

**Policy for awarding COVID Emergency Financial Aid Grants to Students
Under the Coronavirus Aid, Relief, and Economic Security (CARES) Act**

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.

These funds will be awarded to our current students to meet a need from a hardship developed due to the pandemic. Blue Cliff Career College will use the following guidelines in awarding the funds to our students. On August 1st Blue Cliff Career College received \$34,806 to distribute to our students. With a current population of 56 students, we believe our formula will ensure all students with a need will receive relief funds. We will be awarding this grant more than once.

To be eligible students must, at the time of application:

- Be a current undergraduate student of Blue Cliff Career College

Blue Cliff Career College will distribute the HEERF-II funding in a way that ensures that funds are distributed as widely as possible.

- To avoid excessive withdrawals in accordance **Code of Federal Regulations Uniform Administrative Requirements, Cost Principles, and Audit Requirements** - 2 CFR Part 200 and Section-3474.10. available funds will be awarded quarterly in the following proportions.
 - 3rd Quarter 45%
 - 4th Quarter 30%
 - 1st Quarter 20%
 - 2nd Quarter 5%
- Award cut off dates will be 8/20/21, 11/20/21, 2/20/22, and 5/20/22.
- Students who have not received HEERF III grants and those with exceptional need will take precedence in the subsequent awards.
- Subsequent awards will take into account EFC's and Covid proofs from the previous award date
 - 11/20/21 (Covid diagnosis from 8/21/21 to 11/19/21 or loss of wages)
 - 2/20/22 (Covid diagnosis from 11/20/21 to 2/19/22 or loss of wages)
 - 5/20/22 (Covid diagnosis from 2/20/22 to 5/19/22 or loss of wages)

The US Department of Education has made available Emergency Financial Aid grants that Blue Cliff Career College can distribute to students who need financial support for their expenses to the Coronavirus (including education expenses, course materials, technology, food, housing, healthcare, and childcare) This request form allows students to request provide proof of exceptional need and request additional aid. Our Financial Aid Office will use the information provided to determine any exceptional need. Once the completed form had been received we will begin the process to award and mail a check to you.

Please respond as soon as possible fill out the information requested below on this electric form and submit it to us. Remember to provide your current mailing address and phone number below; we will use this information to mail your funds and update our records.

Student Name: _____

Email: _____

Phone No: _____

Mailing
Address: _____

City: _____

State: _____ Zip _____

Exceptional Need Questions (provide proof)

1. Have you or any person living in your home tested positive for COVID?

No

Yes, myself

Yes, a child

Yes, a spouse or parent

2. Have you or any person living in your home missed work unpaid because of quarantine?

No

Yes

2a. If yes can you estimate the wages lost. _____

2. Other expenses caused by positive Covid test in your home.

I attest that these statements are true and accurate, and I am requesting an Emergency Financial Aid Grant to help cover the costs 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 at my school will determine my eligibility for grant monies based on my responses to the questions above.

Signature: _____

Date: _____

Method

- Given the change from the previous emergency grant that BCCC must prioritize awards to students with exceptional need first. Blue Cliff first divided the student body based on EFC
- Then provided an exceptional needs application for students to express if they have a direct need caused by the pandemic.

| EFC | | |
|-----------|--------|----|
| 0 | 60.71% | 35 |
| 1-1000 | 7.14% | 4 |
| 1001-2000 | 1.79% | 1 |
| 2000-5000 | 3.57% | 2 |
| 5000-7000 | 5.36% | 3 |
| 7000- | 21.43% | 12 |

•The funds will be disbursed to students quarterly. Until the funds are exhausted. Remaining HEERF II funds will be rolled into the total money available for emergency grants.

- August 20th Award \$15,647

| EFC | Percent For EFC Group | Amount For EFC Group | Amount of Students in EFC Group | Award Amount |
|--------|-----------------------|----------------------|---------------------------------|--------------|
| 0 | 60.00% | \$9,397.80 | 34 | \$276 |
| 1-1000 | 5.86% | \$917.85 | 4 | \$229 |

| | | | | |
|---------------|-------|------------|----|-------|
| 1001-2 000 | 1.00% | \$156.63 | 1 | \$157 |
| 2000-5 000 | 1.25% | \$195.79 | 2 | \$98 |
| Covid* | 32% | \$4,994.93 | 23 | \$217 |

Max award \$503/Minimum award \$98

- Dec 3, 2021 Award \$10,111

| EFC | No of Students in EFC Group | Award Amount |
|---------------|--------------------------------------|-----------------|
| 0 | 19 | \$276 |
| 1-1000 | 1 | \$229 |
| 1001-2 000 | 0 | \$157 |
| 2000-5 000 | 1 | \$98 |
| Covid* | 20 | \$217 |

Max award \$503/Minimum award \$98

* Students with actual proof of Covid or loss of wages because of Covid/quarantine in the last 90 days

•The funds will be disbursed to the ledger as HEERF-III Grant and then immediately followed by a Student Refund check for the same amount with the description HEERF-III Grant Funds. See sample Student Account below.

BLUE CLIFF SCHOOL CAREER COLLEGE, INC.

2970 Cottage Hill Rd Ste 175 Mobile, AL 36606 US sarah@blue.edu

Statement

| DATE | DESCRIPTION | AMOUN | BALANC |
|------------|--------------------------------------|----------|----------|
| 04/17/2020 | Balance Forward | | 3,783.00 |
| 04/29/2020 | Invoice #25232 | 4,950.00 | 8,733.00 |
| | --- 04/29/2020 901-1500 Tuition = | | |
| | \$4,950.00 | | |
| 5/27/2020 | HEERF-III Grant | 503.00 | 8,230.00 |
| 5/27/2020 | HEERF-III Grant Funds CHECK #5001 | 503.00 | 8,733.00 |

| |
|-------------------|
| CARES GRANT FUNDS |
|-------------------|

| Date | Grant Balance | Amount Granted to students | No. of Students Granted | Maximum Award | Minimum Award | Grant Balance |
|----------|---------------|--|-------------------------|---------------|---------------|---------------|
| 4/7/21 | \$59,289.00 | HEERF-II Added | | | | \$59,289.00 |
| 4/7/21 | \$59,289.00 | \$40,726.73 | 42 | \$1,270.45 | \$254.10 | \$18,562.27 |
| 4/26/21 | \$29,800.83 | \$10,925.90 | 11 | \$1,270.45 | \$254.10 | \$7,636.37 |
| 5/26/21 | \$7,637.37 | No grants awarded per: 2 CFR Part 200 and Section-3474.10. | | | | \$7,636.37 |
| 6/26/21 | \$7,637.37 | No grants awarded per: 2 CFR Part 200 and Section-3474.10. | | | | \$7,636.37 |
| 7/26/21 | \$7,637.37 | No grants awarded per: 2 CFR Part 200 and Section-3474.10. | | | | \$7,636.37 |
| 8/4/21 | \$34,806.00 | HEERF-III Added | | | | \$42,451.88 |
| 8/31/21 | \$42,451.88 | \$15,647.00 | 46 | \$503.00 | \$98.00 | \$26,804.88 |
| 9/30/21 | \$26,804.88 | No grants awarded per: 2 CFR Part 200 and Section-3474.10. | | | | \$26,804.88 |
| 10/31/21 | \$26,804.88 | No grants awarded per: 2 CFR Part 200 and Section-3474.10. | | | | \$26,804.88 |
| 11/30/21 | \$26,804.88 | No grants awarded per: 2 CFR Part 200 and Section-3474.10. | | | | \$26,804.88 |
| 12/3/21 | \$26,804.88 | \$10,111.00 | 33 | \$503.00 | \$98.00 | \$16,693.88 |

Updated 12.3.2021