

FLORIDA NATIONAL UNIVERSITY

Disclosure regarding CARES Act Emergency Financial Aid Grants to Students

Dated: July 21, 2020

The federal stimulus legislation known as the *Coronavirus Aid, Relief, and Economic Security Act* (“CARES Act”), Pub. L. No. 116-136, signed into law by the President on March 27, 2020, included relief to institutions and students for costs associated with the COVID-19 (coronavirus) pandemic. Under Section 18004(a)(1) of the CARES Act, the U.S. Department of Education (“Department”) has allocated funds to Florida National University (OPEID 025476), at least fifty percent (50%) of which must be used to provide emergency financial aid grants to students for expenses related to the disruption of campus operations due to the coronavirus (including eligible expenses under a student’s cost of attendance such as food, housing, course materials, technology, health care, and child care) (“Emergency Grants”). See CARES Act § 18004(c).

In accordance with the Department’s May 6, 2020, electronic announcement to institutions, the University provides the following information. This disclosure is being provided no later than 30 days following the University’s receipt of its allocation under Section 18004(a)(1) of the CARES Act reserved for Emergency Grants and will be updated every 45 days thereafter.

1. The University acknowledges that it signed and returned to the Department the Certification and Agreement and assures that it 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 Grants to students.
2. The total amount of funds that the University will receive or has received from the Department pursuant to its Certification and Agreement [for] Emergency Financial Aid Grants to Students is: \$2,942,299.
3. The total amount of Emergency Grants distributed to students under Section 18004(a)(1) of the CARES Act as of the date of this disclosure is: \$2,286,639.99. This amount is based on the initial round of grants issued by the University. The University is currently determining a process and criteria for the disbursement of remaining grant funds to eligible students.
4. The estimated total number of students at the University eligible to participate in programs under Section 484 in Title IV of the Higher Education Act of 1965 (based on receipt of a FAFSA) and thus eligible to receive Emergency Grants under Section 18004(a)(1) of the CARES Act is: Currently 2,521, excluding students enrolled in an exclusively online program as of March 13, 2020 and newer students enrolled in a program that is always offered fully online (i.e., Distance Learning Division programs). This does not include Title IV-eligible students who were enrolled exclusively in an online program on March 13, 2020, or newer students enrolled in programs offered exclusively online under normal circumstances, as these students are not eligible for Emergency Grants.
5. The total number of students who have received an Emergency Grant under Section 18004(a)(1) of the CARES Act is: 1,817. This number is based on the initial round of grants issued by the University. The University is currently determining a process and criteria for the disbursement of remaining grant funds to eligible students.

6. The method(s) used by the University to determine which students receive Emergency Grants and how much they would receive under Section 18004(a)(1) of the CARES Act:
 1. *Determination of Eligible Recipients:* To be considered for an Emergency Grant, a student must meet the Title IV Eligibility, Enrollment Status, and Attestation criteria established by the University:
 - a. *Title IV Eligibility:* In accordance with Department guidance, a student must establish their eligibility to participate in programs under Section 484 in Title IV of the Higher Education Act of 1965 in order to receive an Emergency Grant.
 - b. *Enrollment Status:* Emergency Grants are available only to students who meet the following enrollment requirements: (1) Was actively enrolled at the University (2) in a Title IV-eligible program (3) with a residential component (4) as of March 13, 2020, and (5) who remain enrolled at the time grant funds are disbursed. This includes any students listed as “active” in FNU’s records, including students on an approved leave that began in Term B of Spring 2020, and those who will return to school in the Fall semester. Students who graduated, withdrew or otherwise are no longer enrolled at the time funds are disbursed will not receive an Emergency Grant. The University seeks to prioritize those students that it believes have the greatest need, as suggested by the Secretary of Education. The University has concluded that those students with the greatest need resulting from disruptions of campus operations due to COVID-19 are most likely to be those students who were enrolled upon declaration of the COVID-19 pandemic (March 13, 2020), and who have remained enrolled while disruptions of campus operations due to COVID-19 remain in effect.
 - c. *Attestation:* To be eligible for an Emergency Grant, a student must submit, by the deadline established by the University, an attestation that they have incurred, or expect to incur, expenses related to the disruption of campus operations due to the coronavirus (including eligible expenses under a student’s cost of attendance such as food, housing, course materials, technology, health care, and child care). Students will be instructed not to submit the attestation form unless they have incurred, or expect to incur, such expenses. Students will also be instructed to return Emergency Grant funds that exceed their relevant expenses.
 2. *Determination of Grant Amounts:* The University plans to award a grant in the amount of \$1,258.47 to each eligible recipient. This amount is subject to change, and was determined by dividing the funding allocation established for Emergency Grants by the number of students potentially eligible for a grant. Under ED’s interpretation, the CARES Act permits institutions to “distribut[e] the funds to all students.” The University has carefully considered ED’s recommendation to prioritize those students with the most need and has determined that the Enrollment Status requirements described above present the best method available to identify such students. The University has considered other objective and uniform sources of available data (e.g., Expected Family Contribution), and concluded that no such data has a sufficient nexus to needs and expenses related to disruptions of campus operations due to COVID-19. The University’s approach appropriately balances the need to identify students with

expenses related to disruptions of campus operations due to COVID-19, with the objective of issuing the Emergency Grants in a prompt and equitable manner.

7. Instructions, directions, or guidance provided by the University to students concerning the Emergency Grants are included as Appendix A through Appendix D. These materials are current as of the date of this disclosure and are subject to change. Subsequent issuances of Emergency Grants, if any, may be in different amounts and subject to different eligibility criteria.

The CARES Act and FNU's Certification and Agreement to the Department contain additional reporting requirements, and the Department has announced that it will provide instructions for completing this reporting in the future. The University is awaiting such further instructions before reporting information directly to the Department.

Questions regarding this disclosure should be directed to Omar Sanchez, Vice President and Director of Financial Aid, at omarsnc@fnu.edu.

Appendix A – Announcement Email (sent to potential eligible recipients)

AVAILABILITY OF EMERGENCY GRANTS TO STUDENTS – ACTION REQUIRED

Dear [Student name] (Student ID [number]),

The federal stimulus legislation known as the Coronavirus Aid, Relief, and Economic Security Act (CARES Act) signed into law by the President on March 27, 2020, allocates funding to institutions to provide emergency grants to students for expenses related to the disruption of campus operations due to the coronavirus (Emergency Grants). Florida National University has been allocated funds by the U.S. Department of Education to issue Emergency Grants to students.

The University has determined that you may be eligible for an Emergency Grant. Emergency Grants are available to students who have incurred, or expect to incur, expenses related to the disruption of campus operations due to COVID-19. This includes any eligible expenses under your cost of attendance—such as food, housing, course materials, technology, health care, and child care—that you incurred, or expect to incur, due to the University’s transition to online learning, or for another reason related to the disruption of campus operations.

Emergency Grants do not have to be repaid.

TO BE CONSIDERED FOR AN EMERGENCY GRANT, YOU MUST COMPLETE THE FOLLOWING REQUIREMENTS BY THE STATED DEADLINES:

1. Attestation Form. If you incurred, or expect to incur in the future, expenses related to the disruption of campus operations due to COVID-19 (see above examples), please complete the Emergency Grant Attestation Form, which is available at the following link:

<https://na3.docusign.net/Member/PowerFormSigning.aspx?PowerFormId=ba7afb66-8a35-4041-bb60-6b8f20fe8f9d&env=na3-eu1&acct=4b557644-950d-4ee3-b00a-9870e7fe2252>

The University must receive completed Attestation Forms by June 7, 2020.¹ You are not eligible to complete the form if you have not incurred, and do not expect to incur, such expenses.

2. FAFSA. To be eligible for a grant, you must be eligible to receive Title IV funds and have a valid *Free Application for Federal Student Aid* (FAFSA) on file with the University.
 - a. If you did not complete a FAFSA for the current academic year, you may do so now in order to be considered for an Emergency Grant. You may complete a FAFSA online at <https://fafsa.ed.gov/>. Be sure to complete a FAFSA for the 2019-2020 award year. **The University must receive your FAFSA information by June 7, 2020. If you have not already filed a FAFSA, you are strongly encouraged to complete a FAFSA online, at**

¹ [Note: After sending this notification, the University extended each June 7, 2020 deadline to June 14, 2020.]

least two weeks before this deadline. A FAFSA submitted late, or on paper, may not be received and processed by the University by the June 7 deadline.

- b. If you already filed a FAFSA and are receiving Title IV aid (e.g., Pell Grants; Direct Loans) for the current semester, you have already met this requirement.

Additional information about which students are eligible for Emergency Grants, and the University's process for awarding and disbursing the grants, will be posted to the University's website.

Please note that the Department of Education is informing institutions about the requirements for these grants on a rolling basis. Completing the Attestation Form or submitting a FAFSA does not guarantee that you will receive an Emergency Grant, or any particular amount of funds. If you have any questions, please contact Kesia Garlobo (kgarlobo@fnu.edu) or Omar Sanchez (omarsnc@fnu.edu).

Appendix B – Attestation Form

EMERGENCY GRANT ATTESTATION FORM

Student Name: _____

Student ID: _____

The Coronavirus Aid, Relief, and Economic Security Act (CARES Act) allocates funding to institutions to provide emergency grants to students for expenses related to the disruption of campus operations due to the coronavirus (Emergency Grants). Florida National University has been allocated funds by the U.S. Department of Education to issue Emergency Grants to students.

In order to be considered for an Emergency Grant, you must sign and return this form to the University via DocuSign no later than **June 14, 2020**.² If you are not truthfully able to make the following certification, you may not submit this form or receive an Emergency Grant.

Students who are awarded an Emergency Grant will receive an email with information about the amount of the grant and other instructions. Completing this Attestation Form or submitting a FAFSA does not guarantee that you will receive an Emergency Grant, or any particular amount of funds. Emergency Grants do not have to be repaid.

Student Attestation

(Initial Here) _____ I hereby certify and attest that I am eligible to receive federal Title IV financial aid funds and have incurred, or expect to incur in the future, expenses related to the disruption of campus operations due to the COVID-19 pandemic (including eligible expenses under my cost of attendance, such as food, housing, course materials, technology, health care, or child care). I further certify and attest that any Emergency Grant I receive based on this attestation will be used only for these expenses. If I do not use all of the Emergency Grant funds I am awarded for these expenses, I will contact the Financial Aid Office by March 15, 2021 to return any excess funds received.

Signature

Date

² [Note: An initial version of this form listed a June 7, 2020 deadline, which has since been extended to June 14, 2020.]

Appendix C – Disbursement Notification

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EMERGENCY GRANT AWARD NOTIFICATION

Dear [Student name] (Student ID [number]),

Based on the University's receipt of your signed Emergency Grant Attestation Form, and a valid Free Application for Federal Student Aid, you have been awarded the following Emergency Grant:

- Emergency Grant Amount: \$ _____.

As a reminder, you have attested (promised) that all Emergency Grant funds you receive will be used only for expenses related to the disruption of campus operations due to the COVID-19 pandemic (including eligible expenses under your cost of attendance, such as food, housing, course materials, technology, health care, or child care). These may be expenses you have already incurred or expenses you will incur in the future. However, if you do not use all of the Emergency Grant funds for these expenses, you must contact the Financial Aid Office by March 15, 2021 to return any excess funds.

The Emergency Grant funds will be mailed to your home address in the form of a check. If you have any questions, or if you do not receive your check within 21 days after receiving this email, please contact Kesia Garlobo (kgarlobo@fnu.edu) or Omar Sanchez (omarsnc@fnu.edu).

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Appendix D – Reminders

The University has also issued reminders for eligible students who have not yet responded to refer to the Announcement Email included as Appendix A (for example, reminders appear on the University's Blackboard login page and at <https://www.fnu.edu/emergency-relief-grant/>). Further reminders may be issued as needed.