

Cash For College Program: How To Create A C4C Workshop

The Cash For College (C4C) program was created to teach students about financial aid and various available programs. A highlight of this program is C4C helps students register and complete the FASFA and CADAA. Once the student completes a workshop, finishes their financial aid application, and submits a quick survey, they are eligible to win a \$1,000 scholarship.

Below are the steps on how to register for a free Cash For College Workshop:

If you need additional assistance, CSAC has a YouTube video highlighting the step-by-step process:

https://www.youtube.com/watch?v=bw92ePdJ_aY&ab_channel=CashforCollegeCoordinator

Step One: Click on the link:

https://cash4college.csac.ca.gov/Organization/CCFC_CreateOrganization

Step Two: Fill out the application.

- Under Agency Information, you must put your organization/ school's name. If you add your own personal name, it will be rejected.
- There can only be one point of contact per agency. If you want to add more, you will have to email Julissa@inlandempiregia.org.

Step Three: Please wait until your organization's request is approved. It may take up to two business days.

Step Four: After it has been approved, the individual under Primary Contact Information will be emailed a token of activation. Please click on it and you can now create C4C workshop(s).

Step Five: Under *WORKSHOP DESCRIPTION*, make sure you request a speaker if you want someone from the program to present or volunteers if you may need additional financial aid-certified help at the event. If you do not request a speaker, you will be required to host the event without GIA's help. You can also request a bilingual presenter or specific volunteers under the workshop description. For example, the workshop description may read: "I am requesting a bilingual Spanish and English presenter. In addition, I am requesting two additional volunteers that may know Spanish or ASL".

Step Six: Submit the C4C event and wait for the approval. Please note if you are requesting a speaker, please create an event at least two weeks before the event date. GIA can not guarantee speakers if the event request is submitted one week before the event. In addition, GIA can not guarantee volunteers if the event request is three days before the event.

As you host your workshop, please keep the following in mind:

Workshop Attendance Records

To wrap up all steps involved in hosting a workshop, workshop hosts are asked to submit attendance records of all students/parents in attendance within one week of hosting a workshop. Please send an excel copy of the attendance sheets through email at:

Julissa@inlandempiregia.org. This will enable CSAC and GIA to track the completion of your workshop and ensure that all students in attendance are accounted for in the surveys received. At a minimum, please make sure your attendance records include the student's full name, grade level, and email address (personal and school email).

Survey and Scholarships

If any of your workshop students need additional time to complete the surveys, the survey link for your workshop is available to share through the March 2nd deadline. The link to the survey can still be available to students after the end of your workshop by using the link: <https://cash4college.csac.ca.gov/Home/showWorkshopDetail?id=XXXXX>. (You would use your workshop ID in place of the X's.) For example, if your Workshop ID is 12345, your survey link would be <https://cash4college.csac.ca.gov/Home/showWorkshopDetail?id=12345>.

Your students must complete the survey to be entered into the scholarship drawing for a \$1,000 scholarship from GIA and CSAC.

We have multiple \$1,000 scholarships available specifically for C4C students in the Inland Empire. To qualify, students must:

- Attend a registered C4C workshop
- Submit the CSAC Survey before March 2nd
- Finish their Financial Aid before December 10th for the first drawing and before March 2nd for the second drawing

GIA Support

As your Regional Coordinating Organization (RCO), GIA is here to offer you support. In order for us to provide direct support, please make sure to reach out to Julissa Loza Mendez directly at Julissa@inlandempiregia.org. As a reminder, GIA can assist with the following, depending on availability and advance notice:

- Recruiting additional financial aid volunteers
- Presenting about financial aid in an overview presentation (English and/or Spanish)
- Provide 1:1 FAFSA/CADDA application assistant.

Please note that GIA cannot provide the online hosting platforms for FAFSA/ CADAA events, refreshments, or monetary support.

Thank you so much for your partnership!