

**Higher Education Emergency Relief Fund (HEERF) II**  
**Emergency Financial Aid Grants to Students**  
**Fund Report**  
**July 12, 2021**

1. The US government has expanded on the emergency funds available to students through the Corona Virus Response and Relief Supplemental Appropriations Act, 2021, also known as the CRRSA Act. The available funds are also known as HEERF II, or Higher Education Emergency Relief Fund II funds.
2. The institution signed and returned to the Department the Certification and Agreement [for] Emergency.
  - a. Financial Aid Grants to Students. The institution has used, or intends to use, 100 percent of the funds received under HEERF II/CRRSA Act to provide emergency financial aid grants to students.
3. The institution has currently been authorized to disburse **\$212,868** to students for any component in the students Cost of Attendance. This includes room, board, transportation and personal expenses or expenses due to COVID. In addition, the funds may be used for tuition and fees but only with the express written consent of the student. The school will accept an email from a student if they want to designate the funds be applied to their tuition and fee account. Unlike the HEERF I from the CARES Act, 2020; students do not have to be Title IV-eligible to receive HEERF II. Therefore, student eligibility requirements under Section 484 in Title IV of the Higher Education Act of 1965, as amended, do not apply when awarding HEERF II.
4. The total amount of emergency financial aid grants distributed to students under HEERF II/CRRSA Act as of the date of this Fund Report is **\$203,850**.
5. The estimated total number of students at the institution eligible to participate in programs under HEERF II and thus eligible to receive emergency financial aid grants under the CRRSA Act, as of the date of this Fund Report is **137**.
6. The total number of students who have received an emergency financial aid grant under HEERF II/CRRSA Act as of the date of this Fund Report is **134**.
7. The methods used by the institution to determine which students receive emergency financial aid grants and how much they would receive under HERRF II/CRRSA Act are provided at Attachment A.
8. Any instructions, directions, or guidance provided by the institution to students concerning the emergency financial aid grants are provided at Attachment B.

## **Attachment A – Methods Used for Determination**



### QUEST COLLEGE POLICY AND PROCEDURES for the Higher Education Emergency Relief Fund (HEERF) II

3/1/2021

As a result of the ongoing pandemic, the U.S. Congress has made emergency grant funds available to students. Quest College will administer those funds to Title IV eligible students prioritized by those that demonstrate exceptional need. The emergency funding IS available to non-eligible Title IV students, but Quest College is prioritizing Pell eligible Title IV students that demonstrate exceptional need. Since a very small percentage of our Title IV students do not qualify for Pell, Quest College has decided to consider all Title IV eligible students as qualified recipients of the grant.

We have calculated how many estimated students will indicate need and divided that number by the total amount of funds that are to be distributed to students, while reserving a [percent] set aside for future Title IV eligible students demonstrating need that enroll between December 21, 2020 and December 31, 2021. The amount of this grant, distributed equally to all eligible students will be \$850.00 and not evaluated on a student-by-student basis.

This emergency student funding is only available to Title IV eligible students that are newly enrolled and attending classes between December 21, 2020 and December 31, 2021 and who certify as to eligible expenses. Students on an Approved Leave of Absence are also allowed to participate in the survey and receive funds if eligible and need is established.

Quest College has determined this is the best way to distribute these funds promptly and the most effective way to make sure that those that need the help get it. We will not discriminate in the disbursement of funds.

The checks will be picked up in person at the school. We will ask all students for a current address in case the check has to be mailed to the student.

The institution will not (1) condition the receipt of financial aid grants to students on continued or future enrollment in the institution, (2) use the financial aid grants to satisfy a student's outstanding account balance, unless it has obtained the student's written (or electronic), affirmative consent, or (3) require such consent as a condition of receipt of or eligibility for the financial aid grant.

The institution will not discriminate in the awarding of CRRSAA grant funds and will evaluate students based prioritizing Pell Eligible students and all students on their need to cover cost of attendance expenses.

**NOTE:** HEERF grants are not Title IV funds, so Title IV awarding/packaging rules do not apply. It is understood based on released guidance from the USDE that HEERF II grants are not treated as estimated financial assistance (EFA) when packaging students. Likewise, HEERF II grants are not treated as taxable income or untaxed income for Title IV federal student aid purposes.

## **Attachment B – Application Procedure**

- In order to receive funding under the HEERF II, each student must be eligible to receive HEERF II/CRRSA Act funding and complete the application as provided in attachment B1.
- Once the student has been notified that he/she is eligible to receive HERRF II funding, each student must complete a certification form provided in attachment B2.
- Award notification should be provided by the Institution within 10 days from the date the Institution received the Application for Assistance (B1).
- Generally, disbursements will be available within in 15 days of the receipt of the student's certification form (B2).
- Disbursements will be made by check. Checks will be available at the registrar's office for student pick-up.

## **Attachment B1 – Application**

### **Emergency Financial Aid Grants to Students Higher Education Emergency Relief Fund (HEERF) II Grants for Students (CFDA 84.425Q) ((a)(b)) (CRRSA Act)**

#### **Application for HEERF II Funding**

The U.S. Department of Education has made Emergency Financial Aid Grants to students of our institution who need financial support for their expenses related to the disruption of campus operations due to Coronavirus. This application permits students to apply for these need-based grants. Campus administration will use this form to determine your eligibility for a grant and ensure accuracy of your information. Each student will be eligible for only one grant, and only one application will be considered per student. Please fill out this information neatly and completely and provide it to your campus Financial Aid Officer, Bursar, or Campus Director. Only active students who are participating in courses actively and who are in good standing will be eligible to receive a grant.

Student Name:

Email:

Postal Address:

City:

State:

Zip:

Last Four Digits of SSN:

Phone Number:

Exceptional Need has been demonstrated due to Title IV Eligibility.

Emergency Relief Grants can be used for any costs that arise due to coronavirus:

Tuition

Food expenses

Housing expenses

Child Care

Health Care

Course materials to attend school

Technologies associated with attending online classes

I attest that all information is true and accurate, and I am requesting a one-time Emergency Financial Aid Grant to help cover the cost of expenses incurred due to the Coronavirus pandemic. I understand that I will be unable to revise this request after submitting it, and I understand that the administration of my school will determine my eligibility for grant monies.

Student Signature:

Date:

## **Attachment B2 – Certification Form**

### **HIGHER EDUCATION EMERGENCY RELIEF FUND HEERF II (CRRSA Act) Distribution Policy**

#### **Student Certification Form**

Quest College is authorized to award Emergency Financial Aid Grants to Title IV eligible students who certify use for expenses related to the disruption of campus operations due to coronavirus (including eligible expenses under a student’s cost of attendance such as tuition, food, housing, course materials, technology, health care, and childcare).

Quest College will be distributing checks to all students, who have applied, demonstrated Exceptional Need eligibility, and have submitted a certification. Funds will be distributed by check in an equal amount to all eligible students. To be eligible, a student must be newly enrolled and attending on or after December 21, 2020 through December 31, 2021 and meet all eligibility requirements.

Your Exceptional Need Eligibility has been confirmed.

I, \_\_\_\_\_ (student first and last name), certify that, as a result of the disruption of campus operations due to coronavirus, I have experienced hardship and exceptional need. I understand the funds distributed to me can be used for the following needs: *tuition, food, housing, course materials, technology, healthcare and/or childcare expenses.*

\_\_\_\_\_

Student signature

\_\_\_\_\_

Date

\_\_\_\_\_

School signature

\_\_\_\_\_

Date