

# MAINE STATE LEGISLATURE

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# **Alumni Transition Grant Program (ATGP)**

December 4, 2024

Required by:  
22 M.R.S.A. §4010-C(4)  
PL 2013, c. 577

Submitted by:  
Maine Department of Health and Human Services  
Office of Child and Family Services

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## **Executive Summary**

The Alumni Transition Grant Program (ATGP) is administered by the Department of Health and Human Service's Office of Child and Family Services (OCFS). ATGP provides financial assistance and navigator support to eligible recipients for the purpose of helping individuals who have emancipated or "aged out" of Maine's foster care system complete their postsecondary education. The ATGP is governed by Maine law as set forth in statute (22 M.R.S.A. § 4010-C) (see Appendix A) and rule (10-144 C.M.R. Ch. 577) (see Appendix B).

ATGP grants are awarded on a first come, first served basis to eligible individuals within allocated resources. A maximum of 40 individuals may receive a grant award at any one time. To be eligible, an individual must be at least 21 years of age, but less than 27 years of age; *and* must have aged out of Maine's foster care system at age 18; *and* must have engaged in Maine's Voluntary Extended Care Youth Transition Agreement (formerly called the V9 Agreement); *and* must have exited Maine's Extended Care Youth Transition Agreement in good standing at age 21; *and* must have been enrolled in a postsecondary education program making satisfactory progress at the time they exited the Youth Transition Agreement. To become and remain eligible, recipients must be in good academic standing, or if on probation, have a formal plan to remediate academic probation, and must still be eligible for FAFSA funding. Recipients are eligible to receive ATGP funds only during semesters in which they are enrolled in classes.

The amount of financial support provided to each ATGP recipient is determined after free financial aid, scholarships, and wages/benefits are considered. The ATGP also factors in the recipient's expenses when determining the award amount. Provided the recipient remains eligible, ATGP assistance will be provided up to the completion of an undergraduate degree (not to exceed six years for the completion of a four-year undergraduate bachelor's degree, four years for the completion of a two-year undergraduate associate's degree, and four years for the completion of a postsecondary training program designed to prepare the individual for gainful employment in a recognized occupation).

The ATGP Administrator reviews the ATGP Budget Form (see Appendix F) with each eligible ATGP recipient to determine his or her ATGP award, based on the recipient's income and expenses. Recipients are required to complete the Free Application for Federal Student Aid (FAFSA). Scholarships, wages, and other sources of financial assistance are considered prior to the determination of the ATGP award. ATGP funds are provided to ATGP recipients to cover:

- **Direct College Costs** (Tuition, fees, books, supplies, tools, equipment, tutoring, campus housing, meal plans, and transportation).
- **Living Expenses** (Off-campus room and board, utilities, phone, laundry, childcare, extraordinary expenditures such as emergency car repairs and medical expenses not covered by MaineCare, and a 5% allowance for unanticipated student costs).

OCFS designated its Youth Transition Specialists, located in district offices across Maine, to serve as ATGP Navigators. Through this program, ATGP recipients receive supportive assistance (at their direction) while completing their post-secondary programs.

## **Summary of ATGP Implementation Activities**

### **ATGP Promotion:**

The ATGP Program is primarily promoted to eligible students through the OCFS Youth Transition Specialists who are working with students exiting Maine's OCFS Voluntary Extended Care Youth Transition Program. Youth exiting Maine's OCFS Voluntary Extended Care Youth Transition Program represent the pool of eligible youth. This plan of outreach allows for continuity of support for students, who will in most cases, continue to work with their Youth Transition Specialist as their ATGP Navigator.

In addition, the ATGP Program continues to be promoted through:

- Youth Leadership Advisory Team's (YLAT) website ([www.ylat.org](http://www.ylat.org))
- YLAT's College Support Resource <https://www.ylat.org/college-supports>
- The ATGP Facebook: <https://www.facebook.com/AlumniTransitionGrantProgram>
- The Annual Teen Conference
- OCFS Youth Transition Specialists
- Community partners.

### **ATGP Navigators:**

OCFS continued to fulfill the role of ATGP Navigator, utilizing the existing seven (7) Youth Transition Specialists located in district offices across the State to serve as ATGP Navigators.

Through this role, ATGP Navigators continued to meet with ATGP recipients during each semester to provide support; assisted ATGP recipients to access campus-based and community-based resources, based on their individual needs; and collaborated with student support services (both on and off campus), including College Transition Specialists through Jobs for Maine's Graduates and TRIO programs (which help students overcome class, social, and cultural barriers).

### **ATGP Advisory Committee:**

In 2024, there were limited changes in ATGP Committee members. Please see Appendix C for a list of current Committee Members.

The ATGP Committee met four (4) times during 2024. The ATGP Committee continued its Facebook page to provide ATGP Participants with information, resources, inspiration, as well as to provide a venue to celebrate their achievements.

With the recent expansion of Voluntary Extended Care from age 21 to age 23, ATGP Legislation and ATGP Promulgated Rules will need to be changed. The ATGP Committee hopes to finalize needed changes in 2025.

### **ATGP Financial and Participant Data:**

In 2024, four (4) eligible students participated in the Alumni Transition Grant Program (representing new and renewing ATGP recipients). The number of students doubled from 2023. ATGP funds are provided to students after free financial is applied to allowable expenses. ATGP funds totaling \$17,781 were provided, at an average of approximately \$4,445 per ATGP participant. This represents an increase in the funds needed this past year to support students.

The following factors contributed on-going lower than expected participation and use of funds:

- Enrollment in Maine's Tuition Waiver Program for Youth from Foster Care provides free funding before ATGP funds would be accessed.
- Other free federal financial aid is accessed before ATGP funds are provided, and funds provided do not exceed actual cost of attendance.
- Continued reduction in the number of college students since the COVID-19 Pandemic and the original number of 40 participants was an estimate. (Historically there have been no more than 25 recipients at any given time).

Of the funding provided during 2024, 13% was provided to students to cover direct college costs. The remaining 87% was provided to students to cover expenses associated with daily living, as described above in the Executive Summary.

The following chart details the funding provided to ATGP recipients by type and semester:

Semester	Direct College Costs	Living Expenses	Total Funding
Spring 2024	\$1,894	\$12,674	\$14,568
Summer 2024	\$0	\$0	\$0
Fall 2024*	\$418	\$2,795	\$3,213

*\*Data as of 11/20/2024*

### **Student Participation and Outcomes:**

A total of four (4) students participated in the ATGP program during 2024. One Student graduated with a bachelor's degree in May 2024. Two (2) of the remaining students continue to be in good academic standing and enrolled in their postsecondary programs. One (1) student left their program due to no longer being in good academic standing.

To increase knowledge of student needs and the supports that helped them successfully graduate, the ATGP Committee voted unanimously to provide a small stipend to ATGP participants who complete a program survey at the end of each semester. The feedback collected from ATGP Surveys thus far points to the funding and Navigator support as being the most helpful in ensuring ATGP Participants can graduate from their postsecondary programs.

**Appendix A:**

<http://www.mainelegislature.org/legis/bills/getPDF.asp?paper=HP1206&item=5&snum=126>.

APPROVED: APRIL 28, 2014 BY GOVERNOR  
CHAPTER 577, PUBLIC LAW  
**STATE OF MAINE**

**IN THE YEAR OF OUR LORD  
TWO THOUSAND AND FOURTEEN**

**H.P. 1206 - L.D. 1683**

**An Act To Improve Degree and Career Attainment for Former Foster Children**

**Be it enacted by the People of the State of Maine as follows:**

**Sec. 1. 22 MRSA §4010-C** is enacted to read:

**§4010-C. Transition grant program**

The Department of Health and Human Services shall establish a transition grant program to provide financial support to eligible individuals to pay for postsecondary education.

**1. Age; enrollment in postsecondary education institution.** In order to be eligible to participate in the program, an individual must be at least 21 years of age but less than 27 years of age, must have exited the voluntary extended care and support agreement with the State under section 4037-A at 21 years of age and must be enrolled in a postsecondary education institution.

**2. Level of financial support.** The transition grant is for postsecondary support up to the completion of an undergraduate degree. The level of financial support must be equivalent to the current voluntary extended foster care supports pursuant to section 4037-A. The department shall set duration limits, including a 6-year maximum for a 4-year degree, a 4-year maximum for a 2-year degree and other duration limits for other types of postsecondary education.

**3. Postsecondary education navigator services.** The program must include postsecondary education navigator services that provide transitional services and college support. The department shall determine the specifics of those services.

**4. Advisory committee.** The department shall establish an advisory committee to provide oversight of the implementation of the transition grant program. The advisory committee must include stakeholders in the postsecondary education field, the department's postsecondary education navigator under subsection 6, professionals who work with transitional foster youth, employers, representatives of the department and other interested parties. The department shall adopt rules to determine the membership, terms of office and voting procedures of the advisory committee and other specifics of the advisory committee's governance structure. The advisory committee shall provide an annual report to the department and the joint standing committee of the Legislature having jurisdiction over health and human services matters.

**5. Limit on number of individuals receiving transition grants.** No more than 40 individuals at any one time may receive transition grants under this section.

**6. Postsecondary education navigator.** The department shall develop the roles and responsibilities for the postsecondary education navigator to provide transitional services and college student support for individuals pursuant to this section. The postsecondary education navigator shall provide data to the advisory committee. The department shall adopt rules to implement this section. Rules adopted pursuant to this section are routine technical rules as defined in Title 5, chapter 375, subchapter 2-A.

## Appendix B:

**10-148 DEPARTMENT OF HEALTH AND HUMAN SERVICES  
OFFICE OF CHILD AND FAMILY SERVICES (OCFS)**  
**Chapter 577: ALUMNI TRANSITION GRANT PROGRAM (ATGP)**

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### **SECTION 1: Statutory Reference**

The Department of Health and Human Services shall establish a transition grant program to provide financial support to eligible individuals to support their postsecondary education. 22 M.R.S. §4010-C

### **SECTION II: Definitions**

1. **Alumni.** A young person who turned 18 while in Maine's foster care system and was on Maine DHHS's Voluntary Extended Care and Support (V9) Agreement that ended at age 21.
2. **ATGP Navigator.** A person employed by a community-based organization or DHHS to support the ATGP recipients by providing information about on- and off- campus services, brokering resources, providing coordination and advocacy, and meeting with ATGP students to assist in their successful completion of postsecondary education, degree, or apprenticeship attainment.
3. **DHHS.** The Department of Health and Human Services (DHHS or the Department), Office of Child and Family Services (OCFS), with statutory authority to provide custodial and extended care support to eligible individuals.
4. **Financial Support.** Funding provided by DHHS to the ATGP recipient is to be applied toward postsecondary education and living expenses equivalent to the level of financial support provided to students through the Voluntary Extended Care and Support (V9) Agreement.
5. **Student.** An alumni at least 21 years of age, but less than 27 years of age who exited the Voluntary Extended Care and Support (V9) Agreement and is enrolled in postsecondary education.
6. **Postsecondary Education.** A program of study that takes place at any college or university that leads to an associate's degree or bachelor's degree or a postsecondary training program designed to prepare students for gainful employment in a recognized occupation. This does not include a course of study, outside of a postsecondary institution, through Adult Education, informal internship, or informal apprenticeship.
7. **Postsecondary Educational Institution.** An educational institution in or out of state that is recognized by Maine's Department of Education as an institute of postsecondary education, or a formal training program designed to prepare students for gainful employment in a recognized occupation and that provides a credential generally accepted by employers.
8. **Undergraduate degree.** A two-year associate's degree or a four-year Bachelor's degree. Does not include a postgraduate (i.e. Master's) degree.
9. **Voluntary Extended Care and Support Agreement.** Also known as the V9 Agreement. A voluntary agreement between a young adult, aged 18 to 21 years, who was in Maine DHHS's foster care on his or her 18th birthday, for the purpose of providing financial and other supports from DHHS to the young adult until his or her 21st birthday.

### **SECTION III: ATGP Eligibility**

1. An individual must be at least 21 years of age, but less than 27 years of age; and
2. Must have aged out of Maine's foster care system at age 18 and exited Maine's Voluntary Extended Care and Support (V9) Agreement with the Department under Title 22 M.R.S. §4037-A at 21 years of age, in accordance with DHHS *Office of Child and Family Services Policy Manual*, Section V.T. Youth Transition Services. This policy section can be found at:  
[http://www.maine.gov/dhhs/ocfs/cw/policy/v\\_t\\_maine\\_title\\_iv-e\\_indepen.htm](http://www.maine.gov/dhhs/ocfs/cw/policy/v_t_maine_title_iv-e_indepen.htm)  
and
3. Must show proof of enrollment in a postsecondary education undergraduate program and documentation (i.e. grades) to demonstrate continuing satisfactory progress (with at least a 2.0 GPA); or if on probation, must provide a formal plan to exit probation that has been accepted by the postsecondary institution.

### **SECTION IV: ATGP Level of Support**

1. No more than 40 individuals at any one time may receive the Alumni Transition Grant.
2. Alumni Transition Grants will be awarded on a first come, first served basis.
3. Eligible individuals may apply after their 20th birthday up to their 27th birthday using the DHHS OCFS' Alumni Transition Grant Application.
4. A transition grant will not be provided prior to the individual's 21st birthday or after the individual's 27th birthday.
5. The level of Financial Support must be equivalent to the current Voluntary Extended Care and Support (V9) Agreement pursuant to section 22 M.R.S. §4037-A and in accordance with DHHS, Office of Child and Family Services, VT Youth Transition Policy.
6. The DHHS Transition Grant will provide Financial Support to eligible students for postsecondary support up to the completion of an undergraduate degree and:
  - a. Financial Support will not exceed six (6) years for the completion of a four-year undergraduate bachelor's degree.
  - b. Financial Support will not exceed four (4) years for the completion of a two-year undergraduate associate's degree.
  - c. Financial Support for training programs will not exceed four (4) years for the completion of a postsecondary training program designed to prepare students for gainful employment in a recognized occupation.

### **SECTION V: ATGP Navigator Services**

1. The ATGP Navigator will provide postsecondary education support to all ATGP recipients by:
  - a. Coordinating support with each student within the parameters of the ATGP.
  - b. Contacting each ATGP recipient prior to, in the middle of, and before the end of each semester to assist the student in planning and to coordinate assistance as needed.
  - c. Working with students, mental health professionals, and other treatment providers to support students in the development of their treatment plans, as needed.
  - d. Helping students develop relational skills for building their own informal supports and connections to their community.

- e. Securing proper releases and providing information to assist with accessing on- and off-campus supports, services, and resources as coordinated with the student.
- f. Working with students to provide case coordination, resources, and advocacy for student goal achievement and success.
- g. Assisting ATGP students as needed in establishing safe and stable housing.
- h. Collecting grade and progress reports at the end of each semester to ensure continued ATGP eligibility and student success.
- i. Maintaining records with relevant documentation.
- j. Attending ATGP Advisory Committee meetings.
- k. Assisting with data collection and annual reporting to the Maine Legislative Joint Standing Committee on Health and Human Services and the DHHS OCFS Director.
- l. Coordinating with the DHHS OCFS Youth Transition Specialist.
- m. Checking in with ATGP graduates to explore additional resources and complete follow-up data collection.

## **SECTION VI: ATGP Advisory Committee**

- 1. The ATGP Advisory Committee will be comprised of a maximum of fifteen (15) members, as appointed by the DHHS, OCFS Director, who are representative of:
  - a. DHHS OCFS Youth Transition Specialist
  - b. DHHS OCFS district staff
  - c. The ATGP Navigator
  - d. Postsecondary educational institutions
  - e. Community-based organizations focused on postsecondary education for youth in transition
  - f. Community-based employers
  - g. Community-based or public organizations focused on employment for youth in transition
  - h. Alumni Transition Grant Program participants (at least two (2))
  - i. Youth Leadership Advisory Team contracted provider
  - j. Community-based organizations focused on youth in transition
- 2. **Governance Structure**
  - a. **Meetings/Chair:** The OCFS Youth Transition Specialist will call the first meeting of the Advisory Committee. At the first meeting, the committee shall select, by majority vote, co-chairs (including one ATGP participant) from among its members to serve a term of one year. Co-chairs may be re-elected to subsequent one-year terms. Co-chairs shall call subsequent meetings and will identify a note-taker from the attendees who is responsible for recording the minutes of the meeting. The Advisory Committee must meet at least four (4) times per year.
  - b. **Notice of Meetings/Agenda:** The chair shall send a notice of meeting to each advisory committee member at least three (3) weeks in advance. A notice of meetings must contain the date, time, place, and agenda of the meeting and the minutes of the previous meeting. Special meetings must have at least ten (10) days' notification prior to meetings.

- c. **Attendance at Meetings:** Each advisory committee member is expected to attend all meetings, either in person or remotely.
- d. Within three (3) months of resignation or removal of a committee member, the committee will make a recommendation to the OCFS Director regarding a new membership appointment.

3. **Decision Making:** The Advisory Committee will make all decisions based on consensus. When consensus cannot be reached, the Committee will make decisions based on majority rule. A quorum is required. A quorum is defined as 50 percent plus one of the current membership. The Advisory Committee will also follow *Robert's Rules of Order*, 11th Edition, or any subsequent edition.

4. Responsibilities and duties of the Advisory Committee are as follows:

- a. Establishes and follows Committee bylaws;
- b. Identifies in collaboration with OCFS and the ATGP Navigator aggregated data regarding ATGP participants and graduates;
- c. Reviews data and waitlist numbers to ensure that the program is working as intended;
- d. Reviews the ATGP rules on a bi-annual basis;
- e. Advises DHHS OCFS Director regarding identified barriers, unmet needs, and suggested improvements to the ATGP within the context of these rules; and
- f. Provides an annual report each January to Maine's Legislative Joint Standing committee on Health and Human Services and the OCFS Director regarding utilization of this program, overall outcomes, and other needs of youth in transition that cannot be met by this program.

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STATUTORY AUTHORITY: 22 M.R.S. §4010-C

EFFECTIVE DATE:

August 12, 2015 – filing 2015-145

## **Appendix C:**

### **Alumni Transition Grant Program (ATGP) Advisory Committee Members:**

**Dulcey Laberge**, DHHS OCFS Youth Transition Team Leader, Program Administrator, *Co-Chair*

**Jessica Harris**, Representative: Alumni Transition Grant Program Graduate, *Co-Chair*

**Elise Hamblett**, OCFS Youth Transition Specialist/ATGP Navigator Representative: OCFS\*

**Laurie Davis**, University of Southern Maine, TRIO Programs (retired)

**Michael Hinkley-Gordon**, Good Will-Hinckley, Representative: Community-based Organizations Focused on Postsecondary Education for Youth and Supportive Housing

**Lisa Sandy**, Good Will-Hinckley, Representative: Community-based Organizations Focused on Postsecondary Education for Youth and Supportive Housing

**Jessica Whittier**, Finance Authority of Maine, Representative: Community-based Organizations Focused on Youth in Transition

**Michelle Bourne**, Jobs for Maine's Graduates, Representative: Community-based Organizations Focused on Postsecondary Education for Youth in Transition

**Noah Patenaude**, Representative: Alumni Transition Grant Program Participant

**Teresa Smith**, Director of Enrollment, Kennebec Valley Community College (KVCC), Representative: Postsecondary Educational Institutions

**Lily Maass**, Policy Assistant, University of Southern Maine, Cutler Institute, Representative: Maine Youth Leadership Advisory Team

\*Ms. Hamblett replaced Angela Delong who retired on August 28, 2024.

## **Appendix D:**

### **Alumni Transition Grant Program (ATGP) Advisory Committee Bylaws**

#### **1. Purpose:**

The Department of Health and Human Services established a transition grant program to provide financial support to eligible individuals to support their postsecondary education. 22 M.R.S. § 4010-C.

The Purpose of the ATGP Advisory Committee, as authorized by 10-148, Chapter 577, is to ensure the ATGP program is meeting the needs of ATGP recipients as intended by Rule.

#### **2. Membership and Structure:**

The ATGP Advisory Committee will be comprised of a maximum of fifteen (15) members, as appointed by the DHHS, OCFS Director, who are representative of:

1. DHHS OCFS Youth Transition Specialist
2. DHHS OCFS district staff
3. The ATGP Navigator
4. Postsecondary educational institutions
5. Community-based organizations focused on postsecondary education for youth in transition
6. Community-based employers
7. Community-based or public organizations focused on employment for youth in transition
8. Alumni Transition Grant Program participants (at least two [2])
9. Youth Leadership Advisory Team contracted provider
10. Community-based organizations focused on youth in transition

#### **3. Governance Structure**

##### **A. Responsibilities and Duties:**

- a. Develops and follows Committee bylaws;
- b. Approves forms and procedures;
- c. Develops promotional materials;
- d. Identifies and reviews relevant aggregated data and to ensure that the program is working, as intended;
- e. Reviews ATGP rules and relevant policies at least annually or sooner if determined necessary;
- f. Advises OCFS Director regarding identified barriers, unmet needs, and suggested improvements to the ATGP within the context of these rules;
- g. Reviews bylaws on an annual basis; and
- h. Provides an annual report each January to Maine's Legislative Joint Standing committee on Health and Human Services and the OCFS Director regarding utilization of this program, overall outcomes, and other needs of youth in transition that cannot be met by this program.

- B. Committee Meetings/Co-Chairs: The OCFS Youth Transition Specialist will call the first meeting of the Advisory Committee. At the first meeting, the committee shall select, by majority vote, co-chairs (including one ATGP participant) from among its members to serve a term of one year. Co-chairs may be re-elected to subsequent one-year terms. Co-chairs shall call subsequent meetings and will identify a note-taker from the attendees who is responsible for recording the minutes of the meeting. The Advisory Committee must meet at least four (4) times per year.
- C. Notice of Meetings/Agendas: The chair shall send a notice of meeting to each advisory committee member at least three (3) weeks in advance. A notice of meetings must contain the date, time, place, and agenda of the meeting and the minutes of the previous meeting. Special meetings must have at least ten (10) days' notification prior to meetings:
  - a. Attendance at Meetings: Each advisory committee member is expected to attend all meetings, either in person or remotely.
  - b. Within three (3) months of resignation or removal of a committee member, the committee will make a recommendation to the OCFS Director regarding a new membership appointment.
- D. Committee Decision Making: The Advisory Committee will make all decisions based on consensus. When consensus cannot be reached, the Committee will make decisions based on majority rule. A quorum is required. A quorum is defined as 50 percent plus one, of the current membership. The Advisory Committee will also follow *Robert's Rules of Order*, 11<sup>th</sup> Edition, or any subsequent edition.

Bylaws adopted by the ATGP Committee on December 18, 2015

## **Appendix E:**

### **ATGP Advisory Committee Meeting March 11, 2024**

#### **Present:**

Dulcey Laberge, DHHS—OCFS Youth Transition Program Manager/ATGP Manager/ATGP Committee Co-Chair

Lily Maass, YLAT, University of Southern Maine (USM, Cutler Institute)

Laurie Davis, Retired TRIO Director, University of Southern Maine

Michael Hinckley-Gordon, Chief Operating Officer, Good Will-Hinckley

#### **Regrets:**

Noah Patnaude—Current ATGP Recipient

Teresa Smith, Director of Enrollment, Kennebec Valley Community College (KVCC)

Jessica Harris, Former ATGP recipient ATGP Committee Co-Chair

Michelle Bourne, Jobs for Maine's Graduates (JMG)

Angela Delong, OCFS Youth Transition Specialist/ATGP Navigator

Jessica Whittier, Finance Authority of Maine (FAME)

**Review of December 2023 Meeting Minutes:** December Meeting Minutes were unanimously accepted.

**ATGP Facebook Updates:** 89% of views were identified as females. Committee wondered if a feature with a young man might encourage others to view the ATGP Facebook as well. Dulcey will ask a current participant to ask if he is willing to do a feature about his successes with ATGP to promote ATGP to a more diverse group of young people.

**ATGP Rules Updates:** This is still in process and Dulcey will bring the process to the Committee when we are able to move forward with Rules changes.

#### **Committee Updates:**

Michael Hinckley-Gordon: His role at Good Will-Hinckley has changed and he asked that Sarah Green, Director for College Step Up, replace him on the Committee. This was unanimously agreed upon.

Michael also provided an update that there are four (4) students currently enrolled with College Step Up (three are attending KVCC and 1 is attending Thomas College).

Lily: Teen Conference is scheduled for June 26, at St. Joseph's College in Standish

Laurie: Trio Services is entering their new grant period. Colleges will submit applications in Dec. 2024/Jan. 2025. All colleges in Maine, except YCCC, have a Trio grant.

Dulcey: OCFS is pleased to announce Bobbi Johnson as our new Director. The Tuition Waiver application for youth in foster care went live on 3/1/24.

**ATGP Advisory Committee Meeting**  
**July 15, 2024**

**Present:**

Dulcey Laberge, DHHS—OCFS Youth Transition Program Manager/ATGP Manager/ATGP Committee Co-Chair  
Lily Maass, YLAT, University of Southern Maine (USM, Cutler Institute)  
Laurie Davis, Retired TRIO Director, University of Southern Maine  
Michael Hinckley-Gordon, Chief Operating Officer, Good Will-Hinckley  
Teresa Smith, Director of Enrollment, Kennebec Valley Community College (KVCC)  
Michelle Bourne, Jobs for Maine's Graduates (JMG)  
Angela Delong, OCFS Youth Transition Specialist/ATGP Navigator  
Elise Hamblett, OCFS Youth Transition Specialist/ATGP Navigator (to replace Angela Delong)

**Regrets:**

Noah Patnaude—Current ATGP Recipient  
Jessica Harris, Former ATGP recipient ATGP Committee Co-Chair  
Jessica Whittier, Finance Authority of Maine (FAME)

**Review of March 2024 Meeting Minutes:** March Meeting Minutes were unanimously accepted.

**ATGP Facebook Updates:** Continuing to post items.

**Committee Updates:**

Michael Hinckley-Gordon: He will continue on the Committee and Sarah Green, Director for College Step Up, will join if he is unable. Five (5) students currently enrolled with College Step Up.

Laurie: The Student Supports Services application went out in May (earlier than thought) with applications due today. All colleges in Maine, except YCCC, have a Trio grant.

Dulcey: OCFS is working on changes to the ATGP Legislation for this upcoming session. Once that passes, we can make changes to the Promulgated Rules after that.

Angela: Retiring in August. Elise Hamblett will be taking over as the YTS/Navigator representative.

Therese: KVCC is hiring an Assistant Admissions Director. The job posting is on the website.

Michelle: She will provide the Opportunity Passport training schedule to Lily for posting on the FB page and YLAT App.

## **ATGP Advisory Committee Meeting Minutes September 9, 2024**

### **Present:**

Dulcey Laberge, DHHS—OCFS Youth Transition Program Manager/ATGP Manager/ATGP Committee Co-Chair  
Jessica Harris, Former ATGP recipient ATGP Committee Co-Chair  
Lily Maass, YLAT, University of Southern Maine (USM, Cutler Institute)  
Laurie Davis, Retired TRIO Director, University of Southern Maine  
Teresa Smith, Director of Enrollment, Kennebec Valley Community College (KVCC)  
Michelle Bourne, Jobs for Maine's Graduates (JMG)  
Elise Hamblett, OCFS Youth Transition Specialist/ATGP Navigator  
Noah Patnaude—Current ATGP Recipient  
Jessica Whittier, Finance Authority of Maine (FAME)

### **Regrets:**

Michael Hinckley-Gordon, Chief Operating Officer, Good Will-Hinckley

### **Review of July Meeting Minutes:**

Meeting minutes were accepted.

### **ATGP Facebook Updates**

Discussed ways YTS can provide FB information to youth they are working with.

Discussed ideas of items to post:

- Study habits
- Community Resources
- Link to JMG college specialists
- Info about the Career Center

### **Committee Updates**

Laurie: The Trio programs have submitted their applications.

Michelle: JMG has a few new college specialists

Teresa: looking to expand OT program by partnering with EMCC and YCCC. There is a current delay in KVCC student application process due to change in the computer system.

Jessica H: Will be attending the Jim Casey Convening in NC in November.

Michael (updated via email): There are currently six (6) Young People at College Step Up, with two (2) more interviewing this week.

## **ATGP Advisory Committee Meeting Minutes December 2, 2024**

### **Present:**

Dulcey Laberge, DHHS—OCFS Youth Transition Program Manager/ATGP Manager/ATGP Committee Co-Chair  
Jessica Harris, Former ATGP recipient ATGP Committee Co-Chair  
Lily Maass, YLAT, University of Southern Maine (USM, Cutler Institute)  
Laurie Davis, Retired TRIO Director, University of Southern Maine  
Teresa Smith, Director of Enrollment, Kennebec Valley Community College (KVCC)  
Michelle Bourne, Jobs for Maine's Graduates (JMG)  
Elise Hamblett, OCFS Youth Transition Specialist/ATGP Navigator  
Noah Patnaude—Current ATGP Recipient  
Jessica Whittier, Finance Authority of Maine (FAME)  
Michael Hinckley-Gordon, Chief Operating Officer, Good Will-Hinckley

### **Regrets:**

Michael Hinckley-Gordon, Chief Operating Officer, Good Will-Hinckley  
Noah Patnaude—Current ATGP Recipient  
Lily Maass, YLAT, University of Southern Maine (USM, Cutler Institute)

### **Review of September Meeting Minutes:**

Meeting minutes were unanimously accepted.

### **ATGP Facebook Updates**

Lily was not present to provide a summary; however, Jessica Whittier will send information to Lily for posting about upcoming FAME workshops. She will cc Dulcey to send for posting on YLAT social media as well.

### **Review Annual ATGP Legislative Report**

Report was reviewed during the Committee meeting; a few corrections were made and the Committee voted to have it submitted.

### **Committee Updates**

Jessica W: FAFSA is now open and working

Michael: Good Will-Hinkley (GWH) is in the process of renewing their National Accreditation; GWH is developing a 3–5-year Agency-wide Plan; Five (5) students are enrolled in the College Step Up Program and two (2) more will be entering the program soon.

Dulcey: The Five (5)-year Chafee Plan submitted by Office of Child and Family Services was approved by the Administration for Children and Families (ACF) Children's Bureau (CB).

**Appendix F:****Alumni Transition Grant Program (ATGP)**  
**ATGP Budget Form**

*To be completed each semester to determine level of ATGP financial support DHHS will provide to eligible ATGP recipients. Awards are determined based on current semester (fall, spring, summer).*

Name: \_\_\_\_\_

Semester: \_\_\_\_\_ # of months in Semester: \_\_\_\_\_

Date Completed: \_\_\_\_\_

**A. Income for the Semester:**

Total Financial Aid (not including

loans): FAFSA Award \$

Scholarships \$

ETV \$

Other (explain): \$

**Total Financial Aid \$** \_\_\_\_\_

Funds provided by a 3<sup>rd</sup> party (i.e. relatives):

Monthly \$

One Time \$

**Total Private Aid for Education \$** \_\_\_\_\_

Monthly Individual Income:

Employment Wages \$

Food Stamps \$

Social Security Payment \$

TANF \$

Other Monthly Income (explain): \$

Total Monthly Income \$

**Total Semester Income \$** \_\_\_\_\_

**B. School Expenses for the Semester:**

Tuition

\$ Fees \$

Health Insurance \$

Food Plan \$

Campus Housing \$

Parking \$

Books \$

School Supplies \$

Required Tools/Equipment \$  
Transportation (to and from school) \$  
Laptop/maintenance \$  
Tutoring \$  
Other school related expenses (explain): \$  
**Total School Related Expenses \$\_\_\_\_\_**

**C. Monthly Living Expenses:**

Rent/Mortgage (Individual cost only) \$  
Renter's Insurance when required by landlord (statement required) \$  
First Month Rent/Last Month Rent/Deposit if needed \$  
Utilities (Individual cost only):  
Electricity  
\$ Heat \$  
Cell Phone or Home Phone \$  
Internet \$  
Food Cost \$  
Laundry \$  
Childcare \$  
Other monthly expenses (explain below): \$  
**Total Monthly Living Expenses \$\_\_\_\_\_**  
**Total Living Expenses per Semester \$\_\_\_\_\_**

**D. Additional Expenses for the**

**Semester:** Extraordinary Factors  
(explain): \$ Modifications or Repairs  
(explain): \$ Special Equipment needs  
(explain): \$  
Medical expenses not covered by MaineCare \$  
Driver Education Costs \$  
Other (explain): \$  
**Total Additional Expenses \$\_\_\_\_\_**  
**Total Expenses \$\_\_\_\_\_**

**Level of ATGP Financial Need for Semester: \$\_\_\_\_\_**  
Financial Aid-Expenses: A-(B+C+D)

**Additional 5% added for unanticipated costs: \$\_\_\_\_\_**

**Total ATGP Award: \$\_\_\_\_\_**