

CALIFORNIA  
COMMUNITY COLLEGES  
**SCHOLARSHIP  
ENDOWMENT**  
*a commitment to students*

**FREQUENTLY ASKED QUESTIONS FOR COLLEGES**

UPDATED JULY 2023

**SCHOLARSHIP PAYMENTS & DISTRIBUTIONS..... 4**

Q1: How are the scholarship distributions from the California Community Colleges Scholarship Endowment (CCCSE) calculated and distributed each year? ..... 4

Q2: What is the minimum contribution amount to name an individual scholarship? ..... 5

Q3: Does the maximum award per year apply to CCCSE Osher scholarship recipients receiving funds from the match campaign (i.e. college scholarships)? ..... 5

**SCHOLARSHIP RECIPIENT ELIGIBILITY REQUIREMENTS ..... 5**

Q4: Can students be awarded the CCCSE Osher Scholarship during a summer semester?..... 5

Q5: Can students with disabilities requiring a reduced course load be awarded the CCCSE Osher Scholarship? ..... 5

Q6: Can scholarship support be continued when a student’s course load drops for an excusable reason?..... 5

Q7: If a scholarship recipient was awarded a full-time scholarship, but their enrollment status drops, should the student receive the lesser amount based on their new enrollment status? ..... 5

Q8: If a student transfers to another educational institution are they still eligible for the CCCSE Osher scholarship? ..... 6

Q9: What are the application requirements for the renewal of CCCSE Osher scholarships?..... 6

Q10: Can an individual donor to the CCCSE require additional criteria for the selection of scholarship recipients, such as the completion of an essay on a particular topic or an area of study? ..... 6

Q11: How do AB 130 and AB 131 legislation impact the eligibility requirements for Osher scholars? ..... 6

**CCCSE FINANCIAL ADMINISTRATION..... 7**

Q12: Can colleges still invest funds in the CCCSE? ..... 7

Q13: What are the reporting requirements for the CCCSE Osher Scholarship? ..... 7

Q14: What is the Corrective Action Policy? ..... 7

Q15: Should scholarship funds be returned to the CCCSE if they were not distributed to recipients during the current academic year? ..... 7

Q16: Can the funds invested in the CCCSE be removed?..... 7

Q17: Is it allowable to pay for administrative fees and overhead costs with funds from the CCCSE? ..... 7

Q18: When will we receive the CCCSE annual statements which reflect each college’s contributions to the CCCSE? ..... 7

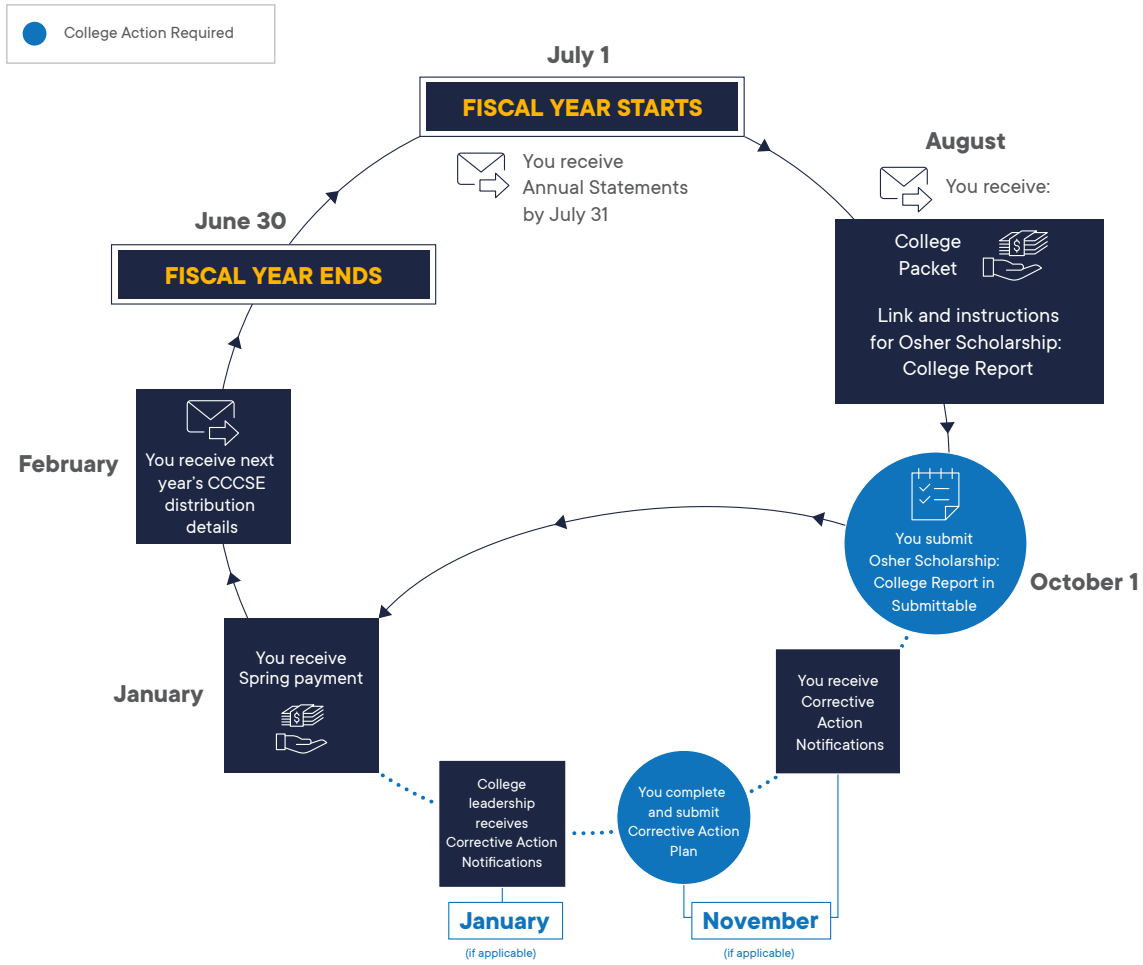
Q19: What is the “Scholarship Distributions (College Portion)” line that is recorded on my college’s CCCSE financial statement? ? ..... 9

Q20: From an accounting perspective, how are the CCCSE Osher Scholarship funds recorded and treated? ..... 9

Q21: Are the funds invested in the CCCSE insured? ..... 9

# Annual Timeline for Scholarship Administrators

## At-a-Glance



endowment@foundationccc.org  
 www.foundationccc.org/ccsehub

## SCHOLARSHIP PAYMENTS & DISTRIBUTIONS

### Q1: How are the scholarship distributions from the California Community Colleges Scholarship Endowment (CCCSE) calculated and distributed each year?

A: Scholarship funds from the CCCSE are distributed biannually from the Foundation for California Community Colleges (FoundationCCC) to individual colleges. Scholarship funds are provided in August for fall semester distribution and in January for spring semester distribution.

Scholarships from the initial \$25 million from The Bernard Osher Foundation gift are distributed to colleges based on proportional enrollment, calculated by Full-Time Equivalent Students (FTES) data, and may vary each year.

Scholarships from the match campaign, referred to as “College Scholarships,” are awarded based on funds raised by the college, the corresponding match dollars, and any earnings or losses incurred.

A minimum floor of 5 percent of the invested balance through June 30 of the prior academic year is used in determining scholarship distributions for the following academic year. In years when investment earnings are greater than 5 percent of the invested balance, the scholarship distribution will equal half of the total investment earnings. The amount of the scholarship payout is determined based on the greater amount of 5 percent of the invested balance or half of the total investment earnings.

See chart below for a sample calculation and payout amount.

## ANNUAL SCHOLARSHIP DISTRIBUTIONS

Annual Scholarship Distributions		
Scholarship Category	Osher Scholarships	College-Invested Scholarships
	Reflects funds from the Osher Foundation’s initial \$25 million gift to the colleges; based on each college’s proportional FTES figures.	Based on the greater amount of 5 percent of total funds invested by your college plus corresponding Osher match dollars <u>or</u> half of the total investment earnings.
<b>Base Funding Amount</b>	Fluctuates annually based on proportional FTES figures. (as of June 30th of prior academic year)	Total dollars raised + Osher match dollars +/- Earnings/Losses on investment. (as of June 30th of prior academic year)
<b>Sample Scholarship Payout</b>	Fluctuates annually based on proportional FTES figures, and rounded to the nearest increment.	Based on the greater amount of 5 percent of based funding amount <u>or</u> half of the total investment earnings, and rounded to the nearest increment.

**Q2: What is the minimum contribution amount to name an individual scholarship?**

A: Although the match campaign ended in 2011, colleges can still invest funds in the CCCSE and benefit from a pooled investment fund. All donor recognition is left to each college's discretion, and colleges have the option to recognize local donors for amounts equaling a three-quarter time or half-time student scholarship. Note that it remains the responsibility of the college to track donor designated scholarships that are awarded in partial amounts.

**Q3: Does the maximum award per year apply to CCCSE Osher scholarship recipients receiving funds from the match campaign (i.e. college scholarships)?**

A: Yes. The current maximum amount a student can receive from the CCCSE can is \$725 per term and \$1,450 per year. This guideline applies to scholarship funds resulting from both the initial \$25 million gift and the matching campaign (otherwise referred to as "College Scholarships").

**SCHOLARSHIP RECIPIENT ELIGIBILITY REQUIREMENTS**

**Q4: Can students be awarded the CCCSE Osher Scholarship during a summer semester?**

A: Yes. Note that the scholarship distribution should not surpass the full year maximum. Given the condensed nature of summer courses, you can use the same standards as your financial aid department when determining if a student is considered half or full time for the purposes of determining the appropriate scholarship amount for students.

**Q5: Can students with disabilities requiring a reduced course load be awarded the CCCSE Osher Scholarship?**

A: Yes. Students must be enrolled at least half time (6 units) during all terms in which the award remains active. If a student requires a reduced course load that defines their half time as fewer than 6 units, they are still eligible.

**Q6: Can scholarship support be continued when a student's course load drops for an excusable reason?**

Possibly. If a student's enrollment status dropped below half-time during a scholarship-supported year for an excusable reason, such as severe illness or a family emergency, then the college in its discretion can continue scholarship support while adhering to all other program guidelines. These circumstances should be explained in the annual reporting.

**Q7: If a scholarship recipient was awarded a full-time scholarship, but their enrollment status drops, should the student receive the lesser amount based on their new enrollment status?**

A: Possibly. Proration is up to the discretion of the college, provided the student continues to meet eligibility requirements. The amount of the scholarship award can be adjusted to reflect the student's enrollment status during each scholarship supported term. Scholarship recipients who experience a drop in their enrollment status can receive a lesser amount based on their new status. Similarly, scholarship recipients who increase their unit load can receive a higher amount based on their new enrollment status, provided the college has the available funds to do so.

**Q8: If a student transfers to another educational institution, are they still eligible for the CCCSE Osher scholarship?**

A: Possibly. The scholarship may remain with the student if the student is transferring to another California Community College, meets all scholarship criteria, and there are no additional criteria for the particular scholarship (i.e. the donor for a named scholarship specifically intended for their scholarship to only benefit students enrolled at a particular college). This is dependent on the college and is not a guarantee. Because these scholarships benefit California Community College students, those students who are no longer enrolled in a community college are no longer eligible to receive this award.

**Q9: What are the application requirements for the renewal of CCCSE Osher scholarships?**

A: The application process for CCCSE Osher scholarship renewals is based on the discretion of each college, provided that the college can confirm that the student remains eligible by continuing to meet the minimum required criteria and receives no more than the cumulative total of three times the amount of the maximum annual award (currently \$4,350). Per the discretion of college leadership, Osher scholars may be required to submit a full application each year or may complete a more streamlined process for a renewal scholarship.

**Q10: Can an individual donor to the CCCSE require additional criteria for the selection of scholarship recipients, such as the completion of an essay on a particular topic or an area of study?**

A: Yes. Individual donors who contributed funds to the CCCSE may require additional criteria for the selection of scholarship recipients as long as the additional criteria imposed do not conflict with the minimum requirements established by the Osher Foundation.

**Q11: How do AB 130 and AB 131 legislation impact the eligibility requirements for Osher scholars?**

A: AB 130, which took effect on January 1, 2012, allows students who qualify for AB 540 nonresident tuition exemptions to apply for grants and scholarships funded from private sources. AB 131 allows AB 540 students to apply for Cal Grant awards and for grants and scholarships awarded by California public colleges and universities, including the California College Promise Grant.

AB 540 allows undocumented students who meet certain qualifications to be exempt from paying significantly higher out-of-state tuition at public colleges and universities in California. Neither residency nor issue of citizenship are specific criteria considered for Osher Scholarship eligibility. However, AB 540 students were not previously eligible for these scholarships as a result of the requirement that Osher Scholars receive a California College Promise Grant.

Note that the criteria for the Osher scholarship requires that the “student must have received a California College Promise Grant to be eligible.” As such, the timing of the processing of a student’s California College Promise Grant application and the college’s Osher scholarship application process will be the determining factor of AB 540 students becoming eligible to receive an Osher scholarship. So long as AB 540 students have received the California College Promise Grant prior to each disbursement of the Osher scholarship funds, they remain eligible for this award, provided they meet all other established criteria.

## CCCSE FINANCIAL ADMINISTRATION

### **Q12: Can colleges still invest funds in the CCCSE?**

A: Yes. Although the match campaign ended in 2011, colleges can still invest funds in the CCCSE and benefit from a pooled investment fund. For additional information regarding this process, contact [endowment@foundationccc.org](mailto:endowment@foundationccc.org).

### **Q13: What are the reporting requirements for the CCCSE Osher Scholarships?**

A: Each year, colleges will receive instructions and a link to the online platform [Submittable](#) in order to complete the Osher Scholarship: College Report for the academic year ending June 30. Completed reports are due to FoundationCCC in October and include a list of scholarship recipients (listed by student ID number) and a financial accounting of current cash-on-hand.

### **Q14: What is the Corrective Action Policy?**

A: In conjunction with the Osher Foundation, FoundationCCC developed a set of corrective actions to implement when a college's CCCSE Osher Scholarship Report indicates the college is out of compliance with any of the scholarship guidelines. FoundationCCC will notify college leadership when the campus is subject to corrective action. Colleges are asked to submit a Corrective Action Plan detailing steps they will take in order to return to compliance in the next academic year. The Corrective Action Policy can be found [here](#).

### **Q15: Should scholarship funds be returned to the CCCSE if they were not distributed to recipients during the current academic year?**

A: No. Colleges should carry these funds over to the next academic year and award them to scholarship recipients in the next application cycle in order to ensure that scholarship funds are reaching students in a timely manner. Any scholarship funds that are not distributed to students in the current year are considered to be cash-on-hand and should be reported to the FoundationCCC in the annual CCCSE Scholarship Report Worksheet. No funds should be returned to the CCCSE.

### **Q16: Can the funds invested in the CCCSE be removed?**

A: No. The CCCSE is a permanently restricted pooled fund comprising the initial gift from the Osher Foundation, dollars raised by FoundationCCC and the California Community Colleges, and match funds provided by the Osher Foundation. As outlined in the Partnership Agreement between FoundationCCC and each individual college, the funds invested cannot be removed at any time.

### **Q17: Is it allowable to pay for administrative fees and overhead costs with funds from the CCCSE?**

A: No. FoundationCCC's grant agreement with the Osher Foundation states, "Grantee [and sub-grantee] may not allocate any charges against the Osher funds or the earnings thereon for administration, overhead, indirect or related costs, except as permitted pursuant to paragraph 3 (d) [The costs of investment and endowment management fees of professional managers and advisors]. All prohibited administrative expenses are the responsibility of the Grantee." With the exception of the costs associated with professional investment management fees, all funds from the CCCSE are to be directed to student scholarships. FoundationCCC receives no funds for management or oversight of the CCCSE.

### **Q18: When will we receive the CCCSE annual statements which reflect each college's contributions to the CCCSE?**

A: The CCCSE annual statements are distributed by July 31 each year. The statement reflects all contributions received through June 30 of the most recent fiscal year and summarizes earnings and/or losses incurred on the fund.



FOUNDATION *for* CALIFORNIA  
COMMUNITY COLLEGES

**California Community Colleges Scholarship Endowment Fund  
Sample College**

For the Period July 1, 2017 through June 30, 2018

<b>Account Summary</b>	<b>Amount</b>
<b>Beginning Balance</b>	<b>\$148,312.02</b>
Contributions	0.00
Scholarship Distributions	(6,967.00)
Summary of Earnings/(Loss)	
Management Fees	(520.08)
Interest and Dividends	2,953.95
Net Realized Gain/(Loss)	16,633.55
Net Unrealized Gain/(Loss)	(9,822.37)
<b>Total Earnings/(Loss)</b>	<b>9,245.05</b>
<b>Ending Investment Balance</b>	<b>\$150,590.07</b>
<b>Cumulative CCCSE Scholarship Contributions</b>	<b>\$121,563.56</b>

<b>Investments Consist of the Following:</b>	<b>Amount</b>	<b>Pct</b>
Cash and Short Term	\$7,529.50	5%
Equity		
U.S. Large Cap Equity		
Stocks and Bonds	19,576.71	13%
Mutual Funds	18,070.81	12%
Total U.S. Large Cap Equity	37,647.52	
Mid Cap Equity	9,035.40	6%
Small Cap Equity	4,517.70	3%
International	52,706.52	35%
<b>Total Equity</b>	<b>103,907.15</b>	
Fixed Income	39,153.42	26%
	<b>\$150,590.07</b>	



**Q19: What is the “Scholarship Distributions (College Portion)” line that is recorded on my college’s CCCSE financial statement?**

**Scholarship Distributions (College Portion) (7,292.50)**

A: The amount that is listed under “Scholarship Distributions” on the CCCSE annual statement reflects funds that were paid out of your college’s investment balance to account for the college scholarships distributed in August and February during that reporting year.

**Q20: From an accounting perspective, how are the CCCSE Osher Scholarship funds recorded and treated?**

A: Scholarship payouts are treated differently from the recorded college assets and investments. While students at each college will ultimately benefit from scholarship funds derived from the Osher Foundation’s initial gift of \$25 million, the college’s investments, and any respective match dollars, only the investments made directly by the individual college to the CCCSE are considered that college’s asset. For accounting purposes, both the initial \$25 million gift and the Osher matching funds have been recorded as an asset of FoundationCCC. FoundationCCC does not provide accounting advice and recommends consulting with your college’s designated accounting professionals regarding the proper treatment of your college’s CCCSE assets and scholarship distributions in order to ensure consistent and accurate information.

**Q21: Are the funds invested in the CCCSE insured?**

A: No. Several mechanisms are in place to ensure proper stewardship of the fund. FoundationCCC has assembled a volunteer Investment Advisory Committee made up of community leaders, finance professionals, and California Community College representatives charged with the responsibility of directing and monitoring the investment management of the CCCSE’s assets. As such, the committee is authorized to delegate certain responsibilities to professional experts in various fields. These experts may include an investment advisor, investment managers, a custodian, and additional specialists as necessary. The Investment Advisory Committee meets at least quarterly and more often if deemed necessary. Per FoundationCCC’s agreement with the Osher Foundation, at least one member of the Investment Advisory Committee is a representative of the Osher Foundation. Additionally, a comprehensive investment policy and asset allocation strategy has been developed for the overall management of the CCCSE. The investment policy and asset allocation strategy are available upon request from FoundationCCC.