



### **Memo: HEERF**

**To:** College Community  
**From:** Financial Aid Director  
**Date:** 5/19/2020  
**Title:** Higher Education Emergency Relief Fund (HEERF) Reporting- Emergency Financial Aid Grants to Students  
**Purpose:** To provide the College community with information relevant to the HEERF program.

### **HEERF**

The U.S. Department of Education (USDOE) recently announced the allocation of emergency financial aid grants to students, through universities and colleges, as a result of the Coronavirus Aid, Relief, and Economic Security (CARES) Act's Higher Education Emergency Relief Fund (HEERF).

Under the HEERF, currently enrolled Central Penn College students may qualify for additional financial aid grants for education-related expenses due to the disruption of campus operations. Education-related expenses include course materials, technology (computers, internet access, etc.), transportation, food, childcare, housing, healthcare and other items covered under a student's cost of attendance.

Central Penn College signed the Certification and Agreement on April 14, 2020. The total amount that we received is \$275,347.

The College adopted the USDOE guidelines when determining eligibility. These guidelines are as follows:

- Active students during the Winter 2020 term, must have been enrolled in at least one on-ground course as of March 13, 2020.
- Active students who started in the Spring term, must have been registered for at least one on-ground course during the term.
- Active students must be eligible for Title IV funding (as determined by the FAFSA and SAP)
- Students must be in an active status at the time of disbursement

The College used a three-tier system for determining the dollar amount of emergency grant funds to award to each student. The three-tier system is as follows:

- Tier One: EFCs between 0 and 5,599 receive \$600
- Tier Two: EFCs between 5,600 and 10,500 receive \$450
- Tier Three: EFCs between 10,501 and 92,495 receive \$300

Eligible students must sign an acknowledgment form before the College can release the emergency grant funds. Eligible students can find the acknowledgment form in the alerts section of their student portal. You can also view the amount awarded in your student portal. The emergency grant funds are released once the acknowledgment form is complete. The processing time needed to issue the funds is approximately two weeks from the acknowledgment date.

There are 850 number of students eligible to participate in Title IV-eligible programs. Of those students 383 met the requirements to receive emergency grant funding. We notified all of the eligible students that they qualified for the CARES Act funding under HEERF. We directed each eligible student to complete an acknowledgement form before we released the funds. As of the date of this memo, 347 students acknowledged their understanding of the program and we disbursed 179,400. We reached out to the remaining 36 students and are waiting for them to submit the acknowledgement form. Assuming all 383 remain active and sign the acknowledgement form, a total of \$196,500 will be disbursed to this group of students.

We retained fund in reserve for our summer 2020 term which starts on July 6, 2020. We will follow the same methodology to award the remainder of the funds at that time. We anticipate all \$275,347 will be disbursed to our students before the end of the Summer 2020 term (institutions have one year from initial disbursement to release HEERF funds).

Should you have any questions about the CARES Act, please contact the financial aid department at [kathyshepard@centralpenn.edu](mailto:kathyshepard@centralpenn.edu) or visit <https://www2.ed.gov/about/offices/list/ope/caresact.html>