

1 Higher Education Coordinating Board

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3 Adopted Permanent Rules Relating to Postsecondary Nursing Grant  
4 Program for Licensed Practical Nurses

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6 Rules as Adopted

7 4830.7000 SCOPE.

8 Parts 4830.7010 to 4830.7020 apply to the program of state  
9 grants for licensed practical nurses.

10 4830.7010 APPLICATION AND DISTRIBUTION OF FUNDS FOR GRANTS.

11 Subpart 1. **Application by schools and programs.** A school  
12 or program that desires nursing grant funds for licensed  
13 practical nurses must submit to the executive director by  
14 January 1 each year a completed application form provided by the  
15 executive director.

16 Subp. 2. **Modification of allocations.** The executive  
17 director shall allocate funds equal to the school's or program's  
18 estimated need for funds if the estimated need is less than the  
19 amount determined by the allocation formula.

20 Subp. 3. **Responsibility.** Each participating school or  
21 nursing program must:

22 A. provide the executive director by the first  
23 working day after May 31 each year with the just or nearly  
24 completed academic year's enrollment data of licensed practical  
25 nurses in educational programs leading to licensure as a  
26 licensed registered nurse;

27 B. establish procedures for students to apply for and  
28 receive grants;

29 C. establish criteria to use in awarding nursing  
30 grants, which must include consideration of the likelihood of a  
31 student's success in completing the nursing educational program;  
32 and

33 D. give priority to students with the greatest  
34 financial need.

35 Subp. 4. **Delay.** A participating institution that fails to

1 submit the annual application for participation to the executive  
2 director or provide requested enrollment data by the deadline  
3 dates may result in the delay of notification and allocation by  
4 the executive director.

5       Subp. 5. **Accountability.** Each participating school and  
6 nursing program is accountable for any money disbursed to  
7 students for nursing grants for licensed practical nurses. The  
8 money may be used only during the fiscal year of disbursement.  
9 If a student does not use a grant because the student does not  
10 enroll or withdraws from school, the school may use the funds  
11 for other eligible students or must return the funds to the  
12 executive director.

13       Subp. 6. **Unused funds.** When requested by the executive  
14 director, a school or nursing program shall report on its use of  
15 funds and shall return unused funds. The executive director  
16 shall reallocate unused funds to schools or nursing programs  
17 that desire additional funds.

18 4830.7020 REPORTS OF DATA.

19       Subpart 1. **Annual reports.** The school or nursing program  
20 must collect demographic, educational, and financial data  
21 specified by the executive director from eligible students  
22 requesting grants, and provide this data upon request to the  
23 executive director.

24       The executive director shall require end of the year  
25 program activity and student data reports. The school or  
26 nursing program must complete and submit the reports and any  
27 applicable refunds to the executive director by the first  
28 working day after August 9. If the reports are not completed  
29 correctly and submitted by the deadline, the executive director  
30 shall withhold the subsequent year's allocation until reporting  
31 requirements are fully met.

32       Subp. 2. **Additional information.** The executive director  
33 or the executive director's agent may require additional  
34 information not inconsistent with law that in the executive  
35 director's judgment is helpful to efficiently administer the

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1 program. The additional information may be required from grant  
2 applicants or recipients or eligible institutions or programs.