

**Saint Vincent College & Seminary CARES Act Student Aid Quarterly Report - 10/10/2020**  
**Grant no. PR/AWARD NUMBER P425E201969**

**Introduction**

On March 27, 2020, the President of the United States signed the CARES Act (H.R. 748), which provides emergency relief funds to organizations and individuals affected by the coronavirus pandemic. The Higher Education Emergency Relief Fund (HEERF), found in Section 18004 of the CARES Act, provides funding to institutions of higher education “to prevent, prepare for, and respond to coronavirus.” This report provides details on the award Saint Vincent College and Seminary received under the HEERF – for student expenses related to the disruption of campus operations due to the Covid-19 crisis, (including eligible expenses under a student’s cost of attendance such as food, housing, course materials, technology, health care, and child care).

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**1. An acknowledgement that the institution signed and returned to the Department the Certification and Agreement and the assurance that the institution 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.**

Saint Vincent College & Seminary reviewed, signed, and returned the U.S. Department of Education’s Certification and Agreement for HEERF funds for Emergency Financial Aid Grants to Students on April 15, 2020. We received our grant award notification dated April 25, 2020.

In keeping with the terms of the certification, Saint Vincent College & Seminary used no less than 50 percent of the funds received under Section 18004(a)(1) of the CARES Act to provide Emergency Financial Aid Grants directly to students.

**2. The total amount of funds that the institution will receive or has received from the Department pursuant to the institution’s Certification and Agreement [for] Emergency Financial Aid Grants to Students.**

Saint Vincent College & Seminary received a total of \$1,605,435 under Section 18004(a)(1) of the CARES Act, of which \$802,718 has been provided directly to students impacted by campus disruptions due to the Covid-19 crisis.

**3. The total amount of Emergency Financial Aid Grants distributed to students under Section**

**18004(a)(1) of the CARES Act as of the date of submission (i.e., as of the 30-day Report and every 45 days thereafter).**

Saint Vincent has disbursed a total of \$802,718 in CARES Act funds as emergency financial aid grants to 527 students. Information on the timing of the disbursements, as well as the number of emergency financial aid grants and student recipients per disbursement, is detailed in the table below.

<b>Disbursement Date for Financial Aid Checks</b>	<b>Number of Emergency Financial Aid Grants</b>	<b>Number of Student Emergency Aid Recipients</b>
5/20/2020	\$ 429,500	339
6/8/2020	\$ 62,500	55
7/31/2020	\$ 38,000	39
8/7/2020	\$ 7,500	6
8/29/2020	\$ 1,500	2
10/2/2020	\$ 263,718	305
<b>TOTALS</b>	<b>\$ 802,718</b>	<b>527 unduplicated students</b>
		<b>746 total disbursements</b>

**4. The estimated total number of students at the institution eligible to participate in 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.**

At the time that this report was initially prepared, Saint Vincent College and Seminary had estimated the number of students eligible to receive CARES Act Funding was 1,605.

Following further clarification from the U.S. Department of Education, Saint Vincent College and Seminary determined the actual 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 CARES Act HEERF funding, was 1,353. The revised total excludes College and Seminary students who did not file a FAFSA; those whose FAFSAs were rejected or incomplete; international, non-citizen students; and others not meeting the eligibility criteria. Saint Vincent used two years of FAFSA data to determine Title IV eligibility and subsequent eligibility for CARES Act HEERF funding.

**5. The total number of students who have received an Emergency Financial Aid Grant to students under Section 18004(a)(1) of the CARES Act.**

A total of 527 undergraduate and graduate students have received emergency financial aid grants from the CARES Act funding to date. Students received the financial aid grants through disbursements on 5/20/20 (339 students), 6/8/2020 (55), 7/31/2020 (39), 8/7/2020 (6), 8/29/2020 (2), and 10/2/2020 (305).

**6. The method(s) used by the institution to determine which students receive Emergency Financial Aid Grants and how much they would receive under Section 18004(a)(1) of the CARES Act.**

An institutional review committee consisting of the Vice President of Finance and Administration (Chief Financial Officer), Assistant Vice President for Student Success and Retention, Dean of Students for Student Affairs, and the Director of Financial Aid evaluated applications for Emergency Financial Aid Grants based on information provided by students regarding financial difficulties, eligibility to receive Title IV aid, academic level, and expected family contribution (EFC). Recognizing that EFC is based upon prior year income information, all students were advised of their family's opportunity to request a professional judgment review of the EFC based on 2020 family projected income.

Based on the student's eligibility for Title IV funding and identified financial need due to the disruption of campus operations because of coronavirus, academic level, and EFC, 81 students received \$500 each, 83 students received \$1,000 each, and 277 students received \$1,500 each for a total of \$539,000 in disbursements through 8/29/2020. The final disposition of the funds on 10/2/2020 included 66 students at \$500 each, 174 students at \$965.35 each, and 65 students at \$965.34 each for a total of \$263,718, using the same awarding criteria of academic level and EFC. In total \$802,718 – 50% of Saint Vincent College & Seminary allotment of Cares Act Funds.

Additional disbursements were made on a timely basis as applications were received; all funds were disbursed as of 10/2/2020.

Determination of awards to students recommended by the review committee were approved by the President of Saint Vincent College and the institution's legal counsel.

## **7. Any instructions, directions, or guidance provided by the institution to students concerning the Emergency Financial Aid Grants.**

In accordance with the Secretary of Education's instructions for institutions to issue aid to students as soon as possible under the student aid portion of the CARES Act HEERF, the President of Saint Vincent College sent an email message with a link to the electronic request noted below to all degree-seeking students enrolled for the spring 2020 semester, on April 24th, 2020. Each instructor of online classes was directed to remind students of this opportunity during online class sessions, and a second email reminder was sent on May 6, 2020 by the Director of Financial Aid. This information also appears on the main page of the institution's portal page and two separate pages of the institution's website, both available to all SVC students:

<https://www.stvincent.edu/student-life/coronavirus-update> and

<https://www.stvincent.edu/admission-aid/financing-your-education/financial-aid-info-covid-19>.

Saint Vincent created an online request form with an electronic signature. By completing the form with their name, student ID, and electronic signature, students indicate via a checklist how the campus closure has affected them financially. The application allows the student an opportunity to add additional comments not covered by the checklist. The form was also made available for students to download, print, and return. Students submitted the form indicating they were requesting emergency funding related to the disruption of campus operations due to Covid-19 as noted above and also that any funds received would be used for this purpose. Round 1 requests received by May 8<sup>th</sup> were reviewed during the week of May 11<sup>th</sup> and checks were disbursed on May 20<sup>th</sup>.

The online request has remained available allowing those that did not apply by May 8<sup>th</sup> to do so. The same pattern of collection, review, and payment was followed for subsequent rounds. Round 2 disbursement occurred on June 8<sup>th</sup>. Additional disbursements were made on July 31<sup>st</sup>, August 7<sup>th</sup>, and August 29<sup>th</sup>. A second email message with a link to the electronic request was sent to all degree-seeking students with enrollment in the current (fall 2020) semester on September 8, 2020. The form was also made available for students to download, print, and return. Students submitted the form indicating they were requesting emergency funding related to the disruption of campus operations due to Covid-19 as noted above and also that any funds received would be used for this purpose. The remainder of the funds earmarked for students was disbursed on October 2<sup>nd</sup> and the link to the application was removed from the website.

Should additional CARES Act funds for students become available Saint Vincent College will reevaluate the process for the distribution of funds based on the criteria set forth.