

Status of Coronavirus Emergency Financial Aid to Students (Federal Reporting)
Higher Education Emergency Relief Funds,
Coronavirus Aid, Relief, and Economic Security (CARES) Act,
U.S. Department of Education
As of August 18, 2020

- Alamance Community College (College) signed and returned to the Department of Education (Department) the College's Certification and Agreement for Emergency Financial Aid Grants to Students under the CARES Act. This includes assurance that the College has used, or intends to use, no less than 50 percent of the funds received under Section 18004(a)(1) of the CARES Act to provide Emergency Financial Aid Grants to students.
- The College was funded \$1,183,893 from the Department pursuant to the College's Certification of Agreement for Emergency Financial Aid Grants to Students.
- As of the date of this report, the College distributed \$1,183,893 to students.
- The estimated total number of the College's students eligible to participate in the 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 is 2,504.
- As of the date of this report, the total number of students who received an Emergency Financial Aid Grant under Section 18004(a)(1) of the CARES Acts is 1417.
- The methods used by the College to determine which students receive Emergency Financial Aid Grants, including how much a student would receive under Section 18004(a)(1) of the CARES Act have been determined. See Exhibit 1 for Phase 1 and Phase 2 distribution.
- Students who are eligible to receive an Emergency Financial Aid Grant received an email notification sent on May 4, May 11 (Exhibit 2 (a)) and June 30th (Exhibit 2 (b)) 2020 to their individual College email address. See Exhibit 2. The college also created a web page as well as posted the information on the college's social media sites on May 4th.
- Students who are eligible to receive an Emergency Financial Aid Grant were required to complete an online application to request funding in Phase 1. See Exhibit 3.
- Phase 2 emergency grants disbursements were distributed to all Title IV-eligible students enrolled during Spring 2020 semester in one or more on-campus or hybrid courses that converted to online delivery or completion was deferred to summer 2020 semester.

EXHIBIT 1

Alamance Community College Coronavirus Aid, Relief, and Economic Security (CARES) Act Federal Higher Education Emergency Relief Fund Emergency Financial Aid Grants to Students Eligibility Determination Guidelines

Phase 1 Distribution

- Student must have been enrolled in at least one face-to-face class during Spring 2020 semester when the state of emergency due to coronavirus was declared.

- Student must submit the Free Application for Federal Student Aid (FAFSA) and be deemed Title IV eligible as defined by Section 484 of the Higher Education Act. Eligibility criteria include the following:
 - o Student is enrolled or accepted for enrollment in a degree or certificate program.
 - o Student has a high school diploma or GED.
 - o Student does not owe an overpayment on Title IV grants or loans.
 - o Student is not in default on a Title IV loan.
 - o Student, as part of the financial aid application process, filed a certification that includes a statement of educational purpose and social security number.
 - o Student has a verified security number.
 - o Student is a U.S. citizen, permanent resident, or eligible noncitizen.
 - o Student returned fraudulently obtained Title IV funds, if convicted of or pled guilty or no contest to charges.
 - o Student has not fraudulently received Title IV loans in excess of annual or aggregate limits.
 - o Student repaid Title IV loan amounts in excess of annual or aggregate limits if obtained inadvertently.
 - o Student registered with Selective Service, as applicable.
 - o Student does not have a federal or state conviction for drug possession or sale, with certain time limitations.

- Student must complete an online application by logging into student's individual student e-forms and submitting an application. As part of this process, student attests his/her need is related to the disruption of campus operations due to coronavirus and falls into an eligible category of expense.

- Awards range from \$100 to \$1,000.

Phase 2 Distribution

After July 6th, 2020, funds that remained available for HEERF/CARES student emergency grants were awarded to all Title IV-eligible Alamance Community College students (as defined by a completed 2019-2020 FAFSA) who were enrolled in one or more on-campus or hybrid courses on/after March 13, 2020. Those courses either converted to online delivery or completion was deferred to 2020SU, resulting in campus disruption and expense to students. Funds were allocated based on the number of on-campus or hybrid courses taken by each student, such that students who were enrolled for a heavier course load received a larger grant. The specific allocation to each student will be \$240 per class that qualifies. The Phase 2 allocation was expected to exhaust all remaining funds of the \$1,183,893 allocated to Alamance Community College specifically for student emergency grants.

A small amount of funds remained after Phase 2 distribution. The college awarded those funds to students that applied with the application in Phase 1 after the July 13th deadline. Awards based on application date. For applications that were on the same date, the college ranked students by EFC, awarding funds to those that were a lower EFC first until all funds were expended.

EXHIBIT 2 (a)

Dear @FIRST.NAME ,

You may qualify for an emergency grant funded by the United States CARES Act allotment of funds to the Higher Education Emergency Relief Fund (HEERF). Most Alamance Community College (ACC) students are potentially eligible.

CARES/HEERF grants are for expenses related to the disruption of ACC campus operations (courses, services and facilities) in spring 2020 due to Covid-19 responses. Examples of potential expenses are on the CARES/HEERF request/certification form which will be available to you on May 11.

Grants are expected to range from \$100 - \$1,000, depending on a) what the student's actual reported expenses are; b) how many applications are received, c) how many students have demonstrated financial need, and d) the availability of funds.

The priority deadline to request funds is May 25, 2020. CARES/HEERF requests and FAFSAs received after May 25th will be processed weekly through June 30, 2020 as long as funds are available.

To obtain a CARES/HEERF grant you must:

- Beginning May 11, submit a CARES/HEERF request/certification form that you will find in your Self Service E-forms. On that form you will state your expenses due to Covid-19 campus disruptions at ACC. No receipts or other documentation are required, but you will certify by your signature on the form that the stated expenses are correct. And you must verify that your address is correct on your Self Service account. If your address is incorrect, please contact

Admissions at admissions@alamancecc.edu to update.

- Submit a 2019-20 FAFSA (Free Application for Student Aid) if you have not done that already. If you need to submit a FAFSA you may visit [FAFSA.gov](https://www.fafsa.gov) or schedule an appointment for assistance at <https://www.alamancecc.edu/financial-aid-site/financial-aid-workshops/>

Students do not need to demonstrate financial need to qualify for the CARES/HEERF grants-but they do need to have a FAFSA completed.

ACC staff will use your CARES/HEERF request/certification and your FAFSA to make sure you are eligible. (Some students are not eligible, such as high school students, non-degree students, and international students.) After your request/certification is approved, ACC will post the approval in your Self Service account.

Then the College will need about two weeks to process, prepare, and mail a check to the address you have on file with the College.

If you have any questions, please email financialaid@alamancecc.edu. If you have any questions, please contact the Financial Aid Office.

Sincerely,
Financial Aid Office
Alamance Community College
1247 Jimmie Kerr Rd
Graham, North Carolina 27253
336-506-4340
financialaid@alamancecc.edu

Exhibit 2 (b)

To fill out the CARES application please use this link: <https://etcentral.alamancecc.edu/#/form/62>

Instructions for logging into Etrieve: To the right login with acc\<(your userID) for example bdarnold123 (not your email address) and Password

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EXHIBIT 3



CARES/HEERF Grant Request/Certification 2020

Your completed CARES/HEERF Request/Certification will be used to confirm that you are eligible for these Federal CARES Act funds and to issue your emergency grant. In addition to the CARES/HEERF Request/Certification, you must have completed the 2019-20 FAFSA. If you did not already submit your FAFSA, go to www.fafsa.gov.

Student ID

00000000

Student Name

Have you completed a 2019-20 FAFSA?

Select the Academic Year

Were you registered for one or more face-to-face or hybrid courses that were changed to remote and/or online instruction during the Spring 2020 semester?

My actual expenses related to the disruption of Alamance Community College's campus operations due to Covid-19 are listed below. (Note: Some examples of expenses you might have had because of the changes to remote instruction and the closing of campus buildings/services: course materials, school/office supplies, computer or software-related, other technology access, tutoring, testing or proctoring costs, health care, child care, food expense due to lack of access to the Food Pantry.)

Amount of Expenses

I certify that the information I provided in this request is true to the best of my knowledge. (Receipts or other documentation are not required.)

Student Signature

Date of Signature

mm/dd/yyyy