

**Muskegon Community College**  
**CARES Act – Higher Education Emergency Relief Fund Reporting**  
**August 20, 2020**

**Acknowledgments of Signed Certification and Agreement Forms**

On April 13, 2020, Muskegon Community College (MCC) signed and returned to the Department of Education the Recipient's Funding Certification and Agreement for Emergency Financial Aid Grants to Students under the Coronavirus Aid, Relief, and Economic Security (CARES) Act.

In doing so, MCC agreed that no less than 50 percent of the funds, or \$1,123,675, received under Section 18004(a)(1) of the CARES Act would be provided as emergency financial aid grants directly to students.

The U.S. Department of Education provided a Grant Award Notification for the CARES Act Phase 1 funds to MCC on April 24, 2020, and the grant funds were received on April 27, 2020.

Additional Department of Education Certification and Agreement forms signed by MCC include:

- The Recipient's Funding Certification and Agreement for the Institutional Portion of the Higher Education Emergency Relief Fund was signed and returned on April 27, 2020. The U.S. Department of Education provided a Grant Award Notification to MCC on May 8, 2020.
- The Recipient's Certification and Agreement for the Strengthening Institutions Program under Section 18004(a)(2) of the Higher Education Emergency Relief Fund was signed and returned on May 6, 2020. The U.S. Department of Education provided a Grant Award Notification to MCC on June 8, 2020.

**Total Amount of Funds Muskegon Community College Will Receive**

Based on Grant Award Notifications from the U.S. Department of Education, MCC will receive \$2,357,988 in Higher Education Emergency Relief Funds (HEERF) under the CARES Act. These funds include:

- \$1,123,675 in funds for eligible students impacted by COVID-19 pandemic-related disruptions of campus operations.
- \$1,123,675 in institutional funding for costs associated with significant changes to the delivery of instruction due to the COVID-19 pandemic.
- \$110,638 in institutional funding from the Higher Education Emergency Relief Fund – Strengthening Institutions Program to help defray expenses incurred as a result of transition to distance education.

As stated above, MCC will distribute no less than \$1,123,675 in HEERF to students. Detailed information about the disbursement of HEERF to eligible MCC students is included within this report.

MCC understands that it may, but is not required to, use HEERF designated for institutional costs to provide additional emergency financial aid grants to students for expenses related to COVID-19-related disruption of campus operations.

At this time, MCC is still determining how the total \$1,234,313 in institutional HEERF will be utilized. No institutional funds have been drawn down as of August 20, 2020.

### **Total Amount of Emergency Financial Aid Grants MCC Has Distributed to Students**

As of August 20, 2020, \$872,006 was disbursed to eligible students for the winter 2020 and summer 2020 semesters.

### **Total Number of Students Who Have Received an Emergency Financial Aid Grant**

As of August 20, 2020, funds were disbursed to 1,541 students.

### **Estimated Total Number of Students Eligible to Receive Emergency Financial Aid Grants**

The estimated total number of students eligible to participate in programs under Section 484 in Title IV of the Higher Education Act of 1965 and therefore eligible to receive emergency financial aid grants under Section 18004(a)(1) of the CARES Act is 1,600 students.

### **Methods Used to Determine Which MCC Students Receive a Grant**

In accordance with Section 18004(a)(1) of the CARES Act. The HEERF funds have been distributed through two different processes:

1. Direct Emergency Grant Distribution to Winter 2020 Students
  - a. Grants were automatically awarded to students who met the following requirements:
    - Be enrolled in at least three (3) credit hours on March 13, 2020.
    - Be enrolled in at least one (1) face-to-face course on March 13, 2020.
    - Must not have been enrolled in high school on March 13, 2020.
    - Completed a FAFSA and meet Title IV eligibility criteria
  - b. Grants were distributed based on enrollment status:
    - Full-time (12 hours or more) – \$600
    - Half-time (6 – 11.5 hours) – \$300
    - Less than half-time (3 – 5.5 hours) – \$150
2. Student Emergency Grant Application
  - a. Reserved for those students self-identifying as having need due to the COVID-19 pandemic.
  - b. Students request funds through a simple application process, and the emergency aid request is reviewed by a committee. The committee will determine eligibility (Title IV eligible) and award amounts. Application by a student does not guarantee an award.
  - c. Funds may be requested for the following terms: Winter 2020 and Summer 2020.
  - d. The maximum award per semester is \$1,000 per student.

### **Instructions, Directions, and Guidance Provided to MCC Student**

MCC students were notified about the availability of CARES Act Emergency Financial Aid Grants, the requirement to meet Title IV eligibility criteria, and the application to apply for the funds via a press release, email notifications, the MCC website and social media postings.

In addition, MCC has created CARES Act Frequently Asked Questions (FAQs) to provide instructions, directions, or guidance concerning the emergency financial aid grants. This information is available on MCC's website at:

<https://www.muskegoncc.edu/coronavirus/cares-act-faqs/>

### **Conclusion**

This report documents the status of CARES Act Higher Education Emergency Relief Funds (HEERF) as of August 20, 2020. In compliance with Section 18004(e), additional reports will be posted on MCC's website no less than every 45 days.