

**The American Rescue Plan Act (ARP)
Higher Education Emergency Relief Fund
Emergency Financial Aid Grants to Students**

Reporting for Student Portion, or Emergency Financial Aid Grants to Students, under the American Rescue Plan Act (ARP)

The American Rescue Plan Act (“ARP”), March 11, 2021, directs institutions receiving ARP funding to submit a report to the Secretary of Education describing the use of funds distributed from the Higher Education Emergency Relief Fund (“HEERF”).

The ARP Act requires institutions to use 100 percent of the amount received under the formula factors in CRRSAA section 314(a)(1)(E)-(F). Student award amounts for both the CRRSAA and ARP must be used to provide Emergency Financial Aid Grants to students (including students exclusively enrolled in distance education) which may be used for any component of the student's cost of attendance or for emergency costs that arise due to coronavirus, such as tuition, food, housing, health care (including mental health care), or child care. In making financial aid grants to students, an institution of higher education must prioritize grants to students with exceptional need, such as students who receive Pell Grants.

On May 13, 2021, the Department published documents related to the Emergency Financial Aid Grants, including a letter from Acting Assistant Secretary Michelle Asha Cooper, a form Certification and Agreement for signing and returning by institutions to access the funds, and a list of institutional allocations.

1. An acknowledgement that the institution signed and returned to the Department the Certification and Agreement and the assurance that the institution has used the applicable amount of funds designated under the CRRSAA and ARP (a)(1) and (a)(4) programs to provide Emergency Financial Aid Grants to Students.

Butte College was not required sign and submit the Certification and Agreement form. Institutions previously awarded were not required to apply as awards were supplemental based on previous approval of funds under the CARES and CRRSAA Acts.

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 under the CRRSAA and ARP (a)(1) and (a)(4) programs.

On Wednesday, May 12, 2021, Butte College received \$12,404,042 ARP Act funding to be distributed as Emergency Financial Aid Grants to Students to be combined with the remaining \$526,632 of CRRSAA Act funding for a total of \$12,930,674.

3. The total amount of Emergency Financial Aid Grants distributed to students under the CRRSAA and ARP (a)(1) and (a)(4) programs as of the date of submission.

- July 1, 2021: \$2,750
- July 8, 2021: \$10,500
- July 15, 2021: \$5,500
- July 22, 2021: \$11,000
- July 29, 2021: \$10,250

- August 6, 2021: \$15,750
- August 12, 2021: \$43,750
- August 19, 2021: \$38,500
- September 9, 2021: \$12,312,969
- February 16, 2022: *-\$2,250 (Returned Funds)*
- June 28, 2022: *-\$108,365 (Returned Funds)*

4. The estimated total number of students at the institution that are eligible to receive Emergency Financial Aid Grants to Students under the CRRSAA and ARP (a)(1) and (a)(4) programs.

- At the passing of the ARP Act on March 11, 2021, we interpreted ARP Act language to apply to 4,960 students who could be eligible to receive an Emergency Financial Aid Grant.
- On May 11, 2021 with new eligibility criteria that allows undocumented students, those enrolled in the Deferred Action for Childhood Arrivals (DACA) program, and international students access to the emergency grants, we interpreted ARP Act language to apply to 5,035 students who could be eligible to receive an Emergency Financial Aid Grant.

5. The total number of students who have received an Emergency Financial Aid Grant to students under the CRRSAA and ARP (a)(1) and (a)(4) programs.

- July 1, 2021: 2
- July 8, 2021: 6
- July 15, 2021: 4
- July 22, 2021: 6
- July 29, 2021: 4
- August 6, 2021: 8
- August 12, 2021: 24
- August 19, 2021: 22
- September 9, 2021: 9,520
- February 16, 2022: *-2*
- June 28, 2022: *-105*

6. The method(s) used by the institution to determine which students receive Emergency Financial Aid Grants and how much they would receive under the CRRSAA and ARP (a)(1) and (a)(4) programs.

Dash CARES Grant (emergency grant application)

Prior to May 11, 2021, the College used the following criteria to establish eligibility:

- Completed Dash CARES Grant application to include emergency need
- Completed a FAFSA application
 - US Citizen or Eligible Non-Citizen
 - Not be enrolled in elementary or secondary school
 - Be enrolled

After May 11, 2021 and new eligibility criteria established by the Department, the College used the following criteria to establish eligibility:

- Completed Dash CARES Grant application to include emergency need

- **Be enrolled**

The College used the following criteria to determine eligibility after eligibility was established:

Per the Department, institutions must ensure that funds go to students who have exceptional need, such as students who receive Pell Grant. The Department encourages institutions to prioritize domestic students, especially undergraduates, in allocating this funding. This includes citizens, permanent residents, refugees, asylum seekers, DACA recipients, other DREAMers, and similar undocumented students.

Beyond Pell eligibility, other types of exceptional need could include students who may be eligible for other federal or state need-based aid or have faced significant unexpected expenses, such as the loss of employment (either for themselves or their families), reduced income, or food or housing insecurity. In addition, the CRRSAA and ARP explicitly state that emergency financial aid grants to students may be provided to students exclusively enrolled in distance education. The College established policies and procedures to determine exceptional need for students who apply for additional emergency grant funds:

1. Pell eligibility
2. Other need-based aid eligibility
3. Unmet need
4. Need as indicated by the student on the application for: food, housing, course material, technology, health care, and other

The College used the following criteria to determine award amounts:

Grants will be prorated based on current enrollment status or available Cost of Attendance (COA) at the time of award determination based on the information below:

Full Time (12 or more units):	\$2,500.00
$\frac{3}{4}$ Time (9-11.5 units):	\$2,000.00
Half Time (6-8.5 units):	\$1,500.00
Less than $\frac{1}{2}$ time (.5 to 5.5 units):	\$1,250.00

Dash CARES \$1,000 Grant (grant for every student)

The College used the following criteria to establish eligibility:

- **Be enrolled in a minimum of 6 units**

The College used the following criteria to determine award:

Grants will be awarded at \$1,000.00 based on enrollment status based on the information below:

1. Enrolled in a minimum of 6 units as of the College census date, and
 2. Enrolled in a minimum of 6 units at the time of disbursement
7. Any instructions, directions, or guidance provided by the institution to students concerning the Emergency Financial Aid Grants.

Butte College took the following steps to efficiently and compliantly deploy the Dash CARES (CRRSAA & ARP) Grant Emergency Funds to students

- **May 11, 2021: Modified DASH to the Rescue webpage to host all Emergency Grant Fund options to Butte College students to include the (CRRSAA & ARP) Dash CARES Grant with new eligibility requirements**
- **May 11, 2021: Modified the Dash CARES Grant application**
- **May 11, 2021: Email and text message sent to student notifying them that the Dash**

CARES Grant opened for applications with new eligibility criteria which allows undocumented students, those enrolled in the Deferred Action for Childhood Arrivals (DACA) program, and international students access to the emergency grants

- **June 1, 2021: Modified DASH to the Rescue webpage to host all Emergency Grant Fund options to Butte College students to include the (CRRSAA & ARP) Dash CARES \$1,000 Grant for all students actively enrolled in a minimum of 6 units at the time of disbursement**
- **August 19, 2021: Email and text message sent to students notifying them that the Dash CARES Grant opened for applications with eligibility criteria, instructions on how to apply and a timeline of what students can expect throughout the application review process**
- **September 8, 2021: Modified DASH to the Rescue webpage to host all Emergency Grant Fund options to Butte College students to include the (ARP) Dash CARES Grant and Dash CARES \$1,000 Grant are CLOSED due to all ARP funds to directly support student have been awarded**

Students receive an email within 5-7 days from the submission of the Dash CARES Grant application notifying them we have received their application and it is under review. Once applications are reviewed and an eligibility determination is made, students will receive one of the following titled emails based on eligibility determination:

- Ineligible
 - Duplicate
 - Approved
 - Funding exhausted
- ◇ Disbursements will be made weekly to ensure we are responding expeditiously to student's emergency needs.

**Amended quarterly report to record returned funds.*