

Massachusetts Assistance for Student Success Program

**VIII. MASSACHUSETTS PUBLIC SERVICE
GRANT PROGRAM**

**BOARD OF HIGHER EDUCATION
MASSACHUSETTS PUBLIC SERVICE GRANT PROGRAM**

PURPOSE:

In recognition of the hardship that a family experiences upon the loss of a parent and/or spouse who is killed or missing in the line of public service duty in the Commonwealth, a grant program has been established to provide educational opportunity to the remaining family members. This important program is the only Grant Program not based on demonstrated financial need, but rather on entitlement.

DEFINITIONS:

INSTITUTIONAL ELIGIBILITY:

Shall mean a public or independent college or university in the Commonwealth of Massachusetts which is accredited by the New England Association of Schools and Colleges and is authorized by the Commonwealth to offer undergraduate degree programs.

ELIGIBLE STUDENT:

An eligible student must meet all of the following conditions:

- a) Is a permanent legal resident of Massachusetts for at least twelve months preceding the start of the academic year for which the grant is awarded and is a U.S. citizen or a non-citizen eligible under Federal Title IV regulations.
- b) Has not yet received a first Bachelor's degree and is currently pursuing a course of study in an eligible institution.
- c) Will be enrolled full-time (at least twelve credits or its equivalent) in an eligible institution
- d) Is maintaining satisfactory academic progress in accordance with Federal regulations as established by the college or university the student is attending.
- e) Is not in default of any Federal or State loan or owe a refund for any previous financial aid received.
- f) Is in compliance with Selective Service Registration requirements.
- g) Will provide the necessary documentation to evidence one of the following conditions:
 - Child or widowed spouse of a Massachusetts Police Officer, Firefighter or Corrections Officer who was killed or died from injuries received while performing his or her duties. This shall also include authorized training duty.
 - Child of a Prisoner of War or Military Service Person Missing In Action in Southeast Asia whose war time service was credited to the Commonwealth and whose service was between February 1, 1955 and the termination of the Vietnam campaign.
 - Child of a Veteran whose service was credited to the Commonwealth and who was killed in action or died as a result of such service.

h) If enrolled in a clock hour program, the student must

- Complete a minimum of 24 clock hours per week
- Complete a minimum of 320 hours during the period of July 1 – December 31 to qualify for a Fall disbursement
- Complete a minimum of 320 hours during the period of January 1 – June 30 to qualify for a Spring disbursement

ACADEMIC YEAR:

Shall mean the period of time between July 1 of one year and June 30 of the subsequent year.

APPLICATION PROCEDURE:

All students applying for consideration for a Public Service Grant must complete the following procedures:

- a) Complete the Public Service Grant Application from the Office of Student Financial Assistance (OSFA).
- b) Provide the necessary documentation as stated on the application.
- c) Return the application and documentation to the OSFA.
- d) Annually file the Free Application for Federal Student Aid (FAFSA)

Awards made under this program shall be as follows:

- a) For a student attending a Massachusetts Public College or University, the award shall be equal to the cost of the institution's full time annual tuition charges.
- b) For a student attending a Massachusetts Independent College or University, the award shall be equal to the full time annual tuition charge to the University of Massachusetts, Amherst not to exceed \$2500.

AWARD DISBURSEMENT:

Awards granted under the Public Service Grant Program will be disbursed as follows:

- a) At the beginning of each academic semester a Certification/Payment roster will be mailed to each Massachusetts institution with eligible Public Service Grant recipients.
- b) The Institution must certify the student eligible according to the Massachusetts Public Service Grant Guidelines and return the roster to OSFA.
- c) Payment will be sent directly from the Treasurer's Office to the institution.

REFUNDS:

All refunds must accompany the completed Certification/Payment roster.

APPEAL:

OSFA maintains an open and fair process for students, parents and institutions. Therefore, an institution or applicant may, at any point in the process, appeal in writing to the OSFA Appeals Committee for reconsideration. The appeals committee will meet periodically and will inform all concerned parties in writing. The OSFA maintains the right of final approval on all appeals.

PARTICIPATION AGREEMENT:

All institutions participating in The Public Service Grant Program must file a State Financial Aid Participation Agreement to be maintained on file in the OSFA.

AUDIT REQUIREMENTS:

All financial books, records and documents pertaining to this program shall, at all reasonable times, be opened to inspection, review and audit by the Commissioner, the State Auditor or their authorized representative who shall have access to the premises wherever such books, records and documents are located. The institutions shall retain such financial books, records and documents for seven years.

APPLICATION PROCEDURES:

- a) Complete a Public Service Grant Application and submit the necessary documentation.
- b) Applicant must also file a Free Application for Federal Student Aid (FAFSA).
- c) For a child or widowed spouse of a Massachusetts Police Officer, Firefighter, or Corrections Officer whose death occurred in the line of duty, submit a certificate from the Massachusetts Retirement Board.
- c) For a child of a Prisoner of War, Military or Service person missing in action in Southeast Asia between February 1, 1955 and the termination of the Vietnam campaign, or veteran who was killed in action or who died as a result of such service, submit the following:
 - Copy of your birth certificate.
 - Copy of Veteran's death certificate.
 - DD214 Form to show Veteran's service was credited to Massachusetts. You may obtain this form from your local Veterans Administration Office.
 - Proof that Veteran's death was service connected. You may obtain this from:
T The Veterans Administration Regional Office
 J.F.K. Federal Building
 100 Cambridge Street
 Boston, Massachusetts 02203

FIRST TIME APPLICANTS ONLY:

All first time applicants must complete the application and provide all the supporting documentation that is requested. It is the applicant's responsibility to provide all the necessary information. The Office of Student Financial Assistance reserves the right to request additional documentation if necessary.

RENEWAL APPLICANTS ONLY:

To renew the Public Service Grant, recipients must annually, contact the Office of Student Financial Assistance for a renewal application for the Public Service Grant Program.

The application and all supporting documentation must be submitted to:

***DEPARTMENT OF HIGHER EDUCATION
Office of Student Financial Assistance
Massachusetts Public Service Grant Program
454 Broadway, Suite 200
Revere, Massachusetts 02151***

APPLICATION DEADLINE IS MAY 1, 2010

The May 1st deadline applies to new applicants only.

MASSACHUSETTS PUBLIC SERVICE GRANT PROGRAM APPLICATION

PURPOSE

In recognition of the hardship a family experiences upon the loss of a parent and/or spouse killed or missing in the line of public service duty, Massachusetts General Laws, Chapter 15A, Section 16 authorizes a Public Service Grant Program to provide educational opportunity to the remaining family members.

APPLICATION PROCEDURES

- a) Complete a Public Service Grant Application and submit the necessary documentation.
- b) Applicant must also file a Free Application for Federal Student Aid (FAFSA).
- c) For a child or widowed spouse of a Massachusetts Police Officer, Firefighter, or Corrections Officer whose death occurred in the line of duty, submit a certificate from the Massachusetts Retirement Board.
- d) For a child of a Prisoner of War, Military or Service person missing in action in Southeast Asia between February 1, 1955 and the termination of the Vietnam campaign, or veteran who was killed in action or who died as a result of such service, submit the following:
 - Copy of your birth certificate
 - Copy of Veteran's death certificate
 - DD214 Form to show Veteran's service was credited to Massachusetts. You may obtain this form from your local Veteran's Administration Office.
 - Proof that Veteran's death was service connected. You may obtain this from :
The Veteran's Administration Regional Office
J.F. K. Federal Building
100 Cambridge Street
Boston, MA 02203

FIRST TIME APPLICANTS ONLY

Please complete the application and provide all the supporting documentation that is requested. It is your responsibility to provide all the necessary information. You must also file the Free Application for Federal Student Aid (FAFSA). The Office of Student Financial Assistance reserves the right to request additional documentation if necessary.

RENEWAL APPLICANTS ONLY

To renew your grant each year, contact the Office of Student Financial Assistance for a renewal application for the Public Service Grant Program. You must also file the Free Application for Federal Student Aid (FAFSA).

Submit the application and all supporting documentation to:

The Massachusetts Office of Student Financial Assistance
Public Service Grant Program
454 Broadway, Suite 200
Revere, MA 02151

DEADLINE IS MAY 1, 2010

The May 1st deadline applies to new applicants only

MASSACHUSETTS PUBLIC SERVICE GRANT PROGRAM

2009-2010 APPLICATION

USE THIS APPLICATION ONLY IF YOU ARE A FIRST TIME APPLICANT

1. Applicant Name:

2. Permanent Address _____

3. Social Security #: ___ / ___ / ___ 4. Telephone #: _____

Check the Appropriate Line(s) in Question 5 or 6 ONLY.

DO NOT ANSWER BOTH 5 and 6

5. Check Appropriate Line: _____ Child _____ Widowed Spouse of:

_____ Massachusetts Police Officer*

_____ Massachusetts Fire Fighter*

_____ Massachusetts Corrections Officer*

(* Killed or died from injuries received while in the performance of duties, including authorized training duty).

Name of Deceased Police Officer, Fire Fighter or Corrections Officer

If you answered question 5, see section A of the attached procedures. Then complete Questions 7, 8 and 9.

6. Check Appropriate Line: Child of a :

_____ Prisoner of War

_____ Military or Service Person missing in action in

Southeast Asia*

_____ Veteran killed in action*

(*Service must be credited to Massachusetts).

Name of Deceased Veteran

If you answered question 6, see section B of the attached procedures. Then complete Questions 7, 8 and 9.

7. During the 2009-2010 Academic Year, I will be a:

Freshman _____
Sophomore _____
Junior _____
Senior _____

8. During the 2009-2010 Academic Year, I will be attending:

Fall 2009	Name of College*	City/Town	State	Zip
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Spring 2010	Name of College*	City/Town	State	Zip
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*must be a college in Massachusetts

9. Expected Month and Year of College Graduation:

IT IS YOUR RESPONSIBILITY TO ATTACH ALL NECESSARY DOCUMENTATION AND TO FILE A 2009-2010 FREE APPLICATION FOR FEDERAL STUDENT AID (FAFSA).

Applicant Signature	Date
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Massachusetts Office of Student Financial Assistance
Public Service Grant Program
454 Broadway Suite 200
Revere, MA 02151
TEL: 617-727-9420

[EMAIL: blynch@osfa.mass.edu](mailto:blynch@osfa.mass.edu)

**MASSACHUSETTS PUBLIC SERVICE GRANT RENEWAL APPLICATION
2009-2010 ACADEMIC YEAR**

Applicant Name:

Permanent Address:

Social Security#: ____/____/____

Phone #: _____

Expected Month and Year of Graduation: _

During the 2009-2010 Academic Year, I will be attending:

	Name of College	City/Town	State	Zip
Fall 2009				
Spring 2010				

YOU MUST FILE A 2009-2010 FREE APPLICATION FOR FEDERAL STUDENT AID (FAFSA)

Signature: _____ **Date:** _____

Massachusetts Office of Student Financial Assistance
Public Service Grant Program
454 Broadway Suite 200 Revere, MA 02151
TEL: 617-727-9420

**MASSACHUSETTS PUBLIC SERVICE GRANT PROGRAM
AWARD TERMS AND CONDITIONS
ACADEMIC YEAR 2009-2010**

- You are and have been a Massachusetts resident since at least August of 2008 and continue to be a Massachusetts resident. Parents of dependent students must also be residents of Massachusetts.
- You have not yet received your first Bachelor's degree, and are currently pursuing an approved program.
- You will be enrolled full-time (at least 12 credits or its equivalent) in an eligible school in an eligible program.
- You are maintaining academic progress in accordance with the standards of the school you are attending.
- You are in compliance with Selective Service Registration requirements.
- To ensure timely payment and avoid cancellation of your award to your school, you must complete all necessary paperwork in a timely manner.
- Award eligibility is restricted to 8 semesters for a 4-year program; 6 semesters for a 3-year program; 4 semesters for a 2-year program; and 2 semesters for a 1-year program. Semester count is cumulative total for all schools you have attended.
- The Massachusetts Public Service Grant is **not** automatically renewable. You must reapply each year to receive consideration for the Public Service Grant.
- You must file the Free Application for Federal Student Aid (FAFSA)
- You are responsible for the repayment of any portion of a grant awarded to you as a result of misinformation or improper certification. Repayment may be requested at any time.
- The Office of Student Financial Assistance (OSFA) reserves the right to cancel an award at any time based upon non-certification by your school, or non-receipt of your acceptance form or other requested materials in the OSFA by the specified deadline.

PUBLIC SERVICE GRANT AWARD ACCEPTANCE PROCEDURE

1. Complete, sign and return your award offer letter to the OSFA within 3 weeks of the date of the letter. You should call the office after you mail your reply to ensure it has been received and processed. **RESPONSES NOT RECEIVED ARE CANCELLED.** It is your responsibility to ensure receipt and proper processing of your award acceptance.
2. Any changes in your name, address or school, must be submitted in writing to this office.
3. Retain a copy of the award letter for your records. You may need to provide your school with a copy.