

# CENTRAL ALABAMA COMMUNITY COLLEGE

## REPORT ON HIGHER EDUCATION EMERGENCY RELIEF FUNDS (HEERF I)

Central Alabama Community College is required to provide regular reporting to the U. S. Department of Education (DOE) on the use of funds authorized by the CARES Act. Funds received by Central Alabama Community College under the CARES Act were authorized by Congress and signed into law by President Donald Trump on March 27, 2020. The information provided below is intended to not only meet the reporting requirements of the CARES Act but also provide information to our college community regarding CACC's use of the student grant portion of the Higher Education Emergency Relief Fund (HEERF).

Section 18004(e) of the Coronavirus Aid, Relief, and Economic Security Act ("CARES Act" or the "Act"), Pub. L. No. 116-136, 134 Stat. 281 (March 27, 2020), directs institutions receiving funds under Section 18004 of the Act to submit (in a time and manner required by the Secretary) a report to the Secretary describing the use of funds distributed from the HEERF grant. Section 18004(c) of the CARES Act requires institutions to use no less than 50 percent of the funds received from Section 18004(a)(1) of the CARES Act to provide Emergency Financial Aid Grants to students for 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, course materials, technology, health care, and childcare). On April 9, 2020, the DOE published documents related to the Emergency Financial Aid Grants, including a letter from Secretary Betsy DeVos, a form Certification and Agreement for signing and returning by institutions to access the funds, and a list of institutional allocations under 18004(a)(1).

1. An acknowledgement that the institution signed and returned to the Department the Certification and Agreement and the assurance that 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.
  - Central Alabama Community College acknowledges signing and submitting the U. S. Department of Education Certification and Agreement for Financial Aid Grants to Students under the Coronavirus Aid, Relief, and Economic Security (CARES) Act on April 14, 2020. The U.S. DOE provided Central Alabama Community College with an electronically signed Grant Award Notification (GAN) on April 24, 2020.
  - Central Alabama Community College 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 to Students.
  - Central Alabama Community College received \$611,026 for Emergency Financial Aid Grants to Students under the Coronavirus Aid, Relief, and Economic Security (CARES) Act.



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 submission and the total number of student who received an Emergency Financial Aid Grant.

Date of Draw Down	Amount Disbursed	# of Students Receiving Disbursement
May 27, 2020	\$ 467,600	684
June 2, 2020	\$ 26,200	44
June 23, 2020	\$ 14,000	20

4. The method(s) used by the institution to determine which students received Emergency Financial Aid Grants and how much they would receive under Section 18004(a)(1) of the CARES Act.

The college will utilize the Free Application for Federal Student Aid (FAFSA), the College student information management system, the National Student Loan Data System, and other data sources, as necessary, to identify eligible students and enrollment tiers. Actual award distributions will be made via check delivered through the U.S. Postal Service to the last identified address available in the student’s admission record.

**PHASE I**

- Funding will be distributed to all eligible students who were attending Spring Semester 2020 and were receiving Title IV funds in tiered amounts based on a determined enrollment/participation status as of March 16. Students not currently receiving Title IV aid may complete the FASFA within 30 days from the initial disbursement date to establish eligibility for HEERF Grant Funds for funding in Phase II.
- Awarding tiers are established as follows:
  - Tier 1 – Full-time status (12 or more semester credit hours) - \$ 850.00
  - Tier 2 – Three-quarter time status (9-11 semester credit hours) - \$ 650.00
  - Tier 3 – Half-time status (6-8 semester credit hours) - \$ 450.00
  - Tier 4 – Less than half-time status (5 semester credit hours or less) - \$ 250.00
- Students will have thirty (30) days from the date of the written communication to resolve questionable award level or eligibility status.
- Funds returned to the college as undeliverable will undergo a three-step 21-day incremental redelivery process:
  - E-Mail: Students will be notified via CACC e-mail that funds have been returned as undeliverable. Students will have seven (7) days in which to reply to the email with an updated delivery address.
  - Telephone: The second contact approach will be by telephone. Over a period of seven (7) days, the College will attempt to reach the student by calling the phone number on file for the student.
  - Text: The final contact attempt will consist of a text message to the phone number on file for the student. Students will have seven (7) days in which to respond to the text with an updated delivery address.



Following execution of the three-prong approach (21 days), no additional attempts will be made to disburse the undelivered funds to the student. These funds will then revert to Phase II funds.

## **PHASE II**

- Phase II funds will be distributed approximately sixty (60) after the initial award date to eligible students in a tiered fashion. Awards will be determined based on the remaining dollar amount of HEERF funds.

Following execution of Phase II distribution any remaining funds will revert to Phase III funds for a final distribution.

## **PHASE III**

Phase III funds will be distributed to eligible students, previously identified, via methodology described in Phases I and II. Awards will be determined based on the remaining dollar amount of HEERF funds.

