Economically Disadvantaged (200% below the federal poverty guidelines)

Youth of Color

First-Generation College Student (neither parent having graduated with a 4-year degree)



A **High Priority Student** is defined as a post-secondary student who may require additional resources, advocacy, and tailored support to address the unique challenges they may encounter and to promote their academic success and personal well-being. We recognize that such students often belong to groups or communities that have faced discrimination, marginalization, or systemic barriers in educational settings.

A High Priority Student meets 2 or more of the following factors. (Note: identifying a student as High Priority is done on a case-by-case basis, and the presence of two of these factors does not necessarily mean a student is High Priority.)

- <u>1st generation</u>:
  - Neither parent earned a bachelor's degree (the federal definition)
  - No bachelor's degrees among living parents (to focus on those who can provide support to the student)
  - No bachelor's degrees among caregivers (considers others in the household beyond biological parents, such as a stepparent)
  - No domestic bachelor's degree among caregivers (because degrees from other countries may be less relevant in helping students in the U.S. higher education system)
  - No bachelor's degrees earned by caregivers before the student was born (excludes those who earned degrees more recently and may not yet have "accrued some of the more socioeconomic benefits of a college degree," according to the report)
  - No associate degrees, either parent
  - No college attendance, either parent
  - One parent earned a bachelor's degree
- lives with one parent/caregiver and/or raised by one parent/caregiver
- lives on their own without any family support
- has left their home country (with or without their family)
- lacks a fixed, regular and adequate nighttime residence (unhoused/housing insecure)
- has suffered through some personal trauma or lives with a significant disability
- is a foster child
- is a single parent
- BIPOC
- LGBTQ+
- today's student (non-traditional): did not start college immediately after high school or left school and is going back at an older age
- socio-economic status (determined by household income; guardian education level; neighborhood resources; home ownership/housing stability): low income



Perseverance: persistence in doing something despite difficulty or delay in achieving success	Score
Endured significant systemic, environmental, and/or physical/mental barriers to success and continues/-ed to push forward despite multiple failures	4
Fought through serious physical, mental or emotional hardship; acknowledgement and adjustment of actions to succeed	3
Continued to participate/persevere despite extended lack of success; sought out help/resources to succeed	2
Faced a temporary setback or hardship and pushed through	1

Resilience/Academic Resilience: the ability to bounce back from adversity and coping strategies in difficult situations	Score

Support systems: what is the strength and availability of the student's support network	Score
The student has little to no reliable support from family, friends, mentors, or community organizations (primarily self-reliant for financial & emotional support; significant gaps in access to guidance, encouragement, and practical assistance; lives independently without family support)	4
The student has a limited suport network with few reliable sources of help & encouragement (sporadic, inconsistent, or unreliable support)	3
The student has a moderate support network with some reliable sources of support and encouragement (reasonable amount of support; support is available but might not cover all areas of need)	2
The student has a strong and reliable support network encompassing family, friends, mentors, and community resources (multiple sources of support are available and active)	1

Self-Reflection/Growth: an understanding of themselves and how this knowledge drives them forward	Score
Future plans/goals and present actions demonstrate a genuine reflection on past experiences	4
Demonstration of mental/emotional growth as evidenced by a tangible activity	3
Demonstration of a "changed course" as the result of personal introspection	2
Demonstrates genuine self-reflection; clearly identifies, vis hindsight, missed opportunities or poor choices	1

Long Term Impact	Score
This scholarship is crucial to the student's trajectory, or upward mobility	4
This scholarship will significantly help this student's trajectory, or immediately improve upward mobility	3
This scholarship will have some impact on the student's long-term career/education trajectory	2
This scholarship will have little impact on the student's long-term career/education trajectory	1



- Review the Application Answers report to identify students with two or more High Priority Student (HPS) criteria.
- Add a column listing all scholarships each HPS is eligible for
- Begin the internal application review with scholarships with 20 or less eligible applicants (but usually several HPS); suggestions include Walker, Myers, & Van Valkenburg
- Finalize rankings/selections by cross-referencing the High Priority Student spreadsheet; if the committee is wavering between two applicants and one is an HPS, select the HPS
- When an HPS is selected, review the other scholarships they're eligible for, and begin scaffolding additional awards over top the initial award until their full unmet need is met
- Repeat this process with other scholarships
- Hold Love Where You Live until the very end and use it strategically to fill any remaining award gaps, prioritizing HPS recipients



#### **Complete Your Degree Program**

The Foundation's board began an in-depth look at our scholarship program's impact in 2019, including how to support adult learners. The Complete Your Degree (CYD) program, pioneered by St. Clair Community Foundation, is a way to redefine and reimagine how scholarship assets are used to support the continuing education of young adults. Our goal is to help local adults achieve their degrees and credentials to increase their household prosperity while fostering a more vibrant economy and meeting the employment skill gap in Oceana County.

Working closely with multiple organizations throughout our region, and specifically with our friends and partners at Muskegon and West Shore Community Colleges, CYD is a highly competitive needs-based scholarship that also provides financial support for a wide range of "life needs" to adult learners accepted into the program. Together with the state's Futures for Frontliners, MI Reconnect programs, or other resources available to students, CYD will cover the full cost of tuition at MCC or WSCC. Funding for life needs will be above and beyond providing last-dollars-in money to cover tuition, books, and related supplies for students at MCC/WSCC. Life needs support will include, but not be limited to, helping young adults overcome temporary obstacles such as food, clothing, medical care, transportation, daycare, and housing.

In establishing a Complete Your Degree program in Oceana County, four applicants were accepted into the initial cohort in Fall 2022. In Winter 2023, four more students were accepted into the program. CYD will provide competitive needs-based scholarships, which will cover the full cost of tuition at one of our local community colleges. A success coach, employed by the Foundation, will walk alongside students to provide extra support to ensure CYD students thrive. For more information, check our <u>CYD Info Sheet</u>. If you are interested in supporting or learning more about this initiative, contact <u>Hannah Naples or Tammy Carey</u>.

#### Why?

The Foundation's board began an in-depth look at our scholarship program's impact in 2019, including how to support adult learners. The Complete Your Degree (CYD) program, pioneered by St. Clair Community Foundation, is a way to "redefine and reimagine how scholarship assets are used to support the continuing education of young adults."

#### Who is eligible?

Oceana County residents who are:

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- Young adults who have already completed some college credits at MCC/WSCC or another college, but who are at risk of not completing their college education due to life needs and obstacles
- Young adults who previously tried college or university at a four-year institution
- Young adults who graduated from high school within the last several years, but who never tried college before
- Young adults who are single parents; those who would be first generation college graduates; those from single parent families; low-income; minority; TIP eligible (Tuition Incentive Program)

For more information, check our <u>CYD Info Sheet</u>. If you are interested in supporting or learning more about this initiative, contact <u>Hannah Naples or Tammy Carey.</u>



## High Priority Student: Definition

- 1<sup>st</sup> Generation: neither parent has a degree beyond high school
- Is a Single Parent
- Lives with one parent or raised by one parent
- Lives on their own without any family support
- Has suffered through some personal trauma or lives with a significant disability
- Is a Foster Child
- o BIPOC: Black, Indigenous, or Person of Color
- Non-Traditional: did not start college immediately after high school or dropped out and is going back at an older age
- Socio-Economic Variables: low income for example, parent (s) may be unemployed or disabled

Making a determination is done on a case-by-case basis and requires evaluation and interpretation of any 1 or more of these factors. The mere presence of 1 or more factors may not always mean the student should be treated as a High Priority student.

Once a student is accepted into the HP status, they do not have to re-apply for future scholarship support. Such future support, including life needs, shall be proactively determined by Foundation staff.

## <sup>14</sup> The Application and Selection Process

Once your foundation has created the template for identifying High Priority Students you need to implement a process to identify such students. This can be done as easily as modifying your current application to include identifying questions.

As a reference, this section includes the main scholarship applications from the Midland Area Community Foundation and the Community Foundation of St. Clair County. This is their first step in identifying potential HP students.

In addition to the primary scholarship application, the five community foundations currently working with HP students also offer various types of funding support for life needs, emergency needs, gap funding, etc. This funding is above and beyond traditional scholarship funding for tuition, books and supplies.

These foundations use separate applications for this special, one-time funding, and their documents follow in this section.

## **One & Done Applications and Automatic Renewals**

Some community foundations, such as Kalamazoo, Oceana and St. Clair County, have a 'one & done' philosophy for their HP students. This means that once their foundation has identified an HP student, that student does not have to apply again in future years. The available funding follows that student throughout the duration of their college career, providing they continue to adhere to all applicable terms, conditions and criteria.

Other foundations, such as St. Clair County, have moved towards a year-round application process for all of their primary scholarship funding, as long as funding is available. This is especially helpful for some community college students and non-traditional students, who may not follow the traditional timeframe of graduating high school students. The Community Foundation for Muskegon County offers Adult Student Scholarships on a rolling basis.

## **Staff Discretion & Approval Authority**

Providing Emergency or Life Needs Funding is done on a case-by-case basis and requires prompt turnaround. Such requests and decisions cannot wait for monthly or quarterly meetings of a selection committee. As such, some of these foundations have given much greater control and autonomy and discretion to their program staff.

In the pages that follow we have provided examples of policies and procedures for foundation staff to make decisions on special funding for their HP students.

#### **Overview & Details**

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The Community Scholarship Emergency Aid & Financial Assistance Program is designed to address emergencies <u>OR</u> financial challenges faced by Community Scholarship students that could affect their ability to remain in school. Expenses that may qualify for emergency OR financial aid include, but are not limited to:

- medical care
- transportation
- childcare
- rent
- utilities
- school supplies, lab fees & books
- groceries
- car repairs

AAACF acknowledges that all situations are different and is committed to evaluating how lack of finances may impact a student's ability to remain enrolled in school as the main determinant of a funding request.

NOTE: A portion of this scholarship may be taxable. All students are advised to consult a tax advisor for assistance.

#### **Distribution & Limitations**

Dollars/items will be distributed in the fastest/most convenient method possible given the circumstances of the request. While AAACF is committed to working as quickly as possible, students should expect the process to take no less than 1 week (and often longer). Request amounts will be considered on a per student basis.

#### **Eligibility**

Community Scholarship students who request support from the Emergency Aid & Financial Assistance Program must:

- currently be enrolled (or able to provide verification of pending enrollment for the upcoming semester)
- work with their College Success Coach to determine what, if any, on campus and local resources are available to address the situation before completing the application
- meet with/talk to the Community Investment Officer to discuss the request
- provide receipts or other documentation if requested by the Community Investment Officer
- complete all documentation within ten business days of the item(s) being delivered/received





Success Coach Name:

## **Student Information**

First Name:	Last Name:	
Phone Number:	Email Address:	
College/University Name:		
Current Address:		
Citv:	State:	Zip Code

## **Background Information**

Have you spoken to your Success Coach about the situation?

Have you and your Success Coach researched school/community resource programs?

Please complete the table below if you have accessed the Emergency Aid & Financial Assistance Program.

Month & Year	Amount	ltem(s)





Zip Code:

## **Request for Support Information**

Please use the table below to list the item(s) being requested.

ltem(s)	Est. Cost (w/o tax & shipping)	Vendor Name

How are the item(s) requested necessary for you to remain enrolled and successful in college?





## **Follow Up Information**

Please use the table to list the item(s) purchased.

ltem(s)	Cost (w/tax & shipping)	Vendor Name

Total amount spent:

Method of payment:

Notes:

Student signature:	Date:
Community Investment Officer signature:	Date:



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## <u>Uploads</u>

Confirmation email:

Approval email:

Item request email:

Receipt #1:

Receipt #2:

Receipt #4:

Receipt #5:

Receipt #6:





KZCF Emergency Scholarship Staff Awarding Discretion

September 2023

Kalamazoo Community Foundation scholarship staff can approve up to the maximum award for any application, if that applicant:

- demonstrates unforeseen and immediate financial hardship
- · has one or fewer semesters left until graduation

Additionally, KZCF scholarship staff can approve up to the maximum award for an application if the applicant:

- demonstrates unforeseen and immediate financial hardship
- has three or fewer semesters left until graduation

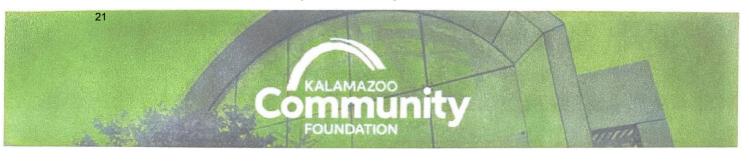
and meets one or both of the following characteristics:

- is a first-generation college student
- immigrated to the United States

The next page lists requests which will automatically be approved by KZCF Scholarship staff if an applicant meets all eligibility requirements. Requests not included here will still be forwarded to the committee for review.

**Note:** the current maximum lifetime award amount is **\$5,000.** If an applicant is requesting multiple items, they will not receive all maximum amounts if the total is above \$5,000. For example: a recipient cannot be awarded both the maximum amount for textbooks and the maximum amount for a past due account. Students will need to prioritize their requests.

**Note:** KZCF Scholarship staff reserves the right to be awarded above the maximum award amount based on the requested need and available Emergency Scholarship funds. This is determined on a case-by-case basis.



- Lap top 1
- Textbooks/online course access
- Overdue account balance (includes tuition, room & board, fees)
- Current semester/trimester/session account balance (includes tuition, room & board, fees)
- Scrubs or uniform which is required for a major/program (up to two sets)2
- Course materials required by an instructor
- Transportation
  - o Gas assistance
  - o Metro passes
  - o Car repairs<sup>3</sup>

<sup>1</sup> If applicant is requesting a particular laptop other than the standard HP laptop, their request will be forwarded to the Emergency Scholarship committee for a decision.

<sup>2</sup> Footwear may be included depending on major/program.

<sup>3</sup> Official repair quote(s) needed with application.



## **Scholarship Application**

Scholarships established at the Midland Area Community Foundation are established in the direction of generous donors to Midland Area Community Foundation. Scholarship requirements do not necessarily reflect the views of Midland Area Community Foundation Board of Trustees and/or Staff.

The Midland Area Community Foundation scholarships are awarded based on a number dimitaken as a whole. Your accuracy and honesty in completing this application will affect the final decision or our evaluators. Your submission of this application confirms the accuracy of your answers. Information from your application may be used to gather data from the National Student Clearing House.

□ Check here to certify that you have read and understand the above paragraphs.

**Applicant Information** 

First Name
Middle Initial
LastName
Mailing Address
City
State
Zip
County of Residence
How long have you lived at this address?
Social Security Number (only last 4 digits)

Mobile Number\_

Email (use a personal email address, not your school email address)

A few scholarships were established for individuals over/under a certain age. If you wish to be considered for such scholarships, indicate your birth date:

A few scholarships are race/ancestry specific. To be considered for these, please indicate your race/ancestry:

- 🗌 African American
- ☐ Asian Pacific
- □ Arabic
- □ Asian Other
- □ White
- European American Hispanic, Latino, Spanish Native American
- □ Other
- 🗌 Unknown

A few scholarships were established for female students. If you identify as female and wish to be considered for these scholarships check the appropriate box below:

- □ I identify as female.
- □ I do NOT identify as female.

If you are awarded a scholarship, can we share your contact information with those that made the scholarship(s) possible?

Parent/Guardian #1 Name
Parent/Guardian #1 Email
Parent/Guardian #1 Mobile Number
Parent/Guardian #2 Name
Parent/Guardian #2 Email
Parent/Guardian #2 Mobile Number

**Biographical Information** 

Please select 'Yes' for all that apply. (Some scholarships were established with specific biographical information. Checking all that apply ensures you are matched to all the scholarships you qualify for)

- □ I'm a first-generation postsecondary education student.
- I'm a nontraditional student (adult students whose postsecondary education has been delayed or interrupted).
- □ I'm a commuting student.
- 🔲 I was in the Foster Care System.
- 🛛 I'm a single mother.
- 🗌 l have adisability.
- $\hfill\square$  I will be studying to work with people with disabilities.
- I graduated from one of the following programs: Learning Disabled (LD), Emotionally Impaired (EI), Mild or Moderate Cognitively Impaired (MCI), Physically or otherwise Health Impaired (POHI), Speech.
- I'm the child of a veteran who served their country in any branch of the armed services.
- I'm the child of an employee of Michigan Operations of the Dow Chemical Company.
- □ I'm an Employee (or dependent of an employee) of the Dow Credit Union.
- $\Box$  I am a member of the Dow Credit Union.
- □ I am an employee of MyMichigan Health.

## Activities

Please select 'Yes' for all that apply. (Some scholarships were established with specific biographical information. Checking all that apply ensures you are matched to all the scholarships you qualify for)

- □ I have a religious affiliation.
- □ Iparticipated in the Midland or Gladwin County 4-H Program.
- □ I participated specifically in the 4-H Horse Program.
- □ I participated in high school athletics.
- □ I am a member of a Sorority/Fraternity.
- □ I participated in Junior Achievement Program.
- I participated in West Midland Family Center Dow College Opportunity Program.
- □ I participated in the Bay County Indian Education Program.
- I am a former Midland Youth Honors Chorus participant.
- I have participated in my school's Orchestra.
- □ I have participated in myschool's Band.

- $\Box$  I have participated in my school's Choir.
- □ I will be participating in a music major/program.
- $\Box$  I have been and/or will be studying music privately.
- Education Information
- Please select 'Yes' for all that apply.
- $\Box$  I earned my GED instead of a traditional diploma.
- □ I am participating in a Career Technical Education (CTE) Program. \*Career and Technical Education (CTE) bridges the gap between high school and postsecondary plans. CTE programs include career skills training that helps students become ready for college or work.

## High School

Select your high school from the Local High School by field list. If your high school's name does not appear in the list, select other and enteryour high school in the

<high school field>

Local High School

My grade level is under 12th grade.

Date of Graduation: Closest month and year, day accuracy is not required.

High School GPA (non-weighted 4.0 scale):\_\_\_\_\_

**Your Story** 

Share with the committee details about yourself and your life through sentences and paragraphs, bullet points, etc. (Share in the mode that best suits you).

This is a very important portion of the application. It's your opportunity to share with reviewers who you are and where you want to go in your career and life with the assistance of scholarship support. You will need to reflect critically on the prompts and do your best to provide specific examples and explanations that show the reviewers who you are, where you want to go, and why you are deserving of scholarship(s) to support you. Asyouworkthroughtheapplication, hoveryourmouse over each prompt for further information to help you respond.

Each prompt allows for a 250-word response.

## **Career Goals and Plans**

Describe your career goals and plans, as well as your inspiration or motivation for pursuing these goals and plans. Your career goals and plans might tie into your personal goals and plans; please mention these, as well

## **Past Experiences**

Describe your past experiences that have prepared you for pursuing these career goals and plans. Please highlight impactful and/or longstanding experiences. Experiences may include activities associated with: work or employment, community service, volunteer, extra-curricular, advocacy or social justice, diversity or inclusion.

## Strengths and/or Achievements

Describe your strengths and/or achievements (leadership activities, awards, accomplishments, honors). Explain how these will help you achieve success in your career goals and plans.

## Impact on Society

Describe how you have helped underserved individuals or communities and what this shows about your character. How will you continue to help the underserved in your chosen career field and have a positive impact on society?

## Past Challenges and/orBarriers

Describe a past challenge(s) and/or barrier(s) you have overcome in life. In doing so, reflect on what you learned and how what you learned will support you in achieving your career goals and plans. Barriers might include: cultural adversity, financial hardship, learning challenges, health struggles, family circumstances.

## **Current Challenges and/orBarriers**

Describe any current challenge(s) and/or barrier(s) you are facing. In describing, explain how scholarship(s) will support you in overcoming the challenge(s)

and/or<sup>2</sup>barrier(s). Barriers might include: cultural adversity, financial hardship, learning challenges, health struggles, family circumstances.

## Financials

In order to be considered for any need-based scholarships, applicants will need to include the Student Aid Index (SAI) information from their Free Application for Federal Student Aid (FAFSA). The by SAI is a measure of your family's financial strength and is calculated according to a formula established by law. Your family's taxed benefits are also considered as are your family size and the number of family members who will attend a postsecondary institution during the year.

If you are not applying for any need-based scholarships, please check this box that you are deferring from supplying financial information.

□ I am not applying for need-based scholarships.

Student Aid Index (SAI): (as shown in your attached documentation)\_\_\_\_\_

FAFSA Student Aid Index (SAI) Confirmation: There are two forms of SAI confirmation that will be accepted for need-based scholarships: the page that is displayed immediately after FAFSA submission (save electronically) or the email that is sent to you after FAFSA submission.

• The new Free Application for Federal Student Aid (FAFSA) is changing the calculated support amount from Estimated Family Contribution (EFC) to Student Aid Index (SAI). With the changes, the total number of individuals in the household and the number of individuals attending a Postsecondary Educational Institution are not included in the calculation. For that reason, we are asking you to provide that information if you wish to be considered for need-based scholarships to help us in evaluating scholarship applications.

Total number of individuals in the household:

Number of individuals attending a Postsecondary Educational Institution (College or any certificate/credential-bearing program):



#### **Adult Student Scholarships**

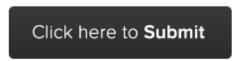
Adult student scholarships are offered on a rolling basis. To be eligible, you must live and work in Muskegon County and have been out of high school for at least two years and/or have a gap in your **post**-secondary education. Adult students are often (but not always) prospective undergraduate students who are 25 years of age or older. Adult students may also have other identifying criteria, such as full-time employment, parenthood, care of elderly parents, or prior military service. We do not currently have the resources to support those pursuing education beyond a bachelor's degree.

#### Questions? Call Diana Giles, 231-332-4104,

or <u>scholarships@muskegonfoundation.org</u>. Applicants should expect to hear from the Foundation within 45 days of submitting their application.

Before you apply, review the Michigan Reconnect Program's website <u>here</u> to see if you qualify for their scholarship.

To apply, click the Submit button below to access the online scholarship application & minigrant portal.



Powered by Submittable D

# **COMPLETE YOUR DEGREE** LIFE NEEDS ASSISTANCE PROGRAM

## **Frequently Asked Questions**

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Community Foundation

Question	Answer
What does the Complete Your Degree program cover?	The Complete Your Degree program covers tuition, books, school supplies, and in some cases emergency/financial hardship life needs.
What expenses qualify for life needs assistance?	On a case-by-case basis, we will assist with medical care, transportation, childcare, housing, utilities, and food. We understand that all situations are different, and we will evaluate each request on a case-by-case basis. We want to be sure we can remove barriers that might keep you from completing your degree.
Who is eligible to receive life needs assistance	Most Complete Your Degree scholarship recipients are eligible to apply for the Life Needs Assistance providing those other forms of aide, including the institution they attend, have been exhausted and that they are currently enrolled in classes.
How do students apply for life needs assistance?	Students must complete a <b><u>Request</u> for Assistance</b> form and submit to the Success Coach . A Request for Assistance form ask for details on the emergency and explaining how funding will be used. Student 's must also submit any other paperwork requested by the Success Coach.
How do life needs assistance money get disbursed?	<ul> <li>Current Available Options:</li> <li>Check issued to vendor or service provider</li> <li>Credit card payment to vendor or service provider</li> <li>Emergency aid will be distributed in the fastest and most convenient method possible given the circumstances of each individual request.</li> </ul>
What documentation will be required to authenticate the expense?	All expenses will require a formal receipt or invoice before or after payment depending on the nature of the emergency .
What are the program limitations?	Life needs assistance will be established on a per student basis.

Life Needs money is considered taxable income, so if you receive this support a 1099 will be issued at the end of the year for tax purposes.

Please contact Hannah Naples, Success Coach, at hannah@oceanafoundation.org or (231)869-3377 to let her know if you would like to help!

## Complete Your Degree Program Request for Assistance



Name:

Phone:

Email:

Address:

Amount of assistance requested:

Why are you requesting life needs funds:

#### If the request is approved, who do we pay?

Name:		
Phone:		
Address:		
Amount: '		

By signing this document I certify that the statements made are true, complete, and correct to the best of my knowledge. I understand that I must provide documentation to support my request in order for disbursements to be made. I also understand that any payments made on my behalf to vendors or service providers will be considered income and the Community Foundation will issue me a 1099 for each year assistance is given.





## **Scholarship Application**

Applicant Information		
Name:	Dat	e of birth:
Address:		
City:	State:	Zip code:
Email address:		Contact number:
I am a legal resident of	County.	
Please specify your ethnicity:		-
Please specify your sexual orientation:		
Does either one of your parents have a coll	ege degree?	
Parent/legal guardian:		
Occupation:		
Parent /legal guardian:		
Occupation:		
Please best describe your household. I live foster parent(s), I live on my own, other):		ent, two parents, other relative or legal guardians,
Number of siblings living at home:		
Number of siblings attending college:		
Have you or any family members served in	the US militar	y? If so, who?
Employment Experience:		

## School Data

What elementary school did you attend: \_\_\_\_\_

What high school will/did you graduate from: \_\_\_\_\_

Graduation Date: \_\_\_\_\_

Cumulative High School GPA: \_\_\_\_\_

ACT Test Score: If you did not take the ACT, please enter 0: \_\_\_\_\_

SAT Test Score: If you did not take the SAT, please enter 0: \_\_\_\_\_

Please list applicable high school or college extra-curricular activities (athletics, clubs, etc.): [EXAMPLE: Varsity softball 10th-12th]

Activity	Grades participated (9th, 10th, etc.)	

## **Post-Secondary School Data**

Please list what college or trade school you intend to enroll in (or are considering) for the 2024/2025 school year. Enter first choice first and second choice if applicable.

Institution	Applied	Accepted

Intended Major / Area of Study: \_\_\_\_\_

Intended Minor / Area of Study: \_\_\_\_\_

What are your college/career plans? What inspired you to follow this path?

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What college grade level will you enroll at for the upcoming academic schoolyear? \_\_\_\_\_

Cumulative College GPA: \_\_\_\_\_

Are you currently enrolled in the Blue Water Middle College or Career Technical Middle College? \_\_\_\_\_

## **Educational Expenses**

Estimate your total cost of attendance (tuition, room & board) before scholarships and financial aid for the upcoming academic school year: \_\_\_\_\_

How much are you able to provide (without any scholarship money)? \_\_\_\_\_\_

Have you received any other scholarship awards for the upcoming academic school year?

If yes, amount received in scholarships: \_\_\_\_\_

Of the above scholarship amount, how much, if any, is from an institutional scholarship/grant that requires you to attend that specific college/university? Please break down each institutional grant by dollar amount and college name:

Have you sent in your application for FAFSA?

If yes, what is your FAFSA SAI (SAI = student aid index, previously listed as EFC)? \_\_\_\_\_

If you have not sent in your application for FAFSA, what is the Total Family Income as will be reported on the 2022 Federal Income Tax Form: (Select correct amount)

- \_\_\_\_ Up to \$19,999
- \_\_\_\_\_\$20,000 \$39,999
- \_\_\_\_\_\$40,000 \$59,999
- \_\_\_\_\_\$60,000 \$79,999
- \_\_\_\_\_\$80,000 \$99,999
- \_\_\_\_\_\$100,000-\$150,000
- \_\_\_\_\_\$150,000-\$200,000
- \_\_\_\_\$200,000+

Are you eligible for the State of Michigan Tuition Incentive Program (TIP)? (Eligibility Requirements available at www.stclairfoundation.org)

Are you eligible for the State of Michigan Achievement Scholarship Award?\_\_\_\_\_\_

34 Do you help your family financially with paying household expenses (mortgage/rent, utilities, and groceries)? If yes, please explain.

Are there any financial, health, family and/or personal circumstances that were not addressed in the application that would be helpful for the Scholarship Committee to consider? If so, please explain below. (\*Note- all information provided is confidential and is only used for the purposes of scholarship selection and is not shared with any other entity)

## Essay Questions- THIS IS YOUR OPPORTUNITY TO MAKE YOURSELF STAND OUT! These essays are a reflection of you and why the committee should select YOU over other applicants. (Be sure to check spelling and grammar.)

Select one of the following questions and respond in 250-500 words.

The lessons we take from obstacles we encounter can be fundamental to later success. Recount a time when you faced a challenge, setback, or failure. How did it affect you and what did you learn from the experience?

What is the bravest thing you have ever done? Why did you do it and what did it teach you about yourself?

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You must submit with this application to the Community Foundation of St. Clair County a copy of your most recent high school, high school equivalency or college transcripts. Up to two (2) letters of recommendation letters are <u>optional</u> to submit.

I understand that my signature verifies that I (not a parent, friend, counselor, etc.) have completed this application and the accompanying materials.

Name: \_\_\_\_\_

Date: \_\_\_\_\_

\*\*Please print a copy for your records\*\*

You may return your application to <u>jessica@stclairfoundation.org</u> or directly to our office located at 500 Water Street Port Huron MI 48060



## Life Needs Application

Life needs support is need-based financial support to assist students of St. Clair County, Michigan with the barriers for completing a college degree.

Requests will be evaluated on a case-by-case basis. We understand the various emergencies/hardships that present a barrier to your education including books, medical care, transportation, childcare, housing, utilities and food.

For more information or with questions please contact us at jessica@stclairfoundation.org	g or
810-984-4761.	

Name:	Phon	e Number:		Email:
Home Address:				
City:	State	:	Zip Code:	Country:
Current School Addres	s:			
City:	State	:	Zip Code:	Country:
What high school did yo	ou graduate	e from?		
College/university atter	nding:			
Are you currently worki	ng while a	ttending college	e?	
Full-time _Part-tim	e _Not v	vorking		
Amount of assistance re	equested:			
Please provide an explanation of why you are requesting life needs funds.				
We may request in the future:				
<ul> <li>Most recent colle</li> <li>First page of the</li> <li>Quote/invoice sh</li> </ul>	FAFSA Stud	lent Aid Report	•	I and student name)
If the request is approve	ed, who wi	ll we pay?		
Name of vendor:				
Phone number: Ac	ldress:	City:	State:	Zip code:



## Scholarship Life Needs Assistance Program

Frequently Asked Questions

QUESTION	ANSWER
What do the Life Needs funds cover?	Life needs scholarship funding provides need-based financial support to CFSCC scholarship recipients that will increase their chances for completing a college degree.
What expenses qualify for life needs assistance?	On a case by case basis, we will assist with: books, medical care, transportation, child care, housing, utilities and food. We understand that all situations are different and we will evaluate each request on a case by case basis to ensure we can support you completing your degree.
Who is eligible to receive life needs assistance?	Most CFSCC scholarship recipients are eligible to apply for the Life Needs Assistance Program providing that other forms of aid, including from the institution they attend, have been exhausted and that they are currently enrolled in classes.
How do students apply for life needs assistance?	The student will need to complete a Request for Assistance detailing their emergency/hardship and explaining how the funds will be used. They must also submit any other paperwork requested by staff, such as a transcript, FAFSA Student Aid Report or monthly budget. A follow up call may be requested before a decision is made.
How does life needs	Current Available Options
assistance money get disbursed?	<ul> <li>Check issued to vendor or service provider</li> <li>Credit card payment to vendor or service provider</li> </ul>
	Emergency aid will be distributed in the fastest and most convenient method possible given the circumstances of each individual request.
What documentation will be required to authenticate the expense?	All expenses will require a formal receipt or invoice before or after payment depending upon the nature of the emergency.

Life Needs money is considered income, so if you receive this support a 1099 will be issued at the end of the year for tax purposes.



# Life Needs/Completion Mini Grant Disbursement Checklist INTERNAL USEONLY

Date:

Initial Staff Responsibility:

Name of Applicant:

College Attending:

Name of Payee:

Account / Invoice #:

Amount:

Fund:

Date to be paid:

<ol> <li>Fund has sufficient life needs funds available:</li> <li>Has the student previously received Life Needs Funding?</li> <li>Life Needs Funds student used to date:</li> <li>Is the student also receiving scholarship funding:</li> <li>Student's address and information is up to date in Stellar: (On student account verify 1099 marked &amp; SSN)</li> </ol>	Yes Yes Yes Yes	No No No		
6. Is the payee / vendor set up in Stellar:	Yes	No		
7. Payee marked approved as grantee in Stellar:	Yes	No		
8. Verified with college, student is eligible for goods or services:	Yes	No		
9. Grant Application entered into Stellar:	Yes	No		
10. Are we paying this on a CF Credit Card? If yes, the payee must be changed to Eastern Michigan Bank CC on the grant application. YES				
11. Funding for Grant Application completed in Stellar:	Yes	No		
<ol> <li>Once approved, give a copy of this document &amp; supporting receipts/ invoices to CF Accountant for processing.</li> </ol>				

Program Officer Approval:

#### 40 FINANCE TEAMVERIFICATION:

Is this student on our High Priority List?	Yes	No
Does this student have a file and is it up to date?	Yes	No
Does the attached documentation support this request (Payee, amount, etc).	Yes	No

 $\label{eq:product} Please give check or copy of online payment support to Program Staff that initiated this request.$ 

Some Community Foundations such as Ann Arbor, do employ their own Success Coach who works closely with their HP students throughout the year. <u>https://www.aaacf.org/donors/areas-of-impact/youtheducation</u>

Other foundations, such as Kalamazoo, Oceana, Midland and St. Clair County, are realigning existing staff to move away from scholarships as a one-time transaction, and towards a more holistic focus on postsecondary success.

For the Community Foundation of St. Clair County, as of August 2024, their Program Officer for Post-Secondary Success had a total of 157 students in their overall scholarship programs. Of those, 39 are identified as HP students. The Program Officer offers support throughout the year for those HP students.

Manistee County Community Foundation, Otsego Community Foundation and the Midland Area Community Foundation provide funding for their local Success Coach and/or collaborate closely with their local MCAN/LCAN and the Success Coaches they have on some campuses.

The Midland Area Community Foundation, Saginaw Community Foundation and Bay Area Community Foundation, are all collaborating to launch the first-ever MCAN Completion Coach position at Delta College which will focus on the high priority students from those foundations. https://micollegeaccess.org/initiatives/college-completion-corps.

The Midland Area Community Foundation also partners with MCAN for a Summer Melt program. This program will identify graduating high school seniors who have indicated that they would like to pursue a post-secondary education yet have not made any post-seconday plans upon high school graduation.

The Manistee County Community Foundation established the Manistee County Commitment Scholarship Program Fund in 2016 for disadvantaged, first generation college students. The program also provided a tuition and fees scholarship for students in the program attending West Shore Community College. While the program has evolved over the years and is no longer accepting new students, the MCCF has noticed the benefit of success coaches and are evaluating the needs for various forms of support fir their high-risk students. They currently provide funding to WSCC for a Success Coach who works with students in high school and WSCC. They also provide an Emergency Needs Fund for students which will be part of their newm odel.

Battle Creek Community Foundation Legacy Scholars Program: Although not focused on HP students, this program does offer a model for changing the systems of scholarship funding to better serve the needs of students, including year-round enrollment, no GPA or essays required. https://www.bccfoundation.org/legacy-scholars

Holland/Zeeland Promise: While not specifically targeting HP students, this program offers unique side-by-side support that includes a mentor, mental health counseling and career coaching. https://cfhz.org/holland-zeeland-promise/

# Complete Your Degree Program

# Turn 'Some Day' into Today!

Living in Oceana County & looking to return to school to earn a degree or certificate? We can help you increase your earning potential and enjoy a life filled with more opportunities and benefits!

We are ready to invest in YOU & your future! Let us help reduce the barriers, guide the way, and provide the support needed to reach your goals!

# WHAT ARE THE BENEFITS?



## Scholarships

Renewable academic scholarship for MCC or WSCC



## Needs to Succeed

Access to emergency aid funding to help students meet their basic needs and reduce barriers



Support Partnership with a CYD success coach to provide support and resource referals



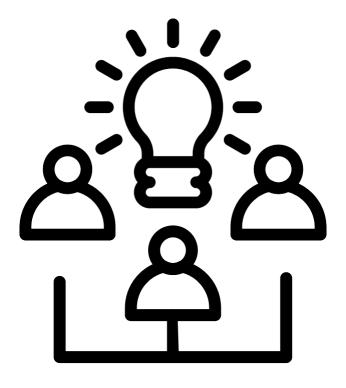
Scan the code, or visit our website for more information!

You can also call us to learn more at(231)869=3377



## 43 Other Factors to Consider

- Doing an internal audit of all existing scholarship fund contracts
  - Are they restricted to graduating high school seniors?
  - Are they restricted to tuition and books?
  - Midland Area Community Foundation can provide guidance on how to conduct such an audit.
- Where and how might your board use its Variance Power to change some existing terms and conditions?
- What impact does the new "free community college" funding have on your scholarship funds?
- What will you do with unused scholarship funds for your community college?
- How might you change future scholarship fund contracts so they provide more discretion and focus on total success?
  - Can you update your award letter to direct funds up to cost of attendance, not just tuition and fees?
- How do you establish baseline data for your own scholarship programs?
- What do your own demographics look like over the last 5 to 10 years?
- What other organizations in your region are already working on student success?
- If you have a college or university in your region, what are they doing to support high priority students and college success?
  - Can you help advertise on-campus resources such as food pantries and institutional emergency funding?
- What data and resources might Michigan College Access Network provide?





#### The Scholarship Audit: one barrier-reduction practice that supports priority populations

Midland Area Community Foundation completed an audit of its scholarship program in 2022. This included a data dive and critical reflection that informed (and continues to inform) our efforts to align our scholarship program to our purpose statement and to our county's vision statement. This practice, and a commitment to engaging in it regularly, supports our high-priority students as the scholarship program continues to become more equitable and accessible for all.

Included is a 2022 Scholarship Audit Summary that outlines the audit process and findings.



#### **Reducing Barriers by Connecting Students to Campus Resources**

#### Why This Matters:

Connecting students to existing campus resources and helping them leverage these resources is critical, as many campuses support students in addressing barriers, such as food insecurity, transportation limitations, and healthcare needs. Community Foundation monies can stretch further in supporting priority populations when community foundations avoid replicating existing campus resources and instead help support the systems and practices that connect students to existing resources and philanthropic dollars at higher education institutions.

#### **Best Practices in Connecting Students to Existing Campus Resources\*:**

- 1. Support Relationships with Trustworthy, Informed Adults
  - a. Education Professionals
    - b. Counselors
      - i. Advocate for an increased counselor to student ratio
    - c. Mentors

#### 2. Support Well-targeted Contact and Understandable Language

- a. In-person visits and introductions from trusted adults
- b. Communication from trusted adults
  - i. Careful curation and repeated communications
- c. Resource repositories of multiple and diverse modes of dissemination
- d. Individualized learning guides informed by the professionals who work with the student
- 3. Support Meeting Students Where They Are
  - a. Time and Wrap-Around Approaches
    - i. Listening and advising around "the next right step"
    - ii. Third spaces for students to gather
    - iii. Consistent transportation for students
    - iv. Incentives for students who connect to resources

\*adapted from: "What's the Best Way to Connect Students to Supports and Resources? Trustworthy Adults, Welltargeted Contact, and Meeting Students Where They Are" by Onijila Odeneal & Manon Steel in *The Institute for College Access & Success*, February 22, 2023.

#### **Exemplification of Supporting the Systems that Connect Students to Campus Resources:**

Midland Area Community Foundation convened discussions with Bay Area Community Foundation, Saginaw Community Foundation, Michigan College Access Network, and Delta College that have resulted in a co-funded Completion Coach position that will support high priority students who have received a community foundation scholarship and who are attending Delta College.



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#### <sup>46</sup> Implementation and Next Steps

There is no wrong way to begin your foundation's journey towards focusing on college success and persistence for your local high priority students.

This guide is just a snapshot in time of existing practices, in a highly evolving aspect of our work. However, by no means is this the final and definitive playbook for a college success focus. The foundations who collaborated to create the first version of this guide encourage you to start somewhere, anywhere, either with baby steps or a big leap. But you first must recognize that simply awarding scholarships or getting young people into college is not the goal. Helping people succeed is the only goal that matters.

Please do reach out to any of us for tips, insights, and lessons learned.

## **Contact Information**

Ann Arbor Area Community Foundation Maryellen Ferro, Community Investment Officer <u>Mferro@aaacf.org</u> <u>https://www.aaacf.org/students/scholarships</u>

Kalamazoo Community Foundation Meredith Bradford, Scholarships Officer mbradford@kzdf.org https://www.kalfound.org/

Oceana Community Foundation HannahNaples, ProgramOfficer hannah@oceanafondation.org https://oceanafoundation.org/scholarships/ Manistee County Community Foundation Chelle Hrachovina, Grant & Scholarship Coordinator chelle@manisteefoundation.org https://manisteefoundation.org/

MidlandAreaCommunityFoundation KristinSovis,Post-SecondaryEducation Leader ksovis@midlandfoundation.org www.midlandfoundation.org

Community Foundation of St. Clair County Jessica Flann, Program Officer for Post-Secondary Success jessica@stclairfoundation.org www.stclairfoundation.org

## **Online Resources & Publications**

- <u>https://www.ncan.org/news/457149/The-Surprising-Way-Community-Foundations-Can-</u> <u>Transform-Students-Lives-and-Delight-Donors.htm</u>
- <u>https://www.bridgemi.com/talent-education/micro-grants-and-life-credits-how-michigan-reducingbarriers-college</u>
- <u>https://www.ted.com/talks/tina yong the rise of the trauma essay in college applications?</u> <u>subtitle=en</u>

