### FEDERAL ASSISTANCE

1. **TYPE OF ACTION**
   - [X] Application

2. **APPLICANT'S NAME**
   - Santa Barbara City College

3. **APPLICANT'S ADDRESS**
   - 721 Cliff Drive, Santa Barbara, California 93109

4. **LEGAL APPLICANT/RECIPIENT**
   - Name: William J. Cordero
     - Phone: (805) 965-0581

5. **FEDERAL EMPLOYER IDENTIFICATION NO.**
   - EIN: 1956000940AZ

6. **PROJECT NUMBER**
   - 4

7. **PROJECT TITLE AND DESCRIPTION**
   - VETERANS' COST-OF-INSTRUCTION PAYMENTS
     - (Section 420 of the Higher Education Act of 1965, as amended)

8. **AREA OF PROJECT IMPACT**
   - Cities, counties, States, etc.

9. **PROPOSED FUNDING**
   - Federal: $0

10. **CONGRESSIONAL DISTRICTS OF:**
    - A. Applicant
    - B. Project

11. **EXISTING FEDERAL IDENTIFICATION NUMBER**
    - 1981 5/18

12. **FEDERAL AGENCY TO RECEIVE REQUEST**

13. **REMARKS**
    - Yes

14. **APPLICATION FUNDING**
    - Federal: $0

15. **APPLICANT CERTIFIES**
    - M. L. Huglin

16. **SIGNATURE**
    - Acting Superintendent-President

17. **DATE SIGNED**
    - May 18, 1981

18. **AGENCY NAME**
    - DEPARTMENT OF EDUCATION

19. **SECONDARY EDUCATION**
    - Office of Post-Secondary Education

20. **ADDRESS**
    - 3514 ROB 3, 400 Maryland Ave., S.W., Washington, D.C. 20202

21. **ACTION TAKEN**
    - [ ] Awarded
    - [ ] Rejected
    - [ ] Returned for Amendment
    - [ ] Deferred
    - [ ] Withdrawn

22. **COST OF INSTRUCTION**
    - Total $0

23. **CONTACT INFORMATION**
    - Stanley B. Patterson, Chief, Veterans Programs Branch
      - Telephone: (202) 245 2806

24. **FEDERAL AGENCY A-95 ACTION**
    - [ ] Yes

25. **REMARKS**
    - Yes

26. **SIGNATURE**
    - [ ] Yes

27. **ADDRESS**
    - 3514 ROB 3, 400 Maryland Ave., S.W., Washington, D.C. 20202

28. **CONTACT INFORMATION**
    - Stanley B. Patterson, Chief, Veterans Programs Branch
      - Telephone: (202) 245 2806

29. **SIGNATURE**
    - [ ] Yes

30. **DATE SIGNED**
    - May 18, 1981

31. **ACTION TAKEN**
    - [ ] Awarded
    - [ ] Rejected
    - [ ] Returned for Amendment
    - [ ] Deferred
    - [ ] Withdrawn

32. **FUNDING**
    - Federal: $0

33. **CONTACT INFORMATION**
    - Stanley B. Patterson, Chief, Veterans Programs Branch
      - Telephone: (202) 245 2806

34. **SIGNATURE**
    - [ ] Yes

35. **DATE SIGNED**
    - May 18, 1981
GENERAL

This form shall be used for applying for Federal Assistance to the Veterans’ Cost-of-Instruction Payments (VCIP) Program.

No grant or entitlement can be awarded unless a completed Application is filed (Section 420, Higher Education Act of 1965, as added by Section 1001(a) of Public Law 92-318, 86 Stat. 378 (20 U.S.C. 1070e-1), as amended).

Submit the original and two copies of the form to the

Veterans’ Programs Branch
Department of Education
Room 3514, ROB #3
Washington, D.C. 20202

NOTE. Institutions seeking assistance through a consortium agreement must complete the individual Application and, in addition, submit a joint narrative statement which is to be attached to each of the three submitted copies of the Application.

Statement is to be prepared in the following format:

SECTION A. JUSTIFICATION—Briefly explain why the institution cannot feasibly provide the veterans’ services required by the Law and the Regulations on an individual basis, and indicate the facts upon which it may be concluded that the institutions are located within a reasonable commuting distance of each other.

SECTION B. JOINT FUNCTIONS—Briefly specify the role of each institution and any other parties with respect to the veterans’ services required by the Law and the Regulations, indicating how such services will be readily accessible to veterans attending, and to veterans in the community served by each of the institutions.

SECTION C. DESIGNATION OF AGENTS—Include a statement indicating that the consortium representative shall be the agent of each of the institutions with respect to funds administered by the consortium pursuant to this Application.

CERTIFICATION—The Chief Administrative Officer of each institution which is partly to the consortium must sign.

PART I

Part 1 of this Application consists of the standard face page for Federal applications.

The Veterans’ Cost-of-Instruction Payments Program is not presently included under OMB Circular No. A-95, the regulations for facilitating coordinated planning under the Intergovernmental Cooperation Act of 1968; therefore clearinghouse notification is not mandated. However, applicants should be aware that in various States, State law requires review of applications for Federal assistance under various programs not covered by OMB Circular No. A-95. Implementation of such laws is enforced through State rules and regulations, and applicants are urged to ascertain the existence of such laws and to acquaint themselves with applicable State procedures. Clearinghouses are the proper source of information on additional review requirements. Applicants are encouraged to check with the appropriate Federal Regional Office to obtain the names and addresses of the clearinghouses.

Item 2. Applicant’s own control number, if desired.

Item 3. Number assigned by State clearinghouse, or if delegated by State, by area/zone clearinghouse. All requests to Federal agencies must contain this identifier if the program is covered by Circular A-95 and required by applicable State/area/zone clearinghouse procedures. If in doubt, consult your clearinghouse.

Item 4. Legal name of applicant/recipient, name of primary organizational unit which will undertake the VCIP program, complete address of applicant, and name and telephone number of person who can provide further information about this request.

Item 5. If the applicant organization has been assigned a DOE entity number (consisting of the IRS employer identification number prefixed by "1" and suffixed by a two-digit number), enter the full DOE entity number. If not, use the IRS identification number.
INSTRUCTIONS FOR COMPLETING APPLICATION FOR VETERANS’ COST-OF-INSTRUCTION PAYMENTS TO INSTITUTIONS OF HIGHER EDUCATION

ELIGIBILITY: Institutions of higher education must meet specific eligibility requirements to receive assistance under the Veterans’ Cost-of-Instruction Payments (VCIP) program. An INITIAL applicant may establish eligibility under Methods A or B as explained below (see Section 629.2(a) of the Regulations). A CONTINUING Applicant (an applicant currently receiving VCIP funds) may become eligible under Methods A, B, D, or E as explained below (see Section 629.2(b)) of the Regulations). (NOTE: Method C, which has been used in past years, was eliminated in accordance with the Education Amendments of 1980, P.L. 96-374).

Method A is the shortest. All applicants must derive a figure of 110 percent in item 6 to be eligible. Complete Method A first! If the necessary percentages are not evidenced, proceed to Method B.

Method B, the “10 percent method,” is basic for the institution claiming eligibility by enrolling 10 percent of its total enrollment as veterans. Eligibility will be established if item 6 is determined to be 10 percent or more, and is equal to or exceeds the percentage in B-5.

Method D An applicant will be eligible under Method D if the applicant has a percentage decline in undergraduate veteran students no greater than the national percentage decline in undergraduate veteran students enrolled in all institutions of higher education since the applicant’s initial year of eligibility. The VCIP office automatically determines eligibility under this method if the applicant is a continuing applicant and does not meet the requirements of Methods A or B. The institution need not submit any additional information for consideration under Method D.

Method E An applicant must submit the entire application package together with additional data/evidence (3-5 pages) that the institutions is making a reasonable effort to recruit, enroll, and provide necessary services to veterans. This material must reach the VCIP office in accordance with the “Notice of Closing Date” as shown on the inside cover of this application.
Method E. Documentation

Attached are letters from:

Veterans Administration/Mr. David Wise
California Assemblyman Gary K. Hart
County Veterans Service Office/Ernest A. O'Brien

Attached also is a copy of the brochure used by Santa Barbara City College for recruitment and orientation purposes. The brochure is currently being updated and revised.

Activities conducted as a service to veterans include, but are not limited to:

1. Recruitment of Veterans
   a. Sent recruitment letter to all Veterans who had previously enrolled at Santa Barbara City College - approximately 4,000.
   b. Periodic Media releases both radio and newspaper releases, and periodic newsletters.
   c. Brochures strategically located throughout the community: example, County Service Office reserve units. Employment Office, food stamps, etc.
   d. Provide orientation sessions each semester designed specifically to serve new veteran students.

2. Enrollment of Veterans
   a. Provide both day and evening registration dates.
   b. Have counselors available for various majors.
   c. Provide early payment paper work.
   d. Have year around office availability - not just nine or ten month office.

3. Retention of Veterans
   a. Tutorial services at no cost.
   b. Financial Aid assistance
   c. Book loans
   d. Job placement for on and off campus jobs.
   e. Career counseling and seminars.
   f. Free phone assistance not only to VA Office but also to prior institutions.
May 19, 1981

Office of Education
ROB3 (VCIP)
400 Maryland Ave., S.W.
Washington, D.C., 20202

To Whom It May Concern,

This letter is in support of continued funding of the VCIP program at Santa Barbara City College. I have worked for the Veterans Administration in the Santa Barbara area for the past six years and I have seen the good work the VCIP program has produced at SBCC.

I urge you to continue funding for SBCC so valuable service to veterans will not be curtailed.

Yours truly,

DAVID WISE
Veterans Benefits Counselor
Santa Barbara OPC
May 15, 1981

Mr. Stanley B. Patterson
Chief Veterans' Programs Branch
U. S. Department of Education
Washington, D.C.

Dear Mr. Patterson:

I am writing you on behalf of Santa Barbara City College's veteran students. It is my understanding that S.B.C.C. has applied for Veteran's Cost of Instruction (VCIP) funding for the 1981-82 school year.

S.B.C.C. is a comprehensive community college serving approximately 9,000 students. The college is the only community college serving veterans in the greater Santa Barbara area. Academically it is rated as one of the tops in the nation. It provides numerous services to veterans as they pursue their various career goals.

I strongly urge your support of the Santa Barbara City College request for VCIP funds.

Sincerely,

Gary K. Hart

CKH:ns
TO WHOM IT MAY CONCERN:

I wish to make known my support of the Veterans Cost of Instruction Program at Santa Barbara City College.

The Veterans' Affairs Office at Santa Barbara City College is a vital and necessary "tool" in assisting the veterans and their dependents in obtaining educational goals.

As a County Veterans Service Representative I rely on the local Veterans Affairs Offices so, I feel that I know their true value to the community which they serve.

It is of great importance that this program be continued and properly funded. To reduce funding or eliminate the program would be a great loss to the community.

Sincerely,

[Signature]

ERNEST A. O'BRIEN,
Veterans Service Representative

EAO:er