

**Grand Rapids Community College
Coronavirus Aid, Relief, and Economic Security Act**

**Quarterly Fund Report
September 30, 2020**

Acknowledgments of Signed Certification and Agreement Forms

- On April 13, 2020, Grand Rapids Community College (GRCC) signed the Recipient's Funding Certification and Agreement for Emergency Financial Aid Grants to Students under the Coronavirus Aid, Relief, and Economic Security (CARES) Act.

In doing so, GRCC agreed that no less than 50 percent or \$3,403,086 of the funds received under Section 18004(a)(1) of the CARES Act would be provided as emergency financial aid grants to students--.

The U.S. Department of Education provided a Grant Award Notification to GRCC on April 22, 2020.

Additional Certification and Agreement forms signed by GRCC include:

- The Recipient's Funding Certification and Agreement for the Institutional Portion of the Higher Education Emergency Relief Fund. The U.S. Department of Education provided a Grant Award Notification to GRCC on May 6, 2020.
- The Recipient's Certification and Agreement for an Award under Section 18004(a)(2) of the Higher Education Emergency Relief Fund. The U.S. Department of Education provided a Grant Award Notification to GRCC on June 1, 2020.

Unsigned copies of the Certification and Agreement forms are available for review at:

<https://www2.ed.gov/about/offices/list/ope/caresact.html>

Total Amount of Funds GRCC Will Receive

Based on Grant Award Notifications from the U.S. Department of Education, GRCC will receive \$7,141,320 in Higher Education Emergency Relief Funds (HEERF) under the CARES Act.

These funds include:

- \$3,403,086 in funds for eligible students impacted by COVID-19 pandemic-related disruptions of campus operations.
- \$3,403,085 in institutional funding for costs associated with significant changes to the delivery of instruction due to the COVID-19 pandemic.
- \$335,149 in institutional funding from the Higher Education Emergency Relief Fund – Strengthening Institutions Program to help defray expenses incurred as a result of transition to distance education.

As stated above, GRCC will distribute no less than \$3,403,086 in HEERF to students. Detailed information about the disbursement of HEERF to eligible GRCC students is included within this report.

GRCC understands that it may, but is not required to, use HEERF designated to address institutional costs to provide additional emergency financial aid grants to students for expenses related to COVID-19-related disruption of campus operations.

As of September 30, 2020, GRCC expensed and drew down \$2,116,207 of institutional HEERF to cover costs related to:

- the waiver of Summer 2020 course fees
- granting course retake opportunities for students who withdrew from Winter 2020 courses due to the transition to remote learning in March 2020

We anticipate that the remainder of institutional HEERF will be expended on additional course retake costs, as well as the waiver of Fall 2020 and Winter 2021 online course fees. A detailed institutional HEERF report will be posted online on or before October 30, 2020.

Total Amount of Emergency Financial Aid Grants GRCC Has Distributed to Students

\$2,791,000 was disbursed to eligible students on or before September 30, 2020.

Estimated Total Number of Students Eligible to Receive Emergency Financial Aid Grants

Winter 2020 Semester:

12,622 students were enrolled at GRCC in the Winter 2020 semester. Of these, 8,589 students were enrolled in a degree or certificate program. And, of the 8,589 students, 6,553 had a FAFSA on file at GRCC.

Initially, during the Winter 2020 semester, a total of 4,766 students were identified as meeting all of the criteria required for a HEERF grant, as determined based on U.S. Department of Education guidance.

Following fund disbursement to those meeting initial eligibility requirements, GRCC reevaluated the records of the remaining 1,787 students enrolled during Winter semester with a FAFSA on file. This evaluation included assessing if any outstanding FAFSA issues, needed to determine HEERF eligibility, had been resolved and if the student was meeting satisfactory academic progress (SAP) requirements. For those enrolled in solely online courses during the Winter 2020 semester, GRCC closely reviewed each student's declared academic program of study to determine if the program could be completed entirely online. If so, GRCC further evaluated if, during the 2019-20 academic year, the student had taken one or more in-person courses required to complete their program of study.

If a student had resolved FAFSA issues, was meeting SAP requirements, and was not pursuing a completely online program of study, they were deemed eligible for HEERF funds. Based on this evaluation process, GRCC determined that 566 of the 1,787 students whose records were subsequently reviewed met eligibility requirements.

Summer 2020 Semester:

5,776 students were enrolled at GRCC during the Summer 2020 semester. Of these, 3,698 students were enrolled in a degree or certificate program. And, of these 3,698 students, 2,186 had a FAFSA on file.

During the Summer 2020 semester, a total of 1,954 students were identified as meeting all of the criteria required for a HEERF grant, as determined based on U.S. Department of Education guidance.

Between the Winter 2020 and Summer 2020 semesters, unduplicated eligible students totaled 5,730.

Total Number of Students Who Have Received an Emergency Financial Aid Grant

Funds were disbursed to 4,422 students as of September 30, 2020.

Those 4,422 students have submitted one or more acceptance forms, establishing their eligibility as having incurred expenses as the result of COVID-19-related campus disruptions during the Winter 2020 and/or Summer 2020 semesters. A total of 5,582 acceptance forms were received as of September 30, 2020. The following tables show the number and percentage of students who attested to having an expense within an eligible category during each of these semesters.

Winter 2020 Semester:

Expenses	Students	Percentage*
Food	2,982	72%
Housing	2,412	58%
Technology	2,676	64%
Health Care	1,031	25%
Child Care	611	15%
Course Materials	2,596	63%

* Based on 4,151 acceptance forms submitted

Summer 2020 Semester:

Expenses	Students	Percentage*
Food	902	63%
Housing	804	56%

Technology	936	65%
Health Care	362	25%
Child Care	245	17%
Course Materials	1,061	74%

* Based on 1,431 acceptance forms submitted

Methods Used to Determine Which GRCC Students Receive a Grant and Grant Amount

GRCC determined that to be eligible for CARES Act funding awarded to date, students must have met all of the following criteria, based on U.S. Department of Education guidance, and must have incurred expenses as the result of COVID-19-related campus disruptions.

- Enrolled in a financial aid-eligible GRCC degree or certificate program
- Filed a 2019-20 Free Application for Federal Student Aid (FAFSA) with GRCC and was eligible for federal financial aid during the Winter 2020 and/or Summer 2020 semesters.
- Meeting satisfactory academic progress (SAP) requirements for financial aid recipients at the time eligibility was determined.

Students in both credit hour and clock hour financial aid-eligible programs were considered for CARES Act funding.

On the basis of the above criteria, GRCC established four awarding groups.

Group 1: Awarded in May 2020. In addition to the criteria listed above, students in Group 1 must also have been enrolled during the Winter 2020 semester in at least one originally scheduled, face-to-face class on or after March 13, 2020. The deadline to accept the award was June 30, 2020. The award amount was \$500.

Group 2: Awarded in July 2020. In addition to the general criteria above, Group 2 students must also have resolved any issues related to their FAFSA or SAP status. Additionally, GRCC extended CARES Act consideration to students enrolled in online courses for the Winter semester as long as they were enrolled in a degree or certificate program that had an in-seat component or were not pursuing an exclusively online program of study. The deadline to accept the award was August 7, 2020. The award amount was \$500.

Group 3: Awarded in August 2020. In addition to the general criteria above, Group 3 students must also have resolved any issues related to their FAFSA or SAP status and must have been enrolled in the Summer 2020 semester. Since the majority of Summer courses were online, GRCC allowed students enrolled in online courses during Summer semester to be eligible for CARES Act funds as long as they were enrolled in a degree or certificate program that had an in-seat component or were not pursuing an exclusively online program of study. The deadline to accept the award was September 4, 2020. The award amount was \$500.

GRCC plans to make additional CARES Act awards during the Fall 2020 semester. GRCC will make an application available to students, allowing students to submit a request to the CARES Act Review Group for consideration of CARES Act funds. A review group will confirm that the student meets the eligibility criteria listed above and then determine a dollar amount award based on information provided via the student application.

To date, GRCC has used the following process to identify students meeting the above eligibility criteria:

- Using data from the Free Application for Federal Student Aid (FAFSA), GRCC determined whether a student met the eligibility requirements for Federal Student Aid under Section 484 of the Higher Education Act.
- GRCC used dates of attendance, course schedules, course delivery mode (online, hybrid, or in-seat), declared programs of study, and other student enrollment data necessary to determine whether the student met the requirement of being enrolled in at least one originally scheduled, face-to-face class on or after March 13, 2020 or was determined to not be pursuing an entirely online program of study.
- GRCC established an acceptance form by which students self-certify what expenses they incurred as the result of COVID-19-related campus disruptions and accept their HEERF grant.

Instructions, Directions, and Guidance Provided to GRCC Students

On May 11 and May 12, 2020, GRCC sent communication to all students about the CARES Act and the HEERF eligibility criteria. On May 14, 2020, GRCC sent a communication to the 4,766 students who were determined to be eligible for the HEERF grant at that time. That email included instructions about how the student would accept their award and receive their \$500 grant. Follow-up email and text messages were also sent to students on June 4, June 22, and June 23, 2020.

Students later identified as being eligible for HEERF received communications on July 30, August 7, August 20, and September 2, 2020. Copies of each communication are included below. Additionally, a frequently asked questions document has been posted on GRCC's website at:

www.grcc.edu/coronavirusinformation/studentinformation/caresactemergencyfundsforeligiblestudents

Email Sent to All Students on May 11 and May 12, 2020

(First Name),

The COVID-19 crisis has affected all aspects of our lives, and we know many GRCC students face unexpected and significant financial challenges.

Soon we will notify students who might be eligible for emergency funding assistance under provisions of the federal Coronavirus Aid, Relief and Economic Security Act (CARES Act).

We estimate more than 4,000 GRCC students will be eligible for emergency grant funding or assistance of up to \$500. This will bring some relief for students and their family members, whose education and lives have been disrupted by this unprecedented public health crisis.

We are moving thoughtfully and quickly to provide this assistance to students using guidance from the federal government.

If you have not already done so, we encourage you to complete the 2019-20 Free Application for Financial Aid (FAFSA) at fafsa.gov. Our Financial Aid Office is available to help. Email financialaid@grcc.edu or call 616-234-4030.

Students must meet all of the following criteria to be eligible for CARES Act funding, based on U.S. Education Department guidelines:

- *Was enrolled in a financial aid-eligible GRCC degree or certificate program during the Winter 2020 semester.*
- *Was enrolled in at least one originally scheduled face-to-face class on or after March 13, 2020.*
- *Filed a 2019-20 Free Application for Federal Student Aid (FAFSA) with GRCC and was eligible for federal financial aid during the Winter 2020 semester.*
- *Currently meeting satisfactory academic progress requirements for financial aid recipients. Details are [here](#).*

NOTE: We have interpreted the Education Department's guidelines for eligibility do not include students who were enrolled exclusively in online programs. We continue to work with the department, asking it to clarify whether students are eligible if they were enrolled exclusively in online classes during the winter semester, but whose programs include in-

person classes in other semesters. We recognize the disruption and additional expenses that these students have incurred and have set aside CARES Act funds to issue at a later date to these students if this is allowed.

Students with questions can send an email to GRCC_cares@grcc.edu or call 616-234-4000.

We know this assistance will be helpful, but the need is great and will continue to be felt in the weeks and months ahead. There is assistance for students outside of the CARES Act. The safety and wellbeing of our students is a top priority and GRCC has other resources available to help with a variety of challenges.

Our Office of Student Life frequently updates the GET HELP website – grcc.edu/gethelp – listing college and community resources for food and housing insecurity and other challenges.

We will continue weekly curbside food distribution through the summer, and we appreciate the support from community partners and our GRCC Student Alliance to provide this assistance.

Our Counseling and Career Development team provides assistance with mental wellness and can be reached by email at counseling@grcc.edu or by calling 616-234-4130. We know this is a difficult time. But you are not in this alone, and GRCC will assist you in any way we can.

Stay Well.

Best,

President Pink

Email Sent to Eligible Students on May 14, 2020

(First Name),

We are pleased to notify you that you are eligible for emergency funding assistance through the Coronavirus Aid, Relief and Economic Security Act (CARES Act) if you incurred one or more of the following expenses resulting from COVID-19-related campus disruptions:

- *Food*
- *Housing costs*
- *Course materials*

- *Technology*
- *Healthcare costs*
- *Childcare costs*

The CARES Act guidelines are set by the U.S Department of Education. To view and accept your award, you must take the following actions:

- *Log into your [Online Center](#)*
- *Select the CARES Award Acceptance Form tile*
- *Review the form, select all expenses incurred as a result of COVID-19 campus disruptions*
- *Click the award acceptance button*
- *Click submit*
- *Confirm your contact information and update it, if necessary, in your Online Center. Click on the Profile tile, then select Address*

Your CARES Act funds will be disbursed using the same BankMobile refund method you previously selected for your Winter 2020 Financial Aid refund. If you need to update your refund preferences, you can do so at:

<https://bankmobiledisbursements.com/refundchoices/>

Please consider selecting an electronic refund preference as the quickest, most reliable, and safest method. If you have not previously set up a refund preference and need assistance doing so, contact the GRCC Cashier's Office at cashier@grcc.edu.

If you have questions, the GRCC CARES Team can help. Please review our [CARES Act FAQs](#), send questions to GRCC_CARES@grcc.edu or call (616) 234-4000.

These are difficult times. This assistance will be helpful, but the need will continue to be great as we emerge from the pandemic. GRCC has other resources available to help with a variety of challenges. Our Office of Student Life frequently updates the GET HELP website – grcc.edu/gethelp – listing college and community resources for food and housing insecurity and other challenges.

We hope this will bring some relief to you and your family during this unprecedented public health crisis.

Stay Well.

Best,

President Pink

Email Sent to Eligible Students on June 4, 2020

(First Name)

In mid-May you received an email from GRCC's President Bill Pink stating you are eligible for \$500 in emergency funding assistance through the federal Coronavirus Aid, Relief and Economic Security Act (CARES Act).

This is a reminder to accept your emergency funds today by taking the following actions:

- *Log into your GRCC [Online Center](#)*
- *Select the CARES Award Acceptance Form tile*
- *Review the form, select all expenses incurred as a result of COVID-19 campus disruptions*
- *Click the award acceptance button*
- *Click submit*
- *Confirm your contact information and update it, if necessary, in your Online Center. Click on the Profile tile, then select Address*

Your CARES Act funds will be disbursed using the same BankMobile refund method you previously selected for your Winter 2020 financial aid refund. If you need to update your refund preferences, you can do so at:

<https://bankmobiledisbursements.com/refundchoices/>

If you have questions, the GRCC CARES Team can help. Please review our [CARES Act FAQs](#), send questions to GRCC_CARES@grcc.edu or call (616) 234-4000.

Text Sent to Eligible Students on June 4, 2020

Hello (first name), This is (first name) from Grand Rapids Community College. Do you intend on accepting your Cares Act Funding? (Please reply Yes or No)

If YES, then reply:

Please visit your GRCC Online Center and click on the tile Cares Award Acceptance Form to move forward with this process.

If NO, then reply:

Thank you! Have a great evening.

Email Sent to Eligible Students on June 22, 2020

(First Name),

In mid-May you received an email from GRCC's President Bill Pink stating you are eligible for \$500 in emergency funding assistance through the federal Coronavirus Aid, Relief and Economic Security Act (CARES Act).

These federal grant funds are meant to assist you with expenses related to campus disruptions during the winter semester. This grant does not need to be repaid. According to IRS guidelines, the grant is not taxable, and it will not change your current or future financial aid awards.

The deadline for accepting these funds is June 30, 2020.

- *Accept your emergency funds today by taking the following actions:*
 - *Log into your GRCC [Online Center](#)*
 - *Select the CARES Award Acceptance Form tile*
 - *Review the form, select all expenses incurred as a result of COVID-19 campus disruptions*
 - *Click the award acceptance button*
 - *Click submit*
 - *Confirm your contact information and update it, if necessary, in your Online Center. Click on the Profile tile, then select Address*

Your CARES Act funds will be disbursed using the same BankMobile refund method you previously selected. If you need to update your refund preferences, you can do so at: <https://bankmobiledisbursements.com/refundchoices/>. If you have not previously set up a refund preference and need assistance doing so, contact the GRCC Cashier's Office at cashier@grcc.edu.

Questions? The GRCC CARES Team can help. Please review our [CARES Act FAQs](#), send questions to GRCC_CARES@grcc.edu or call (616) 234-4000.

Text Sent to Eligible Students on June 23, 2020

Hello this is a message from Grand Rapids Community College. The deadline to accept your Cares Act grant is June 30. Login to your Online Center. Questions -- email GRCC_Cares@grcc.edu -- please do not reply to this text.

Email Sent to Eligible Students on July 30, 2020

(First Name),

We are pleased to notify you that you are eligible for emergency funding assistance through the Coronavirus Aid, Relief and Economic Security Act (CARES Act). This eligibility is based on your having been enrolled at GRCC for this past winter semester. We have reviewed your account and determined that you now meet the updated criteria as stated on the [CARES Act FAQ](#). Additionally, you are eligible if you incurred one or more of the following expenses resulting from COVID-19-related campus disruptions:

- *Food*
- *Housing costs*
- *Course materials*
- *Technology*
- *Healthcare costs*
- *Childcare costs*

The CARES Act guidelines are set by the U.S Department of Education. To view and accept your award, you must take the following actions:

- *Log into your [Online Center](#)*
- *Select the CARES Award Acceptance Form tile*
- *Review the form, select all expenses incurred as a result of COVID-19 campus disruptions*
- *Click the award acceptance button*
- *Click submit*
- *Confirm your contact information and update it, if necessary, in your Online Center. Click on the Profile tile, then select Address*

Your CARES Act award of \$500 will be disbursed using the same BankMobile refund method you previously selected for your Winter 2020 Financial Aid refund. If you need to update your refund preferences, you can do so at:

<https://bankmobiledisbursements.com/refundchoices/>

Please consider selecting an electronic refund preference as the quickest, most reliable, and safest method. If you have not previously set up a refund preference and need assistance doing so, contact the GRCC Cashier's Office at cashier@grcc.edu.

The deadline for accepting these CARES Act funds is August 7, 2020.

If you have questions, the GRCC CARES Team can help. Please review our [CARES Act FAQs](#), send questions to GRCC_CARES@grcc.edu or call (616) 234-4000.

These are difficult times. This assistance will be helpful, but the need will continue to be great as we emerge from the pandemic. GRCC has other resources available to help with a variety of challenges. Our Office of Student Life frequently updates the GET HELP website – grcc.edu/gethelp – listing college and community resources for food and housing insecurity and other challenges.

Email Sent to Eligible Students on August 7, 2020

(First Name),

Last week you received an email from GRCC's President Bill Pink stating you are eligible for \$500 in emergency funding assistance through the federal Coronavirus Aid, Relief and Economic Security Act (CARES Act).

These federal grant funds are meant to assist you with expenses related to campus disruptions during the winter semester. These CARES Act funds do not need to be repaid. According to IRS guidelines, the grant is not taxable, and it will not change your current or future financial aid awards.

The deadline for accepting these funds is August 7, 2020.

Accept your emergency funds today by taking the following actions:

- *Log into your GRCC [Online Center](#)*
- *Select the CARES Award Acceptance Form tile*
- *Review the form, select all expenses incurred as a result of COVID-19 campus disruptions*
- *Click the award acceptance button*
- *Click submit*
- *Confirm your contact information and update it, if necessary, in your Online Center. Click on the Profile tile, then select Address*

Your CARES Act funds will be disbursed using the same BankMobile refund method you previously selected. If you need to update your refund preferences, you can do so at: <https://bankmobiledisbursements.com/refundchoices/>. If you have not previously set up a refund preference and need assistance doing so, contact the GRCC Cashier's Office at cashier@grcc.edu.

Questions? The GRCC CARES Team can help. Please review our [CARES Act FAQs](#), send questions to GRCC_CARES@grcc.edu or call (616) 234-4000.

Text Sent to Eligible Students on August 7, 2020

This is (first name) from GRCC. The deadline to accept your Cares Act funds is August 7. Login to your Online Center. ?s -- email GRCC_Cares@grcc.edu

Email Sent to Eligible Students on August 20, 2020

Dear (First Name),

We are pleased to notify you that you are eligible for emergency funding assistance through the Coronavirus Aid, Relief and Economic Security Act (CARES Act). This eligibility is based on your having been enrolled at GRCC for this past winter semester. We have reviewed your account and determined that you now meet the updated criteria as stated on the [CARES Act FAQ](#). Additionally, you are eligible if you incurred one or more of the following expenses resulting from COVID-19-related campus disruptions:

- *Food*
- *Housing costs*
- *Course materials*
- *Technology*
- *Healthcare costs*
- *Childcare costs*

The CARES Act guidelines are set by the U.S Department of Education. To view and accept your award, you must take the following actions:

- *Log into your [Online Center](#)*
- *Select the CARES Award Acceptance Form tile*
- *Review the form, select all expenses incurred as a result of COVID-19 campus disruptions*
- *Click the award acceptance button*
- *Click submit*
- *Confirm your contact information and update it, if necessary, in your Online Center. Click on the Profile tile, then select Address*

Your CARES Act award of \$500 will be disbursed using the same BankMobile refund method you previously selected for your Summer 2020 Financial Aid refund. If you need

to update your refund preferences, you can do so at:
<https://bankmobiledisbursements.com/refundchoices/>

Please consider selecting an electronic refund preference as the quickest, most reliable, and safest method. If you have not previously set up a refund preference and need assistance doing so, contact the GRCC Cashier's Office at cashier@grcc.edu.

The deadline for accepting these CARES Act funds is September 4, 2020.

If you have questions, the GRCC CARES Team can help. Please review our [CARES Act FAQs](#), send questions to GRCC_CARES@grcc.edu or call (616) 234-4000.

These are difficult times. This assistance will be helpful, but the need will continue to be great as we emerge from the pandemic. GRCC has other resources available to help with a variety of challenges. Our Office of Student Life frequently updates the GET HELP website – grcc.edu/gethelp – listing college and community resources for food and housing insecurity and other challenges.

Stay well.

Best,

President Pink

Email Sent to Eligible Students on September 2, 2020

Dear *\${Contacts.First Name}*,

Two weeks ago you received an email from GRCC's President Bill Pink stating you are eligible for \$500 in emergency funding assistance through the federal Coronavirus Aid, Relief and Economic Security Act (CARES Act).

These federal grant funds are meant to assist you with expenses related to campus disruptions during the winter semester. These CARES Act funds do not need to be repaid. According to IRS guidelines, the grant is not taxable, and it will not change your current or future financial aid awards.

The deadline for accepting these funds is Friday, September 4, 2020.

Accept your emergency funds today by taking the following actions:

- Log into your GRCC [Online Center](#)
- Select the CARES Award Acceptance Form tile
- Review the form, select all expenses incurred as a result of COVID-19 campus disruptions

- *Click the award acceptance button*
- *Click submit*
- *Confirm your contact information and update it, if necessary, in your Online Center. Click on the Profile tile, then select Address*

Your CARES Act funds will be disbursed using the same BankMobile refund method you previously selected. If you need to update your refund preferences, you can do so at: <https://bankmobiledisbursements.com/refundchoices/>. If you have not previously set up a refund preference and need assistance doing so, contact the GRCC Cashier's Office at cashier@grcc.edu.

Questions? The GRCC CARES Team can help. Please review our [CARES Act FAQs](#), send questions to GRCC_CARES@grcc.edu or call (616) 234-4000.

Conclusion

This report documents the status of the CARES Act Higher Education Emergency Relief Funds (HEERF) student allocation as of September 30, 2020. In keeping with the August 31, 2020 U.S. Department of Education electronic announcement, additional reports will be posted on GRCC's website quarterly.