



**Higher Education Emergency Fund
Student Grant Awarding Process
April 24, 2020
Amended: May 11, 2020**

On April 9, 2020, the Secretary of Higher Education announced that the U.S. Department of Education was making available to postsecondary institutions more than \$6.2 billion in emergency grants for students impacted by the Coronavirus situation. This relief was authorized in the Coronavirus Aid, Relief, and Economic Security Act (“CARES Act”). According to the published Allocations for Section 18004(a)(1) of the CARES Act, Jersey College is expecting to receive \$2,559,932 to distribute as grants to students.

The use of these student emergency funds is governed by Sec. 18004(c) of the CARES act and states, in part, that financial aid grants to students be used for:

“[. . .] expenses related to the disruption of campus operations due to coronavirus (including eligible expenses under a student’s cost of attendance, such as food, housing, course materials, technology, health care, and child care.)”

The Secretary of Higher Education directed each College to use its discretion in establishing a process to distribute emergency funds to its students. On April 14th, Jersey College established an Emergency Funds Committee to discuss the process by which our institution will allocate the emergency grants to students. The committee included representatives from each campus representing the Administration, Student Services, and Financial Aid departments.

Methodology for the Awarding of Grants

The Emergency Funds Committee discussed several approaches to distribute emergency grants to students. The Emergency Funds Committee recommended that all Eligible Recipients (defined below) equally receive a Standard Grant (defined below). Additionally, the Emergency Funds Committee recommended that Eligible Recipients receive a Need Grant (defined below) (up to the maximum award) based on the Eligible Expenses (defined below) for which they are responsible.

Eligible Recipients are defined as students that (i) received Title IV financial aid during their enrollment at Jersey College **or** submitted a FAFSA with the Jersey College school code resulting in a “Institutional Student Information Record” without C-Codes and without outstanding Verification requirements by 11:59 p.m Eastern Time on June 30, 2020 (ii) on March 23, 2020 or March 31, 2020 were enrolled in the college and **attending** classes or **actively auditing** coursework, *and* (iii) on the date of distribution of the grant has one of the following statuses:

1. Currently Attending with a Graded Assignment or Attendance in Canvas within 10 Days of Distribution
2. On a Leave (as defined in the Academic Catalog)
3. Graduated
4. Actively Auditing Coursework with a Graded Assignment or Attendance in Canvas within 10 Days of Distribution

In addition to the foregoing, to be an Eligible Recipient students must submit an *Attestation for Emergency Fund Usage* by the deadline date (described below).

A *Standard Grant* is defined as \$1,279,966 (50% of the amount of grant funding available to Jersey College) divided by the number of Attestations received by Eligible Recipients, with a maximum amount of \$450. *Undistributed Standard Grant funds will be added to the pool of funds for the Needs Grant.*¹

A *Needs Grant* is defined as \$1,279,966 (50% of the amount of grant funding available to Jersey College) divided by the total number of Eligible Expenses from **all** Eligible Recipients multiplied by the number of Eligible Expenses identified by the **individual** Eligible Recipient, with a maximum award of \$1,000.

Eligible Expenses include (i) housing, (ii) food, (iii) healthcare, (iv) childcare, (v) technology, and (vi) course materials related to the Cost of Attendance.

Application for a Standard Grant

Eligible Recipients may apply for a Standard Grant by submitting a completed and electronically signed *Application for Standard Grant* (See Attachment A) through the email invitation you will receive in your @jerseycollege.edu email account. The online application must be submitted by 11:59 p.m. Eastern Time (ET), May 8, 2020. By signing and submitting the *Application for Standard Grant*, the Eligible Recipient attests to their need for grant funds for Eligible Expenses.

Application for a Needs Grant

Eligible Recipients may apply for a Needs Grant by submitting a completed and electronically signed *Application for Needs Grant* (See Attachment B) through the email invitation you will receive in your @jerseycollege.edu email account. The online application must be submitted by 11:59 p.m. Eastern Time (ET), May 8, 2020. The application asks the Eligible Recipient to identify the **specific** Eligible Expenses for which they have additional need. By signing and submitting the Application for Needs Grant, the Eligible Recipient attests to their need for grant funds for specific Eligible Expenses.

Disbursement of Grant Funds

Jersey College will disburse Standard Grants and Needs Grants through BankMobile (a company used by the College to electronically distribute funds to students). Any student that has not activated their BankMobile account or has not selected a method of payment should do so to avoid unnecessary delays in receiving grant funds. BankMobile will provide notification to students once funds are made available via the student's college email account (“@jerseycollege.edu”).

Questions

Students who have questions regarding the application process, eligibility, or BankMobile should contact their campus' Financial Aid Planner.

1. Amended by the Emergency Funds Committee on Monday May 11, 2020.



Attachment A

APPLICATION FOR STANDARD GRANT

**Emergency Financial Aid Grants to Students
Under the Coronavirus AID, Relief, and Economic Security (CARES) Act**

Student Name: _____

Email: _____

Address: _____

City/State/Zip: _____

Telephone Number: _____

Have you incurred Eligible Expenses due to disruptions caused by the Coronavirus pandemic?

___ Yes ___ No

Agreement and Attestation:

By submitting this application I am applying for a “Standard Grant” to help cover Eligible Expenses incurred due to the Coronavirus pandemic as defined and described in the document entitled “Higher Education Emergency Fund Student Grant Awarding Process dated April 24, 2020”(the “CARES Memo”).¹ I understand that Jersey College, in its sole discretion, will determine my eligibility for a Standard Grant based on the criteria in the CARES Memo and this application.

Through my signature below, I attest that all information in this application is true and accurate and I agree to use any Standard Grant funds (if any) distributed to me for Eligible Expenses.

Signature

Date

Submission Deadline Date: Students will receive an invitation to complete this application in their @jerseycollege.edu email account through Survey Gizmo. Students must electronically sign and submit this application using the Survey Gizmo invitation by 11:59 p.m. Eastern Time (ET), May 8, 2020 (the “Deadline Date”). Applications submitted after the Deadline Date will not be accepted and such students will not be eligible to be considered an Eligible Recipient.

¹ This document is located on Jersey College’s website at www.jerseycollege.edu/CARESGrants.



Attachment B

APPLICATION FOR NEEDS GRANT

Emergency Financial Aid Grants to Students Under the Coronavirus AID, Relief, and Economic Security (CARES) Act

Student Name: _____

Email: _____

Address: _____

City/State/Zip: _____

Telephone Number: _____

Have you incurred Eligible Expenses due to disruptions caused by the Coronavirus pandemic?

Yes No

Check all situations that apply to you.

- I am financially responsible for my food expenses
- I am financially responsible for my housing expenses
- I am financially responsible for expenses related to my course materials to attend school
- I am financially responsible for paying for technologies associated with attending online classes
- I am financially responsible for my own health care costs
- I have children and am financially responsible for childcare expenses

By submitting this application I am applying for a “Needs Grant” to help cover Eligible Expenses incurred due to the Coronavirus pandemic as defined and described in the document entitled “Higher Education Emergency Fund Student Grant Awarding Process dated April 24, 2020” (the “CARES Memo”).² I understand that Jersey College, in its sole discretion, will determine my eligibility for a Needs Grant based on the criteria in the CARES Memo and this application.

Through my signature below, I attest that all information in this application is true and accurate and I agree to use any Standard Grant funds (if any) distributed to me for Eligible Expenses.

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