

**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 1<sup>st</sup> 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 was awarded quarterly in the following proportions.
  - 3<sup>rd</sup> Quarter \$15,647 approximately 45%
  - 4<sup>th</sup> Quarter \$9,884 approximately 30%
  - 1<sup>st</sup> Quarter \$6,200 approximately 20%
  - 2<sup>nd</sup> Quarter \$3,084 approximately 5% plus the remaining funds from HEERF-II \$7636
  
- 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 20<sup>th</sup> 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
1001-2000	1.00%	\$156.63	1	\$157
2000-5000	1.25%	\$195.79	2	\$98
Covid*	32%	\$4,994.93	23	\$217

Max award \$503/Minimum award \$98

- Dec 3, 2021 Award \$9,884

EFC	No of Students in EFC Group	Award Amount
0	19	\$276
1-1000	1	\$229

1001-2000	0	\$157
2000-5000	1	\$98
Covid*	20	\$227

Max award \$503/Minimum award \$98

- March 3, 2022 Award \$6200

EFC	No of Students in EFC Group	Award Amount
0	6	\$276
1-1000	2	\$229
1001-2000	0	\$157
2000-5000	0	\$98
Covid*	18	\$227

Max award \$503/Minimum award \$227

- June 14, 2022 Award \$10,720

EFC	No of Students in EFC Group	Award Amount
0	6	\$276
1-1000	1	\$229
1001-2000	0	\$157
2000-5000	0	\$98
Covid*	3	\$227
GAS/Tran**	67	\$122

Max award \$503/Minimum award \$122

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

\*\* Since COA has changed because gas has risen to \$4.56 a gallon a once time transportation/gas award was added.

•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
4/7/2021	\$59,289.00	HEERF-II Added				\$59,289.0
4/7/2021	\$59,289.00	\$40,726.73	42	\$1,270.45	\$254.10	\$18,562.2
4/26/2021	\$29,800.83	\$10,925.90	11	\$1,270.45	\$254.10	\$7,636.37
5/26/2021	\$7,637.37	No grants awarded per: 2 CFR Part 200 and Section-3474.10.				\$7,636.37
6/26/2021	\$7,637.37	No grants awarded per: 2 CFR Part 200 and Section-3474.10.				\$7,636.37
7/26/2021	\$7,637.37	No grants awarded per: 2 CFR Part 200 and Section-3474.10.				\$7,636.37
8/4/2021	\$34,806.00	HEERF-III Added				\$42,451.8
8/31/2021	\$42,451.88	\$15,647.00	46	\$503.00	\$98.00	\$26,804.8
9/30/2021	\$26,804.88	No grants awarded per: 2 CFR Part 200 and Section-3474.10.				\$26,804.88
10/31/2021	\$26,804.88	No grants awarded per: 2 CFR Part 200 and Section-3474.10.				\$26,804.88
11/30/2021	\$26,804.88	No grants awarded per: 2 CFR Part 200 and Section-3474.10.				\$26,804.88
12/3/2021	\$26,804.88	\$10,111.00	33	\$503.00	\$98.00	\$16,693.8
1/30/2022	\$16,693.88	Funds Returned Pulled in error \$227				\$16,920.8
2/28/2022	\$16,920.88	No grants awarded per: 2 CFR Part 200 and Section-3474.10.				\$16,920.88
3/31/2022	\$16,920.88	\$6,200.00	24	\$503.00	\$227.00	\$10,720.8
4/30/2022	\$10,720.88	No grants awarded per: 2 CFR Part 200 and Section-3474.10.				\$10,720.88

5/31/2022	\$10,720.88	No grants awarded per: 2 CFR Part 200 and Section-3474.10.				\$10,720.88
6/30/2022	\$10,720.88	\$10,720.88	67	\$625.00	\$122.00	\$0.00

Updated 6.15.2022