**Memorandum**

To: Campus Financial Aid Administrators

Minnesota State Programmers

University of Minnesota Programmers

MNIT at the Office of Higher Education

From: Meghan Flores

Manager, State Financial Aid Programs

(651) 355-0610

Meghan.Flores@state.mn.us

Subject:2020-2021 State Grant Decentralized Delivery Service (DDS) Record Layout

Date: February 6, 2020

Colleagues,

We have been fairly lucky in recent years and have made minimal changes to the DDS Record Layout. However, due to the multiple changes to the 2020-2021 ISIR Record Layout as a result of the Tax Act of 2018, there are many corresponding changes to the DDS Record Layout. We have also added three new fields to the record layout.

One of the new fields is in response to the Department of Corrections’ goal to expand educational offerings at Minnesota adult correctional facilities. Beginning with the 2020-2021 aid year, the DDS Record Layout will require schools to determine if at the time of enrollment, the student will be confined at a Minnesota adult correctional facility. Each facility has its own education director or principal who determines a list of students and coordinates directly with the appropriate staff at the partner postsecondary college or university. Schools will likely need to coordinate with other staff at their institution in order to populate the new field. As a reminder, according to [136A.121](https://www.revisor.mn.gov/statutes/cite/136A.121) Subd. 6 (1) (c) The recognized cost of attendance for a student who is confined to a Minnesota correctional institution shall consist of the tuition and fees component in paragraph (a), with no allowance for living and miscellaneous expenses.

The other two new fields are related to the federal programs that utilize “zero EFC treatment”, namely, the Iraq and Afghanistan Service Grant and the Children of Fallen Heroes Scholarship. Please note that the “zero EFC treatment” required to package federal student aid for students who meet the criteria for Children of Fallen Heroes and Iraq and Afghanistan Service Grants and have a Pell eligible EFC only applies to federal student aid.  We do not have this same language in our state statutes.

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Minnesota State Grant Program Statute [136A.121](https://www.revisor.mn.gov/statutes/cite/136A.121) Subd. 5 states that the amount of Pell Grant award for which the student is eligible should be subtracted when determining the State Grant eligibility.  So, for these students, that would be the maximum Pell Grant amount for the student’s enrollment level.

In regard to the EFC, Minnesota State Grant Definitions Statute [136A.101](https://www.revisor.mn.gov/statutes/cite/136A.101) Subd. 5a states that the “Assigned family responsibility” is determined by the federal need analysis.  For these students they receive “zero EFC treatment”; however, the student’s calculated EFC does not actually change.  Therefore, since the federal need analysis has not been changed, when determining State Grant eligibility, you must use the calculated EFC from the Institutional Student Information Record (ISIR) (i.e. the “real” EFC, not $0).

If you have questions or concerns, I encourage you to contact me.­­