

ATTACHMENT A-1

<p>The State of New Jersey Office of the Secretary of Higher Education EDUCATIONAL OPPORTUNITY FUND</p>
--

RUTGERS, THE STATE UNIVERSITY
Additional Contract Provisions

Attachment A-1 is hereby annexed to and provides for additional contract provisions and conditions between the State of New Jersey, Office of the Secretary of Higher Education, and Rutgers, the State University as detailed below.

A. Redistribution of Academic Year Article III Funds

1. The Educational Opportunity Fund (EOF) director of each applicable college/school within the University and the financial aid office of the University will submit to the Higher Education Student Assistance Authority (HESAA) via the New Jersey Financial Aid Management System (NJFAMS) a roster containing initials, renewals, and transfer students as required by the OSHE/EOF Office. An electronic copy of this roster will also be sent via Excel format to the EOF Central Office.
2. If any of the colleges within the University require additional student allocations for funding under Article III, a formal written request shall be made by the University to the OSHE/EOF Office as soon as such need becomes clear, but in no event later than the contractual deadline for such requests as set by the OSHE/EOF Office for the fall and spring semesters, which will be separate and distinct from the contractual deadline for requesting payments.
3. Subsequent to the above-mentioned items, the OSHE/EOF Office will then review the formal written requests received from each college for additional allocations and:
 - a. Determine if there is need for more allocations by those colleges requesting them, and
 - b. Calculate the total pool of unused allocations from each of the three University regions of Newark, Camden and New Brunswick.
4. If one of the colleges of the University has made a formal written request for additional allocations and the OSHE/EOF Office has determined that need for additional allocations exists at said college, such need shall first be satisfied from the unused allocation pool of the University region within which the requesting college is located. All adjustments under this paragraph shall only be made under the authority of the University Administrator for the EOF Program and upon the prior notification of the OSHE/EOF Office.

5. If one of the colleges of the University has made a formal written request for additional allocations and the OSHE/EOF Office has determined that need for additional allocations exists at said college and the college's need cannot be met under the provision of paragraph 4 above, then said college shall receive priority to receive unused allocations from another University region subsequent to each University region having completed its own redistribution of allocations under paragraphs 4 above. Any requests for reallocations under this paragraph shall be subject to the same deadlines as set forth in paragraph 2 above.
6. If, after the applications of paragraphs 4 and 5 above, a requesting college still has a need for more allocations, such need shall be satisfied through normal reallocation procedures established for all EOF programs within the State by the OSHE/EOF Office.
7. All approved reallocations shall become part of each college's permanent allocation for that academic year.

B. Redistribution of Article IV Academic Year Program Support Funds

1. Upon discussion between the college EOF director and the designated University Business Manager for EOF programs, a college shall submit a proposal to the OSHE/EOF Office if it desires to make any budget changes within its own budget for projected use of unexpended Article IV funds. Such proposal shall be submitted by the contract deadline for budget changes of the projected use of unexpended funds.
2. No later than the specified deadline for contract budget changes for the spring semester, the University will submit a budget change request package to the OSHE/EOF Office which would transfer Article IV funds, within region, from one college where an under-expenditure exists, to another college where there is need for additional Article IV funds.
3. All budget change requests shall be submitted with the signatures of the appropriate college EOF Director and the University Business Manager for EOF Programs to the EOF Executive Director and the appropriate program liaison for review and approval.
4. Any reallocation of unexpended Article IV funds under this section must have the prior approval of the OSHE/EOF Office.