

**WALKER RIVER PAIUTE TRIBE
HIGHER EDUCATION GRANT PROGRAM POLICIES**

SECTION I – PURPOSE:

The Higher Education Grant Program is a financial program based on the need to provide educational opportunities for Walker River Paiute Tribal members to attend a higher education institution. The program's funding criteria is based on the Walker River Paiute Tribe's annual funding agreement with the Bureau of Indian Affairs. This program is designed to offer support and guidance to Walker River Paiute Tribal members in attaining a higher education. Students must be entering or continuing with their post-secondary education at the undergraduate level and require financial support.

SECTION II – ELIGIBILITY:

To be eligible for a grant, an applicant must be:

1. An enrolled member, certified with the Walker River Paiute Tribe.
2. Students may be eligible for funding up to five (5) years (10 semesters).
3. Any student receiving higher education funds may not be eligible to receive AVT or Enrichment funding in the same funding cycle.

SECTION III-CONFLICT OF INTEREST:

1. No member of the WRPT Board of Education shall participate in any decision-making procedure involving a specific person who is a member of his/her immediate family (spouse, domestic partner, son, daughter, father, mother, sister, or brother), or in any matter that otherwise involves a conflict of interest.
2. Board members shall refrain from any actions involving family members that may be construed as a conflict of interest.
3. It is the sole right and responsibility of any Board of Education or Education personnel to disclose any potential conflict of interest.

SECTION IV-DETERMINATION:

1. The WRPT Education Director shall have the responsibility for determining an applicant's eligibility for funding.
2. Eligible students who demonstrate a financial need as stated herein are eligible for funding.

SECTION V- STANDARDS OF GRANT APPLICATION AND FUNDING:

Contingent upon the amount of funds made available to the Walker River Paiute Tribe, eligible students will be funded according to the following policies. Annually

allocated Tribal education funding will be divided equally in half for the academic year starting Fall semester and ending the following Spring semester, to distribute funding in a fair and equitable manner for eligible applicants.

1. Applicants will be funded based upon a completed application consisting of:
 - a. A Higher Education Grant application.
 - b. A letter of acceptance from the college or university or proof of enrollment.
 - c. A Financial Needs Analysis (FNA) completed by the college financial aid officer documenting financial need.
 - d. Must have a signed FERPA release.
2. A continuing student must submit an official grade transcript.
3. High school diploma or GED.
4. Proof of Tribal membership. (New student)
5. The Higher Education Grant application deadlines and related calendar of events are as follows:

Fall Semester

- August 1st -deadline for submitting a completed application.
- Letters sent on or before August 10th to all applicants approving or denying higher education funding.
- Higher Education funding submitted for final approval to WRPT Board of Education at August meeting.

Spring Semester

- December 1st- deadline for submitting completed application.
 - Letters sent on or before December 10th to all applicants approving or denying higher education funding.
 - Higher Education funding submitted for final approval to WRPT Board of Education at December meeting.
6. Continuing students must re-apply each semester for Higher Education Grant by the deadline date.

SECTION VI- CALCULATION OF AWARD:

The calculation process of the award for applicants is based on a Financial Needs Analysis (FNA) and the Unmet Need.

Total Expenses- Total Resources= Unmet Need

Total Expenses: Tuition/Fees, Room/Board, Books/Supplies, and transportation.

Total Resources: Pell Grant, other grants, scholarships.

Calculation of Award:

The college Financial Aid Officer (FAO) completes the Tribes' Financial Needs Analysis (FNA) form, which represents the school's recommendation for funding for the Higher Education Program. Full-time status or a minimum of 12 credits is required to receive funding.

Funding areas to be considered for Higher Education: (maximum allowed per semester)

- A. Tuition and fees. (\$7,500 maximum allowed)
- B. Books, materials and supplies. (\$2,000 maximum allowed)
- C. Room and Board. (\$4,800.00 maximum allowed)
- D. Transportation. (\$2,000.00) maximum allowed.

Expenses will be limited to those maximum amounts stated above only. Resources will include Pell grants, state grants or awards, and other scholarships. Student resources will not include parent or students expected family contribution (EFC), student work-study, loans, or other items requiring a payback.

EXPENSES		RESOURCES	
Tuition	\$7,500	Pell Scholarship	\$2,500
Room/Board	\$2,000		<u>\$ 750</u>
Books/Supplies	\$4,800		\$3,250
Transportation	<u>\$2,000</u>		
	\$16,300		
		EXPENSES	\$16,300
		RESOURCES	<u>-\$3,250.00</u>
		UNMET NEED	\$13,050.00

Total of all student's unmet need divided by amount allocated for that semester= percentage of funding to be provided.

Example: If total of all student's unmet need is \$100,000 and the amount of funding to be provided for the semester is \$20,000, then the percentage of funding to be provided would be calculated as:

$\$100,000 \text{ divided by } \$20,000 = 20\%$

The student example provided above showed an unmet need of \$3,750. This student would receive:

$\$3,750 \text{ unmet need } \times 20\% = \750.00

*Students eligible for NSHE Fee Waiver funds will only be applied to Room/Board, Books/Supplies and Transportation. Tuition will not be covered. *

SECTION VII – ACADEMIC REQUIREMENT:

The following requirement for academic progress will be used to determine continuation of funding under the Tribal Higher Education Grants Program:

A student must notify the Education Director in writing immediately upon electing not to proceed with his/her courses or at any time the student is dismissed or disenrolls from school. The student is responsible for filing with the Education Director a notice of withdrawal from the school. Failure to provide this notice may adversely affect future funding.

1. All students will maintain a minimum of 2.0 grade point average (GPA) for at least 12 credit hours per semester/ quarter.
2. Those earning less than a 2.0 GPA in one semester will then be placed on Academic Probation.

Students withdrawing or leaving school after funds have been distributed will automatically be suspended from the Higher Education Grants Program until they return or repay to the Tribe an equivalent dollar amount to what the student or the student's school received.

SECTION VIII-ACADEMIC PROBATION OR SUSPENSION:

1. A STUDENT WHO DOESN NOT MEET THE MINIMUM ACADEMIC REQUIREMENT FOR ONE TERM WILL BE FUNDED ON Academic probation during the next term.
 - a. Academic probation requirement: Student will be required to receive a 2.0 or higher GPA on college credits equivalent to that amount that was lost resulting in being placed on academic probation.
 - b. Notification of this action will be made to the student by letter, lack of notification does not negate the action. If substantial progress is not made during the probationary period, the student's Tribal funding will be suspended.
2. Once a student's Tribal funding has been suspended, the student will not be considered for funding UNTIL the student, through other funding sources, earns a minimum of college credits equivalent to what was previously funded for and lost, and earning a 2.0 or higher GPA.
3. After a student reinstates his/her Tribal funding by fulfilling the requirements, he/she will continue to be eligible for funding if he/she maintains the academic requirements stipulated by the program.

SECTION IX- APPEAL PROCEDURES:

A. RIGHT TO A HEARING

Upon the filing of a written request as provided herein, a participant is entitled to a hearing before the Board of Education.

B. DEFINITIONS

- a. A participant is defined as anyone participating in a program funded by the WRPT Education Department.
- b. An appeal or complaint is defined as any dispute with respect to the WRPT Education Department regulations, guidelines, or procedures that affect the rights, duties, welfare, or status of the participant.

C. THE PROCEDURE TO OBTAIN A HEARING

Any appeal or complaint must be in writing and signed by the participant and filed with the Education Director. After reviewing the appeal or complaint, a hearing before the Board of Education will be set within twenty (20) days or at the next regular Board of Education meeting (whichever comes first).

D. THE HEARING

- a. If the participant fails to appear or make himself/herself available by phone at a scheduled hearing, the WRPT Board of Education may decide that the participant has waived his/her right to a hearing. The participant will then be notified in writing of the result and determination.
- b. At the hearing, the participant will be given the opportunity to address the Board of Education to present the issues in his/her appeal/complaint and to state the participant's requested relief. The Education Department staff will also be given an opportunity to address the issues raised in the appeal/complaint.

E. DECISION OF THE BOARD OF EDUCATION

- a. The decision of the Board of Education will be based solely and exclusively on the facts presented by both the participant and the Education Department at the requested hearing, and the applicable laws/regulations/policies governing the matter.
- b. The Board of Education shall prepare, in writing, its decision with the reasons for or against the participant's request within twenty (20) days

after the hearing. A copy of the decision will be sent to the participant and a copy will be kept on file.

F. FINAL DECISION

- a. If the participant is not satisfied with the Board of Education's decision after the hearing, the participant may appeal the decision to the Walker River Paiute Tribal Council.
- b. A final decision on the matter will be determined by the Walker River Paiute Tribal Council.
- c. Hearing Request: The participant shall submit a written request for a final hearing by the Tribal Council to the Tribal Council Secretary. The Tribal Council shall hold a hearing on the matter within twenty (20) days or by the next regular Tribal Council meeting (whichever occurs first), after receipt of such a request.
- d. The decision of the Tribal Council shall be based solely and exclusively on the facts presented by both the participant and Education Department at the hearing, and the applicable laws/regulations/ policies governing the matter.
 - e. The Tribal Council shall prepare a written decision with the reasons for or against the participant's request within twenty (20) days after the hearing. A copy of the decision will be sent to the participant and a copy will be kept on file.
- f. The Tribal Council' decision shall be final and not reviewable by any court or any other entity.

SECTION X- AUDIT OF HIGHER EDUCATION PROGRAM:

- a. A minimum of 5 randomly chosen applicant files will be audited for the accuracy by the WRPT Board of Education and the August and December board meetings in closed session The audit is to take place before higher education funding can be released to applicants.
- b. The audit process will cover the entire funding cycle from grant application to receipt of funds.