

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

October 10, 2020

Orleans Technical College (OPE ID: 021830) received education stabilization funds under Section 18004(a)(1) of the Coronavirus Aid, Relief, and Economic Security Act (“CARES Act”), Public Law No: 116-136. This Fund Report applies to the student portion received under the Higher Education Emergency Relief Fund that is designated exclusively for emergency financial aid grants to students.

The institution appreciates that Congress and the President have made these critical funds available for eligible students who have expenses related to the disruption of campus operations due to the coronavirus pandemic. We take receipt of these federal funds seriously and are distributing them in accordance with the CARES Act and implementing guidance.

The institution is making the below information available for transparency purposes and in compliance with the U.S. Department of Education’s (“Department”) Electronic Announcement of May 6, 2020.¹ For questions or concerns regarding this Fund Report, please contact **Latanya Byrd, Student Financial Services Director**, at **Latanya.Byrd@orleanstech.edu**

1. The institution signed and returned to the Department the Certification and Agreement [for] Emergency Financial Aid Grants to Students. 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. 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 is **\$291,475.00**.
3. The total amount of emergency financial aid grants distributed to students under Section 18004(a)(1) of the CARES Act **as of 5/26/2020** is **\$0**.

Update: The total amount of emergency financial aid grants distributed to students under Section 18004(a)(1) of the CARES Act **as of 7/9/2020** is **\$281,045.22**.

Update: The total amount of emergency financial aid grants distributed to students under Section 18004(a)(1) of the CARES Act **as of 8/22/2020** is **\$284,117.14**.

Update: The total amount of emergency financial aid grants distributed to students under Section 18004(a)(1) of the CARES Act **as of 10/10/2020** is **\$291,475.00**.

¹ See: <https://ifap.ed.gov/electronic-announcements/050620HigherEdEmergencyReliefFundRptg>

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 under Section 18004(a)(1) of the CARES Act, as of 5/26/2020 is **187**

Update: 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 under Section 18004(a)(1) of the CARES Act, as of 10/10/2020 is **189**²

5. The total number of students who have received an emergency financial aid grant under Section 18004(a)(1) of the CARES Act as of 5/26/2020 is **0**.

Update: The total number of students who have received an emergency financial aid grant under Section 18004(a)(1) of the CARES Act as of 7/9/2020 is **180**.

Update: The total number of students who have received an emergency financial aid grant under Section 18004(a)(1) of the CARES Act as of 8/22/2020 is **182**.

Update: The total number of students who have received an emergency financial aid grant under Section 18004(a)(1) of the CARES Act as of 10/10/2020 is **182**.

This quarterly posting is the final report that covers all remaining HEERF fund expenditures for Section 18004(a)(1) Student Portion funds.

6. The methods 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 are provided at **Attachment A**.
7. Any instructions, directions, or guidance provided by the institution to students concerning the emergency financial aid grants are provided at **Attachment B**.

² For the purposes of this report, institutions may determine the number of eligible students based on the number of students for whom the institution has received an Institutional Student Information Record (ISIR) plus the number of students who completed an alternative application form developed by the institution for this purpose. The institution may then apply this number to its own methodological framework for disbursal of funds to produce a final total of eligible students at the institution. The institution is not asked to make assumptions about the potential eligibility of students for whom the institution has not received an ISIR or an alternative application.

Attachment A

- Students eligible to receive Higher Education Emergency Relief Funds are those students who filed a FASFA and were eligible to participate in programs under Section 484 in Title IV of the Higher Education Act of 1965, as amended (HEA).
- The formula used to determine fund allocation is as follows:
 - 50% of the total grant amount of the grant must go directly to students
 - 50% of the total grant was divided by the full number of eligible students to give an equal distribution of funds amongst all students.
 - Students are placed into one of three categories:
 - Pell eligible with household >1
 - Pell eligible with household = 1
 - Pell ineligible
- The total number of students in each group is multiplied by the equal distribution dollar amount of 50% of the total grant. This gives three “categories” of funds.
 - The Pell eligible household = 1 group category is reduced by 5%
 - The Pell ineligible group category is reduced by 10%
 - The sum of the adjustments made to the Pell eligible household = 1 and Pell ineligible groups is added to the Pell eligible household > 1 group.
- Each of the three fund categories are then divided by the number of students in each respective group to give a new weighted allocation per student depending on their particular category.
- The initial 50% total grant amount for student disbursement will be used to determine the per student allocation amount based on the above formula for all eligible students who were active at the time of the school closure (March 16, 2020) and did not withdraw prior to fund disbursement.
- After the initial amounts were disbursed to eligible students, there remained a portion which was divided evenly amongst 135 Cares Act Grant recipients who were still Active or on an approved LOA on 8/25/2020.

Attachment B

Students were emailed a link to a request form and provided the following instructions:

Emergency Financial Aid Grants to Students Under the Coronavirus Aid, Relief, and Economic Security (CARES) Act

The U.S. Department of Education has made Emergency Financial Aid Grants to students of Orleans Technical College who are or could be eligible for Title IV federal student financial aid and need financial support for their expenses related to the disruption of campus operations due to Coronavirus. You may be eligible for the need-based emergency grant, which must be used for expenses associated with your cost of attendance, such as food, housing, course materials, technology, healthcare and childcare. Please complete and submit this form by Friday, May 8, 2020.

Eligible students who submitted a request form were emailed a link to an award letter and provided the following instructions:

Under the Coronavirus Aid, Relief, and Economic Security (CARES) Act you are eligible for an emergency student grant which must be used for expenses associated with your indirect cost of attendance, such as food, housing, course materials, technology, healthcare and childcare.

You must complete the attached survey to accept the amount you have been awarded and commit to use the funds for eligible expenses related to disruption of campus operations due to COVID-19.

The following notice was emailed to those Cares Act Grant recipients who were still Active or on an approved LOA on 8/25/2020:

You were eligible for the need-based emergency financial aid grant that was disbursed to you under the Coronavirus Aid, Relief, and Economic Security (CARES) Act. These funds were issued to assist students who needed financial support for their expenses related to the disruption of campus operations due to Coronavirus. The funds must be used for expenses associated with your cost of attendance, such as food, housing, course materials, technology, healthcare and childcare.

After the funds had been disbursed to eligible students, there remained a portion which will be divided evenly amongst those Cares Act Grant recipients who were still Active or on an approved LOA on 8/25/2020. This will increase your initial Cares Act Grant award by \$55 and will exhaust the Cares Act Funds received on behalf of Orleans Technical College. These funds will be provided to you in the form of a check.