



Governing Board Agenda Item

Meeting Date: June 13, 2024 Agenda Item No: H.18

From: Kristin Reidy, Assistant Superintendent

Subject: Free Application for Federal Student Aid (FAFSA) Peer Coach and Summer Support Agreements

Strategic Priority: To provide rigorous, relevant, and innovative academics

Consent Action Discussion

Background:

The purpose of the Intergovernmental Government Agreement and Peer Coach Project Agreement is to extend the partnership between the Marana Unified School District and the Arizona Board of Regents to implement two projects to support an increase in Free Application for Federal Student Aid (FAFSA) completion rates.

The first project is a continuation of the FAFSA Peer Coaching Program. This project mobilizes influential students to serve as FAFSA Peer Coaches to bring awareness and support completing the application at high school FAFSA events and 1:1 support for students and families.

Throughout the school year, FAFSA Peer Coaches and the FAFSA Peer Coach Advisors will receive extensive training on the FAFSA. Funding for this project was approved by the Arizona Board of Regents and is intended to support this effort for the 2024-2025 and 2025-2026 academic years.

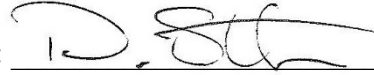
The second project provides summer support by aiding the class of 2024 cohorts with FAFSA assistance and strategic outreach efforts. This project offers funding to maintain the presence of high school and/or District staff member(s) during the summer months to provide FAFSA support services, targeted outreach, and to support students and families with the 2024-25 FAFSA.

Our legal counsel has approved the attached Agreements.

Recommended Motion:

I move that the Governing Board approve the Free Application for Federal Student Aid (FAFSA) Intergovernmental Agreement and Peer Coach Project Agreement.

Approved for transmittal to the Governing Board:



Dr. Daniel Streeter, Superintendent

*Questions should be directed to: Kristin Reidy, Assistant Superintendent
Phone: (520) 682-4757*

**FAFSA Summer Support Intergovernmental Agreement
between
Marana Unified School District and the Arizona Board of Regents**

The FAFSA Summer Support Intergovernmental Agreement ("Agreement") is made between **Marana Unified School District** ("District") and the Arizona Board of Regents ("ABOR") on behalf of the following schools:

Participating High School and/or Districts
Marana Unified School District
Marana High School
Mountain View High School

Pursuant to A.R.S. § 11-952, the Parties may enter into agreements with each other for joint cooperative action provided each agency has been authorized by their legislative or other governing body.

This Agreement outlines the complete understanding and agreement between the parties concerning their involvement in the FAFSA Summer Support Project ("PROJECT"), a program backed by the Arizona Board of Regents, in partnership with schools and/or districts, to enhance FAFSA completion rates by aiding the class of 2024 cohorts with FAFSA assistance and strategic outreach efforts. The PROJECT offers funding to maintain the presence of high school and/or district staff member(s) during the summer months to provide FAFSA support services, targeted outreach, and to support students and families with the 2024-25 FAFSA.

Funding for the PROJECT was approved by the Arizona Board of Regents and is intended to support the PROJECT for the 2024 summer. The Arizona Board of Regents is supporting the PROJECT as part of its statewide "Finish Line to the FAFSA" campaign which is in partnership with the Arizona Governor's Office.

I. Term of Agreement

The Agreement shall be effective as of date of last signature and shall remain in effect until July 31, 2024 unless terminated earlier as provided in this agreement or extended as permitted by A.R.S. § 11-952(G).

II. Roles and Responsibilities

Arizona Board of Regents: agrees to do the following in support of the PROJECT:

- a. Provide the District with lump sum funding to support staff member(s) list on Attachment B, on their campus(es) to provide FAFSA support and strategic outreach to their recent class of 2024 seniors class with completing the 2024-25 FAFSA.
- b. For each District employee, listed on Attachment B, ABOR will pay the District \$5,000. The lump sum payment will be provided to the District by (June 21, 2024).

District:

- a. The District will ensure that its staff member(s) carryout the following duties:
 - Provide targeted outreach and support to recent high school graduates within the district to ensure FAFSA completion.
 - Assist recent high school graduates in navigating the financial aid process, including completing the FAFSA, researching scholarships, and understanding financial aid packages.
 - Host open office hours and appointments, offering virtual, phone, or in-person support tailored to recent high school graduates.
 - Develop and implement marketing strategies to promote FAFSA resources through district/high school social media accounts, targeting recent graduates.
 - Utilize Arizona College Connect data to strategically focus outreach efforts on recent high school graduates within the district.
 - Coordinate specialized summer FAFSA workshops and one-on-one support sessions geared toward recent graduates.
 - Track and record metrics specifically related to FAFSA completion among recent high school graduates, including the number of graduates served, FAFSAs completed, and FAFSA events hosted.
 - Collaborate closely with district partners and college access organizations to ensure comprehensive support for recent graduates in their FAFSA completion journey.
- b. The district will pay their employee for their time and efforts.
- c. The district will provide ABOR with the following metrics by July 31st.
 - number of students and families served
 - number of FAFSAs completed
 - number of FAFSA events hosted
 - number of students and families that attended each FAFSA event
- d. The district will set the number of hours and work schedules for each of its participating employees.

III. Entire Agreement/No Amendment

This Agreement incorporates the complete understandings between District and ABOR concerning the subject matter hereof. No prior agreement, verbal representations, or understandings shall be valid or enforceable unless embodied in this Agreement. This Agreement may be modified only upon the express written approval of both parties hereto.

IV. Termination of Agreement

This Agreement may be terminated, with or without cause by the District or ABOR at the end of any academic year by delivering the other party 60 days written notice. Any such notice of termination shall not negate obligations already incurred or required to be performed prior to the effective date of the termination.

V. Governing Law

The District and ABOR agree that this Agreement shall be governed by the laws of the State of Arizona, and that any dispute arising out of this Agreement shall be resolved in a court sitting in Maricopa County, Arizona.

VI. Severability

If one or more of the provisions, or any portion of any provision, in this Agreement is/are deemed void or is/are by law unenforceable or become unenforceable, the parties to this Agreement agree that a court may sever that portion of the Agreement. The parties further agree that all other provisions not deemed void or unenforceable will continue in full force and effect.

VII. Counterparts/Facsimiles

This Intergovernmental Agreement may be executed in one or more counterparts. Facsimile copies hereof and facsimile signatures thereon shall have the same force and effect as originals.

VIII. Notices

All notices required or permitted to be given pursuant to this Agreement shall be in writing and shall be effective and delivered as follows: (i) if delivered by hand or by courier, upon personal delivery to the party to whom it is addressed; (ii) if delivered by fax/telecopy, upon receipt of confirmation that successful facsimile transmission has occurred, provided a copy of the notice is also mailed to the recipient via U.S. Mail on the date of such transmission; and (iii) if mailed via registered or certified mail, return receipt requested, postage prepaid, 3 business days following deposit in the U.S. Mail.. Delivery by any means other than those listed above is invalid. For purposes hereof, the parties notice information is set forth below:

To Arizona Board of Regents:
2700 N. Central Ave. Suite 400
Phoenix, AZ 85004
Attn: Associate Vice President, Administration and Program Operations
Kris.Okazaki@azregents.edu
602-229-2552

To District:

Marana Unified School District

Attention: Superintendent, Dan Streeter
Email: MUSD6@maranausd.org

Phone: (520) 682-4774

IX. Communications and Public Relations

School District agrees that ABOR shall initiate the preparation and distribution of news releases, or promotional materials, the development of a public relations strategy, including special events, news conferences or other public announcements regarding the PROJECT.

ABOR shall work with the School District's communications department on any of the aforementioned activities.

X. Mandatory Terms

The parties shall comply with the mandatory state contract terms set forth in the Addendum of Mandatory Contract Provisions, Attachment A, which shall take precedence over any conflicting contract terms.

Acknowledged and agreed effective as of the date set forth above, IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed by their duly authorized representatives on the respective dates entered below.

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement as of the date set forth below the signature of each Party's duly authorized representative.

For the ARIZONA BOARD OF REGENTS:

Chad Sampson, Interim Executive Director

Date

For the Marana Unified School District

Dan Streeter, Superintendent

Date

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IGA DETERMINATION - ABOR

In accordance with the requirements of A.R.S. § 11-952(D), the undersigned attorney acknowledges that this Agreement is in proper form and is within the powers and authority granted under the laws of the State of Arizona to those parties to the Agreement represented by legal counsel for ABOR.

Approved as to form:

ABOR General Counsel

Date

IGA DETERMINATION – Marana Unified School District

In accordance with the requirements of A.R.S. § 11-952(D), the undersigned attorney acknowledges that this Agreement is in proper form and is within the powers and authority granted under the laws of the State of Arizona to those parties to the Agreement represented by legal counsel for the District.

Marana Unified School District General Counsel

Date

ATTACHMENT A
ADDENDUM OF MANDATORY CONTRACT PROVISIONS

Notwithstanding any provision of the Agreement (“the Agreement”) to the contrary, Marana Unified School District (“District”) agrees to abide the following terms and provisions that are required for contracts with the ARIZONA BOARD OF REGENTS (“ABOR”), an agency of the State of Arizona:

1. **Indemnification and Liability Limitations.** Because ABOR is a public institution, any indemnification, liability limitation, releases, or hold harmless provisions are limited as required by Arizona law, including, but not limited to, Article 9, Sections 5 and 7 of the Arizona Constitution and A.R.S. §§ 35-154 and 41-621. ABOR’s liability under any claim for indemnification is limited to claims for property damage, personal injury, or death to the extent caused by acts or omissions of ABOR.
2. **Failure of Legislature to appropriate.** Per A.R.S. § 35-154, if ABOR or the District’s performance under the Agreement depends on the appropriation of funds by the Arizona Legislature, and if the Legislature fails to appropriate the funds necessary for performance, then ABOR or the District may provide written notice of this to the other party and cancel the Agreement without further obligation. Appropriation is a legislative act and is beyond the control of ABOR or the District. No liability shall accrue to ABOR or any other agency of the State of Arizona in the event this provision is exercised, and neither ABOR nor any other agency of the State of Arizona shall be obligated or liable for any future payments or for any damages as a result of termination under this paragraph.
3. **Record Retention and Audit.** Pursuant to A.R.S. §§ 35-214 and 35-215, ABOR and the District shall retain all records relating to this Agreement for a period of five years after completion of the Agreement. All records shall be subject to inspection and audit by the State of Arizona at reasonable times. Upon request, the District and/or ABOR shall produce the original of any or all such records at the offices of ABOR.
4. **Conflict of Interest.** The requirements of A.R.S. § 38-511 apply to this Agreement. ABOR or the District may cancel this Agreement, without penalty or further obligation, if any person significantly involved in initiating, negotiating, securing, drafting, or creating this Agreement on behalf of ABOR or the District is, at any time while this Agreement or any extension is in effect, an employee, agent, or consultant of ABOR or the District with respect to the subject matter of this Agreement.
5. **Non-Discrimination.** The parties will comply with all applicable laws, rules, regulations, and executive orders governing equal employment opportunity, immigration, and nondiscrimination, including the Americans with Disabilities Act. If applicable, the parties will abide by the requirements of 41 C.F.R. §§ 60- 1.4(a), 60-300.5(a) and 60-741.5(a). These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities and prohibit discrimination against all individuals based on their race, color, religion, sex, or national origin. Moreover, these regulations require that covered prime contractors and subcontractors take affirmative action to employ and advance in employment individuals without regard to race, color, religion, sex, national origin, protected veteran status or disability.
6. **Americans with Disabilities Act and Rehabilitation Act.** To the extent applicable, District will comply with all applicable provisions of the Americans with Disabilities Act, the Rehabilitation Act of 1973, and all applicable federal regulations, as amended from time to time (ADA Laws). All electronic and information technology and products and services to be used by ABOR faculty/staff, students, program participants, or other ABOR constituencies must be compliant with ADA Laws. Compliance means that a disabled person can acquire the same information, engage in the same interactions, and enjoy the same services as a nondisabled person, in an equally effective and integrated manner, with substantially equivalent ease of use

7. **Authorized Presence Requirements.** As required by A.R.S. § 41-4401, ABOR and the District is prohibited from awarding a contract to any contractor or subcontractor that fails to comply with A.R.S. § 23-214(A) (verification of employee eligibility through the e-verify program). ABOR and the District warrants that it and its subcontractors comply fully with all applicable immigration laws, rules, and regulations that relate to their employees and their compliance with A.R.S. § 23-214(A). A breach of this warranty will be a material breach of the Agreement that is subject to penalties up to and including termination of the Agreement. ABOR and the District retains the legal right to inspect the papers of any contractor or subcontractor employee who works hereunder to ensure that the contractor or subcontractor is complying with the above warranty.

8. **Assignment of Anti-Trust Overcharge Claims.** District assigns to ABOR any claim for overcharges resulting from antitrust violations to the extent that such violations concern materials or services supplied by third parties to District toward fulfillment of this Agreement.

9. **Confidentiality.** ABOR and the District, as public institutions, are subject to A.R.S. §§ 39-121 to 39-127 regarding public records. Any provision regarding confidentiality is limited to the extent necessary to comply with Arizona law.

10. **Privacy; Educational Records.** Student educational records are protected by the U.S. Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g and its implementing regulations (FERPA). Neither ABOR nor the District will not require either party or its institutions' students or employees to waive any privacy rights (including FERPA or the European Union's General Data Protection Regulation (GDPR)) as a condition for receipt of any educational services, and any attempt to do so will be void. ABOR and the District will comply with FERPA and will not access or make any disclosures of student educational records to third parties without prior notice to and consent as otherwise provided by law. If the Agreement requires or permits ABOR or the District to access or release any student records, then, for purposes of the Agreement only, ABOR designates District and the District designates ABOR as a "school official" for ABOR under FERPA, as that term is used in FERPA. In addition, any access or disclosures of student educational records made by District or ABOR must comply with a legitimate educational purpose. If either ABOR or the District violates the terms of this section, they will immediately provide notice of the violation to the other party. It is not expected that the student FAFSA Peer Coaches will have access to FERPA protected data.

11. **Data Protection.** ABOR and the District will ensure that all services undertaken pursuant to the Agreement are performed in compliance with applicable privacy and data protection laws, rules, and regulations. In addition, both ABOR and the District are responsible to the other party for compliance with the Agreement by all District and ABOR Parties. If ABOR or the District will serve as a Processor of ABOR or District Data that includes Personal Data of Data Subjects in the European Union, then ABOR and the District will cooperate with the other party to comply with the GDPR with respect to such Personal Data and Data Subjects. This includes ensuring that all Data Subjects have signed appropriate Consents and signing and complying with all documents and agreements reasonably requested by the District or ABOR, including any data processing agreements. All capitalized terms in this section not otherwise defined in the Agreement are defined in the GDPR.

12. **Governing Law and Venue.** The Agreement will be governed by the laws of the State of Arizona without regard to any conflicts of laws principles. ABOR's obligations hereunder are subject to the regulations/policies of ABOR. Any proceeding arising out of or relating to the Agreement will be conducted in Maricopa County, Arizona. Each party consents to such jurisdiction and waives any objection it may now or hereafter have to venue or to convenience of forum.

13. **Arbitration.** The parties agree to arbitrate disputes filed in Arizona Superior Court that are subject to mandatory arbitration pursuant to A.R.S. § 12-133.

14. **Certification.** Each party certifies that it is not currently engaged in, and agrees for the duration of this Agreement that it will not engage in, a boycott of Israel, as the term is defined in A.R.S. § 35-393.

ATTACHMENT B

The Following high school and or district staff supporting FAFSA efforts during the 2024 summer term are as follows:

First and Last Name, and Title	Email	Site Location (High School or District Name)
Bryan Pisetsky, College and Career Counselor	B.I.Pisetsky@maranausd.org	Marana High School
Adam Vargas, College and Career Counselor	A.D.Vargas@maranausd.org	Mountain View High School

FAFSA Peer Coach Project Agreement
between
Marana Unified School District and Arizona Board of Regents

This Free Application for Federal Student Aid (“FAFSA”) Peer Coach Project Agreement (“Agreement”) is made between **Marana Unified School District** (“District”) and the Arizona Board of Regents (“ABOR”) on behalf of the following schools:

Participating District
Marana Unified School District
Marana High School
Mountain View High School

This Agreement sets forth the entire understanding and agreement between the parties regarding their participation in the FAFSA Peer Coach Project (“PROJECT”), an effort supported by the Arizona Board of Regents, in collaboration with partner schools to increase FAFSA completion and create a college-going community at the high school level. The PROJECT mobilizes influential students to serve as FAFSA Peer Coaches to bring FAFSA awareness and support completing the application at high school FAFSA events and 1:1 support for students and families. Throughout the school year, FAFSA Peer Coaches and the FAFSA Peer Coach Advisors will receive extensive training on the FAFSA.

Funding for the PROJECT was approved by the Arizona Board of Regents and is intended to support the PROJECT for the 2024-2025 and 2025-2026 academic years. The Arizona Board of Regents is supporting the PROJECT as part of the Arizona FAFSA Challenge (“AZ FAFSA Challenge”).

I. Term of Agreement

The Agreement shall be effective as of date of last signature and shall remain in effect until June 30, 2026 unless terminated or extended as otherwise provided herein.

II. Definitions:

1. **“FAFSA Peer Coach” or “Peer Coach”:** A senior high school student who works as a peer-to-peer coach to help their fellow classmates learn about the FAFSA and complete the application.
2. **“FAFSA Peer Coach Advisor” or “Peer Coach Advisor”:** A designated District staff member on each High School campus who sponsors and leads the FAFSA Peer Coaches.
3. **FAFSA Peer Coach Program:** An individual High School’s activities under this Agreement aimed at fulfilling the goals of the PROJECT.

III. Roles and Responsibilities

1. **Arizona Board of Regents:** agrees to do the following in support of the PROJECT:
 - a. Host an informational webinar to provide information regarding the PROJECT and allow a Q&A session for participants.
 - b. Hold a FAFSA Peer Coach Advisor webinar to provide additional information regarding the PROJECT, FAFSA Peer Coach recruitment strategies, FAFSA training timeline, and FAFSA workshop planning best practices.
 - c. Develop, in conjunction with university and FAFSA experts, resources on how to complete the 2024-2025 and 2025-2026 FAFSA to share with participating High Schools.
 - d. Hold FAFSA Peer Coach training workshops at the beginning of each Fall and Spring semester for Peer Coaches to ensure that they are getting the support and FAFSA training they need to be successful.
 - e. Provide support for FAFSA Peer Coaches and FAFSA Peer Coach Advisors to drive strategies, interventions, collaboration, and best practices.
 - f. Based upon the District's reported number of Peer Coach Advisors and Peer Coaches for each year, ABOR will disburse a lump sum payment by September 1, 2024 of each year to the District for the District to pay as follows:
 - i. Payment of FAFSA Peer Coach Advisor stipends in the amount of \$2,000.00 to each school's Peer Coach Advisor(s) upon their successful completion of the Peer Coach Advisor tasks. Up to two FAFSA Peer Coach Advisors may be selected per school for a total of \$4,000 (See Attachment A). District must confirm total number of FAFSA Peer Coach Advisors by August 24 of each year.
 - ii. Payments to the student FAFSA Peer Coaches in the amount of \$1,000.00 to be paid \$500 in the Fall and \$500 in the Spring in accordance with the School's/District's policies. FAFSA Peer Coaches are expected to spend approximately 35 hours per semester in training or achieving their Milestones (See Attachment A). The District will receive one FAFSA peer coach per 100 seniors using the prior year's enrollment data. District must confirm total number of FAFSA Peer Coaches by August 24 of each year.
 - iii. Payment of \$1,500 for each high school to assist with supporting their FAFSA events. Schools must include their plans for utilizing this funding in their strategic plans that outline their workshop events dates.
 - g. Provide t-shirts, advertising, and promotional items for use by FAFSA Peer Coaches and High Schools.
 - h. Track the School District's FAFSA completion progress.
2. **District:** In coordination with ABOR, per ABOR's incremental roll out plan, the District agrees to do the following activities in support of the PROJECT:
 - a. Identify up to two staff members at each participating High School in the District that will be the FAFSA Peer Coach Advisor(s) for the High School's FAFSA Peer Coach Program and share with ABOR.
 - b. Ensure the FAFSA Peer Coach Advisor(s), and FAFSA Peer Coaches from each participating High School attend the -Arizona FAFSA Symposium on Friday, September 13, 2024. FAFSA Peer Coach Advisors and Peer Coaches for the 2025-2026 school year will be required to attend similar training on a date to be determined in the future.
 - c. In accordance with the Peer Coach Recruitment, Qualifications, Responsibilities, Training and Objectives (Attachment A) the FAFSA Peer Coach Advisor(s) will identify and engage FAFSA Peer Coaches at each participating High School who represent the unique and diverse population of students at the High School to promote FAFSA completion, including assisting,

promoting, leading, and participating in the following events:

- i. FSA ID Workshops,
 - ii. College Application Campaign Workshops
 - iii. FAFSA Workshops
- d. Support the promotion of FAFSA awareness and completion events to students and families at participating High Schools
 - e. Ensure each participating High School's FAFSA Peer Coach Advisor(s) and FAFSA Peer Coaches attend FAFSA completion training in September, as well as monthly trainings during the academic year. FAFSA Peer Coach Advisors for the 2025-2026 school year are required to attend similar trainings on dates to be determined in the future.
 - f. Develop and submit a roadmap to ABOR with the goal of increasing FAFSA completion rate of the participating high school by 5% from the previous year. The increase will be calculated in accordance with ABOR's guidance provided to the high school. If the school achieves a 10% increase the school may, at ABOR's discretion, receive additional FAFSA funding opportunities of \$1,000.00 for the 2025-2026 school year.
 - g. Complete the requisite entries in ABOR's accounting system.
 - h. Return any unused funding as specified in 1(f) to ABOR by June 30 of the applicable year.

IV. Entire Agreement/No Amendment

This Agreement incorporates the complete understandings between District and ABOR concerning the subject matter hereof. No prior Agreement, verbal representations, or understandings shall be valid or enforceable unless embodied in this Agreement. This Agreement may be modified only upon the express written approval of both parties hereto.

V. Termination of Agreement

This Agreement may be terminated, with or without cause by the District or ABOR at the end of any academic year by delivering the other party 60 days written notice. Any such notice of termination shall not negate obligations already incurred or required to be performed prior to the effective date of the termination.

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To Arizona Board of Regents:

2700 N. Central Ave. Suite 400

Phoenix, AZ 85004

Attn: Associate Vice President, Administration and Program Operations

Kris.Okazaki@azregents.edu

602-229-2552

To District:

11290 W Grier Rd.

Marana, AZ 856563

Attn: Superintendent Dr. Dan Streeter

MUSD6@maranausd.org

Phone: 520-682-4774

X. Communications and Public Relations

District agrees that ABOR shall initiate the preparation and distribution of news releases, or promotional materials, the development of a public relations strategy, including special events, news conferences or other public announcements regarding the PROJECT. ABOR shall work with the District's communications department on any of the aforementioned activities.

XI. Mandatory Terms

The parties shall comply with the mandatory state contract terms set forth in the Addendum of Mandatory Contract Provisions, Attachment B, which shall take precedence over any conflicting contract terms.

Acknowledged and agreed effective as of the date set forth above, IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed by their duly authorized representatives on the respective dates entered below.

THE ARIZONA BOARD OF REGENTS

By: _____

Name: _____

Title: _____

Date: _____

Marana Unified School District

By: _____

Name: _____

Title _____

Date: _____

ATTACHMENT A
**Peer Coach Recruitment, Qualifications,
Responsibilities, Training and Objectives**

The FAFSA Peer Coach Project mobilizes influential students to serve as FAFSA Peer Coaches to bring FAFSA awareness and support with completing the application at high school FAFSA events and 1:1 support for students and families. Throughout the school year, students and their FAFSA Peer Coach Advisors will receive extensive training on the FAFSA.

Training topics include:

- Creating FSA IDs;
- An overview of the college application and FAFSA process;
- Strategic FAFSA completion outreach tips;
- Statewide FAFSA resources and materials available to support their efforts; and
- Respecting student and parent confidentiality.

KEY ROLES:

FAFSA Peer Coach - A senior high school student who works as a peer-to-peer coach to help their fellow classmates learn about the FAFSA and complete the application.

FAFSA Peer Coach Advisor – A designated staff member on each High School campus who sponsors and leads the FAFSA Peer Coaches.

Arizona Board of Regents and the Arizona FAFSA Coalition - Support for FAFSA completion efforts, including coordination of events and training for FAFSA Peer Coaches and FAFSA Peer Coach Advisors.

Peer Engagement Model FAFSA Peer Coaches will work in conjunction with their FAFSA Peer Coach Advisor. Each FAFSA Peer Coach and high school FAFSA Peer Coach Advisor will take part in regular trainings while engaging in on-going outreach among their friends and classmates. The FAFSA Peer Coach Advisor will serve as the FAFSA Peer Coach Program contact and will guide and support the FAFSA Peer Coaches with their FAFSA awareness and outreach efforts.

Recruitment

Participating High Schools will identify students who serve as “influencers” in their peer groups.

FAFSA Peer Coach Qualifications

- 12th grade student for the following time periods:
 - August 2024 to May 2025
 - August 2025 to May 2026
- Campus influencer - A campus influencer is a student that will work with their FAFSA Peer Coach Advisor to tap into all social networks and peer groups throughout campus, and help build a more devoted, supportive, and engaging school culture regarding FAFSA awareness and completion.
- Demonstrates interest in going to college (two or four year).
- Actively engaged in FAFSA completion.
- Strong communicator with a willingness to give presentations and speak to a wide range of students and parents about FAFSA.
- Creative thinker.

- Tech and social media savvy.
- Bilingual is preferred but not required.
- Responsible and reliable.
- Willingness to commit to the entire school year (August – May).
- Willingness to attend trainings.
- Willingness to attend high school FAFSA events.
- Representative of the school population.

FAFSA Peer Coach Responsibilities

- Commit to serve as a FAFSA Peer Coach for one of the following time periods:
 - August 2024 to May 2025
 - August 2025 to May 2026
- Participate in monthly training, and meetings.
- Brainstorm creative and innovative approaches to student, family, and community engagement.
- Act as direct outreach to peer groups:
 - Collect data on classmates’ college plans;
 - Use relevant technology to help peers (i.e. “Benji,” see, <https://www.askbenji.org/>);
 - Communicate with students about the FAFSA;
 - Create peer-to-peer video promoting FAFSA completion;
 - Provide encouragement and support to classmates.
- Promote and attend postsecondary related events.
- Complete multiple surveys on the effectiveness of the high school’s FAFSA Peer Coach Program.

Training

ABOR and statewide partners will provide training on the FAFSA to all FAFSA Peer Coaches and FAFSA Peer Coach Advisors to help them gain an understanding of the application, documents needed to complete the application, FAFSA myths and facts, and statewide resources available. In addition, the FAFSA Peer Coaches will develop practical leadership skills and community organizing techniques.

Timeline

May-August: Participating high schools to recruit, interview, and select FAFSA Peer Coaches

September: FSA ID Workshops

October: College Application & FAFSA Completion Day and Workshops

November - December: Small Targeted Groups

January - April: Continued Targeted Support

FAFSA Peer Coach Objectives

The FAFSA Peer Coach Advisor(s) will ensure that each Peer Coach reaches these milestones and will include this information in their monthly progress reports to ABOR.

FAFSA Peer Coach Milestones
Fall 2024 and Fall 2025

Milestones	Actions & Ideas
<p>Milestone 1:</p> <p>Attend two FAFSA Peer Coach Trainings held by ABOR during the Fall Semester.</p>	<p>Fall Semester:</p> <ul style="list-style-type: none"> • In-Person: Friday, September 13, 2024 • Virtual: Tuesday, October 1, 2024 (4pm-5pm)
<p>Milestone 2:</p> <p>Support a College Application Campaign event at your School. FAFSA Peer Coach must complete a minimum of one postsecondary application.</p>	<ul style="list-style-type: none"> • Support your school at a College Application Campaign workshop. • Support in-person college application events at your school • Support district wide college application events (if applicable). • Hold a 5-minute college application presentation to share on your school's website.
<p>Milestone 3:</p> <p>Peer-to-Peer social media use (YouTube/Instagram/twitter/etc.)</p>	<p>Peer Coaches will create and/or use social media to promote FAFSA</p> <ul style="list-style-type: none"> • Share why you are completing the FAFSA & encourage your friends and peers to do the same <p>Promote resources such as the AZ FAFSA Hotline, Ask Benji; and 1:1 FAFSA Assistance Appointments and statewide FAFSA assistance events</p>
<p>Milestone 4:</p> <p>Support an FSAID & FAFSA event at your school. Coach must also create FSAID and complete the FAFSA.</p>	<ul style="list-style-type: none"> • Support your school at an FSAID & FAFSA workshops. • Support in-person FSAID & FAFSA events at your school. • Support district wide FSAID and FAFSA awareness events (if applicable). • Hold a 5-minute FSAID presentation to share on your school's website.
<p>Milestone 5:</p> <p>Promote FAFSA and answer FAFSA questions through existing clubs and classes and/or sporting events.</p>	<p>Work with your FAFSA Peer Coach Advisor to promote FAFSA and answer any FAFSA based questions through clubs and classes that already exist on campus such as AVID, English class, economic/government class, sports.</p>

FAFSA Peer Coach Milestones
Spring 2025 and Spring 2026

Milestones	Actions
<p>Milestone 1: Attend two FAFSA Peer Coach Trainings held by ABOR</p>	<p>Spring Semester:</p> <ul style="list-style-type: none"> • Virtual: Wednesday January 22 , 2025 • Virtual: Wednesday, March 26, 2025
<p>Milestone 2: Peer-to-Peer social media use (YouTube/Instagram/twitter/etc.)</p>	<p>Peer Coaches will create and/or use social media to promote FAFSA</p> <ul style="list-style-type: none"> • Ex: Share why you are completing the FAFSA • Encourage your friends and peers to do the same <p>Promote resources such as:</p> <ul style="list-style-type: none"> • The AZ FAFSA Hotline • Ask Benji • 1:1 FAFSA Assistance Appointments and statewide FAFSA assistance events
<p>Milestone 3: Support a FAFSA event at your school.</p>	<ul style="list-style-type: none"> • Support your school at a FAFSA workshop • Support virtual or in person district FAFSA events (if applicable). • Hold a 5-minute FAFSA presentation to open a virtual event at your school • Be available for “walk-ins” through breakout rooms during school events.
<p>Milestone 4: Celebrate the future postsecondary plans of your peers during AZ Decision Day while incorporating FAFSA completion.</p>	<p>Work with your FAFSA Peer Coach Advisor to provide resources and assistance to students who have not completed the FAFSA.</p>
<p>Milestone 5: Submit an end of the year Program Survey to ABOR</p>	<p>Complete the online survey and submit to ABOR to provide feedback regarding the program and FAFSA Peer Coach experience.</p>

FAFSA Peer Coach Advisor Objectives
Fall 2024 and Fall 2025

Objectives	Actions
<p>Objective 1: Attend two FAFSA Peer Coach Advisor Trainings held by ABOR during the Fall Semester.</p>	<p>Fall Semester:</p> <ul style="list-style-type: none"> • In-Person: Friday, September 13, 2024 • Virtual: Tuesday, November 5, 2024 (4pm-5pm)
<p>Objective 2: Develop and submit a strategic plan to ABOR.</p>	<p>Develop a strategic plan as to how you and your FAFSA Peer Coaches will achieve your objectives.</p> <ul style="list-style-type: none"> • What is your plan for hosting FAFSA workshop/Events • FAFSA Outreach initiatives? • Detailed plan of how the funding provided will be used to support the FAFSA events. • How will your high school achieve a 5% or higher FAFSA completion rate? How will your high school achieve a 10% or higher FAFSA completion rate?
<p>Objective 3: Plan, coordinate & host an FSAID & FAFSA information workshop</p>	<p>Work with your FAFSA Peer Coaches to assist with promoting a FAFSA information workshop for students and families.</p> <ul style="list-style-type: none"> • Provide FAFSA resources to attendees- What is the FAFSA? Documents needed- tax information, banking information, important FAFSA filing dates, steps to apply etc.
<p>Objective 4: Plan, Coordinate & host a FAFSA completion workshop</p>	<p>Work with your FAFSA Peer Coaches to assist with promoting a FAFSA workshop for students and families.</p> <ul style="list-style-type: none"> • Invite your current high school seniors to attend • Provide FAFSA assistance support and resources <p>Post-event - Follow up with student using your FAFSA Finish Line Data</p>
<p>Objective 5: Lead, advise, support and motivate peer coaches</p>	<ul style="list-style-type: none"> • Hold bi-weekly meetings with your FAFSA Peer Coach team to check-in on their outreach efforts. • Support the FAFSA Peer Coaches in their objectives and FAFSA initiatives. • Provide encouragement and motivation to the FAFSA Peer Coaches in their FAFSA efforts.

FAFSA Peer Coach Advisor Objectives
Spring 2025 and Spring 2026

Objectives	Actions
<p>Objective 1: Attend two FAFSA Peer Coach Advisor Trainings held by ABOR during the Spring Semester.</p>	<p>Spring Semester:</p> <ul style="list-style-type: none"> • Virtual: Tuesday, January 14, 2025 • Virtual Date: TBD for FAFSA Counselor Spring Training
<p>Objective 2: Plan, Coordinate & host a Spring FAFSA completion workshop.</p>	<p>Work with your FAFSA Peer Coaches to assist with promoting a Spring FAFSA workshop:</p> <ul style="list-style-type: none"> • Invite your current high school seniors who have an incomplete or No FAFSA on file • Provide FAFSA assistance support and resources • Post-event - Follow up with student using your FAFSA Finish Line Data
<p>Objective 3: Utilize Data</p>	<p>Analyze your FAFSA Finish Line Data to provide strategic outreach to your students:</p> <ul style="list-style-type: none"> • Incomplete FAFSA • No FAFSA on file • Selected for Verification
<p>Objective 4: Continue to Lead, advise, support, and motivate peer coaches</p>	<ul style="list-style-type: none"> • Hold bi-weekly meetings with your FAFSA Peer Coach team to check-in on their outreach efforts. (Jan- May) • Support the FAFSA Peer Coaches in their objectives and FAFSA initiatives • Provide encouragement and motivation to the FAFSA Peer Coaches in their FAFSA efforts.
<p>Objective 5: Congratulate students who have completed their FAFSA</p>	<ul style="list-style-type: none"> • Collaborate with your FAFSA Peer Coach team ways to celebrate students who have completed a FAFSA. • Celebrate the college-going students on your campus. • Hold a FAFSA/College celebration event on your campus (day event or week celebration if applicable)
<p>Objective 6: Submit an end of the year Program Survey to ABOR</p>	<p>Complete the online survey and submit to ABOR to provide feedback regarding the program</p>

Estimated Incentives for Participation:

2024-2025 FAFSA Peer Coach Project- Year 1					
Participating HIGH SCHOOLS	Peer Coach Advisor Stipend	FAFSA Workshop Support	FAFSA Peer Coaches (1 per coach per 100 seniors)(Estimate)	FAFSA Peer Coach Stipend \$1k per coach	Year 1 Total Disbursement
Marana High School	\$4,000	\$1,500	5	\$5,000	\$10,500
Mountain View High School	\$4,000	\$1,500	4	\$4,000	\$9,500
				Max District Lump Sum Disbursement*	\$20,000

Estimated Incentives for Participation, continued:

2025-2026 FAFSA Peer Coach Project- Year 2					
Participating HIGH SCHOOLS	Peer Coach Advisor Stipend	FAFSA Workshop Support; plus additional goal funding	FAFSA Peer Coaches (1 per coach per 100 seniors)(Estimate)	FAFSA Peer Coach Stipend \$1k per coach	Year 2 Total Disbursement
Marana High School	\$4,000	\$2,500	5	\$5,000	\$11,500
Mountain View High School	\$4,000	\$2,500	4	\$4,000	\$10,500
				Max District Lump Sum Disbursement*	\$22,000

** Assumes each school utilizes 2 Peer Coach Advisors and the maximum number of estimated Peer Coaches*

ATTACHMENT B
ADDENDUM OF MANDATORY CONTRACT PROVISIONS

Notwithstanding any provision of the Agreement (“the Agreement”) to the contrary, Peoria Unified School District (“District”) agrees to abide the following terms and provisions that are required for contracts with the ARIZONA BOARD OF REGENTS (“ABOR”), an agency of the State of Arizona:

1. **Indemnification and Liability Limitations.** Because ABOR is a public institution, any indemnification, liability limitation, releases, or hold harmless provisions are limited as required by Arizona law, including, but not limited to, Article 9, Sections 5 and 7 of the Arizona Constitution and A.R.S. §§ 35-154 and 41-621. ABOR’s liability under any claim for indemnification is limited to claims for property damage, personal injury, or death to the extent caused by acts or omissions of ABOR.
2. **Failure of Legislature to appropriate.** Per A.R.S. § 35-154, if ABOR or the District’s performance under the Agreement depends on the appropriation of funds by the Arizona Legislature, and if the Legislature fails to appropriate the funds necessary for performance, then ABOR or the District may provide written notice of this to the other party and cancel the Agreement without further obligation. Appropriation is a legislative act and is beyond the control of ABOR or the District. No liability shall accrue to ABOR or any other agency of the State of Arizona in the event this provision is exercised, and neither ABOR nor any other agency of the State of Arizona shall be obligated or liable for any future payments or for any damages as a result of termination under this paragraph.
3. **Record Retention and Audit.** Pursuant to A.R.S. §§ 35-214 and 35-215, ABOR and the District shall retain all records relating to this Agreement for a period of five years after completion of the Agreement. All records shall be subject to inspection and audit by the State of Arizona at reasonable times. Upon request, the District and/or ABOR shall produce the original of any or all such records at the offices of ABOR.
4. **Conflict of Interest.** The requirements of A.R.S. § 38-511 apply to this Agreement. ABOR or the District may cancel this Agreement, without penalty or further obligation, if any person significantly involved in initiating, negotiating, securing, drafting, or creating this Agreement on behalf of ABOR or the District is, at any time while this Agreement or any extension is in effect, an employee, agent, or consultant of ABOR or the District with respect to the subject matter of this Agreement.
5. **Non-Discrimination.** The parties will comply with all applicable laws, rules, regulations, and executive orders governing equal employment opportunity, immigration, and nondiscrimination, including the Americans with Disabilities Act. If applicable, the parties will abide by the requirements of 41 C.F.R. §§ 60- 1.4(a), 60-300.5(a) and 60-741.5(a). These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities and prohibit discrimination against all individuals based on their race, color, religion, sex, or national origin. Moreover, these regulations require that covered prime contractors and subcontractors take affirmative action to employ and advance in employment individuals without regard to race, color, religion, sex, national origin, protected veteran status or disability.

Americans with Disabilities Act and Rehabilitation Act. To the extent applicable, District will comply with all applicable provisions of the Americans with Disabilities Act, the Rehabilitation Act of 1973, and all applicable federal regulations, as amended from time to time (ADA Laws). All electronic and information technology and products and services to be used by

6. ABOR faculty/staff, students, program participants, or other ABOR constituencies must be compliant with ADA Laws. Compliance means that a disabled person can acquire the same information, engage in the same interactions, and enjoy the same services as a nondisabled person, in an equally effective and integrated manner, with substantially equivalent ease of use
7. **Authorized Presence Requirements.** As required by A.R.S. § 41-4401, ABOR and the District is prohibited from awarding a contract to any contractor or subcontractor that fails to comply with A.R.S. § 23-214(A) (verification of employee eligibility through the e-verify program). ABOR and the District warrants that it and its subcontractors comply fully with all applicable immigration laws, rules, and regulations that relate to their employees and their compliance with A.R.S. § 23-214(A). A breach of this warranty will be a material breach of the Agreement that is subject to penalties up to and including termination of the Agreement. ABOR and the District retains the legal right to inspect the papers of any contractor or subcontractor employee who works hereunder to ensure that the contractor or subcontractor is complying with the above warranty.
8. **Assignment of Anti-Trust Overcharge Claims.** District assigns to ABOR any claim for overcharges resulting from antitrust violations to the extent that such violations concern materials or services supplied by third parties to District toward fulfillment of this Agreement.
9. **Confidentiality.** ABOR and the District, as public institutions, are subject to A.R.S. §§ 39-121 to 39-127 regarding public records. Any provision regarding confidentiality is limited to the extent necessary to comply with Arizona law.
10. **Privacy; Educational Records.** Student educational records are protected by the U.S. Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g and its implementing regulations (FERPA). Neither ABOR nor the District will not require either party or its institutions' students or employees to waive any privacy rights (including FERPA or the European Union's General Data Protection Regulation (GDPR)) as a condition for receipt of any educational services, and any attempt to do so will be void. ABOR and the District will comply with FERPA and will not access or make any disclosures of student educational records to third parties without prior notice to and consent as otherwise provided by law. If the Agreement requires or permits ABOR or the District to access or release any student records, then, for purposes of the Agreement only, ABOR designates District and the District designates ABOR as a "school official" for ABOR under FERPA, as that term is used in FERPA. In addition, any access or disclosures of student educational records made by District or ABOR must comply with a legitimate educational purpose. If either ABOR or the District violates the terms of this section, they will immediately provide notice of the violation to the other party. It is not expected that the student FAFSA Peer Coaches will have access to FERPA protected data.
11. **Data Protection.** ABOR and the District will ensure that all services undertaken pursuant to the Agreement are performed in compliance with applicable privacy and data protection laws, rules, and regulations. In addition, both ABOR and the District are responsible to the other party for compliance with the Agreement by all District and ABOR Parties. If ABOR or the District will serve as a Processor of ABOR or District Data that includes Personal Data of Data Subjects in the European Union, then ABOR and the District will cooperate with the other party to comply with the GDPR with respect to such Personal Data and Data Subjects. This includes ensuring that all Data Subjects have signed appropriate Consents and signing and complying with all documents and agreements reasonably requested by the District or ABOR, including any data processing agreements. All capitalized terms in this section not otherwise defined in the Agreement are defined in the GDPR.

12. **Governing Law and Venue.** The Agreement will be governed by the laws of the State of Arizona without regard to any conflicts of laws principles. ABOR's obligations hereunder are subject to the regulations/policies of ABOR. Any proceeding arising out of or relating to the Agreement will be conducted in Maricopa County, Arizona. Each party consents to such jurisdiction and waives any objection it may now or hereafter have to venue or to convenience of forum.
13. **Arbitration.** The parties agree to arbitrate disputes filed in Arizona Superior Court that are subject to mandatory arbitration pursuant to A.R.S. § 12-133.
14. **Certification.** Each party certifies that it is not currently engaged in, and agrees for the duration of this Agreement that it will not engage in, a boycott of Israel, as the term is defined in A.R.S. § 35-393.