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April 1 – June 30, 2021  
Quarterly Report  
REVISED 12/03/2021

Date: July 9, 2021; Revised 12/03/2021

Houghton College received certain funding under the Higher Education Emergency Relief Fund (HEERF) as a result of the Coronavirus Aid, Relief, and Economic Security Act (CARES-HEERF I) and the Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA-HEERF II). The CRRSAA requires that institutions receiving funding under section 18004(a)(1) provide the “same amount” of funding in financial aid grants to students that it was required to provide under the CARES Act. Thus, Houghton College provided \$636,112 of CRRSAA funds directly to students through emergency financial grants.

HEERF Emergency Financial Grants to students may be used for any component of the student’s 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. Funds are not now restricted to expenses associated with the closure of campus in the Spring 2020 semester.

Under current legislation, the HEERF grants provide institutions with the discretion to determine the amount and availability of each individual emergency financial grant consistent with all applicable laws, including nondiscrimination laws but must prioritize grants to students with exceptional need. HEERF funds may be used for students enrolled in degree-seeking, non-degree seeking, non-credit, dual enrollment, and continuing education programs without restriction to in-person instruction. As of May 14, 2021, remaining HEERF funds may be awarded to refugees, asylum seekers, Deferred Action for Childhood Arrival (DACA) recipients, other DREAMers, and similar undocumented students who qualify for HEERF student grants, as the US Department of Education has removed the requirements that a student must be eligible for Title IV aid to receive financial assistance under the HEERF programs. This posting serves as our public reporting as prescribed by the Education Department.

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 CARES-HEERF I and the same amount (\$636,112) of the CRRSAA-HEERF II funds for Emergency Financial Grants to students. The College fully intends to abide by its commitment.
2. Houghton College has received a total of \$1,272,224 consisting of \$636,112 from the CARES Act and \$636,112 from the CRRSAA pursuant to the institution’s Certification and Agreement to be used for Emergency Financial Grants to Students. As of the date of this report Houghton College has not received a Grant Award Notification for funding from the American Rescue Plan Act (ARP-HEERF III).
3. The total amount of Emergency Financial Grants distributed to students under Section 18004(a)(1) of the CRRSAA–HEERF II for the quarter April 1 – June 30, 2021 is \$636,112.
4. The estimated number of students eligible to receive Emergency Financial Aid Grants to students

under Section 18004(a)(1) of the CRRSAA is 854.

5. The total number of students who have received a HEERF Emergency Financial Aid Grant to students under Section 18004(a)(1) is 812 for the quarter April 1 – June 30, 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 CRRSAA is as follows:
  - Eligible students were defined as all students who were: (1) enrolled at any time on or after the declaration of the State of Emergency on March 13, 2020; (2) who were US citizens (according to guidance at that time).
  - In late March 2021, a survey link was emailed to all eligible students enrolled during the 20-21 Academic Year. The survey requested information intended to assess a student's exceptional need such as household income level; loss of employment; drop in household income; emergency hospitalization; death in the household; access to internet; access to a computer; trouble paying for housing, utilities, transportation; and outstanding medical bills. Room was provided for a student to provide additional information that may further explain the student's exceptional need. Points were assigned to each possible answer and totaled for each student response.
  - Point totals were divided into five categories with awards to students ranging from \$0 to \$3,219.56. No students were in the lowest point category so the lowest actual award was \$804.89.
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 March 18, 2021, advising them of the program and providing the students with a link to take the Exceptional Need Survey.
  - A letter and check for initial distribution were sent via U.S. mail or campus mail to eligible students on April 13, 2021 with instructions to cash or deposit the check within 15 days.
  - For students who requested that their award be placed on their student account, an email was sent on April 13, 2021 indicating the award amount applied to the student's account in accordance with their request.
  - An email was sent on April 16, 2021, advising a small number of students who had received CRRSAA checks that a printing error had been discovered and those checks would be replaced the week of April 19<sup>th</sup>.
  - A letter and replacement check were sent via campus mail on April 19, 2021, to students whose checks had not printed properly with instructions to cash or deposit the check within 15 days.

- FAQs are available at <https://www.houghton.edu/covid-19/cares-act/>.

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