

## **This is the final report covering all HEERF fund expenditures for Section 18004(a)(1) Student Portion funds.**

### **Higher Education Emergency Relief Funds (HEERF) - Student Portion**

The CARES Act Higher Education Emergency Relief Fund Aid provides funding to institutions to offer emergency financial aid grants to students for expenses related to the disruption of campus operations due to coronavirus. Institutions have the responsibility of determining how grants will be distributed to students, how the amount of each student grant is calculated, and the development of any instructions or directions that are provided to students about the grant.

Great Lakes Institute of Technology has signed and returned the Certification and Agreement from to the Department of Education and intends to use the funds to provide the mandated amount of at least 50% of the emergency financial aid grants to students using the Determination Methodology detailed below.

The total amount of funds that Great Lakes Institute of Technology received from the Department for Emergency Financial Aid Grants to Students is \$337,502.

As of July 13, 2020, \$337,502 (100%) of the student HEERF funds were awarded to the Institution's 256 students who were eligible under Section 18004(a)(1) of the CARES Act.

### **Award Determination Methodology:**

#### **Student Eligibility**

##### **Enrollment Status**

Students must be in a currently enrolled status (active, probation, leave of absence) as of the date of disbursement and must have a last date of attendance (LDA) no earlier than March 13<sup>th</sup>, which was the last date of on-campus instruction.

**Effective June 16, 2020: Under new guidance received from the Department of Education, students must be enrolled in a Title IV Eligible program.**

##### **Title IV Eligibility**

The Department of Education's guidance states that only students who are, or could be, Title IV eligible may receive the student portion of emergency grant funds. Great Lakes will determine Title IV eligibility based on information received on the student's most recent 2019-20 ISIR\* transaction. Students without a FAFSA or with an unresolved C-Code or incomplete V4 or V5 verification will not be considered eligible. Students without a FAFSA or without proper documentation to prove Title IV eligibility will have received an email communication detailing their individual requirements for gaining eligibility.

\*If the student did not submit a 2019-20 FAFSA, information from the 2020-21 FAFSA may be used.

## Disbursement Amounts

We believe that all enrolled students will have experienced some level of disruption due to the Institution's transition to virtual learning due to COVID-19. Therefore, all students meeting the eligibility requirements detailed above will receive some level of the HEERF funding, with those students who display the most **financial need** and **academic disruption** receiving the greatest amounts.

To determine the levels of academic disruption and financial need, a point system was developed based on scheduled academic credits or clock hours, and Primary EFC. It is the Institution's belief that students taking less credits or attending less hours per week will have experienced a slighter disruption than students taking more credits or attending more hours per week. Thus, students scheduled at least 12 credit hours, or at least 20 clock hours per week, will qualify for a larger award amount than those who are scheduled less than 12 academic credits, or less than 20 clock hours per week. Beyond that, students demonstrating the most need, by having a zero EFC, will receive an additional level of funding.

### Point System based on Enrollment Status and EFC

	Criteria	Points Allocated
<b>Enrollment Status</b>	<b>PT</b> Credit Hours student scheduled <12 acad crds, OR Clock hour student scheduled <20 hrs/wk	1
	<b>FT</b> Credit hour student scheduled 12+ acad crds, OR Clock hour student scheduled > 20 hrs/wk	2
<b>Primary EFC</b>	<b>Zero EFC</b> on most recent 19-20 ISIR*	1
	<b>EFC &gt; 0</b> on most recent 19-20 ISIR*	0

\*If the student did not submit a 2019-20 FAFSA, information from the 2020-21 FAFSA may be used.

This point system will result in students falling into one of three award levels.

Lowest award amount	1 point	PT student, EFC >0
Middle range award	2 points	FT student, EFC >0 <b>OR</b> PT student, 0 EFC
Highest award amount	3 points	FT student, 0 EFC

Point value and award amounts will be determined based on the eligible student population at time of disbursement, with roughly \$200,000 of the funds being disbursed amongst an estimated number of 250 students immediately and the remainder of funds being reserved for students' additional emergency relief and future needs.

### Additional Emergency Relief Disbursements

All eligible students will receive, with their initial award, an application for an Additional Emergency Relief Grant. Students who are able to validate significant, additional need due to campus disruption may be eligible to receive an additional grant of up to \$550. Campus

administration will use the information provided to determine eligibility. Each student may be eligible for only one Additional Relief grant, and only one application will be accepted per student. Only students who are actively attending or on a leave of absence **in a Title-IV eligible program** will be considered. Students will be instructed to submit their application and all supporting documents to Great Lakes Institute of Technology, 5100 Peach St., Erie, PA 16509 or [heerf@glit.edu](mailto:heerf@glit.edu). Applications must be received by June 26th. Eligible awards will be distributed via check and will be mailed to the student's address.

### **Final Allocations**

After all Additional Relief Applications have been reviewed and paid, the remaining funds from the HEERF Student Portion will be disbursed using the same determination methodology and method of distribution detailed in this document.

### **Method of Distribution**

Awards will be disbursed via check and will be distributed by postal mail to the student address on file. Email communications were sent to all students advising them to update their address information, if needed. If any checks are returned as undeliverable, every attempt will be made to contact that student to get the updated address or find another means to deliver their check.

### **Instructions for Use**

With each disbursement check, students will receive the following information and guidance regarding the use of their HEERF Funds: "The U.S. Department of Education has made Emergency Financial Aid Grants available to students of our institution who are in need of financial support for their expenses related to the disruption of campus operations due to Coronavirus. HEERF funds are not considered taxable income and they do not affect a student's current or future eligibility for financial aid. Emergency grant funds can be used to pay for expenses such as food, housing, course materials, technology needs, childcare, medical expenses, and other costs resulting from the campus disruption."