

CARES ACT REPORTING ON EMERGENCY FINANCIAL AID GRANTS TO STUDENTS

On March 27, 2020, the Federal government enacted the Coronavirus Aid, Relief and Economic Security Act (CARES Act), Pub L. No. 116-136, providing funds to institutions from the Higher Education Emergency Relief Fund (HEERF) to make Emergency Financial Aid Grants to Students for expenses related to the disruption of campus operations due to coronavirus, including eligible expenses under student's cost of attendance, such as food, course materials, technology, health care, and child care. The law requires institutions to report certain information related to the use of these funds. The following information is reported for the period, May 5, 2020 to June 4, 2020.

- I. This statement shall serve to acknowledge that our institution signed and returned to the US Department of Education the *Certification and Agreement – Emergency Financial Aid Grants to Students*: We further attest that our institution has used, and/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.
- II. The total amount of funds that the institution has received from the Department pursuant to the institution's Certification and Agreement [for] Emergency Financial Aid Grants to Students is **\$201,914.00**.
- III. The total amount of Emergency Financial Aid Grants distributed to students under Section 18004(a)(1) of the CARES Act as of June 11, 2020 is \$0.
- IV. The estimated total number of students at our 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 is **130 Students**.
- V. The total number of students who have received an Emergency Financial Aid Grant to students under Section 18004(a)(1) of the CARES Act to date is <10 students have received a grant.
- VI. The following is the method used by the institution to determine which students receive Emergency Financial Aid Grants and how much each student has received/will receive under Section 18004(a)(1) of the CARES Act are provided at:
Attachment A: Policies and Procedures for Emergency Financial Aid Grants to Students
Attachment B: Special Request for Emergency Financial Aid Grant Funds
- VII. The following instructions/directions/guidance was provided by our institution to students concerning the Emergency Financial Aid Grants.
For some information data suppression was used in order to protect students' privacy.

The Attached Policies and Procedures were provided to all students, so they will be properly informed how they will be able to receive an Emergency Financial Aid Grant Funds.

Attachment A

Policies and Procedures **Emergency Financial Aid Grants to Students** **under the Coronavirus Aid, Relief, and Economic** **Security (CARES) Act**

On March 27, 2020, Congress authorized the US Department of Education to provide Emergency Financial Aid Grants to Students under the Coronavirus Aid, Relief, and Economic Security (CARES) Act. The funds provided to students through CARES act is for the disruption of campus operations due to coronavirus, such as food, housing, course materials, technology, health care, and child-care.

Merkaz Bnos will be disbursing funds to enrolled students based on the following criteria:

- You must be eligible to receive Title IV Aid:
This means you must be eligible to receive such as one or more of the following federal aid programs: Pell Grant, FSEOG, Direct Loan, PLUS Loan, Federal Work Study
- You must be actively enrolled in a Degree or Certificate program at Merkaz Bnos at the time when you receive the grant.
- You must be a student at good standing as defined at the Merkaz Bnos catalog.
- The Maximum award for the Full-time attending eligible students will be \$1,500. Or the amount requested by the student, on the special grant request form, whichever is less. This method of fund distribution will be used equally for all eligible students.
- These funds are a grant. They are not a loan and do not require to be paid back. These funds are also non-taxable for federal purposes.
- According to the US Department of Education, the funds shall not be used for any purpose other than the direct payment of grants to students for their expenses related to the disruption of regular campus operations due to coronavirus, such as food, housing, course materials, technology, health care, and child-care. Therefore, students must inform Merkaz Bnos in writing to what purpose(s) the funds shall be used.
- Funds will be provided to students in the form of a check, and may be picked up by student or mailed out to the student via US Postal Service.
- Eligible students will be required to complete a special form requesting the funds and confirm the receipt of the grant.
 - o Confirmation on the special form includes that the student has been negatively impacted by COVID19
 - o Which of the allowable uses the student intends to use the funds for (Food, Housing, Course materials, Technology, Health care, and/or Child-care)
 - o Correct spelling of the student's name
 - o Mailing address – any errors in mailing address that result in a lost check may result in a bank related fee and/or delay on replacement funds.
- The total amount of grant funds received is \$403,827. A total of at least 50% of the funds received will be divided equally among the eligible enrolled students affected by COVID-19.
- Student disbursements will be tracked using the HEERF Grant template and posted on the school website www.mbs-career.org
- A copy of the request for Emergency Financial Aid Grants Fund form will be maintained in the student file.

The students will be informed about the policies concerning the CARES Act funds and receive the proper form through the college website www.mbs-career.org and/or via email. Once the necessary form is completed and received by the school, the funds will be distributed within 10 days.



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REQUEST FOR EMERGENCY FINANCIAL AID GRANT FUNDS
Under the CARES Act, Pub. L. No. 116-136

Student Name: _____ **Student ID#:** _____

Street Address at which I am sure to receive my Grant check: _____

City, State and Zip Code: _____ **Email:** _____

Have you incurred expenses related to the disruption of campus operations due to coronavirus (COVID-19), such as food, housing course materials, technology, health care and/or child care expenses? _____ YES _____ NO

CATEGORY OF EXPENSE

AMOUNT I HAVE PAID OUT

FOOD

\$ _____

HOUSING

\$ _____

COURSE MATERIALS

\$ _____

List Materials: _____

TECHNOLOGY

\$ _____

List Technology: _____

HEALTH CARE

\$ _____

CHILD CARE

\$ _____

I hereby attest that the information provided above is true and correct. I understand I am requesting an Emergency Financial Aid Grant to assist me with costs that I have incurred related to the COVID-19 pandemic. I further acknowledge that while my school will attempt to assist me to the greatest extent possible, I understand funds are limited and are to be shared among all eligible students.

I have received a copy of Policies and Procedures for Emergency Financial Aid Grants to Students.

Student Signature: _____ **Date:** _____

FOR SCHOOL USE ONLY

Applicants, please do not enter information in this section.

Total Grant Amount Approved: \$ _____ **CHECK#:** _____

Signature and Title of School Representative: _____

I certify that I received an emergency financial aid grant from Merkaz Bnos in the amount of _____

Student Signature: _____ **Date:** _____