

# **CARES Act Higher Education Emergency Relief Fund Reporting**

## **Emergency Financial Aid Grants to Students**

The Baptist College of Florida signed and returned the Certification and Agreement for Emergency Financial Aid Grants under the Coronavirus Aid, Relief, and Economic Security (CARES) Act to the U.S. Department of Education April **11, 2020**. The Baptist College of Florida received **\$262,085 April 27, 2020** and intends to use no less than **\$131,043** of the funds received under section 18004 (a) (1) of the CARES Act to provide Emergency Financial Aid Grants to students.

To be eligible for a grant, a student must have been taking on campus (face to face) courses at The Baptist College of Florida during the Spring 2020 semester. Additionally, a student must have filed a **Free Application for Federal Student Aid (FAFSA)** and be eligible to participate in financial aid programs under Section 484 in Title IV of the Higher Education Act of 1965.

### **30 Day Report**

As of **May 27, 2020**, The Baptist College of Florida has distributed **\$68,936** to provide CARES Act Emergency grants to approximately **90 students**.

On **June 11, 2020**, The Baptist College of Florida distributed **\$4,162** to provide CARES Act Emergency grants to **4 additional students**.

### **Eligible Students**

The Baptist College of Florida uses the presence of a Free Application for Federal Student Aid (FAFSA) to determine students who are eligible to participate in programs under Section 484 in Title IV of the Higher Education Act of 1965. Students must meet these conditions for consideration for CARES Act Emergency Grants.

### **Application Method and Instruction to Students**

Eligible students were emailed an application May 20, 2020 notifying them of the availability of CARES Act Emergency Funds. CARES Act Emergency Grants are released directly to students for qualifying expenses such as food, housing, unexpected travel, technology needs, childcare expenses, medical expenses, and other expenses resulting from the campus disruption. Students request assistance by submitting the application to the Financial Aid Office, provide an explanation of their request and attest that their request is related to the campus disruption caused by COVID-19. Staff reviews applications to confirm the request and the explanation are aligned. The total maximum grant per student will not exceed \$3,000. The maximum amount considered

in each category is adjusted based on the student's career (undergraduate vs. graduate) and Expected Family Contribution as determined by the FAFSA. Categories of food and housing are included in the cost of attendance. Maximum amount in each category is determined by multiplying the weekly amount from the cost of attendance category by the number of weeks of campus disruption. Other categories are not necessarily included in the cost of attendance and as such are evaluated by staff to determine the amount approved.

## **Frequently Asked Questions**

### **What is an emergency financial aid grant?**

Under the Federal CARES Act, colleges and universities received funding to provide cash grants to students for expenses related to disruption to their education due to the COVID-19 outbreak, including things like course materials and technology as well as food, housing, unexpected travel, health care, and childcare. More information can be found at the U.S. Department of Education website: <https://www.ed.gov/coronavirus>.

### **How do I apply?**

Applications were emailed to eligible students on May 20, 2020.

### **Who is eligible for an emergency financial aid grant?**

Any student who was taking an on campus (face to face) class at The Baptist College of Florida during the Spring 2020 semester, has filed a Free Application for Federal Student Aid (FAFSA) and is eligible to participate in financial aid programs under Section 484 in Title IV of the Higher Education Act of 1965. More information can be found at the U.S. Department of Education website: <https://www.ed.gov/coronavirus>.

### **How did BCF develop student eligibility criteria for this grant?**

We followed guidance from the U.S. department of Education: <https://www.ed.gov/coronavirus>.

### **Is it too late to file a FAFSA?**

It is not too late, you can complete the 2019-2020 FAFSA through June 30, 2020 at: <https://studentaid.gov/h/apply-for-aid/fafsa>.

### **How will I know if I am Title IV eligible?**

General eligibility requirements for Title IV Aid include that you are a U.S. citizen or eligible noncitizen, and are enrolled in an eligible degree program at The Baptist

College of Florida. Other basic eligibility criteria can be found at the following website: <https://studentaid.gov/understand-aid/eligibility/requirements>.

### **How much will I get?**

The amount of each grant will vary based on a student's Title IV financial aid status. The average grant is expected to be approximately \$1,000.

### **Will I have to repay any money I receive from CARES?**

No. Any money you receive from the CARES Act is a federal emergency grant that is not required to be repaid.

### **Is money I receive from this grant considered income for tax purposes?**

No. According to the IRS, this money will not be includible in your gross income. Learn more at the following website: <https://www.irs.gov/newsroom/faqs-higher-education-emergency-relief-fund-and-emergency-financial-aid-grants-under-the-cares-act>.

### **How will I receive my grant?**

Students will receive their CARES Act Grant via paper check. The check will be mailed directly to the student.

### **What kind of expense is covered by this grant?**

The funds can be used to offset expenses related to the disruption of campus operations due to the coronavirus, including food, housing, unexpected travel, course materials, technology, health care, or child care.

### **Can online students apply?**

No. Federal guidelines require that these grants are awarded to on campus (face to face) students who were affected by the disruption of campus operations due to coronavirus.

### **Can international students apply?**

Because international students are typically not eligible to receive Title IV aid, most international students will not be eligible for CARES Act Student Emergency Grant.

### **If I have questions or concerns, who should I contact?**

Contact Stephanie Powell, Director of Financial Aid at (850) 263 9061 or [sepowell@baptistcollege.edu](mailto:sepowell@baptistcollege.edu).

**Quarterly Budget and Expenditure Reporting under CARES Act Sections 18004(a)(1) Institutional Portion, 18004(a)(2), and 18004(a)(3), if applicable**

Institution Name: The Baptist College of Florida Date of Report: 10/20/2020 Covering Quarter Ending: 09/30/2020

Total Amount of Funds Awarded: Section (a)(1) Institutional Portion: \$ 83,371 Section (a)(2): \$ 0 Section (a)(3): \$ 0 Final Report?

Category	Amount in (a)(1) institutional dollars	Amount in (a)(2) dollars, if applicable	Amount in (a)(3) dollars, if applicable	Explanatory Notes
Providing additional emergency financial aid grants to students. <sup>1</sup>	\$ 0	\$ 0	\$ 0	
Providing reimbursements for tuition, housing, room and board, or other fee refunds.	\$ 61,244	\$ 0	\$ 0	
Providing tuition discounts.		\$ 0	\$ 0	
Covering the cost of providing additional technology hardware to students, such as laptops or tablets, or covering the added cost of technology fees.	\$ 9,238	\$ 0	\$ 0	
Providing or subsidizing the costs of high-speed internet to students or faculty to transition to an online environment.	\$ 0	\$ 0	\$ 0	
Subsidizing off-campus housing costs due to dormitory closures or decisions to limit housing to one student per room; subsidizing housing costs to reduce housing density; paying for hotels or other off-campus housing for students who need to be isolated; paying travel expenses for students who need to leave campus early due to coronavirus infections or campus interruptions.	\$ 0	\$ 0	\$ 0	
Subsidizing food service to reduce density in eating facilities, to provide pre-packaged meals, or to add hours to food service operations to accommodate social distancing.	\$ 0	\$ 0	\$ 0	
Costs related to operating additional class sections to enable social distancing, such as those for hiring more instructors and increasing campus hours of operations.	\$ 0	\$ 0	\$ 0	
Campus safety and operations. <sup>2</sup>	\$ 12,889	\$ 0	\$ 0	

<sup>1</sup> To support any element of the cost of attendance (as defined under Section 472 of the Higher Education Act of 1965, as amended (HEA)) per Section 18004(c) of the CARES Act and the [Interim Final Rule](#) published in the *Federal Register* on June 17, 2020 (85 FR 36494). Community Colleges in California, all public institutions in Washington State, and all institutions in Massachusetts have different requirements due to recent U.S. District Court actions. Please discuss with legal counsel. [HEERF litigation updates can be found here.](#)

<sup>2</sup> Including costs or expenses related to the disinfecting and cleaning of dorms and other campus facilities, purchases of personal protective equipment (PPE), purchases of cleaning supplies, adding personnel to increase the frequency of cleaning, the reconfiguration of facilities to promote social distancing, etc.

Category	Amount in (a)(1) institutional dollars	Amount in (a)(2) dollars, if applicable	Amount in (a)(3) dollars, if applicable	Explanatory Notes
Purchasing, leasing, or renting additional instructional equipment and supplies (such as laboratory equipment or computers) to reduce the number of students sharing equipment or supplies during a single class period and to provide time for disinfection between uses.	\$ 0	\$ 0	\$ 0	
Replacing lost revenue due to reduced enrollment.		\$ 0	\$ 0	
Replacing lost revenue from non-tuition sources (i.e., cancelled ancillary events; disruption of food service, dorms, childcare or other facilities; cancellation of use of campus venues by other organizations, lost parking revenue, etc.). <sup>3</sup>		\$ 0	\$ 0	
Purchasing faculty and staff training in online instruction; or paying additional funds to staff who are providing training in addition to their regular job responsibilities.	\$ 0	\$ 0	\$ 0	
Purchasing, leasing, or renting additional equipment or software to enable distance learning, or upgrading campus wi-fi access or extending open networks to parking lots or public spaces, etc.	\$ 0	\$ 0	\$ 0	
Other Uses of (a)(1) Institutional Portion funds. <sup>4</sup>	\$ 0			
Other Uses of (a)(2) or (a)(3) funds, if applicable. <sup>5</sup>		\$ 0	\$ 0	
<b>Quarterly Expenditures for each Program</b>	<b>\$ 83,371</b>	<b>\$ 0</b>	<b>\$ 0</b>	
<b>Total of Quarterly Expenditures</b>	<b>\$ 83,371</b>			

<sup>3</sup> Including continuance of pay (salary and benefits) to workers who would otherwise support the work or activities of ancillary enterprises (e.g., bookstore workers, foodservice workers, venue staff, etc.).

<sup>4</sup> Please post additional documentation as appropriate and briefly explain in the “Explanatory Notes” section. Please note that costs for Section 18004(a)(1) Institutional Portion funds may only be used “to cover any costs associated with significant changes to the delivery of instruction due to the coronavirus, so long as such costs do not include payment to contractors for the provision of pre-enrollment recruitment activities; endowments; or capital outlays associated with facilities related to athletics, sectarian instruction, or religious worship.”

<sup>5</sup> Please post additional documentation as appropriate and briefly explain in the “Explanatory Notes” section. Please note that costs for Sections 18004(a)(2) and (a)(3) funds may only be used “to defray expenses, including lost revenue, reimbursement for expenses already incurred, technology costs associated with a transition to distance education, faculty and staff trainings, payroll incurred by institutions of higher education and for grants to students for any component of the student’s cost of attendance (as defined under section 472 of the HEA), including food, housing, course materials, technology, health care, and child care.”

**Quarterly Budget and Expenditure Reporting under CARES Act Sections 18004(a)(1) Institutional Portion, 18004(a)(2), and 18004(a)(3), if applicable**

**Institution Name:** The Baptist College Of Florida **Date of Report:** 01/06/2021 **Covering Quarter Ending:** 12/31/2020

**Total Amount of Funds Awarded:** Section (a)(1) Institutional Portion: \$3,796 Section (a)(2): \_\_\_\_\_ Section (a)(3): \_\_\_\_\_ **Final Report?**

Category	Amount in (a)(1) institutional dollars	Amount in (a)(2) dollars, if applicable	Amount in (a)(3) dollars, if applicable	Explanatory Notes
Providing additional emergency financial aid grants to students. <sup>1</sup>				
Providing reimbursements for tuition, housing, room and board, or other fee refunds.				
Providing tuition discounts.				
Covering the cost of providing additional technology hardware to students, such as laptops or tablets, or covering the added cost of technology fees.	\$ 3,796			
Providing or subsidizing the costs of high-speed internet to students or faculty to transition to an online environment.				
Subsidizing off-campus housing costs due to dormitory closures or decisions to limit housing to one student per room; subsidizing housing costs to reduce housing density; paying for hotels or other off-campus housing for students who need to be isolated; paying travel expenses for students who need to leave campus early due to coronavirus infections or campus interruptions.				
Subsidizing food service to reduce density in eating facilities, to provide pre-packaged meals, or to add hours to food service operations to accommodate social distancing.				
Costs related to operating additional class sections to enable social distancing, such as those for hiring more instructors and increasing campus hours of operations.				

<sup>1</sup> To support any element of the cost of attendance (as defined under Section 472 of the Higher Education Act of 1965, as amended (HEA)) per Section 18004(c) of the CARES Act and the [Interim Final Rule](#) published in the *Federal Register* on June 17, 2020 (85 FR 36494). Community Colleges in California, all public institutions in Washington State, and all institutions in Massachusetts have different requirements due to recent U.S. District Court actions. [HEERF litigation updates can be found here.](#)

Category	Amount in (a)(1) institutional dollars	Amount in (a)(2) dollars, if applicable	Amount in (a)(3) dollars, if applicable	Explanatory Notes
Campus safety and operations. <sup>2</sup>				
Purchasing, leasing, or renting additional instructional equipment and supplies (such as laboratory equipment or computers) to reduce the number of students sharing equipment or supplies during a single class period and to provide time for disinfection between uses.				
Replacing lost revenue due to reduced enrollment.				
Replacing lost revenue from non-tuition sources (i.e., cancelled ancillary events; disruption of food service, dorms, childcare or other facilities; cancellation of use of campus venues by other organizations, lost parking revenue, etc.). <sup>3</sup>				
Purchasing faculty and staff training in online instruction; or paying additional funds to staff who are providing training in addition to their regular job responsibilities.				
Purchasing, leasing, or renting additional equipment or software to enable distance learning, or upgrading campus wi-fi access or extending open networks to parking lots or public spaces, etc.				
Other Uses of (a)(1) Institutional Portion funds. <sup>4</sup>				

<sup>2</sup> Including costs or expenses related to the disinfecting and cleaning of dorms and other campus facilities, purchases of personal protective equipment (PPE), purchases of cleaning supplies, adding personnel to increase the frequency of cleaning, the reconfiguration of facilities to promote social distancing, etc.

<sup>3</sup> Including continuance of pay (salary and benefits) to workers who would otherwise support the work or activities of ancillary enterprises (e.g., bookstore workers, foodservice workers, venue staff, etc.).

<sup>4</sup> Please post additional documentation as appropriate and briefly explain in the “Explanatory Notes” section. Please note that costs for Section 18004(a)(1) Institutional Portion funds may only be used “to cover any costs associated with significant changes to the delivery of instruction due to the coronavirus, so long as such costs do not include payment to contractors for the provision of pre-enrollment recruitment activities; endowments; or capital outlays associated with facilities related to athletics, sectarian instruction, or religious worship.”

Category	Amount in (a)(1) institutional dollars	Amount in (a)(2) dollars, if applicable	Amount in (a)(3) dollars, if applicable	Explanatory Notes
Other Uses of (a)(2) or (a)(3) funds, if applicable. <sup>5</sup>				
<b>Quarterly Expenditures for each Program</b>	<b>\$ 3,796</b>			
<b>Total of Quarterly Expenditures</b>	<b>\$ 3,796</b>			

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<sup>5</sup> Please post additional documentation as appropriate and briefly explain in the “Explanatory Notes” section. Please note that costs for Sections 18004(a)(2) and (a)(3) funds may only be used “to defray expenses, including lost revenue, reimbursement for expenses already incurred, technology costs associated with a transition to distance education, faculty and staff trainings, payroll incurred by institutions of higher education and for grants to students for any component of the student’s cost of attendance (as defined under section 472 of the HEA), including food, housing, course materials, technology, health care, and child care.”

**Quarterly Budget and Expenditure Reporting under CARES Act Sections 18004(a)(1) Institutional Portion, 18004(a)(2), and 18004(a)(3), if applicable**

**Institution Name:** The Baptist College Of Florida **Date of Report:** 04/07/2021 **Covering Quarter Ending:** 03/31/2021

**Total Amount of Funds Awarded:** Section (a)(1) Institutional Portion: \$4,857.61 Section (a)(2): \_\_\_\_\_ Section (a)(3): \_\_\_\_\_ **Final Report?**

Category	Amount in (a)(1) institutional dollars	Amount in (a)(2) dollars, if applicable	Amount in (a)(3) dollars, if applicable	Explanatory Notes
Providing additional emergency financial aid grants to students. <sup>1</sup>				
Providing reimbursements for tuition, housing, room and board, or other fee refunds.				
Providing tuition discounts.				
Covering the cost of providing additional technology hardware to students, such as laptops or tablets, or covering the added cost of technology fees.	\$268.00			
Providing or subsidizing the costs of high-speed internet to students or faculty to transition to an online environment.				
Subsidizing off-campus housing costs due to dormitory closures or decisions to limit housing to one student per room; subsidizing housing costs to reduce housing density; paying for hotels or other off-campus housing for students who need to be isolated; paying travel expenses for students who need to leave campus early due to coronavirus infections or campus interruptions.				
Subsidizing food service to reduce density in eating facilities, to provide pre-packaged meals, or to add hours to food service operations to accommodate social distancing.				
Costs related to operating additional class sections to enable social distancing, such as those for hiring more instructors and increasing campus hours of operations.				

<sup>1</sup> To support any element of the cost of attendance (as defined under Section 472 of the Higher Education Act of 1965, as amended (HEA)) per Section 18004(c) of the CARES Act and the [Interim Final Rule](#) published in the *Federal Register* on June 17, 2020 (85 FR 36494). Community Colleges in California, all public institutions in Washington State, and all institutions in Massachusetts have different requirements due to recent U.S. District Court actions. [HEERF litigation updates can be found here.](#)

Category	Amount in (a)(1) institutional dollars	Amount in (a)(2) dollars, if applicable	Amount in (a)(3) dollars, if applicable	Explanatory Notes
Campus safety and operations. <sup>2</sup>	\$4,589.61			
Purchasing, leasing, or renting additional instructional equipment and supplies (such as laboratory equipment or computers) to reduce the number of students sharing equipment or supplies during a single class period and to provide time for disinfection between uses.				
Replacing lost revenue due to reduced enrollment.				
Replacing lost revenue from non-tuition sources (i.e., cancelled ancillary events; disruption of food service, dorms, childcare or other facilities; cancellation of use of campus venues by other organizations, lost parking revenue, etc.). <sup>3</sup>				
Purchasing faculty and staff training in online instruction; or paying additional funds to staff who are providing training in addition to their regular job responsibilities.				
Purchasing, leasing, or renting additional equipment or software to enable distance learning, or upgrading campus wi-fi access or extending open networks to parking lots or public spaces, etc.				
Other Uses of (a)(1) Institutional Portion funds. <sup>4</sup>				

<sup>2</sup> Including costs or expenses related to the disinfecting and cleaning of dorms and other campus facilities, purchases of personal protective equipment (PPE), purchases of cleaning supplies, adding personnel to increase the frequency of cleaning, the reconfiguration of facilities to promote social distancing, etc.

<sup>3</sup> Including continuance of pay (salary and benefits) to workers who would otherwise support the work or activities of ancillary enterprises (e.g., bookstore workers, foodservice workers, venue staff, etc.).

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Category	Amount in (a)(1) institutional dollars	Amount in (a)(2) dollars, if applicable	Amount in (a)(3) dollars, if applicable	Explanatory Notes
Other Uses of (a)(2) or (a)(3) funds, if applicable. <sup>5</sup>				
<b>Quarterly Expenditures for each Program</b>				
<b>Total of Quarterly Expenditures</b>				

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<sup>5</sup> Please post additional documentation as appropriate and briefly explain in the “Explanatory Notes” section. Please note that costs for Sections 18004(a)(2) and (a)(3) funds may only be used “to defray expenses, including lost revenue, reimbursement for expenses already incurred, technology costs associated with a transition to distance education, faculty and staff trainings, payroll incurred by institutions of higher education and for grants to students for any component of the student’s cost of attendance (as defined under section 472 of the HEA), including food, housing, course materials, technology, health care, and child care.”