



Supplemental Assistance to Institutions of Higher Education (SAIHE)

April 10, 2022 Quarterly Report

Reporting Period: January 1, 2022-March 31, 2022

Higher Education Emergency Relief Fund (HEERF II)

On March 29, 2021, the U.S. Department of Education (ED) issued a notice announcing the availability of funds under the Higher Education Emergency Relief Fund (HEERF), Supplemental Assistance to Institutions of Higher Education (SAIHE). The SAIHE program supports Institutions that the Secretary determines, after allocating funds under [section 314\(a\)](#) of the CRRSAA, have unmet need related to the coronavirus.

There are seven priority groups that ED has categorized as meeting the statutory focus of having additional need related to institutional and student costs associated with the coronavirus. The GTU falls under priority group 7 which provides additional support to institutions with high percentages of graduate students. Under this priority, ED is awarding funds to eligible institutions for which graduate students are 90 percent or more of their student population.

On April 26, 2021, the GTU's President signed the SAIHE Program Profile Information Form and a Certification and Agreement certifying that the allocation will be used in accordance with the CARES Act and all other applicable federal laws. The Senior Director for Financial Aid and Enrollment completed the online application and uploaded the SAIHE Program Profile and the Certification Agreement using the Grants.gov portal.

The certifying official and project director received a Grant Award Notification (GAN) from ED on August 24, 2021 authorizing an allocation of \$85,255 to be distributed between July 31, 2021 and July 31, 2022. ED used the number of graduate students enrolled at the GTU as reported on the SAIHE Program Profile Information Form to calculate the allocation.

Project Award Number: P425S210061

Certifying Official: Uriah Kim, President

Recipient Project Director: Chaitanya Motupalli, Director of Student Life and International Student & Scholars

Education Program Contact: Mose Cartier II, Department of ED

Any student continuously enrolled at the GTU in spring 2022 who experienced hardship due to the coronavirus and whose expenses were incurred after March 13, 2020, the date of the declaration of the national emergency ([85 FR 15337](#)), is eligible. Furthermore, [ED's final rule](#) on student eligibility for HEERF states that all students enrolled in an institution of higher education during the COVID-19 national emergency are eligible regardless of whether or not they completed a Free Application for Federal Student Aid (FAFSA) or are Title IV eligible, including U.S. citizens, eligible non-citizens and international students.

The Emergency Relief Fund Committee, comprised of the Associate Dean of Students, the Director for Student Life and International Students & Scholars, and the Senior Director for Financial Aid and Enrollment, identified 200 degree students actively registered for the spring 2022 term and confirmed their enrollment statuses to ensure all eligible students were given the opportunity to apply.

The Director for Student Life and International Students & Scholars sent an email inviting these students to apply online for emergency aid (See Appendix A). A total of 37 students applied of which 10 were U.S. citizens and eligible non-citizens and 27 were international.

In accordance with [section 314\(c\)](#) of the CRRSAA, the GTU must use these emergency funds to make financial grants to students and may be used for any component of their Cost of Attendance (COA) for emergency costs that arise due to the coronavirus such as tuition, food, housing, healthcare (including mental healthcare), and childcare.

The SAIHE program under the [CRRSAA](#) requires that institutions prioritize students with exceptional need, such as those who have faced significant unexpected expenses that affect their financial circumstances, such as the loss of employment, reduced income, and food or housing insecurity. The CRRSAA guidelines are similar to the [CARES Act](#) however the cost of tuition may be considered as an allowable expense.

The Emergency Relief Fund Committee convened to discuss and deliberate these requests to verify that all claimed expenses were eligible as a result of the disruption of campus operations due to the COVID-19 pandemic.

Students were ranked according to their most urgent need and the amount of their request. Highest priority was given to those with housing, income and childcare expenses, followed by those with books and supplies expenses, and least priority was given to tuition support and non-emergency travel expenses but would be considered if funding allowed. The committee was able to fund all eligible requests for emergency aid.

Grant distributions ranged between \$400 and \$900 and an email was sent to all recipients to notify them of their aid (see Appendix B).

[ED guidelines](#) stipulate that the GTU must receive affirmative consent before using emergency aid to satisfy an outstanding account balance. For that reason, the Director for Student Life and International Students & Scholars notified the students who requested that the grant credit to their student account and to confirm with them how they wished to receive their aid; posted directly to their student account to offset a tuition balance or by check or direct deposit.

The Financial Aid Office added the emergency grants to student records utilizing the GTU's Financial Aid Management System (FAMS). To ensure accuracy, a report was generated and shared with the Associate Dean of Students and the Director for Student Life and International Students & Scholars to confirm the totals for each recipient. A final crosscheck was performed by the Senior Director for Financial Aid and Enrollment.

Of the \$85,255 allocation, the remaining \$24,155 was distributed and a total amount of \$61,100 was previously distributed and reported on the prior quarterly report on January, 10, 2022, report period: October 1, 2021 - December 31, 2021.

Prior to sending disbursement files to the Business Office for final processing, the Financial Aid Office provided an Anticipated Aid report of all emergency aid recipients to cross-check charges against financial aid and to calculate a balance due or a credit refund. The report identified those who requested that their aid post to directly to their student account to offset a balance due. Emergency aid was disbursed by the Business Office on March 22, 2022.

Appendix A

Dear All,

We are in the process of disbursing the remaining funds from the Supplemental Assistance to Institutions of Higher Education (SAIHE) Program of the Coronavirus Response and Relief Supplemental Appropriations Act 2021 (CRRSAA). This funding allows us to provide federal grants to students (**both** domestic and international) that are registered full-time for the Spring 2022 term for the following purposes:

- 1) To cover any component of the student's cost of attendance (COA); and
- 2) Emergency costs that might have arisen due to Coronavirus, such as but not limited to tuition, food, housing, health care, mental health care, or childcare.

These grants will range from \$ 300 to \$ 500 (with rare exceptions made based on the applicant's circumstances) and are not considered as institutional financial aid. Receiving these grants will not impact your financial aid eligibility.

If you wish to apply for these grants, please submit this application (you can also access the application using this link: <https://forms.gle/EUsRGKqNFai7CJk3A>) by **5 pm on Monday the 28th of February 2022**. Please read the application thoroughly before filling it out.

Appendix B

Dear Student,

Thank you for applying for the grants made possible by the Supplemental Assistance to Institutions of Higher Education (SAIHE)! The GTU's Emergency Relief Fund Committee carefully reviewed your application and approved a payment of \$ XXX.XX to meet the emergency needs highlighted therein.

The grant will be disbursed as requested via a check or a direct deposit if you have already set it up with the business office. Please expect the disbursements to happen within the next two weeks. If you do not receive a check or direct deposit before the end of this month, please do let me know.

The committee sincerely hopes this grant will help provide some relief during this challenging time.