

**Status of Coronavirus Emergency Financial Aid to Students (Federal Reporting)
Higher Education Emergency Relief Funds, Coronavirus Aid, Relief, and
Economic Security (CARES) Act, U.S. Department of Education**

As of September 30, 2020

- 1) Carteret Community College (College) signed and returned to the Department of Education (Department) the College's Certification and Agreement for Emergency Financial Aid Grants to Students under the CARES Act. This includes assurance that the College 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.
- 2) The College was funded \$387,473 from the Department pursuant to the College's Certification of Agreement for Emergency Financial Aid Grants to Students.
- 3) As of the date of this report, the College distributed \$357,549.99 to 254 students.
- 4) The estimated total number of the College's students eligible to participate in the 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 870
- 5) Students who are eligible to receive an Emergency Financial Aid Grant received an email notification sent on August 18, 2020 (Exhibit 1) to the student's individual College email address with an application attached (Exhibit 2). The College also created a web page with a link to the application.
- 6) Students who are eligible to receive an Emergency Financial Aid Grant were required to complete the application Exhibit 2. Financial Aid staff reviewed the application and assessed the application for emergency student aid (Exhibits 3 & 4).
- 7) Exhibits 1, 2, 3 & 4 are included in this report

Exhibit 1

Dear Carteret Community College Students:

It has been a pleasure for me and the senior leadership team to walk the campus and greet you these past two days. We sincerely hope your Fall 2020 semester is off to a great start and that you are feeling confident and comfortable about your prospects for learning and completing your academic goals this semester.

I write today to remind you to apply for [CARES Act relief funds](#). So far, the College has awarded approximately half of the \$387,473 we received to distribute among an estimated 870 eligible CCC students to assist with hardships caused by this pandemic. Even if you applied for and received CARES Act funds in Spring 2020 or Summer 2020, you may be eligible for additional funds for Fall 2020. If you need assistance to continue pursuing your academic and career goals, please consider applying for CARES Act relief funds.

Wishing you a fruitful and healthy Fall 2020 semester,

Sincerely,

Exhibit 2

[Print Form](#)

[Clear Form](#)



"CARES Act"

COVID-19 Emergency Student Financial Aid Grant Application

Student ID#:

First Name: Middle Initial: Last Name:

Address:

City: State: Zip:

Telephone: Email:

Requested Amount:

I certify that I, , have expenses that relate to the disruption of campus operations due to COVID-19 and that I was not enrolled exclusively in online programs.

Student Signature: Date:

Exhibit 3

COVID-19 Emergency Student Financial Aid Grant Application

Student ID#:

FOR COLLEGE USE ONLY:

Student is enrolled as a curriculum student of Carteret Community College or is currently enrolled in a continuing education certificate program of Carteret Community College at the time of this application:

Yes No

Student is Title IV eligible:

Yes No

Student was enrolled in a course(s) that had an instruction mode other than online prior to College's disruption due to COVID-19:

Yes No

Student has a financial need related to the College's disruption from the COVID-19 pandemic:

Yes No

Funds Approved:

Approval Date:

Approval Semester:

Disapproval Date:

Reason for Disapproval:

Financial Aid Professional Signature:

Exhibit 4



Procedures for Disseminating COVID-19 Emergency Student Financial Aid Grant Funding

"Cares Act"

"Revised 05/20/20"

The COVID-19 Emergency Student Financial Aid Grant Funds (CARES Act) will be awarded to students that have a financial need due to the disruption of the College during the COVID-19 pandemic. The funds will be awarded on a first-come, first-serve basis for all students who qualify starting with the Spring 2020 term as of March 13, 2020 through the Spring 2021 term or as long as there are funds available, whichever is earlier.

The maximum amount that can be awarded per student per term is \$1,500 and is proportioned according to the schedule below:

Student Type*	Max. that Can be Awarded
Full time Student	\$1,500
¾ Time Student	\$1,000
½ Time Student	\$ 750
Less than ½ Time	\$ 250
*Student Type is based on the higher status of the student for Spring, Summer or Fall 2020 registration	

Student eligibility:

- Is currently registered as a student of Carteret Community College
- Must have a financial need due to the disruption of the College during the COVID-19 pandemic
- Title IV eligible
- Must be enrolled in a course(s) with the mode of instruction as other than online
- Must be completing courses for the Spring 2020 term or a current student registered for the Summer 2020 or Fall 2020 terms

Failure to maintain the above eligibility could result in ineligibility for future terms

Application Process:

1. Student must fully complete, sign and return the aid application for review.
2. Financial Aid Director makes the determination that the applicant is eligible and the amount to award is within the aid limitations.
3. If eligible, the Financial Aid Director will award the grant to the student using a cash financial aid code and forward the application to the Business Office.

Funding Source	Financial Aid Code	GL Account
CARES Act Funds	CARES	02-822-00-560001-60901

4. Business Office will process a check to the student in the amount of the approved aid. A copy of the check and the supporting paperwork will be forwarded to the VP for Finance and Administrative Services for recording and tracking.
5. If not eligible, the Financial Aid Director will inform the student that their application has been denied and afford the student the opportunity to resubmit if they can satisfy the reasons for denial.
6. The VP for Finance and Administrative Services will be responsible for recording all the necessary information about the award on the reporting template and maintaining the completed documentation for any future reference, audit, reports or submission.
7. The VP for Finance and Administrative Services will disseminate a weekly summary report (*COVID-19 Emergency Student Financial Aid Grant Funding Report*).