

Higher Education Emergency Relief Fund (HEERF III)

Disclosure and Reporting information

March 31 2022

1st Quarter 2022 Reporting

The American Rescue Plan (ARP), Public Law 117-2, has allocated emergency financial aid grants called the **Higher Education Emergency Relief Fund (HEERF) III**.

These grants can be used by students toward educational costs and other emergency costs that arise due to coronavirus, such as tuition, food, housing, health care (including mental health care), or child care.

This report is posted to comply with the required reporting mandates according to the CARES, CRRSAA and ARP.

- I. Manhattan Christian College acknowledges 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 2003 (a)(1) of the ARP to provide Emergency Financial Aid Grants to students.
- II. The total amount of HEERF III (ARP) funds that has been received is \$285,508 from the Department pursuant to the institution's Certification and Agreement [for] Emergency Financial Aid Grants to Students.
- III. The total amount of HEERF III funds distributed to students as of March 31, 2021 was \$288,412. This amount reflects the total student allocation as well as an additional \$2,904 from the institutional portion.

- IV. The estimated total number of students at the institution eligible to receive the Higher Education Emergency Relief Funds under the ARP criteria was calculated to be 145.
- V. The total number of students who have received an HEERF III award in the 2021-2022 award year is 97.

As stated in the guidance for these funds, students with the greatest need were to be the primary recipients. With this guidance we chose to use the following method to determine our initial allocations. For the spring 2022 semester, we began with the students who had received a HEERF III allocation in the fall of 2021. We disbursed the same allocation as was determined in the fall.

Those who were determined to have a zero EFC received \$2000. Those whose EFC's fell between 1 and 1500 received \$1950. Those whose EFC's fell between 1501 and 2999 received \$1900. Those whose EFC fell between 3000 and 4499 received \$1850. Those whose EFC fell between 4500 and 5999 received \$1800. Those whose EFC fell between 6000 and 7499 received \$1750. Finally those whose EFC fell between 500 and 8999 received \$1,700.

After the initial allocations were disbursed, we began to look at the students who were struggling with personal needs. We had an application for students to request extra funds. Those applications were processed according to their request and availability of funds.

- VI. Finally we are to report "Any instructions, directions, or guidance provided by the institution to students concerning the Emergency Financial Aid Grants." Between January 1st and March 31st, the following instructions, directions and guidance was given to our students.

An email was sent to the students who were identified as eligible for the formula based award of HEER funds. On February 11, the following email was sent directly to students:

“You are receiving this email because you have a HEERF III payment scheduled to be disbursed to your account. You can see the amount on your Empower account on the estimated worksheet. We plan to begin the process of disbursing the funds on Monday, February 14th. The deadline for responses is **3 pm on Wednesday February 16th**. Our goal is to have these refunds in your bank accounts on **Wednesday, February 23rd**. Per the regulations concerning these funds, MCC has to have your active permission to apply any amount to your MCC account balance. If I do not receive your permission the funds must be directly refunded to you.
Please note: Even if you, or your parent, have emailed me previously, I must have this form in order to fulfill the requirement of active permission to apply the amount to your account.
Here is the link for the google form. <https://forms.gle/ufE6hkqiNqmY78CP8>
Please complete this from your MCC email address and answer all of the 5 questions.
Please type your *full name* in the last question.
If you have any questions please feel free to contact me.”

An email was sent on March 21, 2022 to all MCC students stating the following:

“Hello Thunder! MCC still has some Higher Education Emergency Relief funds that we must disburse to our students. If you are in need of financial assistance whether to pay your MCC balance or take care of other needs such as rent, medical bills, transportation costs, books etc; please complete the linked google form. Funds are limited so applications will be reviewed on a first come first serve basis. Final decisions will be made through the information provided on the application form, please be thorough and detailed. <https://forms.gle/bFSRD2CDWpNVVkJdA>
If you have any questions, please feel free to contact me.”

The Assistance Request form has the following information:

“This form will be solely used to process a request emergency federal funds provided through the ARP Act signed in March 2021. The student portion of the funds allocated by the ARP Act (HEERF III) are for expenses related to the national emergency of the coronavirus.
The funds may be used for many purposes including but not limited to the costs of attending MCC such as tuition, fees, books, equipment, housing and supplies. The funds may also be used to help with expenses related directly to the virus such as healthcare costs both physical and mental, current or past due expenses such as utilities, insurance, vehicle payments because of loss of income related to illness, quarantine or loss of work. There is no guarantee that the funds allotted will cover all the expenses incurred. Funding is limited. These funds are not federal student financial aid and will not affect eligibility for federal/state or institutional funds in the future. These funds are not taxable.

Each application will be considered on the basis of the information provided on this application. Please be thorough in your answers.”

All students who communicated to MCC staff or faculty that they were having any financial issues, were informed to contact Student Financial Services due to these funds being available.

As communications from U.S. Department of Education and other entities become available MCC will disseminate the information to our student body through several means such as email, posting on our website, and posting in our weekly newsletter.