



# THE DREAM.US

## Memorandum of Understanding

This Memorandum of Understanding ("MoU") is made by and between *TheDream.US* and \_\_\_\_\_ ("Partner College").

*Mt. San Antonio College*

A. **PURPOSE OF MOU:** The parties to this MoU have the shared goal of supporting DREAMer's<sup>1</sup> in excelling academically and graduating from college with career-ready degrees and skills that will enable them to join the U.S. workforce. Toward that end, they have formed a partnership to support highly motivated low income DREAMers in attending and graduating from Partner College. This MoU sets forth the parties' respective responsibilities with regard to their partnership.

B. **PARTNERSHIP OBJECTIVES:** The main objectives of the partnership are to:

- Provide academically qualified recipients of TheDream.US scholarship ("Scholars") access to Partner College, where they will have the opportunity to excel academically and graduate with career-ready degrees prepared to join the U.S. workforce;
- Achieve a 75% graduation rate (in 150% time) for Scholars who enroll at Partner College; and
- Provide opportunities for the TheDream.US and Partner College to work together in addressing the college challenges faced by DREAMers from low-income families who are also often first-generation college students.

C. **THE DREAM.US RESPONSIBILITIES:** TheDream.US will assume responsibility for:

1. Scholarship Program: Developing and managing a national scholarship program for DREAMers ("Scholarship Program") by:
  - Raising funds for scholarships;
  - Through a fiscal sponsor, managing the scholarship program, including determining the eligibility and selection criteria, allocating scholarships across Partner Colleges, selecting Scholars, and managing scholarship payments;
  - Promoting the Scholarship Program through DREAMer networks, national and local media, and in TheDream.US publications, websites, and social media platforms; and
  - Providing Partner College with written materials to use in promoting the Scholarship on its social media sites and in printed materials.
2. Recruitment: Supporting the recruitment of Scholars to Partner College by:
  - Promoting Partner College as an "official" partner college through its DREAMer networks, national and local media, and in TheDream.US publications, websites, and social media platforms.

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<sup>1</sup> DREAMers are young adults who came to the United States as minors with undocumented immigration status and have graduated from U.S. high schools or earned a U.S.-based high school equivalency. These students are unable to access federal financial aid or assistance needed to complete a college education. DREAMers must be DACA or TPS eligible and have applied for or received DACA or TPS approval to apply for Scholarship.



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- Allowing Partner College to use the designation “TheDream.US Partner College” publicly as long as this MoU is in effect;
  - Providing Partner College's admissions office with access to contact and profile information for TheDream.US Scholarship recipients who have designated the Partner College their college of choice, as permitted by federal and state student privacy laws; and
  - Providing opportunities for Partner College representatives to participate in TheDream.US events across the country.
3. College Completion: Collaborate with Partner College to improve college persistence and completion of Scholars by:
- Sponsor the national TheDream.US DREAMer Scholar Community which is committed to learning and peer-to-peer mentoring and support;
  - Providing Student Advisors, with feedback from Scholars on what works to support first generation college students from low-income families;
  - Working with the Student Advisor to identify early alert triggers that decrease persistence and proactively working with the Student Advisors and Scholars to counter those triggers; and
  - Collaborating with Student Advisors to design workshops and programs for Scholars to improve persistence and completion (e.g., information sessions, peer-to-peer mentoring, etc.).
4. Relationship Management: Providing a single point of contact to manage the partnership commitment between Partner College and TheDream.US by:
- Managing communications with Partner College;
  - Coordinating and attending an annual meeting of Partner College and TheDream.US staff to review the success of recruitment efforts, Scholars’ progress, quality of the Scholars’ campus experience and any topics relevant to college persistence and make appropriate adjustments;
  - Coordinating with TheDream.US staff who are involved in partnership programs and activities.

**D. PARTNER COLLEGE RESPONSIBILITIES:** Partner College will assume responsibility for:

1. Affordable Education: Providing affordable career-ready associate’s or bachelor’s degree programs at a cost that, after applying available state and institutional aid, is less than \$12,500 in tuition and fees for an associate’s degree and \$25,000 for tuition and fees for a bachelor’s degree and assisting Scholars in developing a financial aid package that will cover the cost of attendance by:
- Assisting Scholars in accessing state, institutional, and private grants and scholarships to cover the full cost of attendance;
  - Not limiting the amount of state or institutional aid to a Scholar as a result of the Scholar’s receipt of TheDream.US Scholarship Award, subject to federal and state laws and regulations; and
  - Allowing Scholars to access available on-campus employment.
2. Recruitment: Aspire to recruit, admit, and enroll at least 10 Scholars each academic year by:



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- Promoting the Initiative on its website and in its recruiting activities using content provided by *TheDream.US* and allowing TheDream.US to refer to Partner College as a "TheDream.US College Partner" publicly;
  - Targeting DREAMers during fall application outreach efforts (e.g., visiting local high schools, inviting DREAMers to regional receptions and campus preview, sending targeted mailings, hosting DREAMers on campus; etc.);
  - Providing TheDream.US with information about Partner College that it can share in its networks;
  - Promoting pre-college opportunities to Scholars;
  - Identifying a single point of contact in the admissions office who will track and support Scholars in the Partner College application process.
3. College Completion: Collaborate with TheDream.US to improve college persistence and completion of Scholars by:
- Designating at least one student advisor who will provide comprehensive college counseling to Scholars as set forth on the attached Exhibit A;
  - Enrolling Scholars in Partner College's pathway program, if available, to ensure a smooth and successful transition to a 4 year university; and
  - Subject to federal and state student privacy laws, track, compile and report persistence and completion data of Scholars, including enrollment, degree program, major, credits earned, non-credit remediation classes, and cumulative GPA; and
  - Working with other Partner Colleges to develop, as appropriate, articulation agreements to provide a smooth transition for Scholars who seek to transfer to another Partner College.
4. Relationship Management: Providing a single point of contact to manage the partnership commitment between Partner College and TheDream.US by:
- Managing communications with TheDream.US;
  - Coordinating and attending an annual meeting of Partner College and TheDream.US staff to review the success of recruitment efforts, Scholars' progress, quality of the Scholars' campus experience and any topics relevant to college persistence and make appropriate adjustments; and
  - Coordinating with Partner College staff who are involved in partnership programs and activities, including identifying a single point of contact to work with Scholarship America in administering the Scholarship Awards in accordance with the most current TheDream.US Scholarship Administration Guide.

### **E. MUTUAL UNDERSTANDINGS.**

1. The parties acknowledge that, with respect to the support services to be provided by Partner College to TheDream.US Scholars, Partner College provides support services to all students.
2. Use of Names and Logos. Both Partner College and TheDream.US grant each other permission to use their respective names for the exclusive use and purpose of promoting the Scholarship Program on written materials and social media sites. TheDream.US shall have the right to review and approve any description of the Scholarship Program and Partner College shall have the right to review and approve any description of the Partner College. The parties may only use each other's logos with the express permission.

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3. Primary Contacts. The primary contacts for this instrument are:

| Primary Contact for TheDream.US:  | Primary Contact for Partner College:   |
|---|--|
| Name: Candy Marshall<br>Title: President, TheDream.US<br>Telephone: 206-972-7898<br>E-mail: candy.marshall@ghco.com | Name: <u>Elmer Rodriguez</u><br>Title: <u>High School Outreach Specialist</u><br>Telephone: <u>(909) 274-5989</u><br>E-mail: <u>erodriguez@mtsac.edu</u> |

4. STUDENT PRIVACY. The parties agree to abide by the Family Educational Rights and Privacy Act ("FERPA") and any other applicable Federal and State laws/regulations addressing student privacy.

a. Partner College shall be responsible for obtaining from each Scholar, prior to disclosing any records to TheDream.US that are protected by FERPA or any other applicable federal and state laws, a signed informed consent that allows Partner College to share the student's academic records with TheDream.US.

b. TheDream.US shall be responsible for obtaining from each Scholar, prior to disclosing any records to Partner College that are protected by FERPA or any other applicable federal and state laws, a signed informed consent that allows TheDream.US to share the student's academic records with Partner College.

5. PARTICIPATION IN SIMILAR ACTIVITIES. This agreement in no way restricts TheDream.US or Partner College from participating in similar activities with other public or private agencies, organizations, and individuals.

6. COMMENCEMENT DATE. This agreement is executed as of the date of last signature. The parties will review this agreement on an annual.

7. MODIFICATION. Modifications to this agreement shall be made by mutual consent of the parties, by the issuance of a written modification, signed and dated by authorized officials, prior to any changes being performed.

8. TERMINATION. Either party, upon thirty (30) days written notice, may terminate the agreement in whole, or in part, at any time.

9. LIABILITIES. It is understood that no party to this MOU is the agent of the other, and no party is liable for the wrongful acts or negligence of the other. Each party shall be responsible for its negligent acts or omissions and those of its officers, employees, agents or students (if applicable), howsoever caused, to the extent allowed by their respective state laws.

Name: \_\_\_\_\_  
Title: President  
TheDream.US  
Date: \_\_\_\_\_

Name: William T. Scroggins  
Title: President/CEO  
College: Mt. San Antonio College  
Date: 7/23/14



**The Role of TheDream.US Student Advisor – A Guide**  
**July 13, 2014**

The role of TheDream.US student advisor is to provide developmental advising using a one-stop, case management approach to effectively guide TheDream.US Scholars through all aspects of their college careers.

TheDream.US Student Advisor will:

- ✓ Conduct pre-enrollment outreach to help the Scholar transition smoothly to the college
- ✓ Ensure Scholar enrolls full-time in a career ready associate or bachelor degree program
- ✓ Complete an intake assessment and assist the Scholar in developing an individualized education plan with goals for degree completion. This plan should address any barriers to college success
- ✓ Meet with the Scholar for a mid-term check-in to review the Scholar's progress and to discuss any concerns or issues and develop a plan for the same
- ✓ Meet with the Scholar for an end-of-term check-in to review Scholar's progress against their education plan and make adjustments as needed
- ✓ Check-in with faculty and academic advisors to ensure early identification of any risks to college completion and make referrals as appropriate to academic, social or emotional support services
- ✓ Track the Scholar's academic progress and if extenuating circumstances impact either the Scholar's ability to maintain full-time enrollment or a 3.0 GPA work with the Scholar to develop a plan to stay on track, including regular check-ins with the Student Advisor, and submit the plan to Scholarship America for approval
- ✓ Serve as one-stop place for Scholars with questions related to their college experience and help Scholars access the college's available support services for social, financial, career, and health care needs.
- ✓ Help Scholars identify opportunities for student leadership, service-learning, peer mentoring, STEM and career enrichment
- ✓ For associate's degree Scholars who choose to pursue a bachelor's degree, provide assistance with transferring to a four-year college or university including the application process, placement test preparation, and applying for financial aid and scholarships