

AGENDA ITEM
Chaffey Community College District
GOVERNING BOARD

May 28, 2020

Board Meeting Date

TOPIC **HIGHER EDUCATION EMERGENCY RELIEF FUND (HEERF) PROJECT – STUDENT AID ALLOCATION**

Communication No.

SUPPORTS BOARD POLICY

Board Policy 3280 Grants – The Governing Board shall be informed about all grant awards received by the District. The Superintendent/President shall establish procedures to assure the timely application and processing of grant proposal applications and awards, and that the grants that are submitted directly support the purposes of the District.

PROPOSAL

To approve the U.S. Department of Education Higher Education Emergency Relief Fund (HEERF) Project - Student Aid Allocation, in the amount of \$5,723,242, for the period of April 20, 2020 through April 19, 2021.

BACKGROUND

The Purpose of the Higher Education Relief Fund Project is to address the pressing financial need of students due to the disruption of campus operations from coronavirus. Funds shall not be used for any purpose other than the direct payment of grants to students for their expenses related to the disruption of campus operations due to coronavirus, such as food, housing, course materials, technology, health care, and child-care.

BUDGET IMPLICATIONS

Funding Source – U.S. Department of Education

Status of Funds – The 2019-2020 restricted general fund budget will be increased as indicated below:

48xxx	Income	<u>\$5,723,242</u>
57xxx	Student Financial Aid	<u>\$5,723,242</u>
	Total	<u>\$5,723,242</u>

Future Implications – N/A

RECOMMENDATION

It is recommended that the Governing Board approve the U.S. Department of Education Higher Education Emergency Relief Fund (HEERF) Project - Student Aid Allocation, in the amount of \$5,723,242, for the period of April 20, 2020 through April 19, 2021.

Prepared by:	Lisa Bailey, Associate Superintendent, Business Services and Economic Development
Submitted by:	Jim Fillpot, Dean, Institutional Research, Policy and Grants
Reviewed by:	Lisa Bailey, Associate Superintendent, Business Services and Economic Development
Recommended by:	Henry D. Shannon, Superintendent/President

AGENDA ITEM
Chaffey Community College District
GOVERNING BOARD

May 28, 2020

Board Meeting Date

TOPIC **HIGHER EDUCATION EMERGENCY RELIEF FUND (HEERF) PROJECT – INSTITUTIONAL ALLOCATION**

Communication No.

SUPPORTS BOARD POLICY

Board Policy 3280 Grants – The Governing Board shall be informed about all grant awards received by the District. The Superintendent/President shall establish procedures to assure the timely application and processing of grant proposal applications and awards, and that the grants that are submitted directly support the purposes of the District.

PROPOSAL

To approve the U.S. Department of Education Higher Education Emergency Relief Fund (HEERF) Project - Institutional Allocation, in the amount of \$5,723,242, for the period of April 22, 2020 through April 21, 2021.

BACKGROUND

The Purpose of the Higher Education Relief Fund Project is to address the pressing financial need of students due to the disruption of campus operations from coronavirus. These funds are primarily intended to cover institutional costs associated with significant changes to the delivery of instruction due to the coronavirus; however, institutions may also elect to use funds to provide direct student aid.

BUDGET IMPLICATIONS

Funding Source – U.S. Department of Education

Status of Funds – The 2019-2020 restricted general fund budget will be increased in the amount of \$5,723,242 as indicated below:

48xxx	Income	\$5,723,242
51xxx	Academic Salaries	\$ 900,000
53xxx	Benefits	243,933
54xxx	Supplies	775,000
55xxx	Other Services	2,654,309
56xxx	Capital Outlay	650,000
57xxx	Student Aid	<u>500,000</u>
	Total	<u>\$5,723,242</u>

Future Implications – N/A

RECOMMENDATION

It is recommended that the Governing Board approve the U.S. Department of Education Higher Education Emergency Relief Fund (HEERF) Project - Institutional Allocation, in the amount of \$5,723,242, for the period of April 22, 2020 through April 21, 2021.

Prepared by:	Lisa Bailey, Associate Superintendent, Business Services and Economic Development
Submitted by:	Jim Fillpot, Dean, Institutional Research, Policy and Grants
Reviewed by:	Lisa Bailey, Associate Superintendent, Business Services and Economic Development
Recommended by:	Henry D. Shannon, Superintendent/President

CHAFFEY COMMUNITY COLLEGE DISTRICT
 CARES Act - Higher Education Emergency relief Fund (HEERF)

<p>Acknowledgement that the institution signed and returned to the DOE the Funding Certification and Agreement for Emergency Financial Aid Grants to Students and the assurance that the institution has used, or intends to use, no less than 50% of the funds received under Section 18004(a)(1) of the CARES Act to provide emergency financial aid grants to students</p>	<p>This criteria has been met via attached Governing Board Agenda Items.</p>
<p>The total amount of funds the institution will receive or has received from the DOE pursuant to the institution's Funding Certification and Agreement for Emergency Financial Aid Grants to Students.</p>	<p>The amount of emergency aid allocated to Chaffey College students is \$5,723,242.</p>
<p>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 submission (i.e., as of the 30-day report and every 45 days thereafter)</p>	<p>To date, 3,106 students (1,877 students processed in the first dissemination last week; an additional 1,229 forwarded yesterday for a second wave of dissemination) have been identified who meet all eligibility criteria and have completed the CARES Act Application Form. While additional students will be added to the list through May 21st, 2020, this amounts to \$1,553,000 in CARES Act funds that have been distributed to students (3,106 students x \$500 award amount = \$1,553,000).</p>
<p>The estimated total number of students at the institution eligible to participate in programs under Section 484 of Title IV of the Higher Education Act of 1965 and thus eligible to receive emergency financial aid grants to students under Section 18004(a)(1) of the CARES Act</p>	<p>See the section below on the methodology used to determine which students were eligible to receive emergency financial aid grants.</p>
<p>The total number of students who have received an emergency financial aid grant to students under Section 18004(a)(1) of the CARES Act</p>	<p>3,106 students have received CARES Act funds to date. An additional 184 students have completed the CARES Act Application since yesterday and are expected to be included in the next wave of funding. Approximately 297 other students meet CARES Act eligibility criteria and have completed the CARES Act Application Form but do not have a FAFSA submission in the 2019-20 year. The college continues to work with these students (and others who meet the criteria but have not completed the FAFSA and the CARES Act Application Form) to inform them about their eligibility and facilitate their ability to receive CARES Act funding.</p>

<p>The method(s) 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.</p>	<p>Following CARES Act guidelines, the institution began by identifying students who were making significant academic progress, namely: 1) were actively enrolled in 6.0 or more units as of May 7th, 2020; and 2) had a cumulative GPA of 2.00 or higher (waived for students who were first time, no prior college experience or first-time transfer in the Spring 2020 semester). In total, 11,441 students were initially identified. Following CARES Act guidelines, among this population: 10,163 students were either U.S. citizens or eligible non-citizens</p> <p>o Among the population of 10,163 students who met CARES Act eligibility criteria: 7,881 had also completed a FAFSA application in the 2019-20 year 2,282 had not completed a FAFSA application in the 2019-20 year. The District is reaching out to this population to assist them in completing the FAFSA form and facilitating CARES Act funding eligibility</p> <p>Through internal district application processes established prior to the release of CARES Act funds, 1,083 students who had completed the FAFSA form in the 2019-20 year and 55 students who had not completed the FAFSA form provided documentation regarding the need for CARES Act funding. These students were not e-mailed a link to the CARES Act Application funding form. In total, 6,798 students who were FAFSA eligible received the link and 2,227 students who had not completed the FAFSA were sent a link to the FAFSA form and the CARES Act Application.</p>
<p>Any instructions, directions, or guidance provided by the institution to students concerning the emergency financial aid grants.</p>	<ul style="list-style-type: none"> Numerous communications were sent to students who met the CARES Act eligibility criteria. Unique communications were tailored to students who had completed the FAFSA application in the 2019-20 year, as well as students who have not completed the FAFSA application. After the initial CARES Act Application was sent to students on May 8th, e-mail reminders with the link to the form (all students) and the FAFSA application (FAFSA non-completers) were sent out every three days thru Saturday, May 16th and then every two days thru Thursday, May 21st. Calls were also placed to students who needed to complete the FAFSA form in order to establish funding eligibility. Student Equity, Financial Aid, Panther Cares, Student Services, and Institutional Research office staff also addressed individual student questions via e-mail and phone.