

## Higher Education Emergency Relief Funds – Emergency Financial Aid Grants to Students

September 15, 2020

**Caris College OPEID ID 042743** received education stabilization funds under Section 18004(a)(1) of the Coronavirus Aid, Relief, and Economic Security Act (“CARES Act”), Public Law No: 116-136. This Fund Report applies to the student portion received under the Higher Education Emergency Relief Fund that is designated exclusively for emergency financial aid grants to students.

The institution appreciates that Congress and the President have made these critical funds available for eligible students who have expenses related to the disruption of campus operations due to the coronavirus pandemic. We take receipt of these federal funds seriously and are distributing them in accordance with the CARES Act and implementing guidance.

The institution is making the below information available for transparency purposes and in compliance with the U.S. Department of Education’s (“Department”) Electronic Announcement of May 6, 2020.<sup>1</sup> For questions or concerns regarding this Fund Report, please contact Heather Lisco, Director of Financial aid at [hlistco@cariscollege.edu](mailto:hlistco@cariscollege.edu) or by phone at 812-258-9492.

1. The institution signed and returned to the Department the Certification and Agreement [for] Emergency Financial Aid Grants to Students. The institution has used, or intends to use, no less than 50 percent of the funds received under Section 18004(a)(1) of the CARES Act to provide emergency financial aid grants to students.
2. The total amount of funds that the institution will receive or has received from the Department pursuant to the institution’s Certification and Agreement [for] Emergency Financial Aid Grants for Students and Institutional use is **\$169,712.00**.
3. The total amount of emergency financial aid grants distributed to students under Section 18004(a)(1) of the CARES Act as of the date of this Fund Report is **\$84,856.16**
4. The estimated total number of students at the institution eligible to participate in programs under Section 484 in Title IV of the Higher Education Act of 1965, and thus eligible to receive emergency financial aid grants under Section 18004(a)(1) of the CARES Act, as of the date of this Fund Report is **68 Students**.
5. The total number of students who have received an emergency financial aid grant under Section 18004(a)(1) of the CARES Act as of the date of this Fund Report is **59 Students**.

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<sup>1</sup> See: <https://ifap.ed.gov/electronic-announcements/050620HigherEdEmergencyReliefFundRptg>

6. The methods used by the institution to determine which students receive emergency financial aid grants and how much they would receive under Section 18004(a)(1) of the CARES Act are provided at **Attachment A**.
7. Any instructions, directions, or guidance provided by the institution to students concerning the emergency financial aid grants are provided at **Attachment B**.

## **Attachment A**

### **Eligibility**

- a. Must have completed a FAFSA and be eligible to receive Title IV funding
- b. Must clear any verification codes or "C" codes to fully verify eligibility
- c. Must have been effected by the COVID 19 pandemic
- d. Must complete the Emergency COVID-19 Grants Application for the grant funding

### **Disbursement Plan**

Caris College will take the full Higher Education Emergency Relief Fund (HEERF) student award granted to the institution from the U.S Department of Education and divide it between all eligible students. Once the amount per student is calculated student will receive a check via postal mail within 15 days of the receipt of funds from the U.S. Department of Education. The eligible student list will be created by the Financial Aid Administrator and eligible students will have their awards listed in the Populi student system for disbursement. The Campus Director will then scrub and verify the listing, which will then be forwarded to the Bursar, who will cut checks to be signed by the President/CEO or Campus Director and mailed to all eligible students. The disbursements will be paid in the form of a check and each recipient of the grant funds will have 90 days to cash the check or there will be a stop payment put on the check and those funds will be redistributed. Tracking the disbursements of the HEERF funds will be done in a spreadsheet with the following information being documented:

1. Student name
2. Student ID Number
3. Street Address for mailing
4. Disbursement method/check number
5. Disbursement date

In addition, the check numbers and disbursement dates will be listed in the Populi student information system.

## **Attachment B**

Dear Student,

The U.S. Department of Education has made Emergency Financial Aid Grants to students of our institution who need financial support for their eligible expenses related to the disruption of campus operations due to Coronavirus, including eligible expenses under a student's cost of attendance such as food, housing, transportation, course materials, technology, health care and child care.

Based on your completion of the Emergency Financial Aid Grants for Students Application, and your identification of need because of incurred expenses due to the disruptions caused by the Coronavirus [COVID-19], you are being awarded a grant in the amount of \$1438.24. Please find the enclosed check.

Please be aware this funding does not in any way affect your balance with Caris College or any student loans you may have, but is a direct payment related to the Coronavirus pandemic from the Department of Education. As a reminder, this Emergency Financial Aid award is a *grant* and you will **not** be required to pay it back. Please reach out to the Director of Financial Aid, Heather Lisco, with any questions.

Thank you,  
Caris College Administration

# Higher Education Emergency Relief Funds – Emergency Financial Aid Grants to Students

## FINAL REPORT

**October 29, 2020**

**Caris College OPEID ID 042743** received education stabilization funds under Section 18004(a)(1) of the Coronavirus Aid, Relief, and Economic Security Act (“CARES Act”), Public Law No: 116-136. This Fund Report applies to the student portion received under the Higher Education Emergency Relief Fund that is designated exclusively for emergency financial aid grants to students.

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