



# Underrepresented Student Teacher Grants Report

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**About the Minnesota Office of Higher Education**

The Minnesota Office of Higher Education is a cabinet-level state agency providing students with financial aid programs and information to help them gain access to postsecondary education. The agency also serves as the state's clearinghouse for data, research and analysis on postsecondary enrollment, financial aid, finance and trends.

The Minnesota State Grant Program is the largest financial aid program administered by the Office of Higher Education, awarding more than \$207 million in need-based grants to Minnesota residents attending eligible colleges, universities and career schools in Minnesota. The agency oversees other state scholarship programs, tuition reciprocity programs, a student loan program, Minnesota's 529 College Savings Plan, licensing and early college awareness programs for youth.

**About This Report**

This is a legislative-mandated report. As requested by Minnesota Statutes, section 3.197, this report cost approximately \$845.96 to prepare, including staff time.

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# Introduction

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The 2015 Minnesota Legislature enacted the Teacher Shortage Loan Forgiveness Program, effective August 1, 2015, [Minnesota Statutes 136A.1791](#)<sup>1</sup>. The 2021 Minnesota Legislature amended the name of the Teacher Shortage Loan Forgiveness Program to the Teacher Shortage Loan Repayment Program (TSLRP) to better align the program's name to its design. The Minnesota Office of Higher Education (OHE) was tasked with establishing

The 2021 Legislature enacted the Underrepresented Student Teacher Grants (USTG), Minnesota Statutes 136A.1274. The USTG program is designed to provide postsecondary financial assistance to low income students who belong to a racial or ethnic group underrepresented in the Minnesota teacher workforce who are enrolled in Minnesota teacher preparation programs. The financial assistance is available during one term in which an eligible student is completing a required 12 week or more student teaching experience.

The Minnesota Office of Higher Education (OHE) is required to submit an annual report by February 15 to the chairs and ranking minority members of the legislative committees with jurisdiction over E-12 and higher education finance and policy. The report must include (1) the number of eligible applicants and the number of student teachers receiving an award, each broken down by postsecondary institution, (2) the total number of awards, the total dollar amount of all awards, and the average amount, and (3) other summary data identified by the commissioner as outcome indicators.

This report will provide preliminary data for fiscal year 2022 as of December 31, 2021. Currently, only fall 2021 term awards have been disbursed.

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<sup>1</sup> <https://www.revisor.mn.gov/statutes/?id=136A.1791>

# Financial Summary

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**Table 1. Underrepresented Student Teacher Grants Appropriation Summary**

<b>FY</b>	<b>Appropriation</b>	<b>Administrative</b>	<b>Awards</b>
2022	\$1,000,000.00	\$30,000.00	\$970,000.00
2023	\$1,000,000.00	\$30,000.00	\$970,000.00

# Application and Award Process

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A complete application must be on file in order for a student to be eligible to receive funds. Complete applications include both a student section and a postsecondary institution section. The Complete Application Date is the date all documentation needed for a complete application has been submitted to OHE.

To meet statutorily required application processing requirements and award notification deadlines, OHE sets priority application deadlines for each term. Applications received by the priority application deadline are equally considered for an award regardless of when the application was received. Applications are still accepted after the priority application deadlines but students are much less likely to be awarded depending on the availability of funds. If funds are available, eligible applications received after the priority application deadlines are awarded based on the Complete Application Date.

## Applicants

To be an eligible applicant, an individual must:

- Be enrolled in a Minnesota teacher preparation program approved by the MN PELSB that requires a 12 week or more of student teaching experience;
- Must be completing an eligible student teaching experience in the term applying to receive grant.
- Meet Satisfactory Academic Progress (SAP) as defined by the institution;
- Not be in default on a federal or state student loan;
- Have not received a grant from this program in a previous term;
- Demonstrate financial need; and
- Belong to a racial or ethnic group underrepresented in the Minnesota teacher workforce.

## Award Selection Process

The amount of available funds for the fiscal year is separately allocated by term. One-third to fall terms and two-thirds to spring/summer terms. This is to account for a greater number of students completing eligible student teaching experiences in spring terms compared to fall terms.

Complete applications from eligible students are processed by term (Fall or Spring/Summer). All complete and eligible applications received by the priority application deadlines are processed and equally considered for an award regardless of the application date. If there are insufficient funds to make awards to all eligible applicants with applications received by the priority application deadline, awards are prioritized based on the following:

- Applicant financial need based on Expected Family Contribution (EFC), Family Income, and unmet financial aid
- The statewide distribution of funds.

Eligible applicants with complete application dates after the priority application date for the term are not awarded and are then placed on a waiting list. If funds become available, awards are made to students on the waiting list based on the complete application date.

## Award Process

Award amounts are based on the student's unmet financial need using the following calculation:

Student Total Cost of Attendance for the Term (Federal Title IV Cost of Attendance which is used for federal financial aid programs and includes tuition, fees, books, supplies, transportation, room and board and miscellaneous expenses)
- Federal Pell Grant
- Federal SEOG Grant
- Federal TEACH Grant
- Minnesota State Grant
- Minnesota Postsecondary Child Care Grant
- Minnesota GI Bill
- Tribal Scholarships
- Institutional Scholarships or Grants
- Tuition Waivers
- <u>All other scholarships or grants</u>
= USTG Award ( $\leq$ Maximum Award Amount)

Award amount guidelines:

- Maximum award amount is \$7,500.
- OHE may reduce award amounts based on the amount of available funding.

Award is for one term only and must be awarded for a term in which student is completing an eligible student teaching experience.

As required by statute, students selected for an award are notified by OHE by the following dates:

- Fall awards: August 15
- Spring awards: December 1
- Summer awards: May 1

Award Notification Deadlines do not apply in cases where grants are awarded to applicants who applied after the application priority deadlines and funds remained after the initial round of grants are awarded.

## Disbursement Process

Disbursements are made directly to the eligible postsecondary institution. Funds are transferred to the postsecondary institution via EFT.

# Applications

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## Fiscal Year 2022 (2021-2022 Award Year)

The 2021-2022 Application was released on July 19, 2021. The following table provides application data by institution and term.

**Table 2. Underrepresented Student Teacher Grant Applications**

Institution Name	Eligible Applications Fall	Eligible Applications Spring	Total number of Eligible Apps
Augsburg University	12	8	20
Bemidji State University	0	2	2
Bethany Lutheran College	0	0	0
Bethel University	1	1	2
Carleton College	0	0	0
College of St. Benedict	0	1	1
College of St. Scholastica	0	0	0
Concordia College, Moorhead	0	0	0
Concordia University, St. Paul	0	0	0
Crown College	0	4	4
Gustavus Adolphus College	0	0	0
Hamline University	7	4	11
Martin Luther College	0	0	0
Metropolitan State University	10	7	17
Minnesota State University, Mankato	1	0	1
Minnesota State University, Moorhead	0	1	1
North Central University	0	2	2
Southwest Minnesota State University	2	0	2
St. Catherine University	0	0	0
St. Cloud State University	4	2	6
St. John's University	0	0	0
St. Mary's University of Minnesota	5	0	5
St. Olaf College	0	2	2
University of Minnesota, Crookston	0	0	0
University of Minnesota, Duluth	0	1	1
University of Minnesota, Morris	0	2	2
University of Minnesota, Twin Cities	6	30	36
University of Northwestern, St. Paul	1	1	2
University of St. Thomas	33	16	49
Walden University	0	0	0
Winona State University	0	2	2

NOTE: Spring 2022 eligible applications may change because applications are still being accepted.

# Recipients

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There were insufficient funds to award all eligible applicants in the fall term. All eligible applications were separated by postsecondary institution and then sorted by EFC. To ensure statewide distribution of funds, the eligible applicants with the lowest EFCs at each postsecondary institution were awarded.

As of December 31, 2021 only fall 2021 grants have been disbursed. Thus, Table 3 below provides award data for fall 2021 only.

**Table 3. Underrepresented Student Teacher Grants Fall 2021 Awards**

<b>Total number of Awards</b>	<b>Total dollar amount of all awards</b>	<b>Average award amount</b>
46	\$331,793	\$7212.89

# Student Teaching Experiences

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The table below list the licensure areas in which USTG Grant Recipients taught in the fall 2021 term.

**Table 4. Underrepresented Student Teacher Grant Licensure Areas Fall 2021**

Licensure Areas
Communication Arts and Literature 5-12
Early Childhood Education
Elementary Education
English as a Second Language
Social Studies 5-12
Special Education: Academic and Behavioral Strategist
Teachers of Music: Vocal
World Language and Cultures: Spanish

Due to the small number of awards in the fall 2021 term, all data related to the school districts in which USTG recipients completed their student teaching experiences is suppressed (See Appendix B). Future reports will include this data.

# Appendix A:

## Underrepresented Student Teacher Grants Statute

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### 2021 Minnesota Statutes

#### 136A.1274 UNDERREPRESENTED STUDENT TEACHER GRANTS.

##### Subdivision 1. **Establishment.**

The commissioner of the Office of Higher Education must establish a grant program for student teaching stipends for low-income students who belong to an underrepresented racial or ethnic group.

Subd. 2. **Eligibility.** To be eligible for a grant under this section, a student teacher must:

- (1) be enrolled in a Professional Educator Licensing and Standards Board-approved teacher preparation program that requires at least 12 weeks of student teaching in order to be recommended for any Tier 3 teaching license;
- (2) demonstrate financial need based on criteria established by the commissioner under subdivision 3;
- (3) be meeting satisfactory academic progress as defined under section [136A.101<sup>2</sup>](#), subdivision 10; and
- (4) belong to a racial or ethnic group underrepresented in the Minnesota teacher workforce.

##### Subd. 3. **Administration.**

(a) The commissioner must establish an application process and other guidelines for implementing this program. The commissioner must notify grant recipients of their award amounts by the following dates:

- (1) for fall student teaching placements, recipients must be notified by August 15;
- (2) for spring student teaching placements, recipients must be notified by December 1; and
- (3) for summer student teaching placements, recipients must be notified by May 1.

These notification deadlines do not apply in cases where grants are awarded to student teachers who applied after application deadlines and funds remained after the initial round of grants were awarded.

(b) The commissioner must determine each academic year the stipend amount up to \$7,500 based on the amount of available funding, the number of eligible applicants, and the financial need of the applicants.

(c) The commissioner must give equal consideration to all eligible applicants regardless of the order the application was received before the application deadline.

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<sup>2</sup> <https://www.revisor.mn.gov/statutes/cite/136A.101>

(d) If there are insufficient funds to provide an award to all eligible applicants, the commissioner shall prioritize the awards to eligible applicants based on:

(1) the financial need of an applicant; and

(2) the statewide distribution of funds.

**Subd. 4.Reporting.**

By February 15 of each year, the commissioner must submit a report on the details of the program under this section to the legislative committees with jurisdiction over E-12 and higher education finance and policy. The report must include the following information:

(1) the number of eligible applicants and the number of teacher candidates receiving an award, each broken down by postsecondary institution;

(2) the total number of awards, the total dollar amount of all awards, and the average award amount; and

(3) other summary data identified by the commissioner as outcome indicators.

History: [1Sp2021 c 2 art 2 s 12<sup>3</sup>](#)

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<sup>3</sup> <https://www.revisor.mn.gov/laws/2021/1/2/>

# Appendix B:

## Minnesota Office of Higher Education Data Suppression Policy for Student Information

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### Purpose

The purpose of this policy is to ensure the protection of private data on students when releasing summary data about our institutions and students.

Increased attention to education has led to an expansion in the amount of information on students and institutions reported by the Minnesota Office of Higher Education (OHE). Such reports offer a challenge of meeting reporting requirements while also meeting legal requirements to protect each student's personally identifiable information (Family Educational Rights and Privacy Act [FERPA]) (20 U.S.C. § 1232g; 34 CFR Part 99). Recognizing this, subgroup disaggregation of the data may not be published if the results would yield personally identifiable information about an individual student (or if the number of students in a category is insufficient to yield statistically reliable information). States are required to define a minimum number of students in a reporting group or subgroup required to publish results consistent with the protection of personally identifiable information (34 CFR § 200.7).

### Scope

This policy applies to all public reports generated by employees, agents, or contractors of OHE.

### Policy

OHE may release summary data, including aggregate student counts for all groups including those of less than 10. However, OHE may not release any other information regarding the group depending on the sensitive nature of the data.

Other information is defined as information that, alone or in combination, is linked or linkable to a specific student that would allow a reasonable person in the school (institution) community, who does not have personal knowledge of the relevant circumstances, to identify the student with reasonable certainty. Other information may include, but is not limited to: gender or sex, gender identity, race/ethnicity, Tribal affiliation, disability, citizenship, income and wages, expected contributions, cumulative debt, and birth date or birthplace information. Other information also includes aid awarded for the following programs, including but not limited to: Postsecondary Child Care Grants, Minnesota Indian Scholarship Program, MN Reconnect, Public Safety Officer Survivor Grant, Teacher Candidate Grants, Grants for Students with Intellectual and Developmental Disabilities, and State Grant.

OHE may suppress other information for aggregate student counts of less than 10 for the following reasons:

- the information could identify an individual, or
- the report will be released to an audience that includes recipients other than individuals to whom OHE may disclose personally identifiable information pursuant to federal or state law.

In addition to suppressing small cells, OHE may:

- Recode categories with values of 95 to 100 percent to greater than or equal to 95 percent ( $\geq 95$  percent), and
- Recode categories with values of 0 to 5 percent to less than or equal to 5 percent ( $\leq 5$  percent).

Unforeseen circumstances, such as a pandemic or natural disaster, may affect the integrity of annually collected data. OHE will consider and decide upon potentially adjusted reporting and suppression strategies in such extraordinary times.

Individuals and organizations to which OHE discloses information will be directed that its re-disclosure to anyone who is not authorized to receive that information under state and/or federal law is prohibited. Disclosure of data by the Minnesota Office of Higher Education is subject to Minnesota Government Data Practices Act (MGDPA, Minnesota Statutes Chapter 13) and the Family Educational Rights and Privacy Act (34 CFR Part 99.31).

Additionally, any use of education records by another state agency, its employees, agents, or contractors is subject to and shall be consistent with applicable provisions of the Family Educational Rights and Privacy Act (FERPA) and the Minnesota Government Data Practices Act (MGDPA) including, but not limited to, FERPA regulations at 34 C.F.R. § 99.32 through 99.35, regarding recordkeeping, re-disclosure, and destruction of education records.

## Definitions

- Personally identifiable information (PII): Data that identifies the individual. For the purposes of education records, PII is defined by federal law as information that includes, but is not limited to a student's name; the name of the student's parent or other family members; the address of the student or student's family; a personal identifier, such as the student's social security number, student number, or biometric record; other indirect identifiers, such as the student's date of birth, place of birth, and mother's maiden name; other information that, alone or in combination, is linked or linkable to a specific student that would allow a reasonable person in the school (institution) community, who does not have personal knowledge of the relevant circumstances, to identify the student with reasonable certainty; and information requested by a person who the educational agency or institution reasonably believes knows the identity of the student to whom the education record relates.
- Summary Data: Statistical records and reports aggregated from data on individuals in a way that individuals are not identified and from which neither their identities nor any other characteristic that could uniquely identify an individual is ascertainable.

## **Classification of Information**

Pursuant to Minnesota Statutes 2020, section 13.02, subdivision 12 and Minnesota Statutes 2020, section 136A.162, data on students collected and used by the Minnesota Office of Higher Education are private data on individuals, including data on applicants for financial assistance collected and used by the Minnesota Office of Higher Education for student financial aid programs administered by that office.



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