

## Private Non-Profit Veterans Award Questions

### What's the timeline for submission?

1. Once the Veterans application is completed successfully there is a 2-4-week approval time.
2. When the HEAB application is completed by all parties (student and schools FNA area) the form should be sent to HEAB via the secure email application (Jody.Gennrich1@wisconsin.gov), fax, or USPS mail.
3. Once the completed application is received HEAB will go to the Veteran's status databases to verify eligibility.
4. When the student's name is found in the Veterans database, HEAB will enter an award into their system, and the next veteran's notification list will have the award on it and is available for vouchering.
5. Voucher requests for the student's award may be submitted to HEAB.
6. HEAB sends a payment to the school for the funds requested.

### What the timing for payments is anticipated to be, between receipt of grant application and actual payment?

It could be 2-4 weeks depending on the timing of the steps listed above.

### Should students submit the form at the beginning of the term or at the end?

At the beginning.

### Can students pursuing a professional degree, or a certificate use the grant?

Professional degree yes; certificate no.

### Should we be promoting this to our students and giving them the form to apply?

Yes, for schools that choose to participate in the program, you should promote any students that might be eligible and could benefit in receiving this award. I would suggest you send them to the HEAB website to apply for this award, as the directions to complete it are in the instructions at the top of the form.

### Under Anticipated Student Budget there is a line for Veteran's Benefit. What benefits should be included here? TA, WING Tuition Grant, etc.

This should be the amount of the Veterans award you find to be granted for the period entered (the lesser of \$2000 or 50% of the difference from the amount of tuition charged by the private nonprofit institution, and the amount of tuition paid for the student under specified federal veteran educational assistance programs.)

### We were wondering how the match works for half-time students. Is the maximum \$2000 for the year?

\$2000 per semester.

### So, if a student is charged \$4000 in tuition for the academic year, they would receive \$2000 in state funding, and we would match \$2000?

Yes, the school will match what HEAB pays for any award given for this grant.

### The same is for a student who is expected to pay \$1500 in tuition for the year, the state would match at 50% so \$700 from the state, \$700 from the school.

Yes, but the amounts would be \$750 from both the state and the school for \$1500 award.

### Under recommended veterans grant on page 2, do we put the total annual amount or by semester? For example, if a student is deemed a need of \$2,000 per semester, do we put \$4,000 or \$2,000?

In this case, if you indicated the Budget Period to be the Fall and Spring semesters (the full school year) then you would enter \$4000 (\$2000 for each semester).

### Some veterans are saying that all their tuition should be covered, not just \$2,000 per semester. Is this different than what public schools receive?

Yes, this is a grant whereas the public schools receive a remission.

**Who receives the \$2,000 the VA pays? Does the school receive it, or the student?**

If you mean the Federal veteran's grant, we cannot answer this question. If referring to the state of WI grant, HEAB will pay the school as usual.

**For students who receive this, are we required to match the grant or is this school choice? I saw on the website it says, "the school shall match the amount".**

Yes, for schools that choose to participate in the program, the school is required to match the state award for students.

**Does this award come directly to the student or the school?**

The award is vouchered to the school to be applied to tuition costs directly. This award should be requested for using distribution code 37, like other state grants we currently offer and voucher for.

**And at private school where they may already be receiving merit and need based aid, is there still an additional match amount that is necessary?**

This grant should be considered before providing any need-based aid if we are understanding this question correctly?

**Is this for Full and half-time students? Is the amount the same or do we prorate based on enrollment status? YES, the amount maximum (\$2000 or 50%) is still the same.**

No proration is required.

**Does the student have to be full-time? If not, is the grant prorated?**

No, a student must meet the following requirements: A student must be enrolled in a bachelors, or graduate degree program, and maintain a GPA of at least 2.0 while receiving the grant. Student eligibility of this grant is for a period of no more than 128 credits, 8 semesters, or 8 sessions, whichever is greater.

**Does it matter if the student is full-time or half-time? I have a half-time student who has been told they'll be able to use the WI GI Bill too.**

A student must at least be enrolled half-time.

**How are we notified of eligible students and what is the voucher process?**

You will be provided with a Veteran's notification list every week, vouchering is the same as other HEAB applications, use the disbursement code 37.

**Can dependents of veterans use it too?**

Yes, surviving spouses, and dependents also can use this grant.

**Is it in effect for the for both Fall and Spring semesters?**

Yes, not available in summer semesters though.

**What is the voucher code? Will we see this on our rosters to reconcile?**

The voucher code will be 37, this will be on the separate Veteran's notification lists once a student is determined to be eligible by completing the 2 application forms.

**Once all the paperwork is filed, will we (the school) get some sort of documentation that this is approved or does the student provide that.**

You will receive notification on the weekly Veteran's notification list.

**Do we request funds using the same voucher system we currently use for other state grant funds?**

Yes, request funds the same way you do now for other WI grants, use disbursement code 37 for the Private School Veterans Grant.

**What about refunds, if the student withdraws?**

Refunds should be done the same way as you do currently for other grants, same process, and disbursement code 37.

**Is there a deadline that the benefit needs to be submitted by I understand the forms that need to be completed, and I can direct the student there – but then what?**

The deadline to request funds will be the same as our other grant programs. We like to have all the requests made by the end of May each year.

**Who exactly is eligible for the grant? Students that are what “chapter of benefits” or what do they need to provide to us to prove that they are eligible to take the guesswork out of it for us so that we don’t promise them they are eligible for it if they aren’t? (Often times students don’t know what they are eligible for)**

Once we receive the application, we’ll verify the student’s eligibility and if they have used veteran’s remission from the public schools. Students should not be awarded the grant until we have verified their eligibility and you see the award on the veteran’s notification list.

**Can they use the grant along with other benefits? (Like Ch. 33 or 35 or other national guard tuition bens).**

Yes, but all Federal Veterans funds should be used first before you calculate the state’s Veteran’s grant.

**Does the signature on the HEAB document have to be original or can it be electronic?**

It can be electronic.

**This student is also getting Army benefits, which covers all tuition and fees. I wanted to discuss the parameters of this grant and what it can be used for if anything beyond tuition and fees. Books perhaps, etc.**

This grant can only be used to apply to the tuition bill, not related supplies in addition to tuition.

**I just wanted to write to see if we needed to create a specific fund to show we are matching the Veterans Grant, or if we can show that we are contributing through other institutional funds, such as scholarships and grants.**

From an accounting perspective it would be a good idea to have a separate fund or something to identify the matching funds, the funds may come from institutional funds, gifts, or grants.

**With the match that you mention, can that be in financial need gift aid that the school has already been providing or does that need to be in a new specific VA Grant fund?**

Here is what the statute says – 39.49(3) Matching amounts required. For each grant made by the board under sub. (2)(a) 1. for an eligible student, the private institution in which the eligible student is enrolled shall match the amount of the grant from institutional funds, gifts, or grants of an equal amount to offset the tuition charged to the eligible student. When your school gets audited, you will need to provide documentation that the grant amount was matched for this grant and amount.