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HEERF AWARD P425E200770 – Normandale Community College
Normandale Cares program (distribution of CARES Act student assistance funds)

Q4 2021 HEERF III - ARPA REPORTING (STUDENT PORTION)

The Higher Education Emergency Relief Fund III (HEERF III), authorized by the American Rescue Plan (ARP) and signed into law on March 11, 2021, provides \$39.6 billion in support to institutions of higher education to serve students and ensure learning continues during the COVID-19 pandemic.

The following information is provided by Normandale Community College in response to the Department of Education's reporting requirements.

1. An acknowledgement that the institution signed and returned to the Department the Certification and Agreement and the assurance that the institution has used the applicable amount of funds designated under the ARP program to provide Emergency Financial Aid Grants to Students.

Normandale Community College signed and submitted the Certificate and Agreement for the Emergency Financial Aid Grants to Students under the HEERF I - Coronavirus Aid, Relief, and Economic Security (CARES) Act on April 13, 2020 which included assurances to use at least 50% of the total CARES Act allocation for student emergency funds.

Normandale has received notification of a supplemental HEERF III award through the American Rescue Plan Act, but as a recipient of HEERF I - CARES Act funding, was not required to submit a certification agreement for the HEERF III award. Normandale intends to use the applicable amount of funds designated under the ARP program to provide Emergency Financial Aid Grants 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 under the ARP program.

On May 13, 2021, Normandale was notified of a supplemental HEERF III award from the American Rescue Plan Act in the amount of \$9,359,048.00 for emergency financial aid grants to students.

Normandale has also committed to spending \$625,014 of the institutional portion of the funding, to provide a total of over \$9.9 million in funds for student financial assistance.

3. The total amount of Emergency Financial Aid Grants distributed to students under the ARP program as of the date of submission (i.e., as of the initial report and every calendar quarter thereafter).

Q4 2021: \$4,389,100 as of December 31, 2021

4. The estimated total number of students at the institution that are eligible to receive Emergency Financial Aid Grants to Students under the ARP program.

Based on the expanded use of funds authority under the American Recovery Plan Act (ARPA), the pool of eligible students expanded to include all enrolled students who are not in a fully online program. As of the fall 2021 term, Normandale identified 9,273 eligible students.

5. The total number of students who have received an Emergency Financial Aid Grant to students under the ARP program

3,379 students received Emergency Financial Aid Grants as part of the original distribution on November 3, 2021.

Additional distributions were made to students for emergency grants through application, and: 235 (167 unduplicated) students were awarded emergency grants through application for Q4, 2021 as of December 31, 2021.

6. The method(s) used by the institution to determine which students receive Emergency Financial Aid Grants and how much they would receive under the ARP program.

Normandale Community College defined students with exceptional need as having an Expected Family Contribution (EFC) on their 2021-22 FAFSA that would make them eligible for a Federal Pell Grant or Minnesota State Grant, or an income level that is less than two times the federal poverty guidelines. Pell Grant recipients were identified by the U.S. Department of Education as a priority group for exceptional need. We are also including Minnesota State Grant and Minnesota Dream Act recipients, as they are students from low- and moderate- income families determined through criteria by the Minnesota Office of Higher Education. Approval of the spending plan was given both by student leaders and the Minnesota State Chancellor's Office.

Students who were enrolled for the Fall 2021 term and met this qualification were given a direct payment of \$1300 on Wednesday, November 3. This direct payment was to cover the cost of attendance or for emergency costs that arise due to coronavirus, such as tuition, food, housing, health care (including mental health care), or child care. All payments were sent directly to students

by check or direct deposit. For students whose emergency expenses include an unpaid tuition or fees balance, they were given instruction on how to make payment to Normandale.

International students with an F1 VISA status in SEVIS are not eligible for the direct payment awards. However, they may apply for emergency grant funding through the Normandale Cares Emergency Grant application.

Concurrent high school students and students enrolled entirely non-credit courses (continuing education) are not eligible for emergency funding. If students were attending more than one Minnesota State college or university, the direct payment amount may be adjusted to receive a total of \$1300 from all ARP funds.

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

Normandale sent distinct messages to four groups:

- Students who received the batch award based on their FAFSA results and didn't have any balance owed to Normandale. ([Normandale November HEERF ARP Letter 1](#))
- Students who received the batch award based on their FAFSA results and did have a balance owed to Normandale. This message clarified that the funds were coming directly to the student, and if their intention was to use it to pay any portion of the balance at Normandale, they would have to do so through eServices. ([Normandale November HEERF ARP Letter 2](#))
- Students who were not eligible for the batch awards based on their FAFSA results. These students were told about the option to get funds through application, as well as the opportunity to have their financial aid reviewed based on any changes of financial circumstances related to the pandemic. ([Normandale November HEERF ARP Letter 3](#))
- Student who were not eligible for the batch awards because they had not filed a FAFSA. These students were told about the option to get funds through application. ([Normandale November HEERF ARP Letter 4](#))

Q4 2021 HEERF II - CRRSAA REPORTING (STUDENT PORTION)

The Higher Education Emergency Relief Fund II (HEERF II), authorized by the Coronavirus Response and Relief Supplemental Appropriations Act, 2021 (CRRSAA), was signed into law on Dec. 27, 2020. This legislation provided supplemental funding to the HEERF I CARES Act awards to colleges and universities in the United States to ensure learning continued for students during the COVID-19 pandemic.

The following information is provided by Normandale Community College in response to the Department of Education's reporting requirements.

1. An acknowledgement that the institution signed and returned to the Department the Certification and Agreement and the assurance that the institution has used the applicable amount of funds designated under the CRRSAA program to provide Emergency Financial Aid Grants to Students.

Normandale Community College signed and submitted the Certificate and Agreement for the Emergency Financial Aid Grants to Students under the HEERF I - Coronavirus Aid, Relief, and Economic Security (CARES) Act on April 13, 2020 which included assurances to use at least 50% of the total CARES Act allocation for student emergency funds.

On February 1, 2021, Normandale received notification of a supplemental HEERF II award through the Coronavirus Response and Relief Supplemental Appropriations Act, but as a recipient of HEERF I - CARES Act funding, was not required to submit an additional certification agreement for the HEERF II award. Normandale intends to use the applicable amount of funds designated under the CRRSAA program to provide Emergency Financial Aid Grants 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 under the CRRSAA program.

Normandale received \$2,401,288 in funding for emergency financial assistance for students with exceptional need.

Normandale has also committed to spending \$2,598,712 of the institutional portion of the funding, to provide a total of \$5 million in funds for student financial assistance.

3. The total amount of Emergency Financial Aid Grants distributed to students under the CRRSAA and program as of the date of submission (i.e., as of the initial report and every calendar quarter thereafter).

All CRRSAA student portion funds were distributed in previous quarters. Uncashed/stale checks in the amount of \$18,500 were voided in Q4 2021 and will be re-distributed in Q1 2022. Additional student emergency grants funded with CRRSAA institutional funds were distributed in Q4 to students in the amount of \$328,076.

4. The estimated total number of students at the institution that are eligible to receive Emergency Financial Aid Grants to Students under the CRRSAA program.

Based on the expanded use of funds authority under the American Recovery Plan Act (ARPA), the pool of eligible students expanded to include all enrolled students who are not in a fully online program. As of the fall 2021 term, Normandale identified 9,273 eligible students.

5. The total number of students who have received an Emergency Financial Aid Grant to students under the CRRSAA program.

The Institutional portion was used to make additional distributions to students for emergency grants through application to 114 students for Q4 2021.

6. The method(s) used by the institution to determine which students receive Emergency Financial Aid Grants and how much they would receive under the CRRSAA program.

Normandale distributes these funds through two awarding methods:

- Direct payment CRRSA Awards for Pell and State Grant eligible students based on the students 2020-21 FAFSA results
- Emergency funds by application

Normandale Community College defined students with exceptional need as having an Expected Family Contribution (EFC) on their 2020-21 FAFSA that would make them eligible for a Federal Pell Grant or Minnesota State Grant. Pell Grant recipients were identified by the U.S. Department of Education as a priority group for exceptional need. We are also including Minnesota State Grant recipients, as they are students from low- and moderate- income families determined through criteria by the Minnesota Office of Higher Education. Approval of the spending plan was given both by student leaders and the Minnesota State Chancellor's Office.

Based on regulatory direction from the federal Department of Education, students who are either on DACA or Dream Act eligible, as well as International students with an F1 VISA status in SEVIS are not eligible for CRRSAA funding. However, they may apply for institutional emergency grant funding through the Normandale Cares Emergency Grant application.

Concurrent high school students and students enrolled entirely non-credit courses (continuing education) are not eligible for emergency funding. If students were attending more than one Minnesota State college or university, the direct payment amount may be adjusted to receive a total of \$1300 from all CRRSAA funds.

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

For students who were not eligible based on the 2020-21 FAFSA results but have had a change of income, they were encouraged to complete the COVID-19 special circumstance form. This allows consideration for financial aid based on 2020 income/unemployment, rather than the 2018 information entered on the 2020-21 FAFSA. This was one portion of our effort to meet the requirements of the American Rescue Plan requirement that we conduct outreach to students who may have had a change of income.

Q4 2021 HEERF I - CARES ACT REPORTING (STUDENT PORTION)

In late March, 2020 federal legislation was passed to provide economic relief to individuals and organizations dealing with the ramifications of the coronavirus (COVID-19) pandemic. This legislation-titled the Coronavirus Aid, Relief and Economic Security Act (or CARES Act) established a Higher Education Emergency Relief Fund (HEERF) for colleges and universities in the United States. The following information is provided by Normandale Community College in response to the Department of Education's reporting requirements.

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.

Normandale Community College signed and submitted the Certificate and Agreement for the Emergency Financial Aid Grants to Students under the Coronavirus Aid, Relief, and Economic Security (CARES) Act on April 13, 2020. Normandale Community College has used and plans to use at least 50% of the total allocation for student emergency funds.

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.

On April 13, Normandale signed and returned to the Department of Education the Certification and Agreement to receive \$2,401,288 in funding that will be used to provide emergency financial aid grants to students for expenses related to the disruption of campus operations due to the coronavirus.

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, changed to quarterly reporting beginning on September 30, 2020).

There were no distributions for Q4, 2021. \$2,401,288 was distributed in prior quarters.

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.

N/A for Q4, 2021

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.

N/A for Q4, 2021

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.

N/A for Q4, 2021

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

N/A for Q4, 2021