

Shepherd University Higher Education Emergency Relief Fund – Student

Quarterly Reporting – December 31, 2020

On March 27, 2020, the President of the United States signed the CARES Act (H.R. 748), which provides emergency relief funds to organizations and individuals affected by the coronavirus pandemic. The Higher Education Emergency Relief Fund (HEERF), found in Section 18004 of the CARES Act, provides funding to institutions of higher education “to prevent, prepare for, and respond to coronavirus.” This report provides details on the first award Shepherd University received under the HEERF, the funds for Emergency Financial Aid Grants to students under Award No. P425E200948.

CERTIFICATION

Shepherd University signed and returned to the Department of Education the Certification and Agreement on April 13, 2020. Shepherd will use no less than 50% of the funds received under Section 18004(a)(1) of the CARES Act to provide Emergency Financial Aid Grants to students.

AWARD

Shepherd University will receive a total amount of \$1,339,808 from the Department of Education pursuant to our Certification and Agreement for HEERF – Student portion.

FUNDS DISTRIBUTED

As of December 31, 2020, Shepherd University has distributed \$1,339,808, or 100%, in HEERF – Student Portion under Section 18004(a)(1) of the CARES Act. The total amount spent in both HEERF Institution and Student Portion was \$2,486,808, of that total, the student portion represents 54%.

STUDENT ELIGIBILITY

Shepherd University has an estimate of 2,555 students potentially 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. As of December 31, 2020, Shepherd has distributed Emergency Financial Aid Grants to 1,655 students under Section 18004(a)(1) of the CARES Act.

DETERMINING STUDENTS ELIGIBILITY

1. Tiers representing students Expected Family Contribution (EFC) are used to determine how much funds students are to receive. Below are the three tiers with the amounts.
 - a. Tier 1 EFC = \$0 - \$5576 Award \$1,000 for the term (all Pell recipients)
 - b. Tier 2 EFC > \$5576 Award \$650 for the term
 - c. Tier 3 Graduate Students Award \$450 for the term
2. As of June 15, 2020, we changed our initial requirement that all students had to submit an application to receive the funds to only Tier 2 and 3 eligible students. All Tier 1 students that had not already applied were automatically awarded \$1,000.
3. As of August 3, 2020, we awarded students that applied and were enrolled in the summer and fall 2020 term but not enrolled in spring term based on their tier level.
4. As of October 1, 2020, we allowed students to apply for a supplemental amount not to exceed \$500.

Students are asked to keep documentation of expenses related to the disruption of campus operations due to COVID-19 such as food, housing, course materials, technology, health care, and childcare expenses.

INSTRUCTIONS/DIRECTIONS GIVEN TO STUDENTS

Students enrolled spring 2020, were sent a series of email communications as CARES Act emergency relief aid information became available. A dedicated, student resource website was created and launched to provide campus resources and contact information. The site also includes links to CARES Act FAQs and a form for students to request emergency relief aid. An email was sent to all students with instructions, a link to the dedicated website, CARES FAQs, and the emergency relief request form. The dedicated website can be found [here](#).

Students who had not yet applied for CARES Act emergency relief aid, but were otherwise eligible for Tier 1 awards based on the factors described above, were notified via email that they would be auto-awarded (see #2 under the “Determining Student Eligibility” section).

Students enrolled in fall 2020 were sent an email communication advising that a supplemental application had launched, directing them to the same resources as previous groups (see #4 under the “Determining Student Eligibility” section). The application remained live until all emergency relief aid was exhausted.