

State Grants Portal and Processing

NCASFAA Webinar July 2026

Traci Mitchell, College Foundation, Inc.

****All student information contained throughout this presentation is sanitized; there is no real student information in this presentation.***



State Grants Portal and Processing

- Overview of State Grants process
- A tour of the State Grants Portal
- Term Enrollment, Awarding, and Certification options
- Disbursements, Adjustments, and Reconciliation
- RDS in State Grants



State Grants Portal and Processing

- Veterans and Active Duty - NBS
- State Grants Formulas/Schedules
- Pell LEU file and Pell LEU>400



State Grants Processing- Overview

Students and Parents complete the FAFSA
CFI calculates grant eligibility/funding:

- for each student
- for each grant type
- for each transaction
- for each of the 20 selected colleges (NC eligible)



State Grants Processing- Overview

CFI receives and processes FPS data nightly

- Rejected records are NOT processed into state grants.
- Provisional Independent records are processed, but no grant is calculated, and a rejection reason is assigned.
- RDS determinations are pulled into the state grants system in real time and are included in eligibility processing
- FASFA reported state of residence included in eligibility processing
- State grants number of terms/hours limit included in eligibility processing
- Defaults and Overpayments and other fields from FAFSA/FPS are included in eligibility processing



State Grants Processing- Overview

- Grant awards are calculated and available on the State Grants Portal
- Eligible awards are “funded” based on budget for each program. All programs are “over committed” because not all calculated awards will be taken
- “Funded” on the portal means funds are reserved for that award
- CFI and NCSEAA monitor funding levels as colleges certify
- Sometimes not all eligible awards can be funded



State Grants Processing- Overview

Funding is first come first serve by FAFSA received date. FAFSAs submitted by the priority date are guaranteed funding for NEXT NC. FAFSAs submitted after the priority date will be funded as long as funds are available.

- UNC System Priority Date: June 1 for 26-27
- NCCCS Priority Date: August 15 for 26-27-
changing to June 1 for 27-28



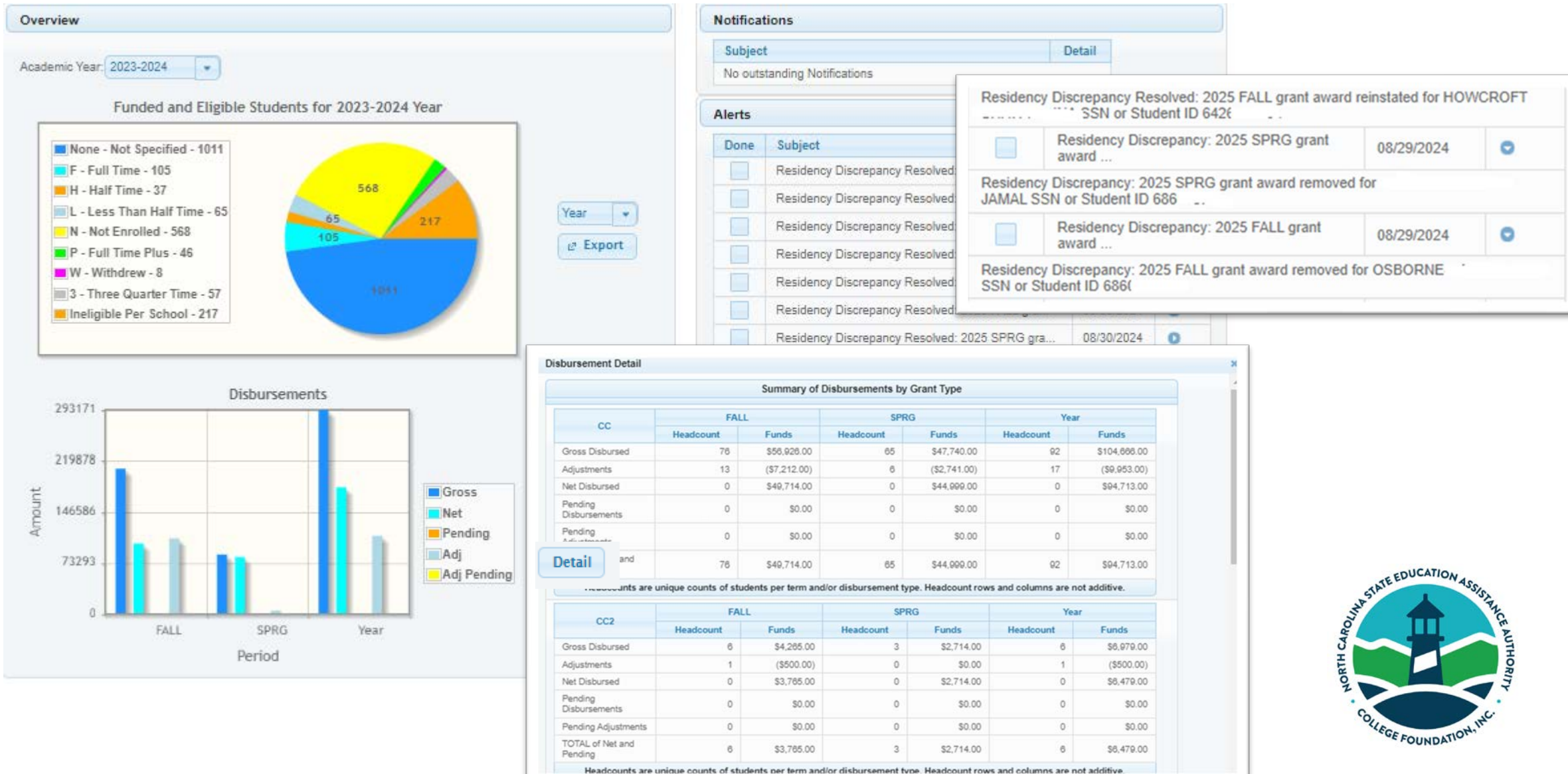
State Grants Processing- Overview

- Colleges certify state grants by entering enrolled hours per term
- Certifications can be done by file upload or by manually entering on State Grants Portal
- FPS/ISIR number on Portal must match what college is using for other aid
- Grants are disbursed weekly – rosters generated on Wednesday, funds delivered on Friday – on or after term “earliest first disbursement date” provided by college
- Reconciliation throughout semester- Withdrawal Return of funds and changes in enrollment status along with SAI changes result in funds returned to CFI



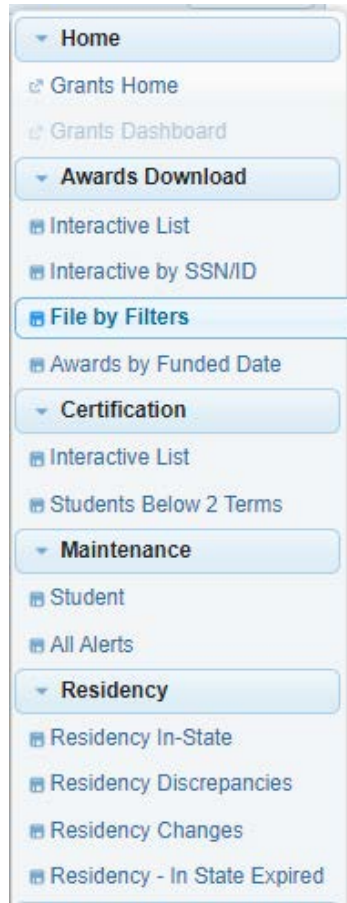
State Grants Portal and Processing

State Grants Portal The Dashboard



State Grants Portal and Processing

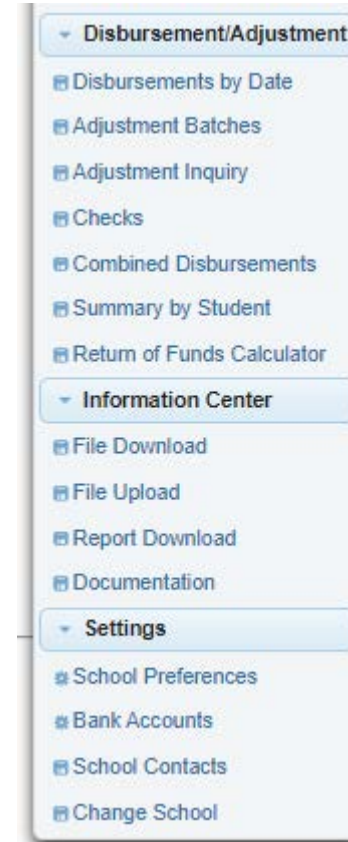
State Grants Portal The Menu



Download
Award/Cert
file

Certify

RDS



Reconciliation and Return of Funds

Files, Reports, and Documentation

School Settings



State Grants Portal and Processing

State Grants Portal

On Demand Reports

Awards Download, Interactive List

Awards Download

Academic Year: Period: Grant Type: Funded: Eligible: [Refresh List](#)

All

FALL, SPRG, and SUM

FALL or SPRG

FALL

SPRG

SUM

All

CC

CC2

LC2

LC3

All

Yes

No

All

Yes

No

Select parms, Refresh List



State Grants Portal and Processing

State Grants Portal

On Demand Reports

Awards Download, Interactive List

Additional parms/filters
As these are selected, list will change

Awards Download

Academic Year: Period: Grant Type: Funded: Eligible:

SSN	Student ID	Last Name	First Name	CPS	Type	Enr Period
-----	------------	-----------	------------	-----	------	------------

Cap	Enr Stat	Enr Int	WROF	Hold	Lock	Down	Changed	CFI Elig	School Elig	Pending Adj	Hours Left	RDS
All	All	All	All	All	All	All	All	All	All	All	All	All

All

Yes

No

☐ None - Not Specified

☐ F - Full Time

☐ P - Full Time Plus

☐ H - Half Time

☐ 3 - Three Quarter Time

☐ L - Less Than Half Time

☐ N - Not Enrolled

☐ X - Unlock Award

☐ C - Not enrolled per National Student Clearinghouse

☐ W - Has Withdrawn



Click file type icons to export report

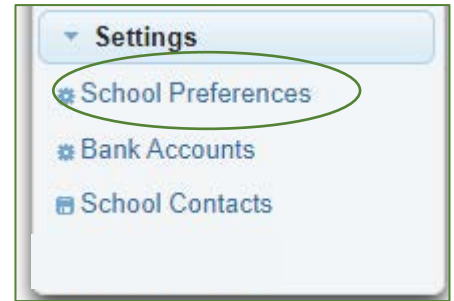
This functionality is available throughout portal.



State Grants Portal and Processing

State Grants Portal

Settings-School Preferences



School Preferences

Roster Order:

Roster Flow:

Lock CPS:

Disbursement Frequency:

Academic Year Specific

Academic Year:

Download Layout:

Download Type:

Use sFTP File Transfer:

Term	Earliest Disbursement
FALL	09/09/2024
SPRG	02/03/2025

Academic Year Specific

Academic Year:

Download Layout:

Download Type:

Use sFTP File Transfer:

Term	
FALL	09/09
SPRG	02/03/2025

Download Layout: refers to version of upload/download files.

Download Type: Set to “flat” to process in interface, “.CSV” otherwise.

Use SFTP File Transfer: Set to Yes if using an interface. Set to No if you want to download files directly from the portal.

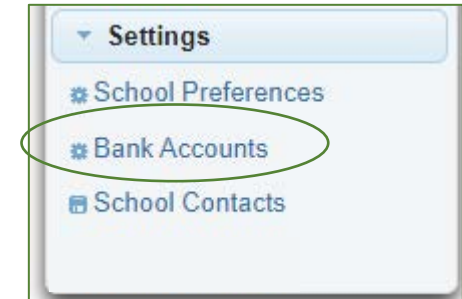
Earliest Disbursement Date: For any date of a week entered, roster will generate on Wednesday with funds on Friday. Funds will disburse weekly, if preference set, for any grants certified after this date. **MUST BE DONE YEARLY- NO FUNDS DISBURSED UNTIL THIS IS ENTERED!**



State Grants Portal and Processing

State Grants Portal

Settings-Bank Accounts



Bank Accounts

Download the Grants EFT form to make changes. [Download](#)

Academic Year: 2024-2025

Grant Type	Bank	ABA	Account
Default	SOUTHERN BANK	053	0001 1234

You may view your bank account information but not change it. To change, **download** the form, obtain authorized signature, and return to CFI.



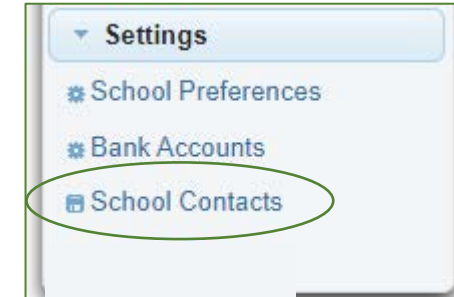
State Grants Portal and Processing

State Grants Portal

Settings-School Contacts

School Contacts			
Contact Type	Name	Email	Actions
Business Office Contact	Erin Marie Wheeler	BANKING@ABTECH.EDU	   
BUSINESS OFFICE OTHER CONTACT	Tonja Poole	tonjatpoole@abtech.edu	   
Financial Aid Office GRANTS CONTACT	Ottavio Storace	ottaviofstorace@abtech.edu	   
Financial Aid Office Director	Melissa McKean	melissammckean@abtech.edu	   
FINANCIAL AID OFFICE OTHER GRANT CONTACT	AIXA WILSON	AIXAIWILSON@ABTECH.EDU	   
Add Contact			

Add, edit, and remove contacts.



Select email notifications to be received.

Notifications for Ottavio Storace

Notifications:

- ☒ School/Student Specific Unlock Request
- ☒ School/Student Specific New CPS Notification
- ☒ General Calendar/Deadline Announcement
- ☒ School EFT Notification Alert
- ☒ Residency Conflict
- ☒ Residency Conflict Resolved

[Save](#) [Cancel](#)

NOTES: Adding Contacts ≠ Adding Users.
General Calendar/Deadline Announcement=CFI Grants Email List.

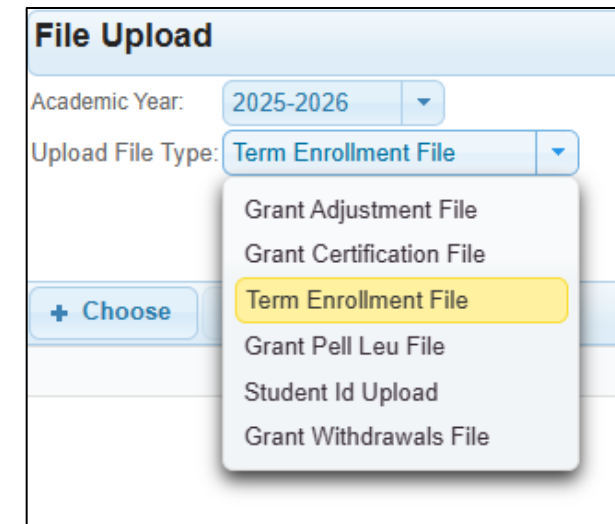
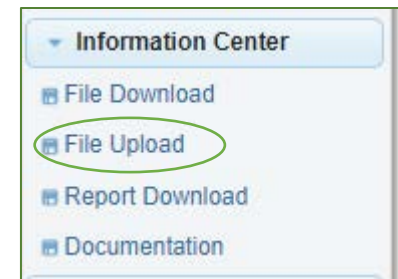


State Grants Portal and Processing

The Term Enrollment File

- The Term Enrollment File is a list of students that are enrolled at your college. Any student on the portal that is NOT in the file will be marked as 'N' for 'Not Enrolled' when the file is processed.
- Upload as often as desired or never.
- May be created by interface (Banner) or “manually”
- Send via SFTP or upload to the State Grants Portal

Field	Length	Dec	Type	Pos	Description
DBSSN	9		A	1	SSN
DBACYR	4	0	S	10	ACADEMIC YEAR
DBSCH	6		A	14	SCHOOL CODE
DBSCHBR	2		A	20	SCHOOL BRANCH
DBENRLPF	4		A	22	ENROLLMENT PERIOD
DBSTUID	11		A	26	STUDENT ID

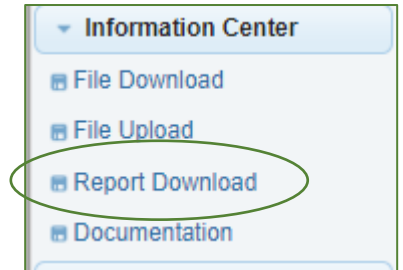


State Grants Portal and Processing

The Term Enrollment File

Once the file is processed, you will see a report under Information Center, Report Download

RP07CC433-2025-09-0912_31_43.786837848.PDF	GRANTS UPLOAD ERROR LISTING
RP26process_enrollment_upload_report_250828_090014039379.PDF	GRANTS ENROLLMENT UPLOAD REPORT
RP10CC432-2025-07-2406_00_01.631079357.PDF	PROCESS NEW CPS REPORT



COLLEGE FOUNDATION INC. SUMMARY REPORT OF ENROLLMENT FILE UPLOAD UPLOADED FROM: EAST CAROLINA UNIVERSITY	
Academic Year.....:	2025
Term that was uploaded.....:	FALL
Number of records in file.....:	15,802
Number coded 'N' (not enrolled): (EdEnrlSts was CHANGED to 'N')	933
Number of 'N's removed).....: (EdEnrlSts was CHANGED to blank)	599
Number Elig & Funded with blank enrollment status.....: (EdEnrlSts was CHANGED to blank)	207
Grand total of Elig & Funded with blank enrollment status*...: (*Includes those changed to blank due to upload & any already blank EdEnrlSts)	6,083



State Grants Portal and Processing

Awarding State Grants

- Request an Awards file and process in a state grants interface (UNCs and CCs)
- “Awards” file layout= “Certification file” layout. Sometimes referred to as “Awards” file when going TO the college, and “Certification file” when going to CFI.
- Award manually if no interface or develop a process for your campus.
- Processing the Term Enrollment file first makes awarding easier by enabling you to filter out not enrolled students



State Grants Portal and Processing

Awarding State Grants

Request an Awards File- Four options:

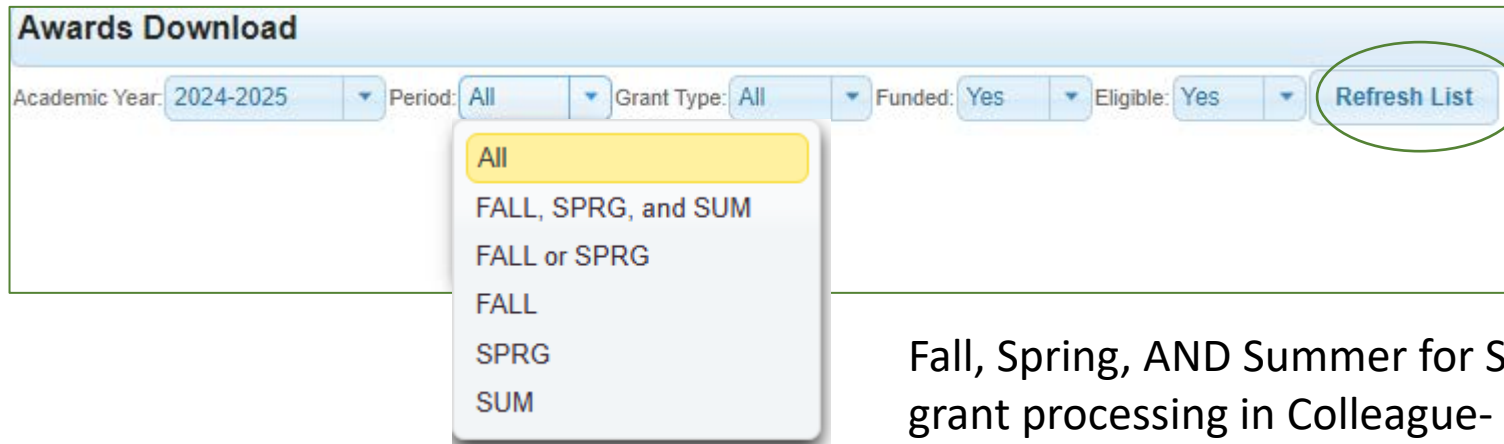
- Interactive List- Use all available parms/filters to get the population you want. Displays on screen
- File by Filters- similar to Interactive list, but not as many parms/filters and does not display on screen
- Interactive by SSN/ID- allows you to create a file with just select students by entering SSN or school ID
- Awards by Funded Date- create a file of only recently funded awards that are new on the portal



State Grants Portal and Processing

Awarding State Grants

Request an Awards file using Awards Download, Interactive List

A screenshot of the 'Awards Download' form. The form has several dropdown menus for filtering: 'Academic Year' (set to 2024-2025), 'Period' (set to All), 'Grant Type' (set to All), 'Funded' (set to Yes), and 'Eligible' (set to Yes). A 'Refresh List' button is circled in green. A dropdown menu for 'Period' is open, showing options: 'All', 'FALL, SPRG, and SUM', 'FALL or SPRG', 'FALL', 'SPRG', and 'SUM'.

Fall, Spring, AND Summer for Summer school grant processing in Colleague- returns only students eligible for all three terms.



State Grants Portal and Processing

Awarding State Grants

Request an Awards file using Awards Download, Interactive List

- Use the filters to get the desired population
- Click Request Awards File

Enr Stat
Enr Int
WROF
Hold All

☒ None - Not Specified
☐ F - Full Time
☐ P - Full Time Plus
☐ H - Half Time
☐ 3 - Three Quarter Time
☐ L - Less Than Half Time
☐ N - Not Enrolled

Awards Download									
Academic Year:	2024-2025	Period:	All	Grant Type:	All	Funded:	Yes	Eligible:	Yes
Refresh List									
Request Awards File									
Columns									
SSN	Student ID	Last Name	First Name	CPS	Type	Enr Period	Fund	Max Award	Current Award
734	i8818	MATTHEWS	CRYSTAL	5	UNC	FALL	Y	\$1,513.00	\$1,513.00
732	i7742	WARD	JEREMY	1	UNC	FALL	Y	\$1,159.00	\$1,159.00
641	i7574	PAYNE	EMILY	1	UNC	FALL	Y	\$1,513.00	\$1,513.00
090	i7322	SMITH	CRYSTAL	1	UNC	FALL	Y	\$1,513.00	\$1,513.00
364	i7319	PERRY	ELISABETH	1	UNC	FALL	Y	\$1,513.00	\$1,513.00



State Grants Portal and Processing

Awarding State Grants

Request an Awards File using File by Filters

- Use filters as desired*
- No list displays- file is created



Awards Download By Filters

Academic Year:

2025-2026

▼

Period:

All

▼

Grant Type:

All

▼

Enrollment Status:

All

▼

Grade Level:

All

▼

Funded:

Yes

▼

Eligible Per CFI:

All

▼

Eligible Per School:

All

▼

Disbursement On Hold:

All

▼

Low Cost:

▼

Downloaded:

All

▼

Hours Remaining Less Than:

0

▲▼

**Selecting '0' returns all students*

Locked:

All

▼

Request Awards File

*NOTE: Community Colleges should leave filters at default settings only for proper functionality in Colleague interface except for summer processing. Follow NCCCS workflow for summer.



Request an Awards File– Interactive by SSN/ID

- Enter a list of SSNs or just one. Student ID is an option if those have been uploaded or entered into the portal
- List of students will build on the screen
- Click Request Awards file once your list is complete



Awards Download by SSN/ID

Academic Year: 2024-2025 SSN: - OR - Student ID: Request Awards File

Columns

SSN	Student ID	Last Name	First Name	CPS	Type	Enr Period	Fund	Max Award
2 32	742	ABBOTT	YASMINE	1	UNC	FALL	Y	\$1,159.00
2 32	742	ABBOTT	YASMINE	1	UNC	SPRG	Y	\$1,159.00
2 32	742	ABBOTT	YASMINE	1	UN2	FALL	N	\$0.00
2 32	742	ABBOTT	YASMINE	1	UN2	SPRG	N	\$0.00
2 11	576	EVANS	MATTHEW	1	UNC	FALL	Y	\$1,149.00
2 11	576	EVANS	MATTHEW	1	UNC	SPRG	Y	\$1,149.00
2 11	576	EVANS	MATTHEW	1	UN2	FALL	N	\$0.00
2 11	576	EVANS	MATTHEW	1	UN2	SPRG	N	\$0.00

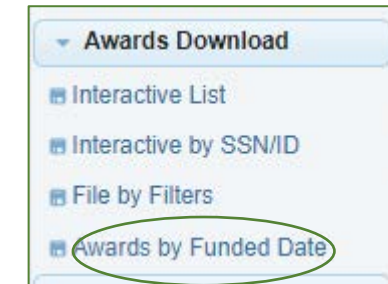


State Grants Portal and Processing

Awarding State Grants

Request an Awards File – Awards by Funded Date

- Useful option for pulling recently added awards
- Enter date range desired
- Click Refresh List, then Request Awards File



Awards by Funded Date

Academic Year: Enrollment Period: Grant Type: Funded Date From: To: Eligible Awards Only

SSN	Student ID	Last Name	First Name	Grant Type	Term	Enrollment Status	Enrollment Intensity
		COOK	SANIYA	CC	FALL		0.00
		COOK	SANIYA	CC	SPRG		0.00
		FARMER	IISHA	CC	FALL		0.00
		FARMER	IISHA	CC	SPRG		
		WOMACK	KEVIN	CC	FALL		
		WOMACK	KEVIN	CC	SPRG		

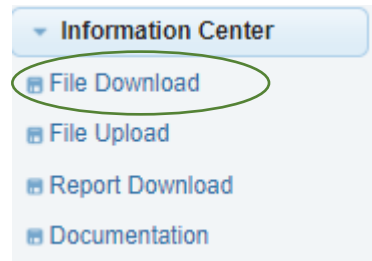


State Grants Portal and Processing

Awarding State Grants

Request an Awards File – Retrieve File

- Pull from CFI SFTP server if applicable, or
- Download from State Grants Portal – File Download



Description ↕	Size ↕	Time ↕	Type ↕	Download
CERTIFICATION DOWNLOAD FILE	479753	2025-10-07-23.07.52	CSV	



State Grants Portal and Processing

Awarding State Grants

Awarding State Grants – Questions?



Certifying State Grants

- Certify by uploading a comma separated file (.csv or Excel) (all colleges)
- Certify interactively on the State Grants Portal (all colleges)
- Certify using a state grants interface (CCs and UNCs)



Certifying State Grants

Comma separated file upload

- Colleges not using an interface can still certify via file upload by uploading a comma separated (.CSV or .XLS) file.
- The Certification file that you upload is the exact same format as the Awards file that you create when you click “Request Awards File”
- College populates the downloaded Awards file with enrolled hours data and uploads it back to CFI as a Certification file
- Colleges may create the Certification File from scratch, referring to the file layout specifications.

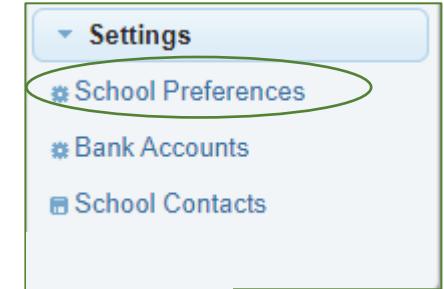


Certifying State Grants

Comma separated file upload

To populate an Awards file and send back to CFI as a Certification file:

- Go to Settings/School Preferences make sure settings are:
 - o Download Type =“Comma Separated”
 - o Download Layout =“Ellucian PCH” (partial credit hours) or “Ellucian FCH” (full credit hours) will both work for the .CSV file.
 - o Use SFTP File Transfer =“N”

A screenshot of a web application's 'Academic Year Specific' settings form. The form has a title bar 'Academic Year Specific'. Below the title bar, there are four fields: 'Academic Year' (set to 2026-2027), 'Download Layout' (set to Ellucian FCH), 'Download Type' (set to Ellucian FCH), and 'Use sFTP File Transfer' (set to N). The 'Download Type' dropdown menu is open, showing 'Ellucian FCH' and 'Ellucian PCH'. Below the fields, there is a table with two columns: 'Term' and 'Earliest Disbursement'. The table has two rows: 'FALL' with '09/02/2026' and 'SPRG' with '01/27/2027'.

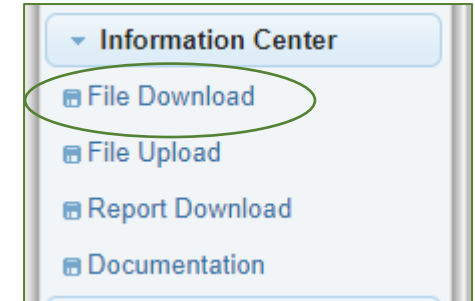
Term	Earliest Disbursement
FALL	09/02/2026
SPRG	01/27/2027



Certifying State Grants

Comma separated file upload

- Request an Awards File. To make your file smaller and easier to deal with, you may want to apply filters:
 - o Select just the term you are working with
 - o Select only awards with a blank enrollment status(Enroll = None, not specified)
- Download file from File Download area of State Grants Portal.



DLGTUG25FALL011.CSV	CERTIFICATION DOWNLOAD FILE
---------------------	-----------------------------

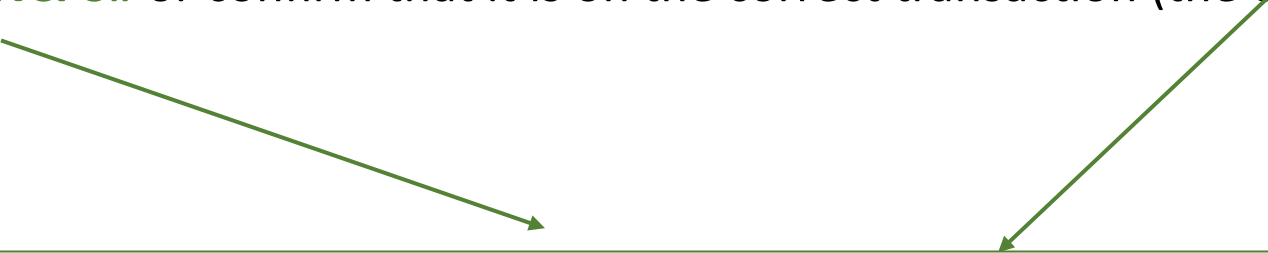


State Grants Portal and Processing

Certifying State Grants

Comma separated file upload

Here is the first part of the file. You will need to populate column **J, DNENRLHRS**. Also, populate column **G, DNCPS#** or confirm that it is on the correct transaction (the one you are using for aid).



A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q
DNSSN	DNACYR	DNGTTYP	DN SCH	DN SCHBR	DNENRLPI	DNCPS#	DNHOLD	DNENRLST	DNENRLHI	DNCURAW	DNNEWAV	DNDOB	DNLKSCH	DNLKSCH	DNGRADE	DNSTMPD
@H	20251007	230752	GTD1	P	0	294900	0									
33445566	2026	NBS	2949	0	FALL	1	N	F	12	3803	99999.99	20060515			2	20251007
222335544	2026	NBS	2949	0	FALL	1	N	F	15	3803	99999.99	20031114			3	20251007
777889999	2026	NBS	2949	0	FALL	2	N	F	12	3803	99999.99	19830812			3	20251007
333445566	2026	NBS	2949	0	FALL	2	N	F	12	3803	99999.99	19880501			3	20251007

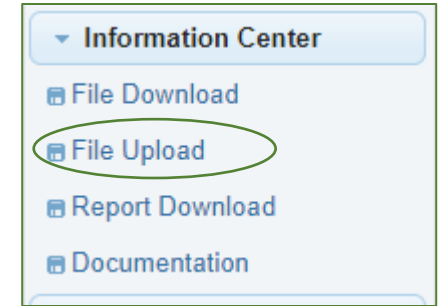
Using VLOOKUP with another file pulled from your system may help with the process.



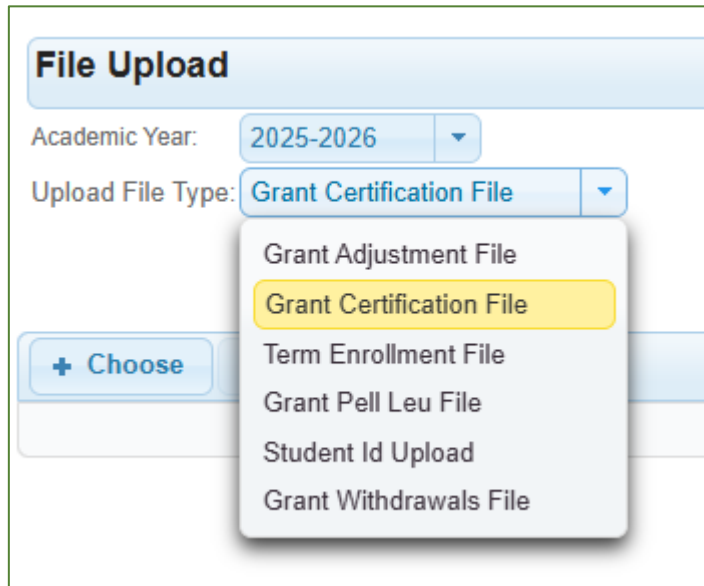
State Grants Portal and Processing

Certifying State Grants

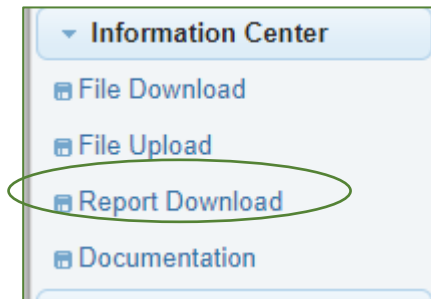
Comma separated file upload



Once the file is populated, save it and upload it to the File Upload area of the portal.

A screenshot of a 'File Upload' form. At the top is a blue header with the text 'File Upload'. Below it, 'Academic Year:' is followed by a dropdown menu showing '2025-2026'. 'Upload File Type:' is followed by a dropdown menu showing 'Grant Certification File'. A list of options is displayed below the dropdown: 'Grant Adjustment File', 'Grant Certification File' (highlighted in yellow), 'Term Enrollment File', 'Grant Pell Leu File', 'Student Id Upload', and 'Grant Withdrawals File'. To the left of the list is a blue button with a plus sign and the text '+ Choose'.

Once your file is uploaded, wait a few minutes for it to process. You will know it has processed when you see this report under Report Download.



RP07EC761.PDF	GRANTS UPLOAD ERROR LISTING
---------------	-----------------------------



Certifying State Grants

Interactive Certification on the State Grants Portal

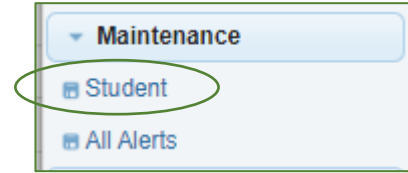
- Interactive List option
 - Lists all students available for certification
 - Ability to update transaction number, add or remove caps, mark ineligible per school, in addition to certification
- Maintenance, Student option- pull up individual students to certify.
 - Offers full information on student, ability to add caps, holds, mark ineligible, change transaction number, view rejection reasons, view terms/hours used history, in addition to certification



State Grants Portal and Processing

Certifying State Grants

Interactively on the State Grants Portal- Maintenance Student



Retrieve student record by SSN, Student ID, or Name lookup

Student

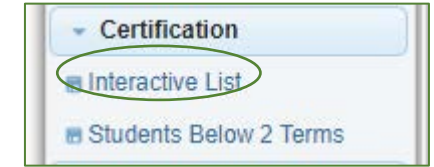
Academic Year: SSN: - OR - Student ID: - OR - Last Name: First Name:



State Grants Portal and Processing

Certifying State Grants

Certification, Interactive List



Awards Certification

Academic Year: 2025-2026

Period: All

Funded/Eligible

Click "Funded/Eligible"

Awards Certification

Academic Year: 2024-2025

Period: All

Funded/Eligible

Show All

Currently viewing Funded and Eligible students only.

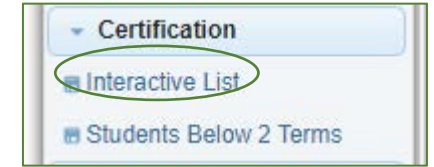
?								
SSN	Student ID	Last Name	First Name	Enr Period	CPS	Enr Status	Enr Intensity	P
4E		ABURTO	MOHAMMED	FALL	2	-	0	
4E		ABURTO	MOHAMMED	SPRG	2	-	0	
6E	11	ABNEY	YASMINE	FALL	2	-	0	
6E	11	ABNEY	YASMINE	SPRG	2	-	0	
6E	12	ACKER	MELVIN	FALL	1	F	12	
6E	12	ACKER	MELVIN	SPRG	1	-	0	
23		ACOSTA	SHAWN	FALL	3	-	0	



State Grants Portal and Processing

Certifying State Grants

Certification, Interactive List



Awards Certification

Academic Year: 2025-2026Period: AllFunded/EligibleShow AllCurrently viewing Funded and Eligible students only.

?

12345

SSN	Student ID	Last Name	First Name	Enr Period	CPS	Enr Status	Enr Intensity
		ABELLAR	EMILY	SPRG	3		0.00
		ABERNATHY	GABRIEL	SPRG	1		0.00
		ABLE	HERMON	FALL	2		0.00
		ABLE	HERMON	SPRG	2		0.00
		ABLES	CELESTE	SPRG	1		0.00

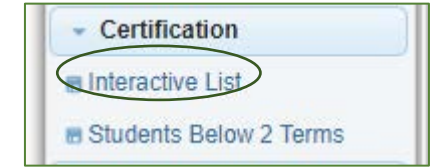
Click into the Enr Status box for the student/term and enter hours enrolled.



State Grants Portal and Processing

Certifying State Grants

Certification, Interactive List



Student Grants							
SHELISE BELLAR Residency Discrepancy N							
Period	GrantType	Max Award	Actual Award	Award Cap	Elig Per School	Hold	Hours Left
FALL	NBS	\$4,200.00	\$2,982.00	\$0.00		N	111.50
SPRG	NBS	\$4,200.00	\$0.00	\$0.00		N	111.50

viewing Funded and Eligible students only.			
1 2 3 4 5			
Enr Period	CPS	Enr Status	Enr Intensity
All			
FALL	3	H	8.50
SPRG	3		0.00
FALL	1	F	12.00
SPRG	1		0.00
FALL	2		0.00
SPRG	2		0.00

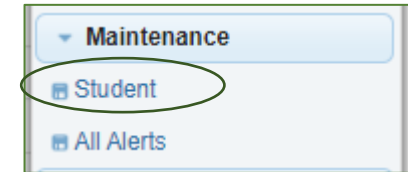
Enrolled hours, Enrollment status will populate. A popup will show the prorated award amount. It will also let you know if there is a residency discrepancy.



State Grants Portal and Processing

Certifying State Grants

Interactively on the State Grants Portal- Maintenance Student



Student

Academic Year: 2025-2026 SSN: - OR - Student ID: - OR - Last Name: First Name:

Summary for 2025 - 2026

Name:	.BELLAR		
Student ID:		Total Grants:	\$4,200.00
Current CPS:	3	Disbursed Amount:	\$4,200.00
Residency Discrepancy:	N	Adjustments:	\$0.00
ISIR Residency:	Y	Undisbursed Amount:	\$0.00
RDS Effective Date:	10/16/2024	Pending Adjustments:	\$0.00

Actions

Calculator

Update Enrollment

Update Grants Details

Update School Active Duty/Veteran

Update Student ID

Update School Provided LEU

Grants

Enrollment

Transactions

Tracking

Rejection Reasons

Grant Type	Academic Year	Enrollment Period	Funded	Hold	Max Amount	Actual Amount	Cap Amount	Eligible (per School)	Certification Date	Hours Used	RDS	RDS Val	CGF	Mil Stat	Sch Active Duty/V
NBS	2025 - 2026	FALL	Y	N	\$4,200.00	\$4,200.00	\$0.00		09/22/2025	12.00	Y	Y	N		
NBS	2025 - 2026	SPRG	Y	N	\$4,200.00	\$0.00	\$0.00		None	0.00	Y	Y	Y		



State Grants Portal and Processing

Certifying State Grants

Interactively on the State Grants Portal- Maintenance Student

Actions

Calculator

Update Enrollment

Update Grants Details

Update Student ID

Update School Provided LEU

	CPS	Enr Stat	Enr Intensity	WROF	Pending	Low Cost	Pending Adj
FALL	3	F	12.00		-		
SPRG	3		0.00		-		

Close

Maintenance

Student

All Alerts

Certify by hours enrolled instead of enrollment status. The enrollment status will populate once hours enrolled are entered.

Partial credit hour enrollment is now supported.

Click in the box, and enter enrolled hours



State Grants Portal and Processing

Maintenance Student screen- other functionality

Calculator

- Shows fields used in determining grant eligibility
- Allow user to run scenarios using any of the changeable fields
- Does NOT update- only shows calculation

Actions

Calculator

Update Enrollment

Update Grants Details

Update Student ID

Update School Provided LEU

Awards Calculator

Student SSN: [Redacted]
Student UUID: [Redacted]
Student Name: [Redacted]
Academic Year: 2025 - 2026
Current CPS Number: 3
Use CPS Number: 3

Current Max Awards (No Cap)		Calculated Max Awards (No Cap)	
Grant	Amount	Grant	Amount
NBS	\$8,400.00	NBS	\$8,400.00

Current and Calculated Max Awards shown here are independent of RDS determination.

Student Information

Dependent Status: Dependent
Date of Birth: 12/31/06
Marital Status: Single (Never married)
Prior Degree: No
Grade Level: Freshman
Citizenship: U.S.
Resident State: North Carolina
Residency Date: 1/1/17
SAI: 796
NSLDS Pell Lifetime Limit Flag: No problem
Filed Joint Return with Current Spouse: Select
Tax Return Filing Status Manual: Select
AGI Manual: [Empty]
CUI//SP-TAX Filing Status Code: Select
CUI//SP-TAX AGI: [Empty]
IASG: Blank - No Determination
CFH: Blank - No Determination
Pell Elig Flag: Yes
Max Pell Flag: 6600
Min Pell Flag: 0.000%
Pell Amount: 6600
Pell LEU: 0.000%
School Provided LEU: VA Match: 1-Confirmed veteran

Parent Information

Marital Status: Remarried
Filed Joint Return with Current Spouse: Yes
Tax Return Filing Status Manual: Select
AGI Manual: [Empty]
CUI//SP-TAX Filing Status Code: Married-Filed Joint Return
CUI//SP-TAX AGI: 65100

Parent Spouse/Partner Information

Tax Return Filing Status Manual: Select
AGI Manual: [Empty]
CUI//SP-TAX Filing Status Code: Select
CUI//SP-TAX AGI: [Empty]

Student Spouse



State Grants Portal and Processing

Maintenance Student screen- other functionality

Update Grants Details

- Update FPS transaction #
- Cap an award- reduce award for reason not related to enrolled hours or a change in FPS information. For example, student is exceeding their COA
- Mark as ineligible per school- possible reasons include SAP, or some other reason related to information that CFI does not have
- Add or remove hold- hold or release disbursement

Actions

Calculator

Update Enrollment

Update Grants Details

Update Student ID

Update School Provided LEU

Current CPS Number: 1

Use CPS Number: 1

Award Details										
Period	GrantType	Funded	Max Award	Actual Award	Award Cap	Elig Per School	Hold	RDS	RDS Val	CGF
FALL	UNC	Y	\$1,513.00	\$1,513.00	\$0.00		N	Y	Y	N
SPRG	UNC	Y	\$1,513.00	\$0.00	\$0.00		N	Y	Y	Y
FALL	UN2	N	\$0.00	\$0.00	\$0.00		N	Y	Y	N
SPRG	UN2	N	\$0.00	\$0.00	\$0.00		N	Y	Y	Y

Save Changes Close

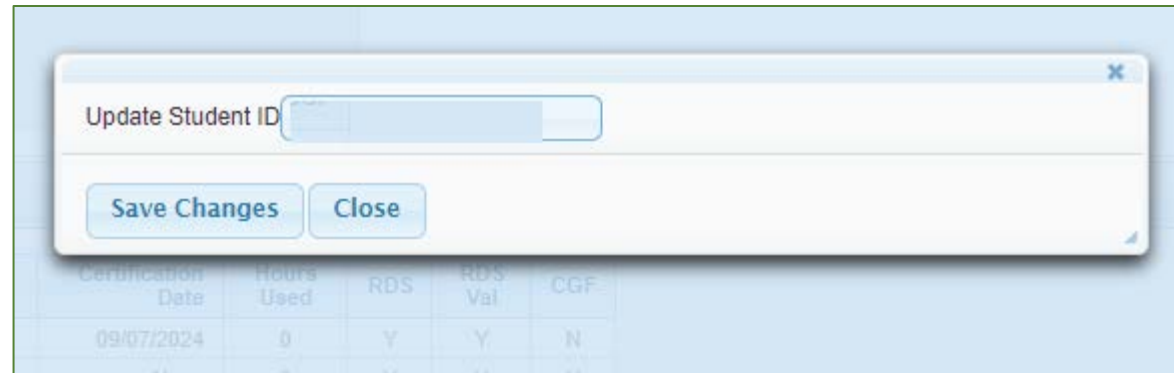


State Grants Portal and Processing

Maintenance Student screen- other functionality

Update Student ID

Add or correct an already entered or uploaded school Student ID



State Grants Portal and Processing

Maintenance Student screen- other functionality

View Transactions

- Shows disbursements and adjustments
- Click the Transactions tab to show

Grants	Enrollment	Transactions	Tracking	Rejection Reasons	
Disbursements					
Grant Type	Academic Year	Enrollment Period	Hold	Amount	Disbursed Date
NBS	2023 - 2024	FALL	N	\$3,600.00	10/11/2023
NBS	2023 - 2024	SPRG	N	\$3,600.00	02/28/2024
Adjustments					
Grant Type	Academic Year	Enrollment Period	Amount	Adjustment Date	Adjustment Reason
NBS	2023 - 2024	FALL	(\$2,740.00)	08/08/2024	Adjusted
NBS	2023 - 2024	FALL	(\$860.00)	Pending	Adjusted

Two **disbursed** disbursements, one **pending** adjustment, one **posted** adjustment

Grants

Enrollment

Transactions

Tracking

Rejection Reasons

Disbursements

Grant Type	Academic Year	Enrollment Period	Hold	Amount	Disbursed Date
CC	2023 - 2024	FALL	N	\$589.00	09/20/2023
CC	2023 - 2024	SPRG	N	\$1,177.00	02/14/2024

Adjustments

Grant Type	Academic Year	Enrollment Period	Amount	Adjustment Date	Adjustment Reason
CC	2023 - 2024	FALL	(\$442.00)	10/25/2023	Adjusted

Two **disbursed** disbursements and one **posted** adjustment



State Grants Portal and Processing

Maintenance
Student screen-
other functionality

View Tracking

- Shows history of state grant used
- Pdf report available

 Grants Enrollment Transactions Tracking Rejection Reasons					
Academic Year	Term	Institution	Enr Status	Enr Intensity	Hours Used
CC					
2023 - 2024	FALL	FAYETTEVILLE TECHNICAL COMMUNITY COLLEGE	P - Full Time Plus	12	12
2023 - 2024	SPRG	FAYETTEVILLE TECHNICAL COMMUNITY COLLEGE	P - Full Time Plus	12	12
2024 - 2025	FALL	FAYETTEVILLE TECHNICAL COMMUNITY COLLEGE	3 - Three Quarter Time	11	11
Total Hours Received - CC					35
Hours Remaining - CC					1
UNC					
2013 - 2014	FALL	UNC CHARLOTTE	F - Full Time	12	12
2013 - 2014	SPRG	UNC CHARLOTTE	F - Full Time	12	12
2014 - 2015	FALL	UNC CHARLOTTE	F - Full Time	12	12
2016 - 2017	FALL	UNC PEMBROKE	F - Full Time	12	12
2016 - 2017	SPRG	UNC PEMBROKE	F - Full Time	12	12
2017 - 2018	SPRG	UNC CHARLOTTE	F - Full Time	12	12
2018 - 2019	FALL	UNC CHARLOTTE	W - Has Withdrawn	0	12
Total Hours Received - UNC					84
Hours Remaining - UNC					1
State Level Terms					
2013 - 2014	FALL	UNC CHARLOTTE		12	12
2013 - 2014	SPRG	UNC CHARLOTTE		12	12
2014 - 2015	FALL	UNC CHARLOTTE		12	12
2016 - 2017	FALL	UNC PEMBROKE		12	12
2016 - 2017	SPRG	UNC PEMBROKE		12	12
2017 - 2018	SPRG	UNC CHARLOTTE		12	12
2018 - 2019	FALL	UNC CHARLOTTE		0	12
2023 - 2024	FALL	FAYETTEVILLE TECHNICAL COMMUNITY COLLEGE		12	12
2023 - 2024	SPRG	FAYETTEVILLE TECHNICAL COMMUNITY COLLEGE		12	12
2024 - 2025	FALL	FAYETTEVILLE TECHNICAL COMMUNITY COLLEGE		11	11
Total Hours Received - State Level Terms					119
Hours Remaining - State Level Terms					1



State Grants Portal and Processing

Maintenance
Student screen-
other functionality

View Rejection Reasons

- Shows FAFSA related rejection reasons
- Shows rejections related to terms of grants used limits
- Does not show RDS related rejections

Grants	Enrollment	Transactions	Tracking	Rejection Reasons
Academic Year	Grant	Enrollment Period	CPS Number	Reason
2024 - 2025	NBS	FALL	1	PREVIOUS BACHELOR DEGREE
2024 - 2025	NBS	FALL	1	INELIGIBLE GRADE LEVEL
2024 - 2025	NBS	SPRG	1	PREVIOUS BACHELOR DEGREE
2024 - 2025	NBS	SPRG	1	INELIGIBLE GRADE LEVEL

Grants	Enrollment	Transactions	Tracking	Rejection Reasons
Academic Year	Grant	Enrollment Period	CPS Number	Reason
2024 - 2025	NBS	FALL	1	SAI is Blank
2024 - 2025	NBS	SPRG	1	SAI is Blank



State Grants Portal and Processing

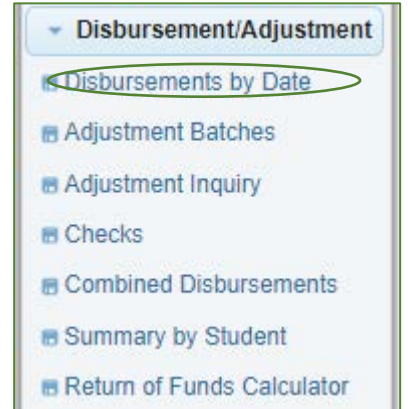
Certifying State Grants: Questions?



State Grants Portal and Processing

Disbursements, Adjustments, and Reconciliation

Disbursements by Date



Grant Disbursements

Academic Year: 2024-2025

NBS

Held Amount: \$19,250.00

Pending Amount: \$4,903.00

Disbursement Date	Disburse Amount	Action
08/28/2024	\$1,708,211.00	
09/04/2024	\$142,304.00	
Total \$1,850,515.00		

Shows gross disbursement amounts.

Click **details** icon to get **downloadable** detail report.

Pending Disbursements for NBS

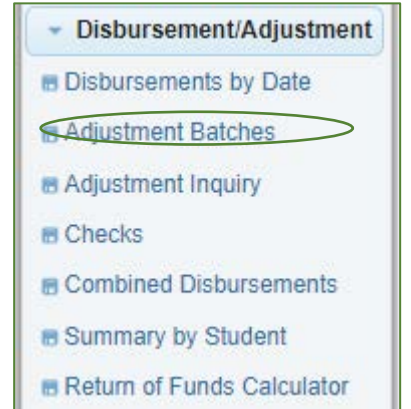
Last Name	First Name	SSN	Student ID	Enrl Period	Amount	CPS#	Hold
AYERS	THOMAS			FALL	\$3,803.00	3	N
WILLIAMS	ALLAN			FALL	\$1,100.00	1	N



Disbursements, Adjustments, and Reconciliation

Adjustment Batches

Shows all adjustments/returns for students where the student record HAS been updated.



Grant Adjustments

Academic Year: 2023-2024

Select a Batch to View or Update
or

Add a Batch

Adjustment Batch	Adjustment Total	Status	Action
10224	(\$38,762.00)	Open	 
10034	(\$145.00)	Processed	
9965	(\$1,297.00)	Processed	

Here, one batch is still **open** (not yet returned or returned but not yet posted by CFI) and two are **processed** (funds returned and posted).

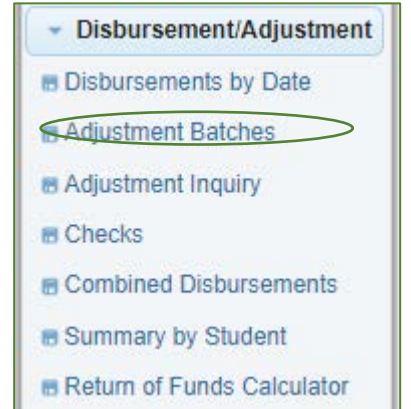


State Grants Portal and Processing

Disbursements, Adjustments, and Reconciliation

Adjustment Batches

Shows all adjustments/returns for students where the student record HAS been updated.



Grant Adjustments

Academic Year: 2024-2025

Select a Batch to View or Update
or

Add a Batch

Adjustment Batch	Adjustment Total	Status	Action
10249	(\$3,498.00)	Open	 
10239	(\$2,703.00)	Open	 
10238	(\$550.00)	Open	 
10236	(\$12,039.00)	Open	 

Click **"Add a Batch"** to show adjustments outstanding and not yet batched by the college.



State Grants Portal and Processing

Disbursements, Adjustments, and Reconciliation

Adjustment Batches

Add a Batch

Please create a batch prior to returning funds. This enables CFI to match the batch and check amount and easily apply all funds at once.



Grant Adjustments

Academic Year: 2024-2025

Adding a New Batch											
Include	SSN	Student ID	Last Name	First Name	Enrl Period	Grant	Enrl Status	CPS #	Low Cost	Award Cap	Amount
☐			ALBAHAL	AARON	FALL	UNC	H	1		\$0.00	(\$987.00)
☐			YOUNG	GAVIN	FALL	UNC	F	2		\$0.00	(\$25.00)
☐			WILSON	ZACHARY	FALL	UNC	H	2		\$0.00	(\$652.00)
☐			ADAMS	GEORGE	FALL	UNC	3	1		\$0.00	(\$336.00)
☐			QUINN	KAYLA	FALL	UNC	N	1		\$0.00	(\$1,975.00)
☐			TOLER	SCOTT	FALL	UNC	3	1		\$0.00	(\$336.00)
☐			STUTTS	ADRIYANA	FALL	UNC	3	3		\$0.00	(\$494.00)
☐			ADEN	ZAYDA	FALL	UNC	H	3		\$0.00	(\$807.00)



State Grants Portal and Processing

Disbursements, Adjustments, and Reconciliation

Adjustment Batches

Add a Batch- Creating a Batch

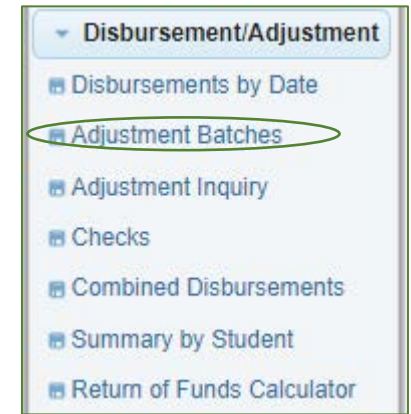
Academic Year: 2024-2025

Adding a New Batch

1 2

Include	SSN	Student ID	Last Name	First Name	Enrl Period	Grant
☒			SPEERS	THOMAS	FALL	UNC
☒			MOSS	KENNDRA	FALL	UNC
☒			TYLER	EMILY	FALL	UNC
☐			KSOR	EATHAN	FALL	UNC
☒			ZUBER	AUBREY	FALL	UNC
☐			JOHNSON	JESSE	FALL	UNC

Select All Clear All Cancel Save Save and Request Report



Select the records you wish to return or click “Select All”. Create a separate batch for each check to be returned.

Click “Save” to create the batch or click “Save and Request Report” to create a batch and generate a report. The report may be used to requisition the check and/or be sent to CFI with the check.

“Clear All” clears your selection. “Cancel” backs you out with no updates.

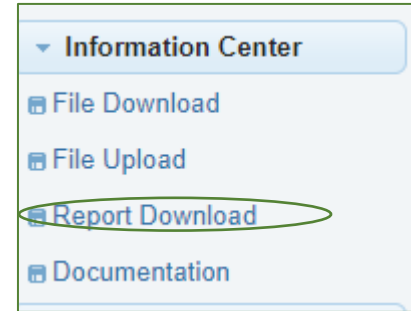


State Grants Portal and Processing

Disbursements, Adjustments, and Reconciliation

Adjustment Batches

If report requested, retrieve from Report Download.



RP28GL352.PDF	ADJUSTMENT UPLOAD FILE - PASSE
---------------	--------------------------------

4/30/24 15:11:54	COLLEGE FOUNDATION INC. DETAIL REPORT OF ADJUSTMENTS FILE UPLOAD PASSED VALIDATION	GRXUOE147D Page: 1
UPLOADED FROM: _ COMMUNITY COLLEGE		
ADJUSTMENT BATCH#: 10,064		
SSN/StuID	ACYR GTTYP LAST NAME	FIRST NAME PERIOD STATUS HRS TRANS# ELIG PRE DSB\$ POST DSB\$ ADJ \$AMT
0000:	2024 LC3	SARAH SPRG H 6 01 N 175.00 175.00
0000:	2024 LC3	NYA SPRG 3 9 03 N 262.00 262.00
0000:	2024 LC3	SAVANNAH SPRG H 6 04 N 175.00 175.00
0000:	2024 LC3	AAMIR SPRG F 12 01 N 350.00 350.00
0000:	2024 LC3	ALEXANDRI SPRG H 6 03 N 175.00 175.00
0000:	2024 LC3	CHRISTIAN SPRG H 6 02 Y 350.00 175.00 175.00
Adjustment Records created: 6		
Total LC3: 1,312.00		
Total :		
Total :		
RETURN THIS \$ AMOUNT TO CFI.....: 1,312.00		



State Grants Portal and Processing

Disbursements, Adjustments, and Reconciliation

Adjustment Inquiry

Grant Adjustments Inquiry

Academic Year: Enrollment Period: Status:

▼ Disbursement/Adjustment

- Disbursements by Date
- Adjustment Batches
- Adjustment Inquiry**
- Checks
- Combined Disbursements
- Summary by Student
- Return of Funds Calculator

Adjustments Inquiry Report can be run for one term at a time and all or one status.

Pending= not yet batched

Submitted = batch created

Completed= returned and posted



State Grants Portal and Processing

Disbursements, Adjustments, and Reconciliation

Adjustment Inquiry

Export to report

Grant Adjustments Inquiry											
Academic Year: 2023-2024 Enrollment Period: FALL Status: All											
1 2 3 4 5 6 7 8 >> >>>											
Student SSN	Student ID	Last Name	First Name	Enrl Period	Grant	Amount	Date	Batch	Check Number	Date	Amount Posted
		BURTON	VICTORIA	FALL	UNC	(\$422.00)	09/12/2023	9520	4125510	08/31/2023	\$26,628.00
		HINSHAW	HALEEMA	FALL	UNC	(\$493.00)	10/05/2023	9570	4127371	09/28/2023	\$64,083.00
		BARRIER	JASON	FALL	UNC	(\$987.00)	10/05/2023	9570	4127371	09/28/2023	\$64,083.00
		BARRIER	EDWARD	FALL	UNC	(\$1,466.00)	10/05/2023	9570	4127371	09/28/2023	\$64,083.00
		LIVINGSTON	JUSTIN	FALL	UNC	(\$493.00)	10/05/2023	9570	4127371	09/28/2023	\$64,083.00
		BURTON	TIMOTHY	FALL	UNC	(\$1,975.00)	09/12/2023	9520	4125510	08/31/2023	\$26,628.00

- Disbursement/Adjustment
 - Disbursements by Date
 - Adjustment Batches
 - Adjustment Inquiry
 - Checks
 - Combined Disbursements
 - Summary by Student
 - Return of Funds Calculator

Amount posted for student

Batch number

Date of school check

Total amount of school check

Date posted

School check number



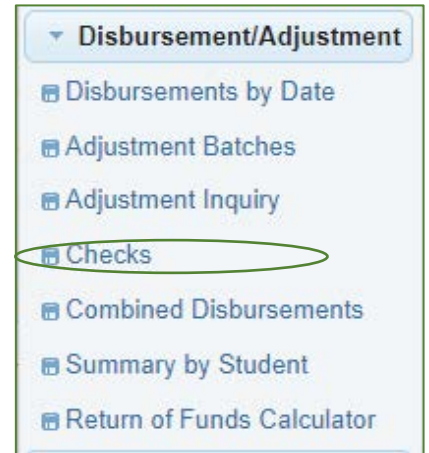
State Grants Portal and Processing

Disbursements, Adjustments, and Reconciliation

Checks

Shows all checks (or electronic transfers) from the college, the status and exactly what students those funds were applied to if the check has been posted.

Click the details icon to see student list.



Adjustment Checks				
<< < 1 2 3 > >>				
Check Number	Check Amount	Check Date	Status	Action
240084	\$3,064.00	07/15/2024	Pending	
236359	\$25,950.00	11/20/2023	Posted	
235967	\$970.00	10/23/2023	Posted	

Detail for Check 240084
Check Amount: \$3,064.00

Adjustments Totaling \$0.00

Student SSN	Student ID	First Name	Last Name	Academic Year	Enrl Period	Grant Type	Amount
No detailed adjustments for this check.							



Detail for Check 235967
Check Amount: \$970.00

Adjustments Totaling (\$970.00)

Student SSN	Student ID	First Name	Last Name	Academic Year	Enrl Period	Grant Type	Amount
		ALYSSA	DUNCAN	2024	FALL	NBS	(\$970.00)





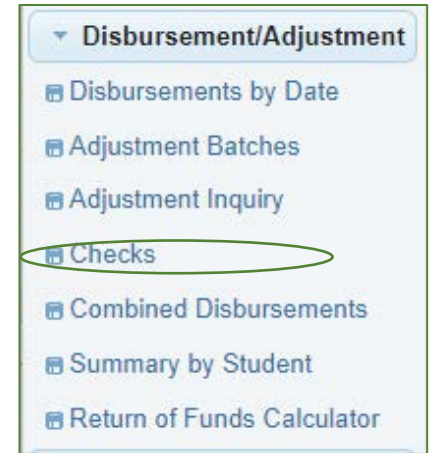
State Grants Portal and Processing

Disbursements, Adjustments, and Reconciliation

Combined Disbursements

Report/File that can be requested and pulled into an interface to create a reconciliation report and adjustment file for transmittal to CFI.

Transmitting and Adjustment file to CFI = Creating a batch using “Adjustment Batches.”

A screenshot of a web form titled 'Combined Disbursements Report'. The form contains several dropdown menus and a submit button. The fields are: 'Academic Year' set to '2023-2024', 'Period' set to 'Year By Term', 'Grant Type' set to 'All', 'Process Type' set to 'Pending - All Adjustments', and 'Download Type' set to 'Flat file'. A blue 'Submit' button is located at the bottom left of the form.

Disbursements, Adjustments, and Reconciliation

Combined Disbursements- Parameters

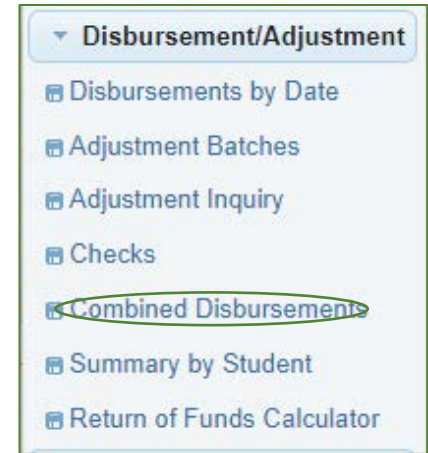
Report/file only- “made” disbursements only

Community Colleges:

- Select Actual-Posted Adjustments- **only this mode will work correctly with your Colleague workflow.**
- If funds are due back and not yet posted by CFI, report shows pre-adjusted amount
- Your reconciliation won't balance until funds are returned
- Correct any erroneous adjustments

UNCs and Privates:

- Can run in two modes
- Pending- All Adjustments- amounts reflect unposted adjustments
- Actual – Posted Adjustments – amounts only posted adjustments
- Correct any erroneous adjustments
- Return legitimate adjustments

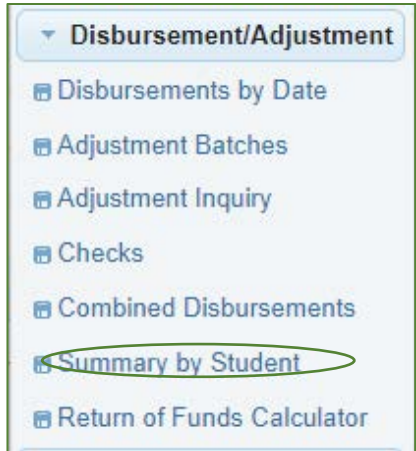
A screenshot of a web form titled 'Combined Disbursements Report'. The form contains several dropdown menus: 'Academic Year' set to '2025-2026', 'Period' set to 'Year By Term', 'Grant Type' set to 'All', and 'Process Type' set to 'Actual - Posted Adjustments'. The 'Download Type' dropdown is open, showing two options: 'Actual - Posted Adjustments' (highlighted in yellow) and 'Pending - All Adjustments'. A blue 'Submit' button is located at the bottom left of the form.

State Grants Portal and Processing

Disbursements, Adjustments, and Reconciliation

Summary by Student

- Run by Enrollment Period, or Academic Year (sum by grant type)
- Include made, pending, or all disbursements
- Shows pending and posted disbursements and adjustments
- Export to report if desired



Student Summary

Academic Year: Total By: Disbursed / Undisbursed:



State Grants Portal and Processing

Disbursements, Adjustments, and Reconciliation

Summary by Student

By enrollment period, all disbursement statuses

SSN	Student ID	Last Name	First Name	MI	CPS #	Grant Type	Enrl Period	Disbursements Posted	Disbursements Pending	Last Disbursement	Adjustments Posted	Adjustments Pending	Net	Actions
	00		TYREKE	D	3	CC	SPRG	\$168.00	\$0.00	02/09/2022	\$0.00	\$0.00	\$168.00	
	00		VICTORIA	H	1	CC	FALL	\$950.00	\$0.00	09/08/2021	(\$237.00)	\$0.00	\$713.00	
	00		VICTORIA	H	1	CC	SPRG	\$950.00	\$0.00	02/09/2022	\$0.00	(\$238.00)	\$712.00	

By year, all disbursement statuses

SSN	Student ID	Last Name	First Name	MI	CPS #	Grant Type	Enrl Period	Disbursements Posted	Disbursements Pending	Last Disbursement	Adjustments Posted	Adjustments Pending	Net	Actions
()			EDIL	M	2	UNC	Year	\$1,438.00	\$0.00	09/08/2021	\$0.00	\$0.00	\$1,438.00	
()			OJHAIUA	J	2	UNC	Year	\$3,308.00	\$0.00	09/08/2021	\$0.00	\$0.00	\$3,308.00	
()			ZOE	A	1	ELS	Year	\$648.00	\$0.00	01/26/2022	(\$546.00)	\$0.00	\$102.00	

- Disbursement/Adjustment
 - Disbursements by Date
 - Adjustment Batches
 - Adjustment Inquiry
 - Checks
 - Combined Disbursements
 - Summary by Student
 - Return of Funds Calculator

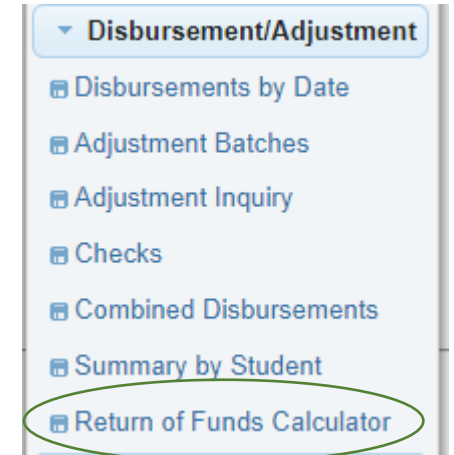


State Grants Portal and Processing

Withdrawal Return of Funds

Return of Funds Calculator

Retrieve student record. NOTE: Academic Term defaults to “Fall” all year. Check to make sure you are completing for the correct term.



Return of Funds Calculator

Academic Year: Academic Term: SSN: - OR - Student ID:



State Grants Portal and Processing

Withdrawal Return of Funds

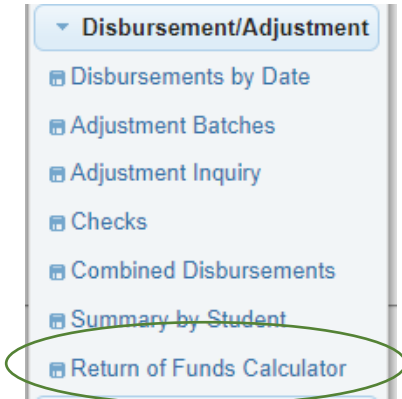
Return of Funds Calculator

Return of Funds Calculator

Student Information			
Academic Year:	2025	Academic Term:	FALL
First Name:	BRADLEY	Last Name:	
SSN:		Date of Birth:	

Current Grant Awards				
Grant Type	Current Award	Disbursed Amount	Pending Adjustments	Net Disbursed
NBS	\$3,803.00	\$3,803.00	\$0.00	\$3,803.00

Worksheet	
Last date of attendance known?	v
Change Student	
Yes No	



Calculator is interactive. The next question depends on how the prior is answered.



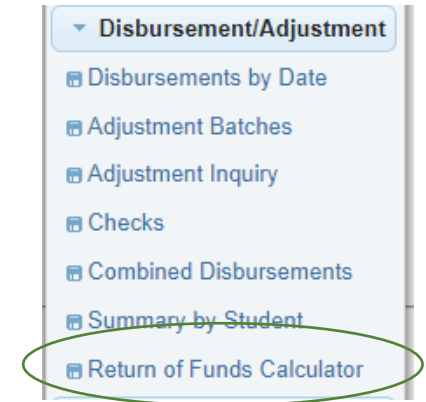
State Grants Portal and Processing

Withdrawal Return of Funds

Return of Funds Calculator

Withdrawal after 35% point- LDA known.

No return will be calculated.



Current Grant Awards				
Grant Type	Current Award	Disbursed Amount	Pending Adjustments	Net Disbursed
NBS	\$3,803.00	\$3,803.00	\$0.00	\$3,803.00

Worksheet	
Last date of attendance known?	Yes ▾
Did student withdraw prior to or at 35% attendance point of term?	No ▾

Submit Results

Change Student

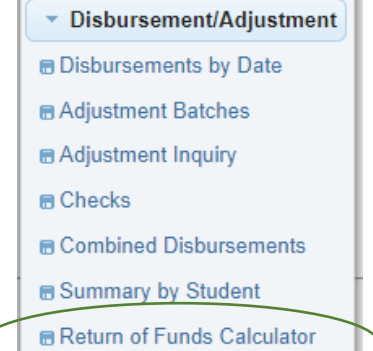
Calculator is interactive. The next question depends on how the prior is answered.



State Grants Portal and Processing

Withdrawal Return of Funds Return of Funds Calculator

Prior to or at 35%, LDA KNOWN



Grants Returns		
Grant Type	New Award Amount	Return Amount
NBS	\$1,109.00	\$2,694.00

Returns Due	
Return by:	10/24/2024
Return to CFI:	\$2,694.00
Return to SEAA:	\$0.00
Return to Campus Fund:	\$0.00

Worksheet	
Last date of attendance known?	Yes ▼
Did student withdraw prior to or at 35% attendance point of term?	Yes ▼
Last date of attendance:	9/9/24
Number of days in semester: *	120
Completed days in semester: *	35

Calculate	Save As Draft	Submit Results	Change Student
-----------	---------------	----------------	----------------

- LDA defaults to current date.
Update if needed!
- Enter the number of days in term and number of days completed.
This number of days will be used in calculation.
- Days are counted same as for R2T4.



State Grants Portal and Processing

Withdrawal Return of Funds

Return of Funds Calculator

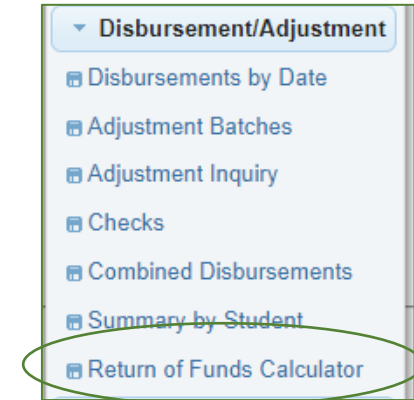
LDA not known, prior to or at 35%

Grants Returns		
Grant Type	New Award Amount	Return Amount
NBS	\$634.00	\$3,169.00

Returns Due	
Return by:	10/14/2024
Return to CFI:	\$3,169.00
Return to SEAA:	\$0.00
Return to Campus Fund:	\$0.00

Worksheet	
Last date of attendance known?	No
Is there an Official Withdrawal Date?:	No
Date school determined withdrawal:	8/30/24
Is date withdrawal determined prior to or at 35% point of term?	Yes
Number of days in term: *	120
Number of days to withdrawal determined: *	20

CalculateSave As DraftSubmit ResultsChange Student



If no official withdrawal date, number of days since school determined the student withdrew will be used in calculation.

If there is an official withdrawal date, that date will be used in the calculation.



State Grants Portal and Processing

Withdrawal Return of Funds

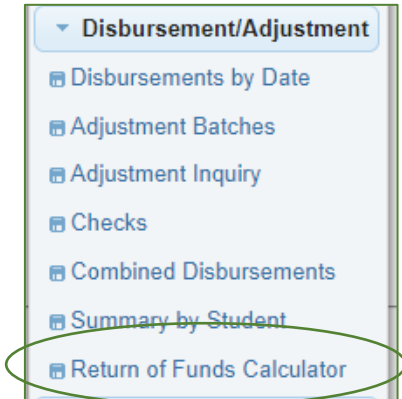
Return of Funds Calculator

LDA not known and no official withdrawal date, date school determined student withdrew is at or after 35% point

Grants Returns		
Grant Type	New Award Amount	Return Amount
NBS	\$1,902.00	\$1,901.00

Returns Due	
Return by:	10/24/2024
Return to CFI:	\$1,901.00
Return to SEAA:	\$0.00
Return to Campus Fund:	\$0.00

Worksheet	
Last date of attendance known?	No ▾
Is there an Official Withdrawal Date?:	No ▾
Date school determined withdrawal:	9/9/24
Is date withdrawal determined prior to or at 35% point of term?	No ▾

[Calculate](#)[Save As Draft](#)[Submit Results](#)[Change Student](#)

If no official withdrawal date or known LDA, and school date school determined withdrawal is after the 35% point, a return of 50% will be calculated.



State Grants Portal and Processing

Withdrawal Return of Funds

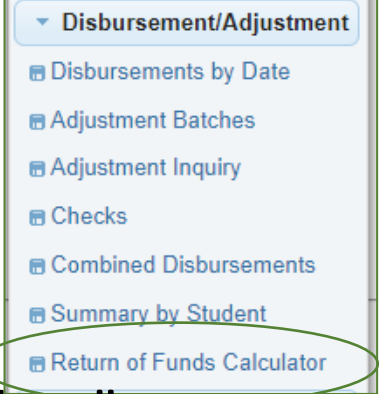
Return of Funds Calculator

Grants Returns		
Grant Type	New Award Amount	Return Amount
NBS	\$1,902.00	\$1,901.00

Returns Due	
Return by:	10/24/2024
Return to CFI:	\$1,901.00
Return to SEAA:	\$0.00
Return to Campus Fund:	\$0.00

Worksheet	
Last date of attendance known?	No ▾
Is there an Official Withdrawal Date?:	No ▾
Date school determined withdrawal:	9/9/24
Is date withdrawal determined prior to or at 35% point of term?	No ▾

[Calculate](#) [Save As Draft](#) [Submit Results](#) [Change Student](#)



- For all calculations, click “Calculate” to see results.
- After clicking “Calculate”, you can still make changes.
- Submit results when your entries are correct.
- Clicking “Change Student” will back out with no updates.





Withdrawal Return of Funds

Return of Funds Calculator

Submit Results

Submitting Results ✕

To print a copy of the worksheet and results, click the Print to PDF button. To complete the submission of results, click the Finished button.

[Print to PDF](#) [Finished](#)

State Grant Return of Funds Withdrawal Worksheet

Academic Year 2024 - 2025
School Name ALAMANCE COMMUNITY COLLEGE
Federal School Code 005463
Student Date of Birth 06/04/1993
Student Name HAYLEY [REDACTED]
Academic Term FALL

Last Date of Attendance/Date Withdrawal Determined 09/15/2024
Total Days in Semester 100
Completed Days in Semester 30
Percent of Semester in Attendance 30.00%

Earned Amounts for Each Type of Grant

Next NC Scholarship-CC	\$15.00
NC Transition Scholarship-CC	\$0.00
Helene Relief Funds-CC	\$0.00
Longleaf Commitment Grant II	\$0.00
Longleaf Commitment Grant III	\$0.00

Return of Funds

Next NC Scholarship-CC	\$35.00
NC Transition Scholarship-CC	\$0.00
Helene Relief Funds-CC	\$0.00
Longleaf Commitment Grant II	\$0.00
Longleaf Commitment Grant III	\$0.00

Total to Return to CFI \$35.00
Total to Return to Campus Fund \$0.00

Total to Return to CFI/Campus Fund \$35.00

Date funds due back, if applicable, is 60 days after school determined student withdrew

Date this report was printed 06/16/2025

Return Funds to
CFI
PO Box 41966
Raleigh, NC 27629-1966

- Disbursement/Adjustment
 - Disbursements by Date
 - Adjustment Batches
 - Adjustment Inquiry
 - Checks
 - Combined Disbursements
 - Summary by Student
 - Return of Funds Calculator

Click Print to PDF to get a report. NOTE: NCSEAA reviewers may request this report from you for students that withdrew at or prior to 35%.



State Grants Portal and Processing

Withdrawal Return of Funds

Return of Funds Calculator

Submit Results

Submitting Results ✕

To print a copy of the worksheet and results, click the Print to PDF button. To complete the submission of results, click the Finished button.

Print to PDFFinished

**CFI**
COLLEGE
FOUNDATION, INC.

State Grant Return of Funds Withdrawal Worksheet

Academic Year	2024 - 2025
School Name	ALAMANCE COMMUNITY COLLEGE
Federal School Code	005463
Student Date of Birth	06/04/1993
Student Name	HAYLEY [REDACTED]
Academic Term	FALL
Last Date of Attendance/Date Withdrawal Determined	09/15/2024
Total Days in Semester	100
Completed Days in Semester	30
Percent of Semester in Attendance	30.00%
Earned Amounts for Each Type of Grant	
Next NC Scholarship-CC	\$15.00
NC Transition Scholarship-CC	\$0.00
Helene Relief Funds-CC	\$0.00
Longleaf Commitment Grant II	\$0.00
Longleaf Commitment Grant III	\$0.00
Return of Funds	
Next NC Scholarship-CC	\$35.00
NC Transition Scholarship-CC	\$0.00
Helene Relief Funds-CC	\$0.00
Longleaf Commitment Grant II	\$0.00
Longleaf Commitment Grant III	\$0.00
Total to Return to CFI	\$35.00
Total to Return to Campus Fund	\$0.00
Total to Return to CFI/Campus Fund	\$35.00
Date funds due back, if applicable, is 60 days after school determined student withdrew	
Date this report was printed	06/16/2025
Return Funds to CFI PO Box 41966 Raleigh, NC 27629-1966	

▼ Disbursement/Adjustment

- Disbursements by Date
- Adjustment Batches
- Adjustment Inquiry
- Checks
- Combined Disbursements
- Summary by Student
- Return of Funds Calculator

IMPORTANT: After getting your report, you must still return to the browser and click “Finished”. If there is no report due to no return, you must still click “Finished” here. If this is not done, your entry **WILL NOT BE SAVED**. You may have a report, but the withdrawal will not “take.”



State Grants Portal and Processing

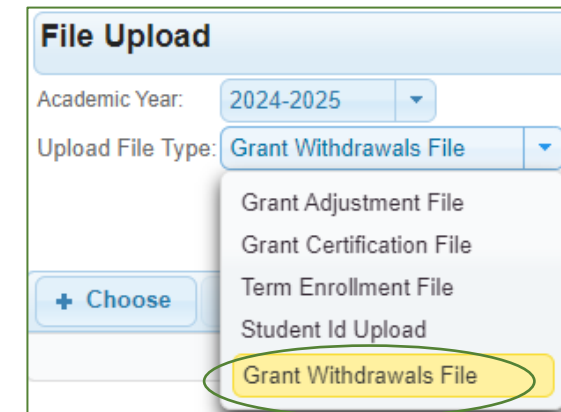
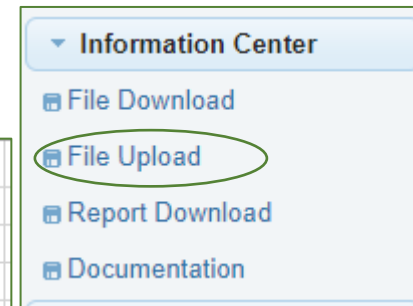
Withdrawal Return of Funds

Once the Return of Funds Calculator is fully submitted and the “Finish” button clicked, the student’s enrollment status will be updated to “W.”

For students withdrawing after 35%, a file of withdrawn students may be upload in lieu of using the Return of Funds Calculator. The processing of this file will update all included students to enrollment status of “W.”

Grants Withdrawal file layout:

<u>Withdrawn Students file</u>					
<u>Field</u>	<u>Length</u>	<u>Dec</u>	<u>Type</u>	<u>Pos</u>	<u>Description</u>
Student SSN	9		A	1	SSN
Academic Year	4	0	S	10	ACADEMIC YEAR (ex. 2021 for 2020-2021)
School Code	6		A	14	SCHOOL CODE
School Branch	2		A	20	SCHOOL BRANCH
Enrollment Period	4		A	22	ENROLLMENT PERIOD (FALL, SPRG)
Enrollment Status	1		A	26	ENROLLMENT STATUS (ALWAYS W)
Student ID	11		A	27	STUDENT ID (OPTIONAL)



State Grants Portal and Processing

Reconciliation and Return of Funds Deadlines

FALL: March 1

SPRING: August 1

Summer: October 1



State Grants Portal and Processing

Reconciliation and Return of Funds

- Reconciliation should be performed at least monthly.
- Currently, some FALL and SPRING returns for 24-25 are still outstanding. This is well past the deadlines and is not acceptable.
- Going forward, late returns will result in:
 - Findings during Program Review
 - Suspension of disbursements of state grant funds to the institution



State Grants Portal and Processing

Disbursements, Adjustments, and Withdrawal Return of Funds

Questions?



Multiple file types may be used to upload/download information from the state grants portal.

For every function that may be done using a file upload, there is a way to do that function manually in the State Grants Portal.



File Types and Purpose:

- Grant Certification/Awards File: Download awards to college, upload certifications to the portal.
- Grant Adjustment File: Upload adjustments (funds to be returned) to the portal
- Term Enrollment File: Upload a file of enrolled students; students not in file marked 'N' for Not Enrolled
- Student ID Upload File: Populate your student IDs in the portal
- Grant Withdrawals File: File of students that withdrew after 35%- updates enrollment status to 'W'.
- Pell LEU File File of students with Pell LEU > 400 at start of AY.



State Grants Portal and Processing

RDS and State Grants

- No “grace period” in residency eligibility for grant consideration
- Grant dollars go ONLY to NC residents
- RDS is authority for residency eligibility for grant consideration
- If school has information that student is “non-resident” of NC, school must report student as “ineligible” for grant in current term



RDS and State Grants

To receive a State Grant, a student must be an NC resident. A student will be considered a resident for grants purposes if:

- The student's most recent ISIR and the ISIR on which the grant is being awarded reflect NC residency AND
- There is a current or expired RDS determination of NC resident
- **NOTE: Residency exception for Veterans and Active-Duty Service Members and their dependents for NBS.**



State Grants Portal and Processing

RDS and State Grants

- State grants will be funded and eligible on the portal if FAFSA indicates NC, and RDS is Y (in-state), E(in-state expired) or U (RDS not known) OR, for NBS only, the student has indicated to RDS or on the FAFSA they may qualify for veterans/active-duty exception.
- Expired students must have been continuously enrolled at your campus since before determination expired.
- State Grants will NOT be disbursed unless FAFSA indicates NC, and RDS = Y, in state, or E(expired in-state).



State Grants Portal and Processing

RDS and State Grants

- Private institutions- RDS must be completed with an effective date no later than 45 days after term start date
- Public institutions- observe system wide policy for RDS deadlines for in-state tuition



RDS and State Grants

RDS

State Grants Portal and Processing

RDS and State Grants

View RDS Indicators

On the Maintenance, Student screen:

Grants Enrollment Transactions Tracking Rejection Reasons												
Grant Type	Academic Year	Enrollment Period	Funded	Hold	Max Amount	Actual Amount	Cap Amount	Eligible (per School)	Certification Date	Hours Used	RDS	RDS Val
UN2	2024 - 2025	FALL	N	N	\$0.00	\$0.00	\$0.00		09/07/2024	0	Y	Y
UN2	2024 - 2025	SPRG	N	N	\$0.00	\$0.00	\$0.00		None	0	Y	Y
UNC	2024 - 2025	FALL	Y	N	\$1,513.00	\$1,513.00	\$0.00		09/07/2024	12	Y	Y
UNC	2024 - 2025	SPRG	Y	N	\$1,513.00	\$0.00	\$0.00		None	0	Y	Y

On Awards Download, Interactive List:

Changed All	CFI Elig	School Elig	Pending Adj	Hours Left	RDS
N	Y			108	Y
N	Y			108	Y
N	Y			108	Y
N	Y			108	Y
N	Y			108	Y



State Grants Portal and Processing

RDS and State Grants

RDS Reports- Residency, In State



Residency In-State

1 2 3 4 5 6 7 8 9 10							
SSN	Student ID	Last Name	First Name	RDS	RDS Val	RDS Effective Date	Exp Date
		MCDANIEL	IVAN	Y	Y	08/02/2018	09/10/2024
		BETHEA	KATELYN	Y	Y	03/06/2020	09/10/2024
		RODRIGUEZ	HAILEY	Y	Y	11/30/2019	09/10/2024
		CLOSS	COLLEEN	Y	Y	12/18/2017	09/10/2024
		HARRIS	SYDNEY	Y	Y	03/27/2018	09/10/2024

Check to see if any of your students will expire prior to beginning enrollment at your college.

If so, they need to complete RDS again.



State Grants Portal and Processing

RDS and State Grants

RDS Reports- Residency Discrepancies



Academic Year: 2024-2025

Results for Academic Year 2025

1 2 3 4

SSN	Student ID	Last Name	First Name	Discrepancy Date
		MARLOW	EMILY	08/29/2024
		HUGHES	SEAN	09/04/2024
		LOVELAND	ANTHONY	09/04/2024
		DAVIS	RUTH	04/29/2024

A Residency Discrepancy means a grant was removed due to negative residency information from RDS or from the FAFSA.



State Grants Portal and Processing

RDS and State Grants

RDS Reports- Residency Changes



Residency Changes Last 90 Days

Academic Year: 2024-2025

SSN	Student ID	Last Name	First Name	Current RDS	RDS Val	Change Date	Effective	Prior RDS
		WOOD	LINDA	Y	Y	06/12/2024	05/30/2024	U
		FRAZIER	DYLAN	Y	Y	07/31/2024	07/27/2024	N
		JOYCE	JEREMIAH	Y	Y	08/08/2024	08/05/2024	U
		MCCRAW	ARIEL	Y	Y	08/08/2024	08/06/2024	N
		HOGAN	SHNIYA	Y	Y	07/21/2024	07/21/2024	U

This report helps you keep up if you are monitoring RDS completion.



State Grants Portal and Processing

RDS and State Grants

RDS Reports- Residency-In State Expired



Residency - In State Expired

Academic Year: 2024-2025

Results for Academic Year 2025

SSN	Student ID	Last Name	First Name	Expire Date
		WILSON	JALEN	09/08/2024
		OLIVER	MICHAEL	09/08/2024
		LUCAS	ANGELYN	09/08/2024
		WALL	TYLER	09/08/2024

This report shows expired determinations.



State Grants Portal and Processing

RDS and State Grants

Residency Discrepancies

Residency Discrepancy Flag: If this flag is set to a Y, CFI has found a negative discrepancy related to residency and removed the student's state grant

A student may be flagged for discrepant information if:

- The student completes RDS and is found to be non-resident (RDS flag also flips to 'N')
- The student updates the FAFSA to show non-NC residency. If the student made a change and removed your college from the FAFSA, you may not see it. But if it's not due to RDS, it is due to the FAFSA.



State Grants Portal and Processing

RDS and State Grants

Residency Discrepancies

In addition to the Residency Discrepancy report, the Residency Discrepancy Flag can be viewed:

On the Maintenance, Student screen

Student

Academic Year: SSN: - OR - Student ID: - OR - La

Summary for 2024 - 2025

Name:	WILLIAMS	Total Grants:	\$0.00
Student ID:		Disbursed Amount:	\$0.00
Current CPS:	1	Adjustments:	\$0.00
Residency Discrepancy:	Y	Undisbursed Amount:	\$0.00
RDS Effective Date:	08/19/2024	Pending Adjustments:	\$0.00

In the Alerts section of the Dashboard

Alerts			
Done	Subject	Date	Detail
☐	Residency Discrepancy: 2025 SPRG grant award ...	09/09/2024	Detail
Residency Discrepancy: 2025 SPRG grant award removed for SSN or Student ID ... SAVANNAH			



State Grants Portal and Processing

RDS and State Grants

Residency Discrepancies vs Rejections

Discrepancies due to RDS do not generate a Rejection Reason. They are indicated only by the Residency Discrepancy flag.

If you see this rejection reason in the Student, Maintenance Rejections tab, it's due to a FAFSA transaction WITH your school code.

Grants	Enrollment	Transactions	Tracking	Rejection Reasons
Academic Year	Grant	Enrollment Period	CPS Number	Reason
2024 - 2025	UNC	FALL	2	NOT NC RESIDENT



State Grants Portal and Processing

RDS and State Grants

Resolving Residency Discrepancies

If a student with a residency discrepancy clears the issue by:

- Submitting a FAFSA correction or
- Requesting appeal or reconsideration through RDS and being determined to be an NC resident

.



State Grants Portal and Processing

RDS and State Grants

Residency Unknown

- Students with unknown residency from RDS (U) will be awarded and can be certified but will not disburse.
- To resolve, student should complete RDS by the deadline.
- If student has already done RDS and the State Grants Portal does not reflect this, contact CFI with the RCN, if available. In most cases, the student has used an incorrect SSN or DOB when completing RDS. CFI can correct these in RDS if the FAFSA has a full match on name, SSN, and DOB from SSA.



State Grants Portal and Processing

RDS and State Grants

RDS Deadlines in State Grants

There are two RDS date related triggers in state grants:

- Hold Harmless Date: Students receiving a residency discrepancy AFTER the Hold Harmless date for the term will retain their state grant for that term. Subsequent term award will be removed. Hold Harmless dates are:

Fall: 10/1 Spring: 3/1

- Cutoff Date: Students not completing RDS by the cutoff date for the term will have their grant removed for that term. Cutoff dates are:

Fall: 12/1 Spring: 5/1



State Grants Portal and Processing

Veterans and Active Duty - NBS

Students who are Active Duty Military stationed in NC or veterans who intend to make NC their permanent residence, or who are the dependent of such persons and otherwise qualify, can receive an NBS grant without currently being an NC resident.

CFI gets initial indication that the student may be eligible from RDS or from the FAFSA.

Veterans and Active-Duty Military

VETERANS

Student Eligibility:

Veterans may qualify for the NBS without establishing residency for a year as normally required under the laws determining residency if they have:

- Met the definition of “Veteran” in G.S. 116-143.3A as a person who served active duty for not less than 90 days in the Armed Forces, the Commissioned Corps of the U.S. Public Health Service (PHS), or the National Oceanic and Atmospheric Administration and who was discharged or released from such service;
- Were discharged under conditions other than dishonorable;
- Have an “abode” in North Carolina; and
- Provide the school with a letter of intent to establish residency in North Carolina.



State Grants Portal and Processing

Veterans and Active Duty - NBS

Veterans and Active-Duty Military

VETERANS

School's Verification of Eligibility (do not submit to CFI; retain for program review):

To document and verify eligibility, the school will:

- Obtain a copy of the student's DD214 (the VA Certifying Official at your school may have a copy) documenting service in the armed forces; or
- Obtain a PHS Form 1867 Statement of Service for students who served in the Commissioned Corps of the U.S. Public Health Service; or
- Obtain a NOAA Form 56-16 for students who served in the National Oceanic and Atmospheric Administration; and
- Have the student sign a letter of intent to establish residency in North Carolina. Please see the letter of intent template provided by SEAA/CFI.



Veterans and Active Duty - NBS

DEPENDENTS OF VETERANS

Student Eligibility:

Dependents of Veterans may qualify for the NBS without establishing residency for a year as normally required under the laws determining residency if they are:

- A dependent relative of a Veteran abiding in North Carolina;
- Live with the Veteran; and
- Provide the school with a letter of intent to establish residency in North Carolina.

.



Veterans and Active Duty - NBS

ACTIVE-DUTY MILITARY

Student Eligibility:

Active-duty military members may qualify for the NBS without establishing residency if they are:

- An active-duty member of the Armed Forces as defined in G.S. 116-143.3(a)(2) (US Air Force, Army, Coast Guard, Marine Corps, Navy, NC National Guard and any reserve component of the foregoing); and
- Are abiding in North Carolina due to active military service.

School's Verification of Eligibility (do not submit to SEAA; retain for program review):

To document and verify eligibility, the school will confirm the student's active-duty military status via the NC Residency Determination Service (RDS).



Veterans and Active Duty - NBS

ACTIVE-DUTY MILITARY

DEPENDENTS OF ACTIVE-DUTY MILITARY

Student Eligibility:

Dependents of active-duty military members may qualify for the NBS without establishing residency for a year as normally required under the laws determining residency if they are:

- A dependent relative of an active-duty military member abiding in North Carolina; and
- Live with the active-duty military member.

School's Verification of Eligibility (do not submit to CFI; retain for program review):

To document and verify eligibility, the school will obtain a statement that the student lives with the active-duty military member in North Carolina and confirm active-duty military status via the NC Residency Determination System (RDS).



State Grants Portal and Processing

Veterans and Active Duty - NBS

Veteran/Active Duty Flags in the Grants Portal

Military Status(Mil Stat):

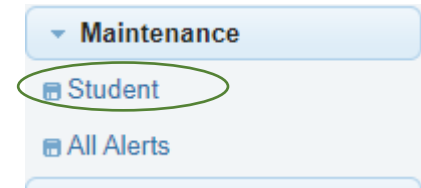
- A= FAFSA indicates active duty military
- V= FAFSA indicates veteran
- SA= College indicated possible active duty via School Active Duty/Veteran indicator
- RA= Active duty status confirmed by RDS.
- RV= Student indicated a veteran status to RDS (must be confirmed and documented by college)
- SV= College has confirmed and documented qualifying veteran status.
- Blank: student not funded and eligible or no military or veteran status indicated on the FAFSA or by the college.



State Grants Portal and Processing

Veterans and Active Duty - NBS

The Mil Stat flags can be viewed in Maintenance, Student



Grants	Enrollment	Transactions	Tracking	Rejection Reasons											
Grant Type	Academic Year	Enrollment Period	Funded	Hold	Max Amount	Actual Amount	Cap Amount	Eligible (per School)	Certification Date	Tracking Used	RDS	RDS Val	CGF	Mil Stat	Sch Active Duty/Vet
NBS	2021 - 2022	FALL	Y	N	\$2,920.00	\$2,920.00	\$0.00		09/08/2021	1.00	N	Y	N	SV	SV
NBS	2021 - 2022	SPRG	Y	N	\$3,320.00	\$3,320.00	\$0.00		02/01/2022	1.00	N	Y	Y	SV	SV

This student was found not a resident by RDS but is a veteran or dependent of a veteran. Once the college properly documents with DD214 and Statement of Intent, they will update the School flag to SV and the grant will disburse.

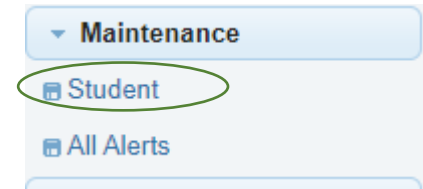
Although students may indicate a veteran association during the RDS process, RDS does not confirm this.



State Grants Portal and Processing

Veterans and Active Duty - NBS

The Mil Stat flags can be viewed in Maintenance, Student



Grants		Enrollment		Transactions		Tracking		Rejection Reasons							
Grant Type	Academic Year	Enrollment Period	Funded	Hold	Max Amount	Actual Amount	Cap Amount	Eligible (per School)	Certification Date	Tracking Used	RDS	RDS Val	CGF	Mil Stat	Sch Active Duty/Vet
NBS	2021 - 2022	FALL	Y	N	\$1,850.00	\$0.00	\$0.00		None	0.00	N	Y	N	RA	
NBS	2021 - 2022	SPRG	Y	N	\$2,250.00	\$0.00	\$0.00		None	0.00	N	Y	N	RA	

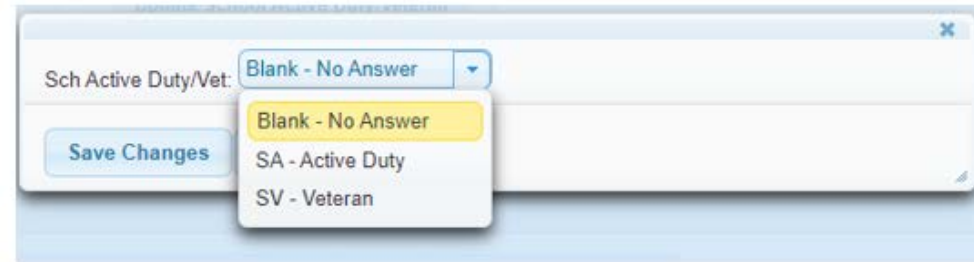
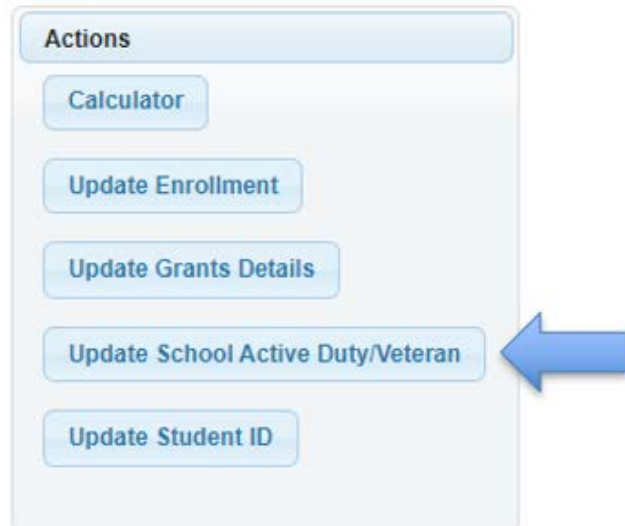
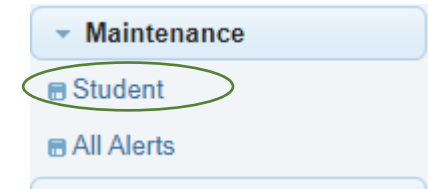
This student was found not a resident by RDS but was confirmed by RDS to be active duty stationed in NC or dependent. No action is required by the college here, because RDS has confirmed this status.



State Grants Portal and Processing

Veterans and Active Duty - NBS

For veterans or their dependents, the college must update the school flags to show they have collected the required documentation and to allow the grant to disburse.



Updating to SA will not allow the grant to disburse; Active-Duty military must be confirmed by RDS. SA is just informational.



State Grants Portal and Processing

Veterans and Active Duty - NBS

Questions?



State Grants Portal and Processing

State Grant Formulas- Next NC Scholarship

Next NC for Community Colleges and UNC's- Formula

The Next NC Scholarship provides a guaranteed amount, at full time enrollment, **between State AND Federal aid** of \$3K for Community College students and \$5K for UNC students that:

- Have AGI of \$80,000 or less (Parent AGI for dependent students, Student AGI for independent) students
- Have an SAI of 7,500 or less
- Meet all other state grant eligibility requirements



26-27 Next NC for Community Colleges Formula

AGI Limit: \$80,000

SAI Limit: 7,500

Guarantee: \$3,000

Maximum Supplement: \$2,000

Minimum Annual Award: \$200

Enrollment: At least half-time (6 credit hours) enrollment required. Award calculations shown are for full-time (at least 12 hours) enrollment. Award amounts are prorated based on enrollment intensity for part time enrollment, same as Pell.

Award Determination Formula/Calculation:

SAI	Next NC Scholarship-CC
-1500-0	\$300
1 – 2,795	\$400
2,796 - 7,500	Guarantee + Supplement – Pell
Pell LEU> 500	Greater of Guarantee +Supplement– Full Pell OR Guarantee-Actual Pell

Supplement Calculation:

SAI	Supplement
2,796 - 4,999	Maximum Supplement
5,000 - 6,500	$\$2,000 - 2,000 * ((SAI - 5,000) / 1,500)$
6,501 - 7,500	No Supplement

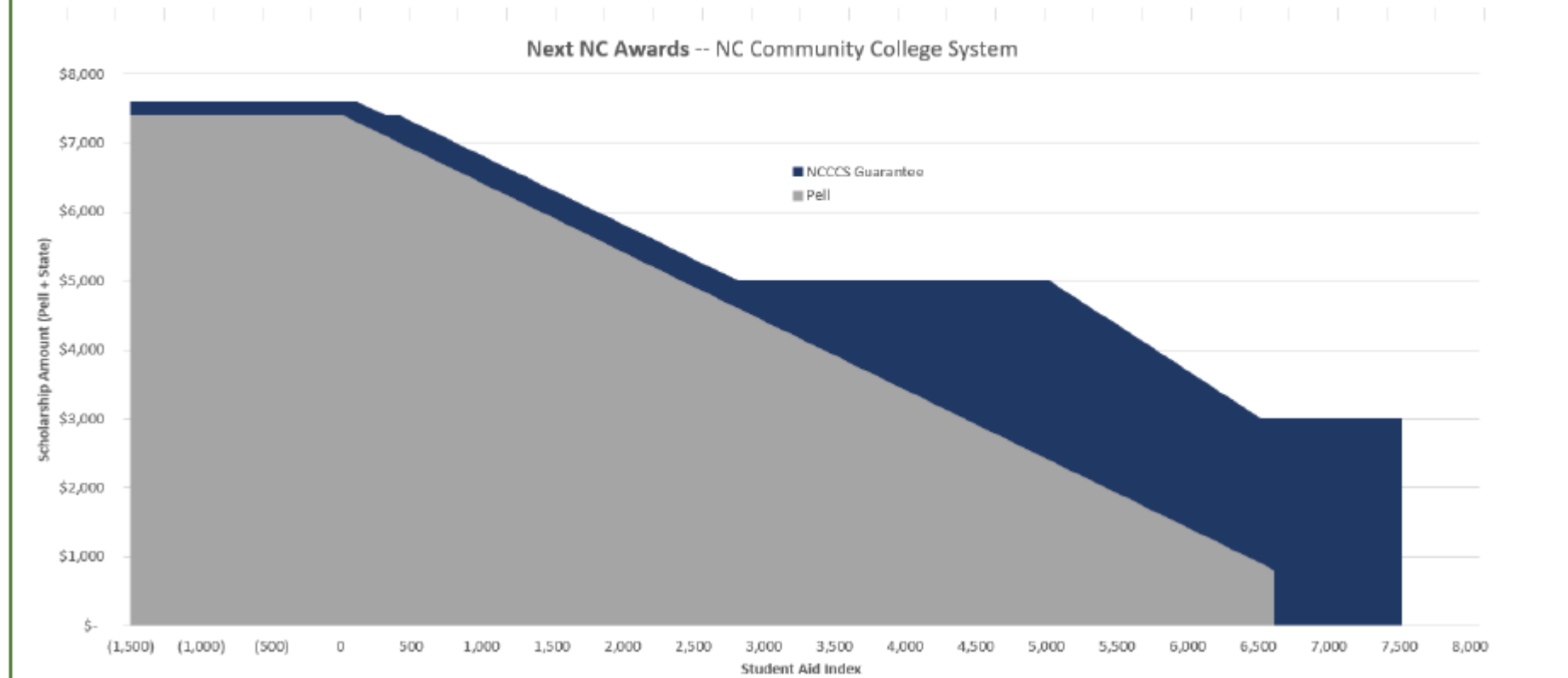
Pell LEU> 500	Greater of Guarantee +Supplement– Full Pell OR Guarantee-Actual Pell
---------------	---



State Grants Portal and Processing

State Grants Formulas-Next NC Scholarship

Visual Representation of Next NC Scholarship (State + Pell):



Next NC Scholarship (CC)

Pell + State Aid



State Grants Portal and Processing

State Grants Formulas-Next NC Scholarship

26-27 Next NC for UNC's Formula

AGI Limit: \$80,000

SAI Limit: 7,500

Guarantee: \$5,000

Minimum Annual Award: \$400

Enrollment: At least half-time (6 credit hours) enrollment required. Award calculations shown are for full-time (at least 12 hours) enrollment. Award amounts are prorated based on enrollment intensity for part time enrollment, same as Pell.

Maximum Supplements:

Tuition Category	Institutions	Maximum Supplement
1	NCSU, UNC-CH, UNC-SA	\$6,345
2	Appalachian State Univ, ECU, UNC-G, UNC-C, UNC-W, UNC-A	\$5,420
3	NC A&T, NCCU, WSSU	\$4,840
4a	WCU	\$3,300
4b	UNC-P, Fayetteville State, ECSU	\$2,775

Supplement Calculation:

SAI	Supplement
-1,500 - 0	Maximum Supplement
1 - 1,450	Max Supplement - (1.5 * SAI)
1,451 - 7,500	Max Supplement - (2,175-(SAI-1,450))

Award Determination Formula/Calculation:

Guarantee + Supplement – Pell

If Pell LEU > 500: Greater of Guarantee + Supplement-Full Pell OR Guarantee-LEU Adjusted Pell



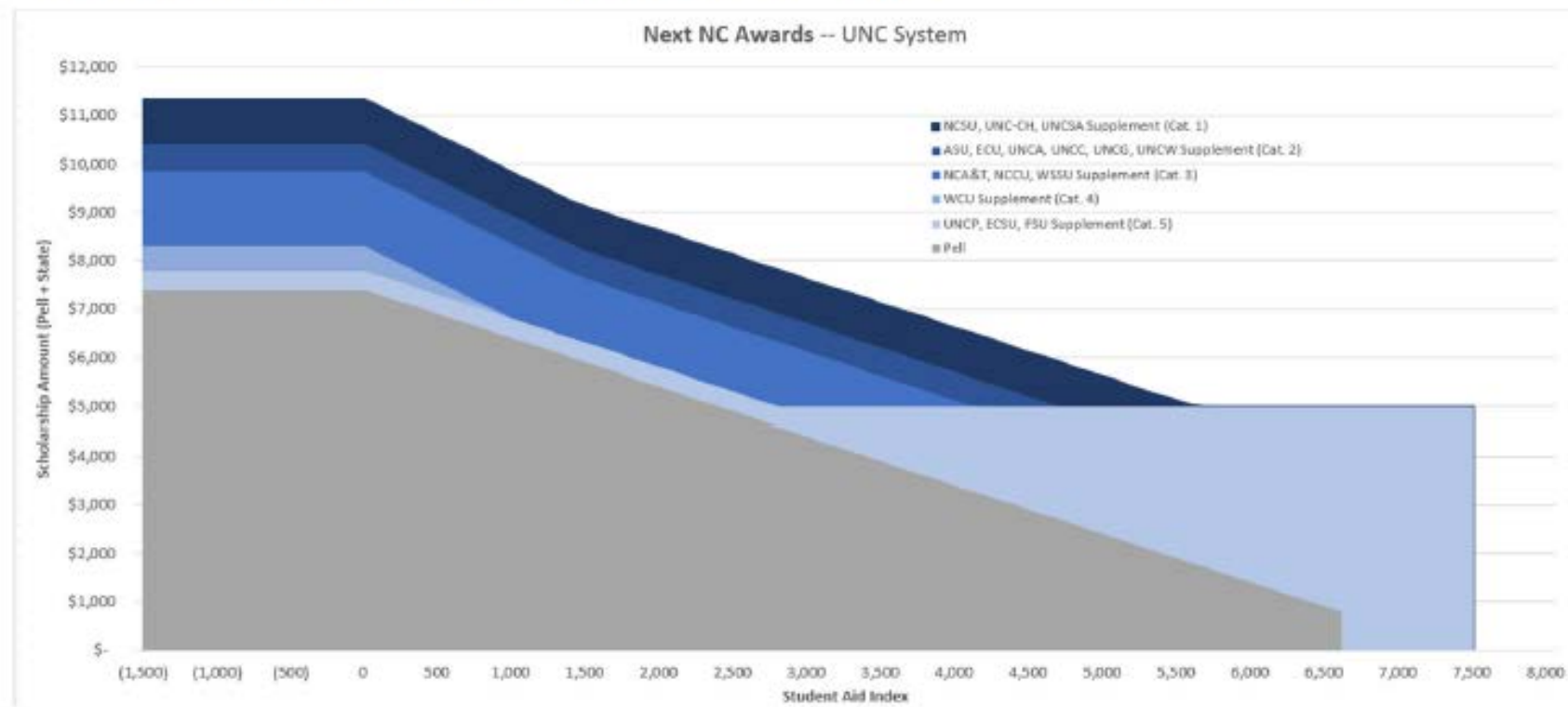
State Grants Portal and Processing

State Grants Formulas-Next NC Scholarship

Next NC Scholarship (UNC)

Pell + State Aid

Visual Representation of Next NC Scholarship (State + Pell):



State Grants Portal and Processing

26-27 State Grants Formulas- Need Based Scholarship for Private Institutions (NBS)

Eligibility Parameters:

AGI Limit: \$160,000

SAI Limit: 15,000

Max Supplement: \$10,000

Formula Base Amount: \$5,000 (before Academic Year Adjustment)

Max NBS + Pell: \$15,000

Minimum Annual Award: \$500

Enrollment Proration: Same as Pell. Must be enrolled at least ½ time.

Semesters: Fall & Spring

26-27 Academic Year Adjustment:

SAI	NBS Annual Award Reduction
-1,500 to 1,000	-\$500
1,001 to 12,500	-\$800
12,501 to 15,000	-\$1,050
-1,500 to 15,000 Low Cost	-\$200

26-27 Annual Award Calculation:

SAI	NBS Calculation
-1,500 to 1,000	\$15,000 – Pell* - \$500
1,001 to 12,500	Base Amount + Calculated Supplement – Pell* - \$800 $\$5,000 + [\$10,000 - (\$10,000 * ((SAI - 1,001) / 11,499))] - Pell* - \800
12,501 to 15,000	\$5,000 - \$1,050

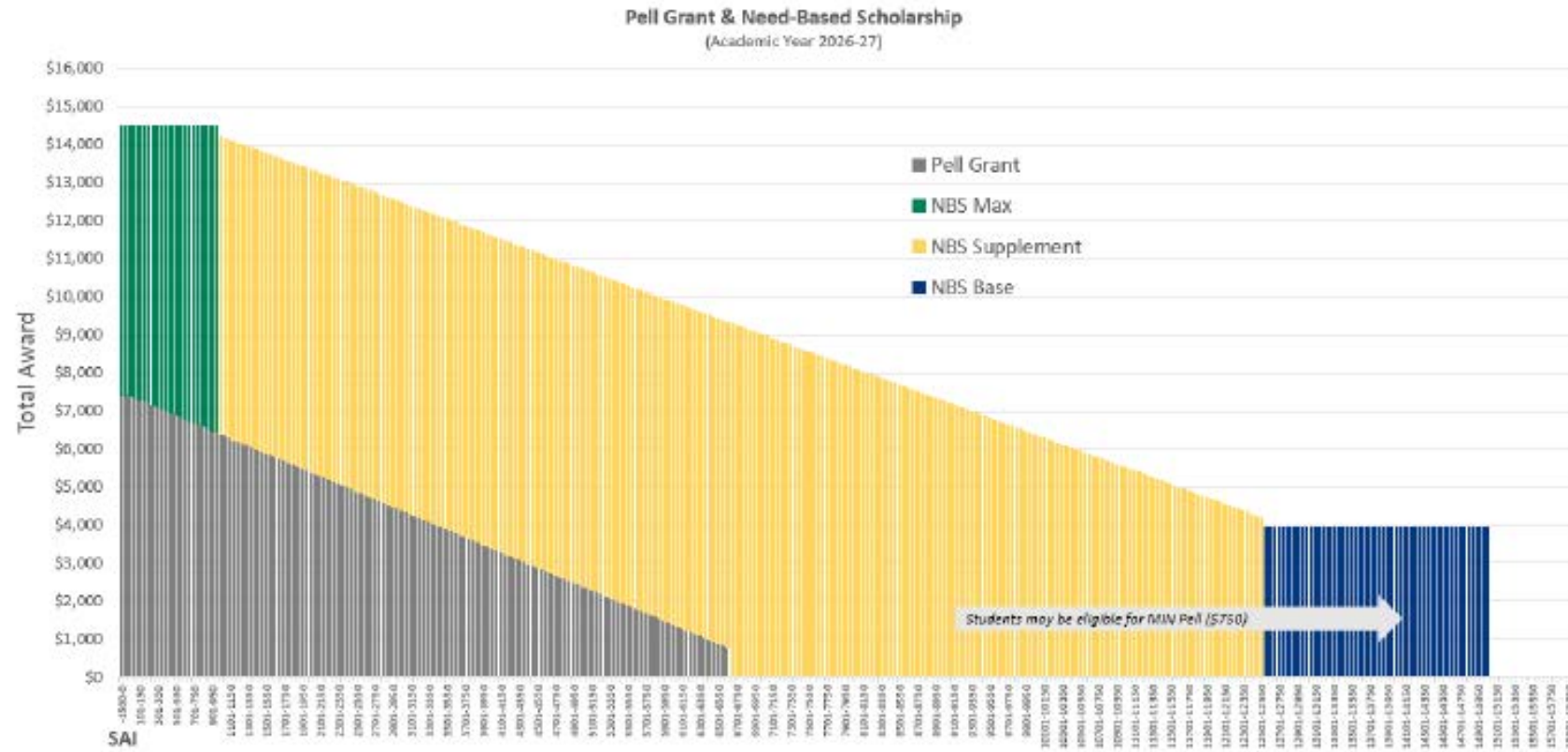
***Formulas assume full Pell eligibility**



State Grants Portal and Processing

State Grants Formulas- Need Based Scholarship for Private Institutions (NBS)

Visual Representation of NBS Formula:



State Grants Portal and Processing

- What's New
- For Next NC, students with Pell LEU receive the greater of the regular calculation assuming full Pell, or the guarantee minus the actual Pell
- For NBS, the formula always assumes full Pell



2024-2025 Changes for State Grants

File Upload for Pell LEU ≥ 400.00

- CFI has access only to the Pell LEU on the ISIR, which may be inaccurate/out of date
- Pell amount is part of the formula for NBS and Next NC, so calculating Pell correctly is imperative to students receiving the Guarantee(Next NC) or Base (NBS) Amount
- CFI will rely on colleges to provide an updated Pell LEU for students with LEU > 400 at the start of the academic year
- **College provided LEU should be START of academic year ONLY.** The LEU should reflect all Pell awarded prior. The LEU should NOT include Fall of the current AY. The college provided Pell LEU should not be updated during the AY, unless the reported LEU was incorrect.



2024-2025 Changes for State Grants

File Upload for Pell LEU ≥ 400.00

Why is the file upload needed students with LEU >400 and <500 and not just students >500 ?

- At the end the academic year, updated ISIRS come in with an LEU that includes current AY Pell, erroneously bumping some students over 500 LEU and causing their grant amounts to change.
- Since CFI will use the college provided LEU, if there is one, having an upload of students over 400 LEU will ensure that LEU is used for academic year and the award remains correctly calculated.



State Grants Portal and Processing

2024-2025 Changes for State Grants

File Upload for Pell LEU ≥ 400.00

File will be a .csv, uploaded to the State Grants Portal at the start of the AY, or may be manually entered/updated on the Portal.

Pell LEU file layout:

LEU > 400 File Upload					
Field	Length	Dec	Type	Pos	Description
SSN	9		A	1	SSN
ACYR	4	0	S	10	ACADEMIC YEAR
SCH CODE	6		A	14	SCHOOL CODE
SCH BRANCH	2		A	20	SCHOOL BRANCH
LEU	7	3	N	22	Pell LEU, Decimal included
STUID (optional)	11		A	29	School Student ID, not required

Example of file, school code 002906-00

	A	B	C	D	E	F
1	123456789	2026	2906	0	525.675	445767
2	32165498	2026	2906	0	425.478	246471
3	999889999	2026	2906	0	585.275	456174

Timing is crucial: Uploaded Pell LEU must reflect all Pell received to date, prior to Fall.



Questions and Discussion



State Grants Portal and Processing

CFI State Grants Contacts

Traci Mitchell	Traci.Mitchell@cfi.org	919-835-2364
Madison Hughes	Madison.Hughes@cfi.org	919-835-2563

