



## Higher Education Emergency Relief Fund Report – Emergency Financial Aid Grants to Students

### 30 Day Funding Report – Distribution as of 12/31/2020

Under the Coronavirus Aid, Relief, and Economic Security Act (CARES Act) Higher Education Emergency Relief Fund (HEERF), **North-West College-West Covina, and Glendale Campuses (OPE ID 011707)** received education stabilization funds designated exclusively for emergency financial aid grants to students.

Pursuant to guidance issued by the Department of Education through an [Electronic Announcement](#) published on May 6, 2020, we are providing the following information about the funds we have received, and how, and to whom, we have distributed them.

1. On **April 9, 2020**, the institution signed and returned to the Department the *Recipient's Funding Certification and Agreement (for) Emergency Financial Aid Grants to Students* required to receive funds allocated under Section 18004(a)(1) of the CARES Act. The institution has used, or intends to use, no less than 50 percent of the total funds received to provide emergency financial aid grants to students.
2. The total amount of funds that the institution has received from the Department pursuant to the institution's Certification and Agreement specifically for emergency financial aid grants to students is **\$703,388**.
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 this Fund Report is **\$481,600**.
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 potentially qualified to receive emergency financial aid grants under Section 18004(a)(1) of the CARES Act, as of the date of this Fund Report is **433**.
5. The total number of students who have received an emergency financial aid grant under Section 18004(a)(1) of the CARES Act as of the date of this Fund Report is **387**.
6. The methods we used to determine which students receive emergency financial aid grants and how much they would receive under Section 18004(a)(1) of the CARES Act are included below under "Student Emergency Funding Allocation".
7. The information and attestation form we provided to students concerning the emergency financial aid grants appear below under "Student Notices".



### Student Emergency Funding Allocation

Student eligibility for Phase One and Phase Two emergency grants was established as follows:

**Phase One:** The College used the following criteria to identify the Phase One cohort of eligible students:

1) all active students who were attending courses on campus as of 03/13/2020, the date the COVID-19 national emergency was declared, and were active, or on approved leave of absence, as of 05/18/2020; 2) with established eligibility for Title IV funds with a valid ISIR with an official EFC on file with the College; and 3) who returned a complete Student Attestation Form.

**Phase Two:** The College made subsequent equal disbursement to all eligible students who received a Phase One disbursement who were active on March 13, 2020 and were still active on June 15, 2020. This phase did not require an additional attestation from the student.

Each eligible student was provided a **\$700** grant in each of the two Phases.

The attestation form was required because the College assumed that students included in the cohort incurred the covered expenses due to the disruption of campus operations and the move to distance education. The attestation required the student to confirm this assumption.

Students enrolled in 100% online programs as of March 13, 2020 were not eligible for the emergency grant.



**Student Notices**

The following information was provided to all eligible students:

**Student Attestation Form**  
**Emergency Financial Aid Grant to Students**  
**Under the Coronavirus Aid, Relief, and Economic Security (CARES) Act**

The U.S. Department of Education has made Emergency Financial Aid Grants available to students who are in need of financial assistance for expenses related to the disruption of normal campus operations due to COVID-19 outbreak. These funds are designed to offer relief for students facing additional costs for things such as course materials and technology, along with basic expenses including, housing, childcare, health care, and food.

In determining the eligibility for the Emergency Grant, the College has identified Title IV eligible students who were enrolled in at least partial residential training at the College as of 03/13/2020.

**Grant Amount: \$700**

**Attestation:**

By signing below, you attest that you have experienced expenses associated with the disruption of campus operations due to COVID-19, such as food, housing, course materials, technology, health care, and childcare in excess of the amount of the grant noted above. By signing below, you confirm that you understand that these funds are intended to be used to pay these expenses. You also understand that this is a one-time grant that does not need to be repaid.

If you are not financially responsible for the types of expenses identified above, or you have not experienced additional costs due to the disruption of normal campus operations, please do not sign this Attestation, and instead, contact Sandy Cheung (SandyC@Success.edu) to discuss.

If the mailing address noted on the top of this form is not correct, please include a current mailing address below the signature line. It is to this address that SEC will send your emergency grant check.

Print your name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**ADDRESS CORRECTION**

If your address has changed, please provide your new address here:

\_\_\_\_\_  
\_\_\_\_\_

For questions or concerns regarding this Fund Report, please contact **Jason Li (JasonL@Success.edu)**.