



Request for Proposal



Matching Student Scholarships 2021-2022

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Blue text are links to documents and websites

INTRODUCTION

Program Overview

About the Colorado Opportunity Scholarship Initiative (COSI):

The Colorado Opportunity Scholarship Initiative (COSI) was created in 2014 to increase the attainment of postsecondary credentials and degrees for underserved students in Colorado. The project addresses this challenge by focusing on accessibility and affordability. To improve accessibility, COSI funds programs that will help prepare students for postsecondary education and support them through completion. To improve affordability, COSI provides tuition support to students through matching funds for community scholarships. Together, these approaches work to create a strong network of support for students throughout the state as they move to and through postsecondary credentials.

Matching Student Scholarship Grants (MSS Grants) are designed to provide tuition support to students via matching funds for community scholarships so that tuition costs are not a barrier to entry and helping to reduce the currently unmanageable amount of student loan debt.

Following the rules of COSI created under the authority of 23-3.3-1004, et. seq., C.R.S., MSS Grant awards are intended to:

- Generate greater availability of scholarship dollars for Colorado students whose income is determined to be between 0% and 250% of the maximum permissible income to determine eligibility for Pell grants.
- Promote scholarship programs that include student support services to help students persist and complete a certificate or degree in a timely fashion.
- Encourage communities to create or leverage scholarship foundations that assist their students with covering the costs of higher education and motivate students to graduate and go on to pursue a degree or credential; and
- Align tuition assistance programs with workforce development programs.

In 2021-2022, the program will leverage \$7.5 million in state funds to generate \$15 million in new scholarship funds for Colorado students. One hundred percent of those funds will be awarded as a 1:1 match challenge to communities across the state. These funds can potentially impact more than 5,000 students over the next few years for a degree and certificate completion.

\$7.5 million in available Matching Student Scholarship (MSS) funds are designated as follows:

- Colorado Counties: \$5,000,000.00
- Colorado Public Institutions of Higher Education: \$1,500,000.00
- Workforce Programs: \$1,000,000.00

MSS Grants will be awarded in three categories or **program models**:

- **Public Institutions of Higher Education** for use at the institution. This funding is available to one applicant, specifically institution foundations, and the COSI Advisory board determines the allocation on an annual basis.

- **County** to provide funding for county residents at public institutions of higher education in the state. This funding is available to one applicant, specifically non-profit organizations and institution foundations, and the COSI Advisory board determines the allocation on an annual basis.
- **Workforce** promotes credential and degree completion in specific high-need industries or for vulnerable populations over the next two years. This funding is competitive and non-profit organizations are eligible to apply. *Application only accepted in the fall application period.*

The purpose of this Request for Proposal (RFP) is to solicit applications in the MSS Grant category from eligible counties, institutions of higher education, non-profit organizations, and community workforce programs for scholarship programs to ensure success for Colorado students in postsecondary education and degree attainment.

Colorado Opportunity Scholarship Initiative Authorizing Legislation
23-3.3-1001, *et. seq.*, C.R.S.

Grant Overview

The MSS Grant program will leverage \$7.5 million in state funds to generate \$15 million in new scholarship funds to support Colorado students in postsecondary education and degree attainment.

Grant Term

COSI requires the use of funds to begin within two years of the award year, and the grant term should be guided by the data, the needs of the student population, and allocation.

Grant Awards

MSS Grants will be awarded based on the term proposed in the application and approved by the COSI Board. Funding will be contingent upon annual appropriations by the State Legislature and any other further discretion at the jurisprudence of the grantor. Funded applicants will be eligible for continued funding in the subsequent years of the grant cycle after successfully demonstrating the following:

Submission of all required evaluation materials.

- Adequate progress toward successfully meeting annual objectives; and
- Completed annual report to demonstrate fidelity to proceed in subsequent years.

Allocations

COSI allocates funds in three categories: county, institution of higher education, and workforce.

[Click here to access the allocation table](#)

County-based grants:

- County-based matching student scholarship grants will be allocated by the total number of free- and reduced lunch students in each county. 2021-2022 allocations will utilize prior-year data and remain the same as the 2020-2021 allocations because of the impacts of COVID on enrollment.
- Board of County Commissioners (BOCC) shall designate one non-profit organization that will house county-based funds and administer a scholarship program according to the allowable use of funds. BOCC must provide a letter of support or resolution detailing the approval and

partnership for that designated non-profit. The letter must be submitted with the application and will be included in the final agreement.

- The applicant can receive administrative fees equal to 2.5% of the combined total of matching funds and State funds, allowable for county-based grants.

Colorado Public Institution of Higher Education grants:

- Institution of Higher Education matching student scholarship grants will be allocated to Colorado public institutions of higher education based on each institution's share of the 0-250% Pell-eligible student population. 2021-2022 allocations will utilize prior-year data and remain the same as the 2020-2021 allocations because of the impacts of COVID on enrollment.
- The Institution's governing board shall designate one non-profit organization or institution foundation that will house institution-based funds and administer a scholarship program according to the allowable use of funds. The institution must provide a letter of support for that designated non-profit. The letter must be submitted with the application and will be included in the final agreement.
- Institution of Higher Education funds are not eligible to receive an administrative fee.

Workforce Development grants:

- Workforce applications that impact completion in terms of awards for certificates and completion of a degree within two years and alignment with the state's master plan goals will be given priority.
- Individual Workforce Development grants do not have an allocated amount. The total amount available for all workforce grants is \$1,000,000; applications should consider this and consider tuition costs and needs for the credential(s) referenced in the application.
- Workforce grants will be made available to non-profit organizations and institution foundations seeking to provide scholarships for students acquiring credentials in pursuit of career pathways aligned with the key industries defined by the [Colorado Office of Economic Development and International Trade](#).
- The workforce applicant shall designate one non-profit organization that will house workforce-based funds and administer a scholarship program according to the allowable use of funds.
- The applicant can receive administrative fees equal to 2.5% of the combined total of matching funds and State funds, allowable for workforce-based grants.
- *Application only accepted in the fall application period; see the timeline for dates.*

Program Participant Criteria

- Participants household incomes are determined to be between 0 and 100% or between 100% and 250% of the maximum permissible income to determine eligibility for PELL grants; the 2021-2022 Pell EFC is 0-5,846, and 250% of the Pell EFC is 14,615 (the US Department of Education updates the Pell EFC range on an annual basis).
- Participation in a rigor-based student success program;
- Undergraduate student
- Colorado residents for tuition purposes (includes ASSET students); and
- Attending public area technical colleges, community colleges, four-year institutions of higher education, and research institutions in Colorado.
- Funds are used for a student's Cost of Attendance.

Program Goals

- Provide financial support to reduce student loan debt.
- Align MSS and CPP to ensure students participating in both programs have the supportive service and financial resources needed to succeed.
- Ensure every COSI Matching Student Scholarships recipient has a specific connection to Community Partner Program services
- Align the focus areas of each Matching Student Scholarships Grantee with COSI evidence-based models to support COSI goals of reducing student loan debt, completion, and job placement.

Reduced Match Guidelines

The COSI Board approved the reduced match guidelines outlined below for 2021-2022.

- Applicants must express interest in the reduced match strategy during application.
- Counties must qualify for the reduced match based on the indicators or qualifiers for a community.
 - COSI will utilize the United States Census county-level data on poverty rates to determine counties with the highest need and annually determine the qualification threshold.
 - In 2021, COSI will reference the 2019 American Community Survey 1-Year Estimates of county poverty levels and maintain the same list as 2020.
 - Eligible counties will have 19% and above persons in poverty. The list of qualifying counties can be [accessed here](#).
- Details of financial assistance award and timeframe
 - This year, a 50% threshold of the grantee match is suggested to streamline the process and recognize current challenges in fundraising.
 - This is 50% of the traditional allocation or half of a traditional grantee match responsibility, and COSI would make up half of the grantee match. For illustrative purposes:
 - Allocation= \$20,000
 - COSI= \$15,000 COSI (COSI allocation + 50% of the grantee match)
 - Grantee= \$5,000 Grantee (50% of the grantee match)

Endowment Guidelines

- Applicants must express interest in the endowment strategy during application.
- Funds must meet new match requirements.
- Both new endowments and new contributions to existing endowments are allowed.
- Endowment agreements must not include discrimination based on race, sexual orientation, gender, or national origin restrictions.
- The endowment must overlay COSI guidelines for the three years of distribution to include:
 - Students receiving the COSI portion of endowment must meet all COSI requirements, including 250% of pell eligibility requirements, be Colorado residents, and attend a Colorado public institution of higher ed.
 - Students are participating in a rigor-based program.
- Agreements will set a three-year term with a fixed three-year distribution rate of 4.6%.
 - This rate is determined annually by the board.
- The applicant will demonstrate past endowment administration, examples of the portfolio, and audited financial statement; or a detailed proposal outlining the implementation of new

endowment, including the demonstration of consulting and expertise the organization has sought to prepare for the endowment, and an explanation of how the organization will successfully manage, fundraise and administer endowment.

- The minimum amount for the endowment contribution shall be set at \$25,000.
- Not more than 50% of the funds applied shall be used for the endowment strategy. This shall be a portion of the applicant's allocation and not in addition to the allocation.
- Reporting will be conducted for the state funds over the first three years of the endowment distribution.

Eligibility Guidelines

Eligible Applicants

Non-profit organizations - 501(c)(3) or 501 (c)(4) -, and their partners who are committed to increasing the availability of scholarship dollars for Colorado students leveraging COSI funds to incentivize new philanthropic monies and promoting student support best practices aimed at completion are eligible to apply.

Also, applicants should consider:

- How the scholarship program will support the Colorado Commission of Higher Education's master plan goal to increase the number of Coloradans who hold postsecondary credentials to 66 percent by 2025.
- Use data (institutional, county, enrollment rates, etc.) to determine the student population's needs and where COSI and matching funds will make the most impact on credential completion.
- How the scholarship program will support the COSI goals of increasing credential completion and decreasing student loan debt.
- Develop a scholarship program to begin distributing funds within two years of the award year.

Grant Rules and Eligibility

These grants will follow the COSI Matching Student Scholarship grant rules and guidelines for eligibility, application, and evaluation. Please click [here](#) to view program rules.

Use of Funds

Award amounts will be a 1:1 match on new scholarship dollars raised to meet designated [MSS allocations](#) unless the county qualifies for the reduced match or utilizes the endowment strategy. Please click [here](#) to access the MSS 2021-2022 FAQ document, which provides matching funds and details the definition for new funds.

The final agreement between the CDHE and the applicant will consider both state funds and matching funds to be subject to the same allowable use of funds:

- Whose **household incomes are determined to be between 0 and 100% or between 100% and 250%** of the maximum permissible income to determine eligibility for PELL grants;
- **Participating in a rigor-based** student success program;
- Undergraduate students who is classified as **Colorado residents for tuition purposes (includes ASSET students)**; and
- **Attending public** vocational schools, community colleges, four-year institutions of higher education, and research institutions in Colorado.

- Matching Student Scholarship grants may be used for a student’s Cost of Attendance.

Scholarships should not be intended to supplant federal, state, local or non-federal funds. Scholarships should be significant gap support grants designed to close the affordability gap for students pursuing postsecondary credentials. To maximize COSI and matching funds and support students across the state, students should only receive one COSI award per grantee per academic year. Scholarships aim to decrease the students' debt by providing sufficient funds not to incur loans and funding to cover tuition and fees and additional college expenses that often create challenges and barriers to completion. COSI recommends the use of the [Last Dollar Plus](#) model in the awarding of funds.

Preparing, Submitting, and Review of Proposals

Proposal Elements

All proposals must be submitted by the date(s) indicated in the Timeline section. The proposal consists of the areas outlined below:

- **Intent to Apply**-indicate the funds (county, IHE, workforce) for which the organization intends to apply.
- **Organization Information**-general organization information and signatory details.
- **Program Summary**-summary of the scholarship program.
- **Matching Fund Summary**-summary of strategies and fundraising efforts to be utilized to meet the 1:1 required match.
- **Program Design**
 - **Essentials**-COSI’s minimum eligibility requirements and the organization’s initial criteria for scholarship eligibility.
 - **Pick The Focus**-populations of focus for scholarships and credential type.
 - **Pick The Award Design**-award structure, including the approximate amount of each anticipated award, number of scholarships intended to award, the timeframe, and academic period.
 - **Pick The Approach to Student Supports**-student support programs that will provide the required rigor-based student support services.
 - **Rigor-based services offered**- services that MSS Scholars will receive.
- **Narrative**-provide a narrative of the plan for the scholarship program or project request.
- **Invoice Schedule**-outline of the expected (1) incoming funds received by the applicant as new matching funds; (2) payments from the State in the template provided in the online system.
- **Reporting Requirements**-acknowledgement and commitment to reporting requirements
- **Assurances**- certify acknowledgment of assurances.
- **Letter(s) of Support or Resolution**- Board of County Commissioners or institutional advisory board.

Proposal Submission

COSI encourages applicants to familiarize themselves with the requirements, process, and application process and attend the informational webinars and application support sessions outlined in the Timeline section.

- Late or incomplete applications will not be accepted.
- Please do not contact individual staff; instead, please review the proposal and attend the informational webinar and application support opportunities for information and questions. See timeline for dates.
 - [Click here](#) to access the FAQ document and submit questions to cosi.info@dhe.state.co.us.
- This RFP provides an Application Preview to help prepare the application before submitting it.
 - It is encouraged that to complete the paper version before submitting it online.
- Proposals are accepted via the [COSI portal](#).
 - Complete the portal registration at any time. Click [here](#) for detailed portal registration instructions.
 - If the organization has a SurveyMonkey Apply account, please use that account to apply.
 - Access to the application will be available on September 13, 2021.

All proposals submitted to the Colorado Opportunity Scholarship Initiative and the Colorado Department of Higher Education are public records and should not contain confidential data. CDHE is subject to the Colorado Open Records Act and must release full proposals when requested.

Review of Proposal

Proposal evaluation and review process

- MSS Grant proposals will be reviewed using the process defined in Rule 2.03.
- County and IHE Proposals will be reviewed by the COSI staff and COSI Board to ensure they contain all components required by the request for proposal for matching student scholarship grants.
- Workforce proposals are competitive and will be reviewed by the COSI staff, the cross-department team, and the COSI Board.
 - The cross-department team made up of representatives from Colorado Department of Education, Colorado Department of Higher Education, Colorado Department of Labor and Employment, Colorado Workforce Development Council, and Office of Economic Development and International Trade, and the Governor’s Office will review all proposals and determine recommended grant recipients and award amounts.
 - The cross-department team will present final recommendations to the COSI Advisory Board.
 - The COSI Advisory Board will make final decisions regarding grant recipients and award amounts.

Award Notification

Applicants will be notified by various dates depending on the application period. Please reference the timeline section.

A grant agreement will be developed between the Grantee and the state Attorney General’s office if the application is approved. Signatures by both parties are required before funds are allocated.

Timeline

Please carefully review the application timeline as late submissions and incomplete applications will not be accepted.

- **County and institution of higher education** applications will be accepted throughout the two application cycles
- **Workforce** applications are only accepted in the fall application period.

Application Phase	Fall 2021	Spring 2022
Request for Proposal Released	September 3, 2021	
Application Portal Opens	September 17, 2021	December 10, 2021
Intent to Apply	September 24, 2021	January 12, 2022
Application Due	October 10, 2021	February 20, 2022
Board Review	November 10, 2021	March 16, 2022
Award Notification	December 3, 2021	April 8, 2022

Informational Webinars and Application Support Sessions

Date	Zoom Details
September 16, 2021 at 9:30 am Informational Webinar	Link Phone: 669-900-6833 Meeting ID: 822 8752 9283/Passcode: 013964
September 28, 2021, at 1 pm, Application Support Session	Link Phone: 669-900-6833 Meeting ID: 848 3611 1104/Passcode: 306843
October 7, 2021, at 9 am Application Support Session	Link Phone: 253-215-8782 Meeting ID: 896 0951 4114/Passcode: 442224
December 9, 2021, at 2 pm Informational webinar	Link Phone: 669-900-6833 Meeting ID: 824 8939 8502/Passcode: 415357
January 25, 2022, at 2 pm Application Support Session	Link Phone: 253-215-8782 Meeting ID: 831 8704 3263/Passcode: 381531
February 10, 2022, at 9 am Application Support Session	Link Phone: 253-215-8782 Meeting ID: 814 7119 0344/Passcode: 639024

Application Preview

Intent to Apply

The intent to apply process includes a few quick questions to provide the staff information of the organizations that intend to apply for MSS funds and the grants type/allocations that the organization will apply for.

Name of Fiscal/Administrative Agent:

Organization that will serve as the fiscal agent

My organization will apply in the: fall application period spring application period

My organization will apply for the following MSS grant funds: County IHE Workforce

Check the counties the organization intends to apply for: *County applications should include a letter of support from the Board of County Commissioners authorizing the organization to apply on its behalf.*

- | | | | |
|--------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|
| <input type="checkbox"/> ADAMS | <input type="checkbox"/> DOLORES | <input type="checkbox"/> LAKE | <input type="checkbox"/> PITKIN |
| <input type="checkbox"/> ALAMOS | <input type="checkbox"/> DOUGLAS | <input type="checkbox"/> LA PLATA | <input type="checkbox"/> PROWERS |
| <input type="checkbox"/> ARAPAHOE | <input type="checkbox"/> EAGLE | <input type="checkbox"/> LARIMER | <input type="checkbox"/> PUEBLO |
| <input type="checkbox"/> ARCHULETA | <input type="checkbox"/> ELBERT | <input type="checkbox"/> LAS ANIMAS | <input type="checkbox"/> RIO BLANCO |
| <input type="checkbox"/> BACA | <input type="checkbox"/> EL PASO | <input type="checkbox"/> LINCOLN | <input type="checkbox"/> RIO GRANDE |
| <input type="checkbox"/> BENT | <input type="checkbox"/> FREMONT | <input type="checkbox"/> LOGAN | <input type="checkbox"/> ROUTT |
| <input type="checkbox"/> BOULDER | <input type="checkbox"/> GARFIELD | <input type="checkbox"/> MESA | <input type="checkbox"/> SAGUACHE |
| <input type="checkbox"/> CHAFFEE | <input type="checkbox"/> GILPIN | <input type="checkbox"/> MINERAL | <input type="checkbox"/> SAN JUAN |
| <input type="checkbox"/> CHEYENNE | <input type="checkbox"/> GRAND | <input type="checkbox"/> MOFFAT | <input type="checkbox"/> SAN MIGUEL |
| <input type="checkbox"/> CLEAR CREEK | <input type="checkbox"/> GUNNISON | <input type="checkbox"/> MONTEZUMA | <input type="checkbox"/> SEDGWICK |
| <input type="checkbox"/> CONEJOS | <input type="checkbox"/> HINSDALE | <input type="checkbox"/> MONTROSE | <input type="checkbox"/> SUMMIT |
| <input type="checkbox"/> COSTILLA | <input type="checkbox"/> HUERFANO | <input type="checkbox"/> MORGAN | <input type="checkbox"/> TELLER |
| <input type="checkbox"/> CROWLEY | <input type="checkbox"/> JACKSON | <input type="checkbox"/> OTERO | <input type="checkbox"/> WASHINGTON |
| <input type="checkbox"/> CUSTER | <input type="checkbox"/> JEFFERSON | <input type="checkbox"/> OURAY | <input type="checkbox"/> WELD |
| <input type="checkbox"/> DELTA | <input type="checkbox"/> KIOWA | <input type="checkbox"/> PARK | <input type="checkbox"/> YUMA |
| <input type="checkbox"/> DENVER | <input type="checkbox"/> KIT CARSON | <input type="checkbox"/> PHILLIPS | |

Check the institution funds the organization intends to apply for: *IHE applications should include a letter of support from the institutional advisory board/authorizing agent, authorizing the organization to apply on its behalf.*

- | | |
|--|--|
| <input type="checkbox"/> Adams State University | <input type="checkbox"/> Metropolitan State University of Denver |
| <input type="checkbox"/> Aims Community College | <input type="checkbox"/> Morgan Community College |
| <input type="checkbox"/> Arapahoe Community College | <input type="checkbox"/> Northeastern Junior College |
| <input type="checkbox"/> Colorado Mesa University | <input type="checkbox"/> Otero Junior College |
| <input type="checkbox"/> Colorado Mountain College | <input type="checkbox"/> Pickens Technical Center - Voc Tech |
| <input type="checkbox"/> Colorado Northwestern Community College | <input type="checkbox"/> Pikes Peak Community College |
| <input type="checkbox"/> Colorado School of Mines | <input type="checkbox"/> Pueblo Community College |
| <input type="checkbox"/> Colorado State University | <input type="checkbox"/> Red Rocks Community College |
| <input type="checkbox"/> Colorado State University - Pueblo | <input type="checkbox"/> Technical College of the Rockies |
| <input type="checkbox"/> Community College of Aurora | <input type="checkbox"/> Trinidad State Junior College |
| <input type="checkbox"/> Community College of Denver | <input type="checkbox"/> University of Colorado Boulder |
| <input type="checkbox"/> Emily Griffith Technical College | <input type="checkbox"/> University of Colorado Colorado Springs |
| <input type="checkbox"/> Fort Lewis College | <input type="checkbox"/> University of Colorado Denver |
| <input type="checkbox"/> Front Range Community College | <input type="checkbox"/> University of Northern Colorado |
| <input type="checkbox"/> Lamar Community College | <input type="checkbox"/> Western State Colorado University |

Organization Information		
Name of Fiscal/Administrative Agent:		<i>Organization that will serve as the fiscal agent</i>
<input type="checkbox"/> Is this organization a 501c3? <input type="checkbox"/> Has support or authorization been given to the fiscal organization/partner to apply for funding?		
Grant type: <i>Choose one</i> <input type="checkbox"/> County <input type="checkbox"/> IHE <input type="checkbox"/> Workforce (fall application period only)		
Total requested for grant cycle:		Click here to access the list of 2021-2022 allocations
<input type="checkbox"/> Applying for administrative fees (county & workforce only) <input type="checkbox"/> Applying for reduced match <input type="checkbox"/> Applying for endowment model Please discuss the organization's readiness to administer an endowment. <ul style="list-style-type: none"> • Provide a brief overview of past endowment administration and examples from the existing portfolio; or provide a summary outlining the implementation of the new endowment, including the demonstration of consulting and expertise the organization has sought to prepare for the endowment and an explanation of how the organization will successfully manage, fundraise, and administer the endowment. 		
Designated Signatory:		<i>Authorized individual to sign on behalf of the fiscal agent-All COSI communications regarding the application will be sent to the signatory</i>
Title:		
Telephone:	Email:	Address:
Application Contact:		<i>Primary application contact-All COSI communications regarding the application will be sent to the contact</i>
Title:		
Telephone:	Email:	Address:
Program & Matching Fund Summaries		
Program Summary (limit 100 words):		
<p><i>Example: (IHE/county/organization) will work with (Fiscal agent) to administer (state if scholarships are one-time or renewable) scholarships around (state amount for each scholarship) to students in the (state semester (s) and academic year). The program will focus on awarding funds to students who (state the student population of focus such as students of color, first-generation, traditional/non-traditional students). This program model will allow the project to fund (state the number) of scholarships to eligible students. Students will participate in (state the student support program the students will participate in).</i></p>		
Matching Fund Summary (limit 100 words):		
<p><i>Example: The 1:1 required match will be met by utilizing the following strategies: (state the fundraising efforts to meet match)</i></p> <ul style="list-style-type: none"> • <i>Special event - \$20,000</i> • <i>Direct Mail Appeal \$10,000</i> • <i>Major Donor Campaign generating \$50,000</i> • <i>Commitment from County - \$20,000</i> 		

Funding timeline -Length of grant award: <input type="checkbox"/> 1 year <input type="checkbox"/> 2 years <input type="checkbox"/> 3 years <input type="checkbox"/> 4 years <input type="checkbox"/> 5 years <input type="checkbox"/> 6 years	State (academic) Fiscal Years Start Year: XXXX-XXXX Year Two: XXXX-XXXX Year Three: XXXX-XXXX Year Four: XXXX-XXXX Year Five: XXXX-XXXX Final Year: XXXX-XXXX
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Pick The Approach to Student Supports

How will MSS Scholars receive student supports?
Choose all that apply

CPP-funded programming
 Grantee funded program
 Institution program
 TRIO
 Other:

Rigor-based services offered
Check all services that will be available to Scholars served with this model. See COSI Gold Star Practices and Programming document for suggestions on evidence-based programming.

<input type="checkbox"/> Academic advising <input type="checkbox"/> Academic support (e.g., tutoring, study groups) <input type="checkbox"/> Career counseling <input type="checkbox"/> Case management (one-on-one support) <input type="checkbox"/> College success course (one credit or equivalent)	<input type="checkbox"/> College transition and summer melt programming <input type="checkbox"/> Completion/Transfer course (one-credit or equivalent) <input type="checkbox"/> Direct support in completing FAFSA or CASFA financial aid application	<input type="checkbox"/> Financial counseling <input type="checkbox"/> Opportunities to build connections and community with peers, staff/faculty and campus <input type="checkbox"/> Workshops (e.g., well-being, resume building, scholarship search/application and other needs as identified by students and staff) <input type="checkbox"/> Other
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Narrative Question

Provide an overview of the plan for the scholarship program. Include the issue and/or opportunity addressed in the community or at the institution.

- Applicants should consider how the scholarship program will support the Colorado Commission of Higher Education’s strategic plan to increase the number of Coloradans who hold postsecondary credentials to 66 percent by 2025.
- Include supporting data that is used to inform the development of the program.

Invoice Schedule

- Using the information provided in the application form, outline the expected (1) incoming funds received by the applicant as new matching funds; (2) payments from the State in the template provided in the online system.
 - **Source:** The invoice schedule should reflect the use of the applicant’s matching funds before distributing State funds.
 - **Month:** Payments from the State can be distributed in July (for the Fall semester), November (for the Spring semester), and April (for the Summer semester).
 - **The State will only administer payments at the point in which the dollars will be used for the scholarship during the next academic period, and after matching, funds have been raised.**

- **Year:** Indicate the year of the expected payment.
- **Amount:** payments do not need to be evenly distributed. Still, they should reflect the applicant's intent of the scholarship program and the number of students served in an academic period.
- **Admin Fee:** 2.5% of funds. Only county and workforce funds can request administrative fees.

Example

Year 1-Invoice Schedule-Source is Grantee			
Month	Year	Amount	Admin Fee
July	2022	15000	
July	2022	500	X
November	2022	15000	
April	2023	5000	

Year 1-Invoice Schedule-Source is CDHE			
Month	Year	Amount	Admin Fee
July	2022	15000	
July	2022	500	X
November	2022	15000	
April	2022	5000	

Reporting Requirements

The fiscal/administrative agent acknowledges that they understand the reporting requirements and agree to submit the requested data by checking the boxes.

- I understand I am responsible for the collection and submission of ALL reports.
- I agree to collect and submit personally identifiable student information, such as:
 - Institutional Student ID
 - Social Security Number
 - Date of Birth
- I understand that this list is not all-inclusive and that COSI and the Colorado Department of Higher Education may request additional data for research and evaluation purposes.

Reporting Timeline

The reporting timeline should correspond with the number of years indicated in the funding timeline section. Please keep in mind that COSI's reporting period runs from summer to spring. If the disbursement does not begin until fall, the summer semester should still be included in this application portion.

Example: Only provide the bolded year (20XX) in each of the boxes.

- June 30, **2022**-to include all terms between summer **2021** and spring **2022**
- June 30, **2023**-to include all terms between summer **2022** and spring **2023**
- June 30, **2024**-to include all terms between summer **2023** and spring **2024**

Report Year	Summer 20XX	Spring 20XX
2021	2020	2021
2022	2021	2022
2023	2022	2023

Assurances

By checking "I agree," the fiscal/administrative agent acknowledges that it understands and agrees with the list of assurances.

1. Grantee will provide requested data to CDHE for the COSI within the timeframe specified in the reporting requirements and Exhibit C of the agreement.
2. Grantee will obtain a FERPA release or similar document from individual participants allowing Grantee to gather and share various data to meet CDHE and COSI requirements.
3. The Grantee will not discriminate against any student with regard to race, gender, sexual orientation, national origin, color, disability, or age.
4. The Grantee will provide proof of matching funds provided by an approved matching partner.
5. Grant Funds will be used to provide the cost of attendance dollars as defined in this Grant, and the appropriate fiscal agent will administer grant Funds.
6. Funded projects will maintain appropriate fiscal, and the Grantee will conduct program records and fiscal audits of this program as a part of its regular audits.
7. If any findings of misuse of these Grant Funds are discovered, Grant Funds will be returned to CDHE.
8. The Grantee will maintain sole responsibility for the project even though Subgrantees may perform certain services.
9. The Grantee will comply with any applicable state and federal rules and regulations governing the distribution of scholarships, including all requirements imposed by 8 CCR 1504-9.
10. The Grantee will distribute Grant Funds only to Colorado students whose income is determined to be between 0 and 250% of the maximum permissible income to determine eligibility for PELL grants.
11. Designated staff members will attend the required quarterly and regional meetings, annual symposiums, and complete grant check-in and site visits. In addition, they will support/participate in other activities that may be required to monitor the grant's progress.
12. Grantee must contact the COSI Point of Contact before making any modifications to the COSI Board approved program plan and budget. Depending on the nature of the request, COSI staff may approve, or the request may require Board approval. Project modifications and changes must be requested in writing and be approved in writing by COSI before modifications are made.

The Colorado Department of Higher Education may terminate a grant award upon thirty (30) days' notice if CDHE deems that the Grantee is not fulfilling the requirements of the funded program as specified in the approved proposal or if the program is generating less than satisfactory results.

All funding for the Colorado Opportunity Scholarship Initiative grant programs will be contingent upon annual appropriations by the State Legislature and any other further discretion at the jurisprudence of the grantor.

Letter(s) of Support or Resolution

- **County**-one letter of support (or resolution) from the Board of County Commissioners is required.
- **Institution of Higher Education**-one letter of support (or resolution) from the institutional advisory board or other designated authority is required. The letter should state that this is a single application from the county or institution.
- **Workforce**-applicant should include one letter of support from a local industry partner, chamber of commerce, a local institution of higher education, mayor, etc. supporting project.
- The letter should detail:
 - Matching funds committed by the county, institution, or partner.
 - Length of authorization (one application cycle or more).
 - Scholarship award requirements (ex., only student residing within the county).
 - An application will not be considered complete without the letter(s) of support.
 - Please click [here](#) to review the BOCC letter of support template.

Appendix A: [2021-2022 IHE Allocations](#) (same as 2020-2021 due to COVID impacts)

FY Year Data			250% of Pell	(%) of 250% Pell Eligibility Population	FY 2021-2022 Allocation
2019	Adams State University	Public 4-Year	936	0.99%	\$14,916
	Aims Community College	Local District	3000	3.19%	\$47,807
	Arapahoe Community College	Community College	2669	2.84%	\$42,532
	Colorado Mesa University	Public 4-Year	4538	4.82%	\$72,316
	Colorado Mountain College	Public 4-Year	1253	1.33%	\$19,967
	Colorado Northwestern Community College	Community College	349	0.37%	\$5,562
	Colorado School of Mines	Public 4-Year	965	1.03%	\$15,378
	Colorado State University	CSU System	7460	7.93%	\$118,879
	Colorado State University - Pueblo	CSU System	2178	2.31%	\$34,708
	Community College of Aurora	Community College	3305	3.51%	\$52,667
	Community College of Denver	Community College	4600	4.89%	\$73,304
	Emily Griffith Technical College	Vocational	550	0.58%	\$8,765
	Fort Lewis College	Public 4-Year	698	0.74%	\$11,123
	Front Range Community College	Community College	7659	8.14%	\$122,051
	Lamar Community College	Community College	357	0.38%	\$5,689
	Metropolitan State University of Denver	Public 4-Year	12541	13.32%	\$199,848
	Morgan Community College	Community College	475	0.50%	\$7,569
	Northeastern Junior College	Community College	521	0.55%	\$8,302
	Otero Junior College	Community College	672	0.71%	\$10,709
	Pickens Technical Center - Voc Tech	Vocational	445	0.47%	\$7,091
	Pikes Peak Community College	Community College	8503	9.03%	\$135,500
	Pueblo Community College	Community College	3308	3.51%	\$52,715
	Red Rocks Community College	Community College	3063	3.25%	\$48,811
	Technical College of the Rockies	Vocational	85	0.09%	\$1,355
	Trinidad State Junior College	Community College	721	0.77%	\$11,490
	University of Colorado Boulder	CU System	6015	6.39%	\$95,853
	University of Colorado Colorado Springs	CU System	5172	5.49%	\$82,419
	University of Colorado Denver	CU System	6830	7.26%	\$108,840
	University of Northern Colorado	Public 4-Year	4568	4.85%	\$72,794
	Western State Colorado University	Public 4-Year	693	0.74%	\$11,043
		Total	94,129	100.00%	\$1,500,000

Appendix B: [2021-2022 County Allocations](#) (same as 2020-2021 due to COVID impacts)

COUNTY CODE	COUNTY NAME	K-12 COUNT CDE FRL Data 2019/2020	% FREE AND REDUCED CDE FRL Data 2019/2020	Graduates in class of 2018 CDE Grad Data 2018/2019	Estimated number of FRL Graduates Graduates*FRL	% of FRL Population estimated number of FRL graduates * total estimated number of FRL graduates	FY 2015-2016 Allocation	FY 2016-2017 Allocation	FY 2017-2018 Allocation	FY 2018-2019 Allocation	FY 2019-2020 Allocation	FY 2020-2021 Allocation	FY 2021-2022 Allocation Total allocation * % of FRL Population (\$2,000 minimum)	COUNTY NAME
01	ADAMS	81,338	47.70%	4,837	2,307	10.88%	\$516,718	\$518,731	\$524,008	\$540,734	\$525,143	\$543,772	\$ 543,772	ADAMS
02	ALAMOSA	2,568	70.13%	160	112	0.53%	\$22,976	\$19,173	\$21,949	\$13,566	\$20,857	\$26,443	\$ 26,443	ALAMOSA
03	ARAPAHOE	113,056	44.57%	7,039	3,138	14.79%	\$741,633	\$634,196	\$663,475	\$734,338	\$713,781	\$739,420	\$ 739,420	ARAPAHOE
04	ARCHULETA	1,742	50.29%	72	36	0.17%	\$11,359	\$12,875	\$7,830	\$8,224	\$8,400	\$8,533	\$ 8,533	ARCHULETA
05	BACA	597	48.91%	36	18	0.08%	\$7,776	\$8,377	\$6,457	\$4,943	\$5,919	\$4,150	\$ 4,150	BACA
06	BENT	2,589	78.29%	368	288	1.36%	\$8,463	\$10,065	\$7,035	\$26,745	\$56,294	\$67,900	\$ 67,900	BENT
07	BOULDER	61,407	24.09%	4,218	1,016	4.79%	\$230,019	\$263,972	\$235,617	\$236,156	\$243,735	\$239,452	\$ 239,452	BOULDER
08	CHAFFEE	2,223	36.39%	163	59	0.28%	\$11,153	\$14,549	\$11,122	\$12,468	\$12,094	\$13,980	\$ 13,980	CHAFFEE
09	CHEYENNE	283	34.63%	0	-	0.00%	\$1,699	\$2,245	\$2,552	\$3,042	\$2,108	\$2,000	\$ 2,000	CHEYENNE
10	CLEAR CREEK	658	19.30%	52	10	0.05%	\$2,809	\$2,593	\$2,900	\$3,042	\$2,661	\$2,365	\$ 2,365	CLEAR CREEK
11	CONEJOS	1,536	60.42%	118	71	0.34%	\$19,299	\$19,832	\$18,091	\$16,097	\$18,945	\$16,801	\$ 16,801	CONEJOS
12	COSTILLA	435	81.15%	36	29	0.14%	\$8,713	\$6,008	\$5,773	\$5,195	\$4,842	\$6,885	\$ 6,885	COSTILLA
13	CROWLEY	425	70.59%	28	20	0.09%	\$3,726	\$5,413	\$6,687	\$3,167	\$4,522	\$4,658	\$ 4,658	CROWLEY
14	CUSTER	374	47.86%	26	12	0.06%	\$4,511	\$3,281	\$3,638	\$2,545	\$3,500	\$2,933	\$ 2,933	CUSTER
15	DELTA	4,720	58.77%	311	183	0.86%	\$44,225	\$49,314	\$45,432	\$43,954	\$36,651	\$43,075	\$ 43,075	DELTA
16	DENVER	86,918	64.15%	4,381	2,811	13.25%	\$579,965	\$606,850	\$626,806	\$622,557	\$635,750	\$662,352	\$ 662,352	DENVER
17	DOLORES	217	50.23%	0	-	0.00%	\$3,112	\$2,000	\$2,416	\$2,000	\$2,000	\$2,000	\$ 2,000	DOLORES
18	DOUGLAS	65,528	12.05%	4,508	543	2.56%	\$112,491	\$129,611	\$119,121	\$126,582	\$126,890	\$128,017	\$ 128,017	DOUGLAS
19	EAGLE	6,523	28.79%	447	129	0.61%	\$38,886	\$40,118	\$37,947	\$31,312	\$36,898	\$30,329	\$ 30,329	EAGLE
20	ELBERT	3,015	23.28%	210	49	0.23%	\$15,433	\$14,309	\$12,335	\$12,288	\$10,553	\$11,523	\$ 11,523	ELBERT
21	EL PASO	119,492	37.69%	7,212	2,718	12.81%	\$688,361	\$650,054	\$641,382	\$686,202	\$678,617	\$640,646	\$ 640,646	EL PASO
22	FREMONT	5,000	57.42%	305	175	0.83%	\$30,765	\$48,599	\$34,302	\$40,284	\$40,753	\$41,273	\$ 41,273	FREMONT
23	GARFIELD	11,212	45.62%	739	337	1.59%	\$77,534	\$83,334	\$75,461	\$80,851	\$76,661	\$79,453	\$ 79,453	GARFIELD
24	GILPIN	433	28.92%	19	5	0.03%	\$1,279	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$ 2,000	GILPIN
25	GRAND	1,736	29.15%	106	31	0.15%	\$8,858	\$9,691	\$9,749	\$8,182	\$8,635	\$7,281	\$ 7,281	GRAND
26	GUNNISON	2,025	22.47%	138	31	0.15%	\$8,077	\$7,003	\$7,208	\$6,765	\$8,180	\$7,307	\$ 7,307	GUNNISON
27	HINSDALE	80	33.75%	0	-	0.00%	\$32	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$ 2,000	HINSDALE
28	HUERFANO	698	71.20%	40	28	0.13%	\$6,015	\$6,768	\$6,390	\$7,763	\$7,913	\$6,712	\$ 6,712	HUERFANO
29	JACKSON	162	48.77%	0	-	0.00%	\$1,728	\$2,000	\$2,086	\$2,000	\$2,000	\$2,000	\$ 2,000	JACKSON
30	JEFFERSON	81,252	31.17%	5,441	1,696	7.99%	\$445,502	\$457,013	\$443,101	\$417,053	\$416,970	\$399,682	\$ 399,682	JEFFERSON
31	KIOWA	220	50.45%	0	-	0.00%	\$1,829	\$2,000	\$2,000	\$2,555	\$2,000	\$2,000	\$ 2,000	KIOWA
32	KIT CARSON	1,258	60.25%	102	61	0.29%	\$14,871	\$13,090	\$12,377	\$14,402	\$11,799	\$14,484	\$ 14,484	KIT CARSON
33	LAKE	1,013	57.35%	55	32	0.15%	\$11,108	\$10,231	\$8,212	\$6,484	\$4,529	\$7,434	\$ 7,434	LAKE
34	LA PLATA	7,431	35.11%	396	139	0.66%	\$29,685	\$28,172	\$29,146	\$33,654	\$27,232	\$32,766	\$ 32,766	LA PLATA
35	LARIMER	46,623	32.70%	2,849	932	4.39%	\$237,495	\$230,472	\$225,741	\$222,672	\$227,140	\$219,573	\$ 219,573	LARIMER
36	LAS ANIMAS	2,012	51.29%	136	70	0.33%	\$19,332	\$16,064	\$15,666	\$17,934	\$16,839	\$16,440	\$ 16,440	LAS ANIMAS
37	LINCOLN	687	45.41%	47	21	0.10%	\$5,478	\$4,227	\$6,077	\$3,732	\$3,463	\$5,030	\$ 5,030	LINCOLN
38	LOGAN	2,711	44.89%	170	76	0.36%	\$20,829	\$21,984	\$22,092	\$21,257	\$18,849	\$17,985	\$ 17,985	LOGAN
39	MESA	21,628	43.84%	1,343	589	2.78%	\$145,062	\$173,404	\$166,319	\$144,173	\$161,578	\$138,759	\$ 138,759	MESA
40	MINERAL	81	48.15%	0	-	0.00%	\$947	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$ 2,000	MINERAL
41	MOFFAT	2,026	44.87%	118	53	0.25%	\$11,210	\$11,212	\$12,751	\$9,062	\$9,224	\$12,477	\$ 12,477	MOFFAT
42	MONTEZUMA	3,761	54.88%	211	116	0.55%	\$25,513	\$30,873	\$32,904	\$27,726	\$27,017	\$27,289	\$ 27,289	MONTEZUMA
43	MONTROSE	6,140	46.42%	379	176	0.83%	\$30,968	\$57,004	\$43,322	\$47,426	\$52,051	\$41,459	\$ 41,459	MONTROSE
44	MORGAN	5,451	59.82%	352	211	0.99%	\$48,565	\$51,355	\$30,805	\$32,346	\$45,952	\$49,627	\$ 49,627	MORGAN
45	OTERO	3,221	66.35%	192	127	0.60%	\$35,087	\$32,923	\$30,348	\$32,288	\$32,163	\$30,020	\$ 30,020	OTERO
46	OURAY	485	24.12%	38	9	0.04%	\$3,107	\$2,961	\$2,804	\$2,000	\$2,000	\$2,160	\$ 2,160	OURAY
47	PARK	1,422	29.54%	98	29	0.14%	\$8,860	\$7,740	\$6,861	\$7,576	\$6,830	\$6,821	\$ 6,821	PARK
48	PHILLIPS	891	50.06%	60	30	0.14%	\$6,503	\$7,673	\$5,576	\$7,006	\$6,096	\$7,078	\$ 7,078	PHILLIPS
49	PITKIN	1,629	4.24%	127	5	0.03%	\$2,030	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$ 2,000	PITKIN

COUNTY CODE	COUNTY NAME	K-12 COUNT CDE FRL Data 2019/2020	% FREE AND REDUCED CDE FRL Data 2019/2020	Graduates in class of 2018 CDE Grad Data 2018/2019	Estimated number of FRL Graduates Graduates*FRL	% of FRL Population estimated number of FRL graduates * total estimated number of FRL graduates	FY 2015-2016 Allocation	FY 2016-2017 Allocation	FY 2017-2018 Allocation	FY 2018-2019 Allocation	FY 2019-2020 Allocation	FY 2020-2021 Allocation	FY 2021-2022 Allocation Total allocation * % of FRL Population (\$2,000 minimum)	COUNTY NAME
30	PROWERS	2,141	64.55%	161	104	0.49%	\$18,420	\$20,112	\$19,265	\$17,772	\$23,521	\$24,492	\$ 24,492	PROWERS
31	PUEBLO	25,493	63.21%	1,479	935	4.41%	\$226,597	\$210,685	\$214,291	\$231,686	\$219,290	\$220,306	\$ 220,306	PUEBLO
32	RIO BLANCO	1,177	33.31%	84	28	0.13%	\$7,709	\$6,082	\$4,883	\$6,303	\$6,034	\$6,793	\$ 6,793	RIO BLANCO
33	RIO GRANDE	4,238	45.73%	149	68	0.32%	\$19,831	\$20,593	\$18,937	\$20,418	\$18,229	\$16,058	\$ 16,058	RIO GRANDE
34	ROUTT	3,293	17.76%	236	42	0.20%	\$12,190	\$14,033	\$10,828	\$11,906	\$11,760	\$9,881	\$ 9,881	ROUTT
35	SAGUACHE	932	83.80%	49	41	0.19%	\$11,296	\$13,791	\$13,205	\$14,472	\$8,403	\$9,677	\$ 9,677	SAGUACHE
36	SAN JUAN	72	51.39%	0	-	0.00%	\$997	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$ 2,000	SAN JUAN
37	SAN MIGUEL	1,056	21.12%	93	20	0.09%	\$5,665	\$6,617	\$5,901	\$5,960	\$4,160	\$4,628	\$ 4,628	SAN MIGUEL
38	SEDGWICK	942	53.29%	59	31	0.15%	\$8,315	\$13,645	\$10,203	\$7,711	\$6,062	\$7,410	\$ 7,410	SEDGWICK
39	SUMMIT	3,445	33.79%	234	79	0.37%	\$15,375	\$19,207	\$14,276	\$16,554	\$16,917	\$18,633	\$ 18,633	SUMMIT
60	TELLER	2,504	39.22%	164	64	0.30%	\$18,436	\$17,295	\$15,385	\$15,393	\$16,224	\$15,157	\$ 15,157	TELLER
61	WASHINGTON	863	54.00%	70	38	0.18%	\$7,056	\$7,062	\$5,573	\$8,351	\$6,060	\$8,908	\$ 8,908	WASHINGTON
62	WELD	44,244	45.90%	2,557	1,174	5.53%	\$259,869	\$303,076	\$283,744	\$276,714	\$283,762	\$276,583	\$ 276,583	WELD
63	YUMA	1,787	59.09%	106	63	0.30%	\$16,729	\$16,590	\$15,905	\$12,602	\$11,795	\$14,762	\$ 14,762	YUMA
90	CO BOCS	-	-	-	-	-	\$ -	\$ -	\$ -					CO BOCS
98	NONE	-	-	-	-	-	\$ -	\$ -	\$ -					NONE
999	No County	-	-	-	-	-	\$ -	\$ -	\$ -					No County
STATE		859,141		53,124	21216	100%							\$5,015,437	

Appendix C: Application Form Support

This document provides descriptions and information regarding each of the areas referenced in the Application Preview-Application Form section.

1. The Essentials

- ***COSI Essentials:*** Confirm understanding of COSI's minimum eligibility requirements for students to receive MSS funds.
- ***Scholarship Essentials:*** List the criteria students must meet to initially receive a scholarship from the organization, in addition to the COSI Essentials, if applicable.

2. Pick the focus

- ***Target population:*** Pick the focus populations. The characteristics listed here pertain to student groups identified by COSI and MSS grantees as high need. Please note that the selection *does not preclude the organization from serving other types of students*. The selection indicates the population that the organization intends to serve in greater depth.
- ***Credential type:*** Pick the credential type that Scholars will pursue.

3. Pick the award design

- ***Type:*** Specify how student awards will be structured. Renewable awards are strongly preferred over a single year, nonrenewable awards.
 - Renewable based on milestones.
 - Single year, nonrenewable awards
- ***Renewable Award Narrative:*** Please share what milestones Scholars will be asked to achieve during postsecondary to continue receiving the scholarship. Provide specific details where possible. (e.g., Students must meet three milestones: maintain a 2.5 GPA, complete English and Math in the first year, and participate in one on-campus college success workshop per year.)
 - See COSI [Gold Star Practices and Programming for suggestions](#).
- ***Award amount:*** Specify the approximate amount of each anticipated award.
 - Per semester
 - Per year
- ***Quantity:*** Specify the number of scholarships that are intended to award.
- ***Implementation timeline:*** Indicate when scholarships will be distributed to students and over what academic period. Funds must be distributed within two years of the funding start date.
- ***Funding Timeline:*** Indicate the number of years the organization is requesting to receive grant funds.

- **State (Academic) Fiscal Years:** list the academic years that correspond with the number selected in the Funding Timeline.
4. Pick the approach to student supports
- Select the programs that will provide the recommended rigor-based student support services directly to MSS Scholars.
 - *Check all that apply*
 - Select if the organization has identified and plan to collaborate with, and hold accountable, a partner to deliver, at a minimum—the essential recommended services.
 - *Provide the name of the organization or institution that will serve MSS Scholars*
 - Click [here](#) for the list of CPP postsecondary grantees.
 - **Rigor-based services offered:** Select all services MSS Scholars will have access to during their award period.
 - See [COSI Gold Star Practices and Programming](#) documents for suggestions on best practices in rigor-based student support.