

CARES Act Reporting — HEERF Financial Aid to Students

Section 18004(a)(1)

Quarterly Report-Updated September 30, 2020

**FINAL

On March 27, 2020, the Coronavirus Aid, Relief, and Economic Security Act (“CARES Act”) was passed which authorized funding under the Higher Education Emergency Relief Fund (“HEERF”) to Institutions of Higher Learning. The funds under Section 18004(a)(1) of the CARES Act are required to be provided as Emergency Financial Aid Grants to students for expenses related to the disruption of campus operations due to coronavirus.

CARES act Emergency Aid Grants for Students

1. To access and distribute these funds, on May 29, 2020 Phoenix Seminary 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.
2. Phoenix Seminary was allocated a total of \$42,117 under *Section 18004(a)(1)*. Pursuant to the Certification and Agreement for the Emergency Financial Aid Grants to Students, at least \$21,059 will be distributed directly to eligible students impacted by campus disruptions due to the coronavirus.
3. Based on FAFSA data from the 2019-2020 academic year, the total estimated number of students at Phoenix Seminary eligible to participate in programs under Section 484 in Title IV of 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 is 25.
4. As of June 18th, the total amount of Emergency Financial Aid Grants distributed to eligible students under *Section 18004(a)(1)* of the CARES Act was \$21,059.
5. The total number of students who received an Emergency Financial Aid Grant on June 18, 2020: 25 students
6. The method(s) used by the institution to determine which students receive Emergency Financial Aid Grants were as follows:
 - According to the Department of Education, (<https://www2.ed.gov/about/offices/list/ope/heerfstudentfaqs.pdf>) “only students who are or could be eligible to participate in programs under Section 484 in Title IV of the Higher Education Act of 1965, as amended (HEA), may receive emergency financial aid grants”. If a student has filed a Free Application for Federal Student Aid (FAFSA), then the student has demonstrated eligibility to participate in Programs under Section 484 of the HEA.
 - Following this guidance, Phoenix Seminary considered eligible students who completed the FAFSA for the 2019-2020 academic year. Student must have been enrolled in an eligible

program of study in Spring 2020 that was not offered in a 100% online modality and must have met all the Title IV eligibility requirements as set forth in HEA Section 484.

- Recognizing that all eligible students incurred expenses due to the disruption of campus operations due to the COVID-19 pandemic, Phoenix Seminary has determined a standard amount for each Emergency Financial Aid Grant in the amount of \$842.36.

Covered expenses included:

- Technology needs and necessary upgrades, including but not limited to computers, printers, scanners, and increased level of internet service
- Supplies, including but not limited to paper and printer ink

7. Instructions, directions, or guidance provided by the institution to students concerning the Emergency Financial Aid Grants:

- Phoenix Seminary maintains a COVID-19 website (ps.edu/coronavirus/) which provides access to pertinent information, including instructions, directions, and guidance related to emergency grants.
- The application for the Emergency Financial Aid Grant provided under the CARES Act Section 18004(a)(1) was made available through a web form (CARES Act Landing Page and located at <https://ze202.infusionsoft.app/app/page/db6c1d0b6f84e2a1498c2d4ac0b2f6f5?> The deadline for the application was May 26, 2020.
- On June 9, 2020 Phoenix Seminary sent the following message electronically and by letter to each student who received direct HEERF emergency grants:

June 9, 2020

Re: CARES Act Higher Education Emergency Relief Fund

Dear Students,

On March 27, 2020, the Coronavirus Aid, Relief, and Economic Security Act ("CARES Act") was passed by Congress, which authorized funding under the Higher Education Emergency Relief Fund ("HEERF") to Institutions of higher learning. The funds under Section 18004(a)(1) of the CARES Act are required to be provided as "Emergency Financial Aid Grants" to students for expenses related to the disruption of campus operations due to Coronavirus. Phoenix Seminary has applied and was approved for funds under HEERF program.

We have signed and returned to the Department of Education the **Certification and Agreement** that assures Phoenix Seminary 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 directly to the students. The total amount of funds received from the Department of Education pursuant to the Institution's Certification and Agreement for Emergency Financial Aid to eligible students is \$21,059.

For students to be considered for this grant, they must meet the following criteria:

- Be in an active status with our Student Information Systems as of March 1, 2020
- Be enrolled in an eligible program of study that was not offered in a 100% online modality
- Meet all the Title IV eligibility requirements as set forth in HEA Section 484.

Phoenix Seminary currently has 25 students eligible to participate in programs under Section 484 in Title IV of 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.

Recognizing that all eligible students have experienced additional expenses due to the disruption of campus operations due to the this pandemic, Phoenix Seminary has determined that the most equitable way to disburse these funds to our students, was to distribute 100% of the funds to our eligible students equally. **In doing so, each eligible student will receive \$842.36 in a direct deposit.**

If you have any questions about the above information, please do not hesitate to contact Lynn Gordon the Financial Aid Director as it relates to these funds. Thank you for your continued trust and confidence you have placed with Phoenix Seminary and we look forward to seeing you back on campus very soon.

Sincerely,

Andy Clare
Student Services Manager