

POLICY AND PROCEDURES for the CRRSA Act

April 9, 2021

The US government has expanded on the emergency funds available to students through the Coronavirus Response and Relief Supplemental Appropriations Act, 2021, also known as the CRRSA Act. The available funds are also known as HEERF II, or Higher Education Emergency Relief Fund II.

The institution has currently been authorized to disburse **\$45,122.00** to students for any component in the students Cost of Attendance. This includes room, board, transportation and personal expenses or expenses due to COVID. In addition, the funds may be used for tuition and fees but only with the express written consent of the student. The school will accept an email or a signed authorization from a student should they want to designate the funds be applied to their tuition and fee account.

Unlike the HEERF I from the CARES Act, 2020; students do not have to be Title IV-eligible to receive HEERF II. Currently the USDE does not interpret undocumented students; Deferred Action for Childhood Arrivals (DACA) students; and international students to qualify as eligible students for CRRSA Act funding. If the student has **not** filed for a FAFSA to determine if the student meets citizenship/registered non-citizen status, the student must complete a FAFSA for determination.

The institution has been instructed that HEERF II funds are to be administered to students whom demonstrate exceptional financial need, such as students who receive Federal Pell Grants. Students who are not eligible to receive Federal Pell Grants may still be eligible for the HEERF II funds depending upon the student population; funds available and the school's policy below.

HEERF II Student Selection Criteria

- The pool of students awarded HEERF II funds will include all currently enrolled students as of 4/9/2021 who have not withdrawn or been terminated as of the date the funds are distributed to the student. It will also include students who have graduated in March and April 2021. Students on an Approved Leave of Absence are also eligible based on the above selection criteria review.
- \$42,122 will be distributed first to our Pell Grant eligible students, as they have demonstrated exceptional need. The remaining funds will be awarded at \$1,000 each to non-Pell Grant eligible students as the funds allow.
- Should a student withdraw or be terminated before HEERF II funds are distributed to them, their funds will be redistributed to the remaining eligible students.

The institution will **not** (1) condition the receipt of financial aid grants to students on continued or future enrollment in the institution, (2) use the financial aid grants to satisfy a student's outstanding account balance, unless it has obtained the student's written (or electronic), affirmative consent, or (3) require such consent as a condition of receipt of or eligibility for the financial aid grant.

The institution will not discriminate in the awarding of CRRSAA grant funds and will evaluate students based prioritizing Pell Eligible students and all students on their need to cover cost of attendance expenses.

The institution will distribute the grant to students by check or crediting their student account upon receiving written/electronic consent to do so.

NOTE: HEERF grants are not Title IV funds, so Title IV awarding/packaging rules do not apply. It is understood based on released guidance from the USDE that HEERF II grants are not treated as estimated financial assistance (EFA) when packaging students. Likewise, HEERF II grants are not treated as taxable income or untaxed income for Title IV federal student aid purposes.