



Higher Education Emergency Relief Fund Reporting: Emergency Financial Aid Grants to Students

May 21, 2020

To maintain compliance with federal regulations regarding receipt and distribution of the *Coronavirus Aid, Relief, and Economic Security (CARES) Act*, Polk State College is required to provide the following information to the public 30 days after the date when the institution received the allocation for Emergency Financial Aid Grants to Students under Section 18004 of the *CARES Act*:

Agreement Details

Polk State College signed and submitted the *CARES Emergency Financial Aid Grants to Students Certification and Agreement* on April 21, 2020 and received the \$3,058,025 CARES student allocation on April 25, 2020.

Funding Distribution To Date

As of May 21, 2020, Polk State College has distributed \$457,000 to 914 students. These figures must be updated every 45 days.

Funding Eligibility

There are an estimated 3,700 students at Polk State College who are eligible to participate in programs under Section 484 in Title IV of the *Higher Education Act of 1965*; thus, these individuals are also eligible to receive Emergency Financial Aid Grants under Section 18004(a)(1) of the *CARES Act*.

To be eligible for a *CARES Act* Emergency Grant, a student must:

1. Be enrolled in (or accepted for enrollment in) a degree or certificate program during the Spring 2020, Summer 2020, and Fall 2020 terms.
2. Have been enrolled in at least one course in the Spring 2020, Summer, and Fall 2020 terms.
3. Have completed a 2019-2020 *Free Application for Federal Student Aid (FAFSA)* to verify the following general eligibility requirements:
 - a. Have a valid Social Security Number.
 - b. Be a U.S. citizen or have qualifying non-citizenship status.
 - c. Have earned a high school diploma or GED.

- d. Have registered for selective service (if the individual is male and under 26 years of age).

Note: A student who has not yet completed a Free Application for Federal Student Aid may do so now (fafsa.ed.gov) to be eligible for a CARES Act Emergency Grant.

- e. Fulfill the *Satisfactory Academic Progress* standards of Polk State College at the beginning of the Spring 2020, Summer 2020, and Fall 2020 terms.
- f. Have a certified need of funding for eligible expenses incurred as a result of disruption to College operations which are related to the coronavirus, such as food, housing, course materials, technology, healthcare, and childcare.

Note: A student enrolled in classes for a program that was offered exclusively online during the Spring and Summer terms is not eligible for a *CARES Act* Emergency Grant. A student who is in default on a Title IV loan (or who owes refund money on a Title IV grant) is also ineligible for *CARES Act* funding.

Methodology for Eligibility and Grant Amount

The College's *CARES Act* Committee, comprised of representatives of the Student Government Association, Academic Affairs, Student Services, and Business Services, established a method to distribute the funds using a simple application process that minimizes hurdles for eligible students to receive CARES aid. The process ensures that College staff are able to distribute the aid without undue delays.

CARES Act Emergency Grants will be distributed in the Spring 2020, Summer 2020, and Fall 2020 terms.

CARES Act Emergency Grants will be for \$500 per term. This fixed amount was determined based on the number of students who received Pell Grants and subsidized loans under Title IV in the Spring 2020 Term.

Communication

Prior to posting the *CARES Act* Emergency Grant information on the College's website, Polk State personnel directly emailed *CARES Act* information with the application to students who had received Pell Grants or subsidized loans under Title IV in the Spring 2020 Term to prioritize those most in need of *CARES Act* funding.

This approach balanced the objective to distribute *CARES Act* Emergency Grants as quickly as possible to eligible students and ensuring transparency and accountability, while maximizing but not overburdening institutional capacity.

Students meeting the eligibility criteria above may apply for a *CARES Act* Emergency Grant using the application form at: polkstateclgcentral.etrieve.cloud/#/form/104.

(Note: If the applicant has not used the Etrieve service previously for submission of documents, information about this resource is available via this link: [Instructions for Activating an Etrieve Account](#).)

Distributions of *CARES Act* Emergency Funds began on May 13, 2020.

Examples of *CARES Act* Emergency Financial Aid communications includes:

- Polk.edu website: <https://www.polk.edu/admission-aid/financial-aid/cares-act-emergency-grants/>
- [Emails to students](#)
- [Notification in Canvas](#)
- [Flier shared with faculty and staff](#)