



APPENDIX A



Recruitment and Selection Methodology for Phase-In Group

We anticipate that the User Steering Committee members will become part of a larger phase-in group of institutional users that will implement COD for the 2002-2003-award year. In an effort to be as inclusive as possible and at the same time meet specific COD objectives, Modernization Partner will support SFA in employing the following approach to solicit phase-in group:

- I. Distribute both hard and soft copy correspondence to all TIV eligible schools informing them of the COD initiative and SFA's call for volunteers to implement the process for the 2002-2003-award year. Correspondence will include: COD synopsis, benefits of participation, name of operating partners supporting COD, and articulation of SFA's commitment to technical support.
- II. Place announcements relative to COD participation on strategic Websites, Portals and listservs.
- III. Solicit endorsements for COD participation from the leadership of both NASFAA and NACUBO.
- IV. Perform response analysis: to achieve balance in the population, it may be necessary to "gap fit" schools that represent specific types of student populations.
- V. Based on gaps identified in the response analysis, work with organizations such as NASFAA to identify potential fits to ensure cross-representation of post-secondary institutions.