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Date: May 20, 2020

Houghton College received certain funding as a result of the Coronavirus Aid, Relief, and Economic Security Act (“CARES Act” or the “Act”), Pub. L. No. 116-136, 134 Stat. 281 (March 27, 2020). Section 18004(e) of the Act directs institutions receiving funds under Section 18004 of the Act to submit (in a timely manner required by the Secretary) a report to the Secretary describing the use of funds distributed from the Higher Education Emergency Relief Fund (“HEERF”). Section 18004(c) of the CARES Act requires institutions to use no less than 50 percent of the funds received from Section 18004(a)(1) of the CARES Act 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 posting serves as our public reporting as prescribed by the Education Department on May 6, 2020.

1. Houghton College has signed and returned to the Department of Education, the Certification and Agreement requiring us to use no less than 50 percent of the funds received from Section 18004(a)1 of the Act for Emergency Financial Grants to students. The College fully intends to abide by its commitment.
2. Houghton College has received \$636,112 from the Department pursuant to the institution’s Certification and Agreement to be used for Emergency Financial Grants to Students.
3. The total amount of Emergency Financial Grants distributed to students under Section 18004(a)(1) of the CARES Act as of today’s date is \$586,111.76.
4. The estimated total number of on-campus 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 is **701**, as verified by FAFSA completion for the 2019-20 or 2020-21 academic year.
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 is **701**.

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 is as follows;

- Eligible students were defined as on-campus students who were: (1) full time in at least one semester in the 2019-20 academic year; (2) who were enrolled on the date campus operations discontinued; (3) and who had completed a FAFSA in 2019-20 or 2020-21.
- Eligible students were divided into five categories based on Expected Family Contribution data obtained from FAFSA.
- All eligible students received a distribution. The initial distribution was based on a weighted allocation (using a shares basis) thereby allocating more to students with a lower Expected Family Contribution than to those with a higher Expected Family Contribution, in accordance with the expressed desire of the Secretary of the Department of Education. The amount per student distributed in the initial allocation ranged from \$251.44 to \$1,257.21.
- Approximately \$50,000 was reserved to be distributed by an application process for those with an “extraordinary need.”

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

- Students and parents were sent an email on May 1, 2020, advising them of the program and asking them to check their address in student self service. An email address was provided for questions.
- A letter and check for initial distribution was sent via U.S. mail to eligible students on May 8, 2020. The letter included instructions on how to apply for consideration for the additional distribution for “extraordinary need.”

Any questions on this report can be addressed to [caresact@houghton.edu](mailto:caresact@houghton.edu).