

**Pierpont Community and Technical College**  
**CARES ACT Higher Education Emergency Relief Fund Reporting**  
**Emergency Financial Aid to Students**

Statutory Authority: Section 18004 (e) of the Coronavirus Aid, Relief, and Economic Security Act (CARES ACT), Pub. L. No 116-136, 134 Stat. 281 (March 27, 2020) provided \$577,399 to Pierpont Community and Technical College that was restricted for distribution of emergency 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, utilities, course materials, technology, health care, and child care.

Section 1004(a)(1) requires the following information to be made available in a format and location that is easily accessible to the public within 30 days after the date when the institution received its allocation of funds (April 27, 2020) from the Department of Education and then within 10 days of the end of each quarter of the year. The following information includes all required disclosures:

1. Pierpont Community and Technical College signed and returned to the Department of Education, the Certification and Agreement and the assurance that the institution would use, no less than 50% (\$577,399) of the funds received under Section 18004(a)(1) of the CARES Act to provide Emergency Financial Aid Grants to Students.
2. Pierpont Community and Technical College received a total of \$1,154,797 in CARES Act funding pursuant to the Institution's Certification and Agreement for Emergency Financial Aid Grants to Students. As required the institution will distribute 50% (\$577,399) directly to students.
3. As of September 30, 2020, Pierpont Community and Technical College has disbursed a total of \$241,350.00 in Emergency Financial Aid Grants to eligible students under Section 18004(a)(1) of the CARES Act.
4. The total number of students at the institution eligible to receive Emergency Financial Aid Grants to students under Section 18004(a)(1) of the CARES Act is **980 students**.
5. The total number of students who have received an Emergency Financial Aid Grant under Section 18004(a)(1) of the CARES Act is **349 students**.
6. Pierpont Community and Technical College determined that any student who met the eligibility requirements under Section 484 in Title IV of the Higher Education Act of 1965 and who were not enrolled in 100% online programs prior to March 27, 2020 were financially impacted by the disruption of campus operations due to coronavirus. Eligibility for Section 484 of Title IV of the Higher Education Act of 1965 was determined by requiring all students to complete a 2019-2020 or 2020-2021 FAFSA and by a review of each student's compliance with Satisfactory Academic Progress (SAP). Students who failed to complete a FAFSA or comply with SAP were deemed to be ineligible to receive an Emergency Financial Aid Grant.
  - a. College officials identified the following campus provided resources that were lost during the disruption of services caused by the Coronavirus:

- i. Under normal operating conditions, the Institution provides all students with access to computer labs, printers, photocopiers, and workstations throughout all of its locations.
  - ii. The Institution provides students who have food security issues access to our on-site student food pantry which is not available during campus closure.
  - iii. Under normal operating conditions, the Institution provides all students with access to internet service throughout all of its locations.
  - iv. The Institution offers student support and mental health support services on our campuses. We also have a partnership with MVA Clinics for student healthcare. The significant changes caused by the Coronavirus and the related disruption to our campuses caused heightened anxiety and stress which manifested itself in a greater need for assistance and support.
- b. In addition to the campus provided resources above, the Institution is also taking into consideration, per the Ed guidance we've received, the following:
  - i. Housing (Rent/Mortgage Assistance)
  - ii. Utility Bills
  - iii. Childcare
- c. The Institution developed an online request form for students who felt they had a financial need caused by disruption of classes that addressed technology issues, food insecurity, utility bills, including but not limited to internet service, housing (rent/mortgage assistance), medical expenses, course materials, and childcare. The request form is available on our website. Students were notified about the opportunity in many ways including email, faculty announcements, and phone calls.
- d. Nearly all students who were attending campus-based courses utilize computer hardware, WIFI, photocopiers, software, and printers provided at the campuses. When the Coronavirus forced the closing of our campuses, these resources were no longer available to students. Moving to a 100% online format meant that students had no choice but to obtain these resources on their own. The Institution believes that this factor alone qualifies any student who meets the eligibility requirements under Section 484 in Title IV of the Higher Education Act of 1965 and who were not previously enrolled in 100% online majors to receive an allocation to cover the cost of acquiring hardware (computers, printers, or other required electronic devices) and to help pay for WIFI access through DSL internet or "hot spot" technology. This allocation amount has not been determined at this time as all students who have completed a request form will be reviewed first and then the remaining funds will be given to students who did not complete a request once they confirm they are in need of assistance.
- e. Before any Emergency Financial Aid Grants were distributed, each student's eligibility was confirmed by the Office of Financial Aid.
- f. The Institution established a separate refund code to track all CARES' Act Emergency Financial Aid Grants to ensure that funds were not diverted to pay any

balances due to the Institution for unpaid tuition or fees. Once the disbursements were processed, checks were mailed via US mail to students' current mailing address on file.

7. Communications to Students. Communication is being sent to all students via their secure institutional email account. Students who did not complete a request form were not notified specifically that they did not qualify for funds. They will be reviewed at a later time and communication will be sent at that time. Students who completed a request form but were not eligible, were sent a brief notification that included the reason that they did not qualify (online degree program, not making satisfactory academic progress, etc.). Students who were awarded, are being asked to confirm their request by either completing a "Confirmation Statement" and returning to Office of Financial Aid or by responding to the internal email communication stating that they agree and confirm their request. The awarded student is then sent the following communication via US mail with a check enclosed.

Dear Student:

Your request for CARES Act Emergency Funds has been reviewed and processed.

Enclosed you will find a check made payable to you. Per the Department of Education, these funds are to be used for one or more of the following items:

- Food
- Housing
- Childcare
- Technology
- Utilities
- Medical Expenses
- Course Materials

This is a federal grant and does not need to be repaid at any time. It does not affect any financial aid you have received for this current semester and is not considered income.

If you have any questions or concerns, please contact us at 304-367-4907.

Sincerely,

Pierpont Student Services