

**Higher Education Emergency Relief Fund (HEERF) Report – CARES Act Emergency Financial Aid Grants to Students as of March 31, 2021**

**(Final Report)**

The Coronavirus Aid, Relief, and Economic Security Act (CARES Act) directs institutions receiving funds under Section 18004 of the Act to submit reports describing the use of funds distributed from the Higher Education Emergency Relief Fund (HEERF). To meet the reporting requirement, each HEERF participating institution must post the following:

- 1.) The signed Certification and Agreement that was submitted to the Department of Education. *(Certification/Agreement is attached.)*
- 2.) The total allocation received for Emergency Financial Aid to Students - \$2,070,570.
- 3.) The total amount of Emergency Financial Aid distributed to students under Section 18004(a)(1) of the CARES Act as of 3/31/21 - \$2,070,570.
- 4.) The estimated total 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 Emergency Financial Aid Grants under Section 18004(a)(1) of the CARES Act – 2,356 Full-Time Undergraduate Students, 476 Part-Time Undergraduate Students, 338 Full-Time Graduate Students and 106 Part-Time Graduate Students.
- 5.) The total number of students who have received Emergency Financial Aid Grants under Section 18004(a)(1) as of 3/31/21 – 2,349.
- 6.) The method(s) used to determine which students receive the Emergency Financial Aid Grants and how much they would receive under Section 18004(a)(1). *(Methodology is attached.)*
- 7.) Instructions, directions, or guidance provided to students concerning the Emergency Financial Aid Grants. *(Letters are attached.)*

**Recipient's Funding Certification and Agreement**  
**Emergency Financial Aid Grants to Students under the Coronavirus Aid, Relief, and**  
**Economic Security (CARES) Act**

Section 18004(a)(1) of the CARES Act, Pub. L. No. 116-136 (March 27, 2020), authorizes the Secretary of Education ("Secretary") to allocate formula grant funds in the amount of \$ 2,070,570 to Francis Marion University ("Recipient").

Section 18004(c) of the CARES Act requires Recipient to use no less than fifty percent of the funds received to provide emergency financial aid grants to students 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). This Certification and Agreement solely concerns the emergency financial aid grants to students under Section 18004(c) of the CARES Act.

To address the pressing financial need of students due to the disruption of campus operations from coronavirus, and pursuant to the authority duly delegated to the Secretary under the CARES Act and associated with the coronavirus emergency, as stated in Proclamation 9994 of March 13, 2020, "Declaring a National Emergency Concerning the Novel Coronavirus Disease (COVID-19) Outbreak," *Federal Register* Vol. 85, No. 53 at 15337-38, the Secretary and Recipient agree as follows:

1. The Secretary will provide Recipient fifty (50) percent of its formula grant funds (the "advanced funds") for the sole and exclusive purpose of providing emergency financial aid grants to students for their expenses related to the disruption of campus operations due to coronavirus, such as food, housing, course materials, technology, health care, and child-care expenses.
2. Recipient agrees to promptly make available emergency financial aid grants from the advanced funds directly to students for their expenses related to the disruption of campus operations due to coronavirus, such as food, housing, course materials, technology, health care, and child-care expenses. Recipient shall not use the advanced funds to reimburse itself for any costs or expenses, including but not limited to any costs associated with significant changes to the delivery of instruction due to the coronavirus and/or any refunds or other benefits that Recipient previously issued to students.
3. Recipient retains discretion to determine the amount of each individual emergency financial aid grant consistent with all applicable laws including non-discrimination laws. Recipient acknowledges that the Secretary recommends the maximum Federal Pell Grant for the applicable award year as an appropriate maximum amount for a student's emergency financial aid grant in most cases, and the Recipient should be mindful of each student's particular socioeconomic circumstances in the staging and administration of these grants. The Secretary strongly encourages Recipient's financial aid administrator to exercise the use of professional judgment available under Section 479A of the Higher Education Act of 1965 (HEA), 20 U.S.C § 1087tt, to make adjustments on a case-by-case basis to exclude individual emergency financial aid grants from the calculation of a student's expected family contribution. The Secretary does not consider these individual emergency financial aid grants to constitute Federal financial aid under Title IV of the HEA.

4. In consideration for the advanced funds and as conditions for their receipt, Recipient warrants, acknowledges, and agrees that:

(a) The advanced 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 campus operations due to coronavirus, such as food, housing, course materials, technology, health care, and child-care;

(b) Recipient holds those funds in trust for students and acts in the nature of a fiduciary with respect thereto;

(c) Recipient shall promptly comply with Section 18004(e) of the CARES Act and (i) report to the Secretary thirty (30) days from the date of this Certification and Agreement and every forty-five (45) days thereafter in accordance with 2 CFR 200.333 through 2 CFR 200.337, or in such other additional form as the Secretary may specify, how grants were distributed to students, the amount of each grant awarded to each student, how the amount of each grant was calculated, and any instructions or directions given to students about the grants; and (ii) document that Recipient has continued to pay all of its employees and contractors during the period of any disruptions or closures to the greatest extent practicable, explaining in detail all specific actions and decisions related thereto, in compliance with Section 18006 of the CARES Act;

(d) Recipient shall comply with all requirements in Attachment A to this Certification and Agreement;

(e) Recipient shall promptly and to the greatest extent practicable distribute all the advanced funds in the form of emergency financial aid grants to students by one year from the date of this Certification and Agreement, and document its efforts to do so as part of the report specified in subsection (c) above;

(f) Recipient shall cooperate with any examination of records with respect to the advanced funds by making records and authorized individuals available when requested, whether by (i) the U.S. Department of Education and/or its Inspector General; or (ii) any other federal agency, commission, or department in the lawful exercise of its jurisdiction and authority; and

(g) failure to comply with this Certification and Agreement, its terms and conditions, and/or all relevant provisions and requirements of the CARES Act or any other applicable law may result in Recipient's liability under the False Claims Act, 31 U.S.C. § 3729, *et seq.*; OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement) in 2 CFR part 180, as adopted and amended as regulations of the Department in 2 CFR part 3485; 18 USC § 1001, as appropriate; and all of the laws and regulations referenced in Attachment A, which is incorporated by reference hereto.

RECIPIENT or Authorized Representative of Recipient

OPEID Number

DATE



00922600

4/10/2020

## Attachment A to Recipient's CARES Funding Certification and Agreement

*The Recipient assures and certifies the following:*

- Recipient will comply with all applicable assurances in OMB Standard Forms 424B and D (Assurances for Non-Construction and Construction Programs), including the assurances relating to the legal authority to apply for assistance; access to records; conflict of interest; nondiscrimination; Hatch Act provisions; labor standards; Single Audit Act; and the general agreement to comply with all applicable Federal laws, executive orders and regulations.
- With respect to the certification regarding lobbying in Department Form 80-0013, no Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making or renewal of Federal grants under this program; Recipient will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," when required (34 C.F.R. Part 82, Appendix B); and Recipient will require the full certification, as set forth in 34 C.F.R. Part 82, Appendix A, in the award documents for all subawards at all tiers.
- Recipient will comply with the provisions of all applicable acts, regulations and assurances; the following provisions of Education Department General Administrative Regulations (EDGAR) 34 CFR parts 75, 77, 79, 81, 82, 84, 86, 97, 98, and 99; the OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement) in 2 CFR part 180, as adopted and amended as regulations of the Department in 2 CFR part 3485; and the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards in 2 CFR part 200, as adopted and amended as regulations of the Department in 2 CFR part 3474.

### Paperwork Burden Statement

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless such collection displays a valid OMB control number. The valid OMB control number for this information collection is 1801-0005. The time required to complete this information collection is estimated to be 2,853 total burden hours. If you have any comments concerning the accuracy of the time estimate or suggestions for improving this form, please write to: Hilary Malawer, 400 Maryland Avenue, SW. Washington, D.C. 20202.

**CARES Act Emergency Financial Aid Grants to Students**  
As Amended January 2021

**Summary**

CARES Act Allocation for direct distribution to students

- \$2,070,570
- Stated purpose - "To address the pressing financial need of students due to the disruption of campus operations"

**Allocation Methodology (Spring 2020 – Fall 2020)**

The methodology prioritizes students with the greatest financial need while providing the opportunity for those with needs yet to be identified with the ability to request funding. Also included in the allocation methodology are students with unique situations related to personal financial challenges, their course of study, or other circumstances related to disruptions due to the Covid 19 pandemic.

1. Full-time undergraduate students currently enrolled in spring semester who receive need-based aid (1,850)  
\$900 per student = \$1,665,000  
*Immediate distribution*
2. Part-time undergraduate students (six credit hours or more) currently enrolled in spring semester who receive need-based aid (220)  
\$450 per student = \$99,000  
*Immediate distribution*
3. Students continually enrolled in summer clinical-based health programs (181)  
\$90 per credit hour up to 10 credit hours = \$141,660 (summer distribution)
  - Nursing – 664 hours x \$90 = \$59,760
  - 91 SLP, PA, DNP x \$900 = \$81,900*Late spring distribution*
4. Support for current students seeking to continue enrollment (per case basis)  
\$164,910 for allocation to continuing students experiencing challenges resulting from the disruption of campus operations; maximum grant amount \$400  
*Ongoing distribution*

Students identified in categories 1, 2, or 3 will automatically receive an allocation and an individual email message containing the amount, instructions from the CARES act, and the reason for their inclusion. Students not included in categories 1, 2 or 3 will be identified in the coming months through the registration and financial processes relating to enrollment and can seek support as described in category 4. Students may receive an allocation from only one of the methods listed above.

### **Allocation Methodology (Spring 2021)**

In order to expeditiously distribute the final amounts of Student Emergency Awards under the CARES Act, the University will adopt the following addition to the University's methodology:

5. Support for current students seeking to continue enrollment (per case basis)  
\$173,610 for allocation to continuing students experiencing challenges resulting from the disruption of campus operations; maximum grant amounts up to \$4,000 to assist in the ongoing disruption and hardship attributable to the Coronavirus Pandemic.

*Eligibility: Any student eligible to receive an emergency grant under the CARES Act is eligible to receive funds under this distribution phase. Distribution will be made based upon consideration of need as determined based on FAFSA & ISIR Data on file and in communication with eligible students. Priority will be given to Pell Eligible Recipients but will be open to all eligible under the CARES Act.*

## Directions sent to Full-time Undergraduate Student Recipients

Dear Student:

On March 27, 2020, the Coronavirus Aid, Relief, and Economic Security (CARES) Act was signed into law. Part of the Act provides each college and university with limited emergency grant funding to help students offset expenses related to disruptions to their education due to the COVID-19 pandemic.

Francis Marion University is prepared to begin providing these emergency grants. President Fred Carter, in consultation with the vice presidents for finance and enrollment management, has determined that the preponderance of this funding will go to students with demonstrated financial need. The grants must be used by students to help with expenses related to the cost of attendance at Francis Marion, such as food, housing, course materials, technology, health care, and childcare. Because you are a full-time undergraduate student who is eligible for federal financial assistance, you are eligible to receive grant funding. Your award amount is \$900.

If you are registered for direct deposit with our Accounting Office, you will receive your grant money in that manner. If you are not registered for direct deposit, you may do so through the Patriot Portal. If you don't register for direct deposit, you will receive a printed check at your permanent address. Please note that checks sent via the US mail will take longer to receive than direct deposits.

The FMU Accounting Office staff will begin processing the grant money as soon as it receives the allocation from the Department of Education. We expect this to take place within the next three weeks. Should you have any questions, please contact the FMU Accounting Office at [accounting@fmarion.edu](mailto:accounting@fmarion.edu) or at (843) 661-1120.

Sincerely,

T. Alissa Warters, Ph.D.  
Vice President for Enrollment Management  
[twarters@fmarion.edu](mailto:twarters@fmarion.edu)

## Directions sent to Part-time Undergraduate Student Recipients

Dear Student:

On March 27, 2020, the Coronavirus Aid, Relief, and Economic Security (CARES) Act was signed into law. Part of the Act provides each college and university with limited emergency grant funding to help students offset expenses related to disruptions to their education due to the COVID-19 pandemic.

Francis Marion University is prepared to begin providing these emergency grants. President Fred Carter, in consultation with the vice presidents for finance and enrollment management, has determined that the preponderance of this funding will go to students with demonstrated financial need. The grants must be used by students to help with expenses related to the cost of attendance at Francis Marion, such as food, housing, course materials, technology, health care, and childcare. Because you are a part-time undergraduate student taking six or more credit hours, who is also eligible for federal financial assistance, you are eligible to receive grant funding. Your award amount is \$450.

If you are registered for direct deposit with our Accounting Office, you will receive your grant money in that manner. If you are not registered for direct deposit, you may do so through the Patriot Portal. If you don't register for direct deposit, you will receive a printed check at your permanent address. Please note that checks sent via the US mail will take longer to receive than direct deposits.

The FMU Accounting Office staff will begin processing the grant money as soon as it receives the allotment from the Department of Education. We expect this to take place within the next three weeks. Should you have any questions, please contact the FMU Accounting Office at [accounting@fmarion.edu](mailto:accounting@fmarion.edu) or at (843) 661-1120.

Sincerely,

T. Alissa Warters, Ph.D.  
Vice President for Enrollment Management  
[twarters@fmarion.edu](mailto:twarters@fmarion.edu)



## Directions sent to Health Science Student Recipients

Dear Student:

On March 27, 2020, the Coronavirus Aid, Relief, and Economic Security (CARES) Act was signed into law. Part of the Act provides each college and university with limited emergency grant funding to help students offset expenses related to disruptions to their education due to the COVID-19 pandemic.

Francis Marion University is providing these emergency grants to students. President Fred Carter, in consultation with the vice presidents for finance and enrollment management, has determined that a portion of this funding will go to graduate students who are continually enrolled for the summer term in a clinically based health program. The grants must be used by students to help with expenses related to the cost of attendance at Francis Marion, such as food, housing, course materials, technology, health care, and childcare. The grant is \$90 per credit hour up to 10 credit hours, for a maximum of \$900.

If you are registered for direct deposit with our Accounting Office, you will receive your grant money in that manner. If you are not registered for direct deposit, you may do so through the Patriot Portal. If you don't register for direct deposit, you will receive a printed check at your permanent address. Please note that checks sent via the US mail will take longer to receive than direct deposits.

The FMU Accounting Office staff will begin processing the grant money once registration for the summer term closes. Should you have any questions, please contact the FMU Accounting Office at [accounting@fmarion.edu](mailto:accounting@fmarion.edu) or at (843) 661-1120.

Sincerely,

Darryl Bridges  
Vice President for Finance & Facilities  
[dbridges@fmarion.edu](mailto:dbridges@fmarion.edu)