

Higher Education Emergency Relief Fund Report – Emergency Financial Aid Grants to Students CARES Act Report

Community Care College, Clary Sage College, and Oklahoma Technical College
(OPE ID: 03367400)

July 6, 2020

(Updated 8.6.2020)

(Updated 8.17.2020)

(Updated 9.28.2020)

(Updated 10.26.2020)

Community Care College, Clary Sage College, and Oklahoma Technical College received education stabilization funds under Section 18004(e) of the Coronavirus Aid, Relief, and Economic Security Act (“CARES Act” or the “Act”), Pub. L. No. 116-136. Section 18004(a)(1) of the CARES Act is 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 child care.

As part of the reporting requirements by the Department of Education, Community Care College, Clary Sage College, and Oklahoma Technical College is responding to the items required by the federal government.

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.**
 - *Community Care College, Clary Sage College, and Oklahoma Technical College signed and returned the certification and agreement form on April 14, 2020, for the first half of the CARES Act funds. We intend to use all of these funds received to provide Emergency Financial Grants to Students.*
 - *Community Care College, Clary Sage College, and Oklahoma Technical College signed and returned the certification and agreement form on May 6, 2020, for the second half of the CARES Act funds.*

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.**
 - *Community Care College, Clary Sage College, and Oklahoma Technical College received \$1,067,623 under the HEERF student portion of the CARES Act on July 1, 2020.*

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 (i.e., as of the 30-day Report and every 45 days thereafter).**
 - *As of July 6, 2020, \$ -0- has been distributed to eligible students.*
 - *As of August 17, 2020, checks in the amount of \$2,247.63 each, for 302 eligible students, totaling \$678,784.26 have been processed and distribution started August 14, 2020.*

- ***As of September 28, 2020, checks in the amount of \$2,957.41 (2,247.63 + 709.78) each, for an additional 59 eligible students and checks in the amount of \$709.78 each for the original 302 students to supplement the checks distributed in August have been processed and distribution started August 14, 2020. The total checks processed now total \$1,067,625.01.***
 - ***As of October 26, 2020, all checks issued in the amount of \$1,067,625.01 have been distributed to the eligible students.***
4. **The estimated total number of students at the institution eligible to participate in programs under Section 484 in Title IV of the 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.**
- *Based on federal guidance, the number of students eligible to receive the emergency financial aid grant is estimated at 471.*
5. **The total number of students who have received an Emergency Financial Aid Grant to students under Section 18004(a)(1) of the CARES Act**
- ***As of 7/6/2020, the total number of students who received the emergency financial aid grant is -0-.***
 - ***As of August 17, 2020, checks in the amount of \$2,247.63 each, for 302 eligible students, totaling \$678,784.26 have been processed and distribution started August 14, 2020.***
 - ***As of September 28, 2020, 327 students have received an Emergency Financial Aid Grant under Section 18004(a)(1) of the CARES Act and 34 students have been emailed to pick up their check.***
 - ***As of October 26, 2020, 361 students have received an Emergency Financial Aid Grant under Section 18004(a)(1) of the CARES Act.***
6. **The method(s) used by the institution to determine which students receive Emergency Financial Aid Grants and how much they would receive under Section 18004(a)(1) of the CARES Act.**
- *Students must be Title IV eligible. To determine eligibility, students must file a Free Application for Federal Student Aid (FAFSA). Students must meet the following criteria to satisfy this mandate. Students who do not meet all of the following criteria will not be eligible to receive any emergency grant aid funds:*
- Been enrolled and actively attending on March 16; Not owe a refund on a Federal Pell Grant or be in default of a Federal Student Loan to the Department of Education; U.S. citizenship or eligible noncitizen; a valid Social Security number; registration with Selective Service (if the student is male); and a high school diploma, GED, or completion of high school in an approved homeschool setting. An eligible, full-time undergraduate student can receive up to \$ 2,266.72. ***As of September 28, 2020, 361 students confirmed their eligibility and applied for the Emergency Financial Aid Grant.****
7. **Any instructions, directions, or guidance provided by the institution to students concerning the Emergency Financial Aid Grants.**
- *As of 7/6/2020, students have not been notified. (Est date of notification is 7/13/2020.)*
 - *On 7/15/2020, all active students were notified of the guidance and instructions for the Emergency Financial Aid Grants in the classroom by their instructor.*

- On 7/20/2020, all graduates, withdrawn students, and students on LOA (Leave of Absence) that were in the cohort of students that were active on March 16, 2020 and were identified as potentially being eligible for the Emergency Financial Aid Grants were emailed guidance and instructions.
- On 7/29/2020, all active students were given a reminder for those who have not completed the survey/application to do so immediately and the deadline was extended through end of day on Friday, 7/30/2020
- Beginning 7/30/2020, all active students, graduates, withdrawn students, and students on LOA (Leave of Absence) that were in the cohort but had not responded to classroom instructions or emailed instructions, began receiving phone calls, texts, Facebook messages, and/or emails from college officials regarding the Emergency Financial Aid Grants guidance and instructions. Deadline was extended to 8/5/2020 to ensure college officials attempted several times to reach all students in the cohort.
- **Beginning on August 14, 2020, all graduates, withdrawn students and students on LOA that had a check processed were emailed. All active students received the information via their instructor.**
- **Beginning on August 18, 2020, the remaining 169 active, graduates, withdrawn students, and students on LOA (Leave of Absence) that were in the cohort of students that were active on March 16, 2020 and were identified as potentially being eligible for the Emergency Financial Aid Grants were emailed guidance and instructions regarding a LAST CHANCE Action Required extension for the CARES Act Student Emergency Fund. Phone calls, texts, Facebook messages, and/or emails from college officials regarding the Emergency Financial Aid Grants guidance and instructions started. Deadline was extended to 8/26/2020 at 11:59 p.m. to ensure the college gives every opportunity for all potentially eligible students in the cohort to complete the process.**