

American Rescue Plan, 2021-ARP
Higher Education Emergency Relief Fund (HEERF III) Reporting:

Emergency Financial Aid Grants to Students

University of Dubuque
Quarterly Report Ending 9-30-21

updated 3-31-2022

FINAL

Overview

The Higher Education Emergency Relief Fund III (HEERF III) is authorized by the American Recovery Act, 2021 (ARP), Public Law 117-2, signed into law on March 11, 2021 and provides an additional \$39.6 billion for the Higher Education Emergency Relief Fund. Allocation for awards under Section 2003(a)(1) includes both funds for Student Aid (CFDA 84.425E) and Institution Portion (CFDA 84.425F), as described in our Grant Award Notice and the USDE HEERF III Allocation Table under Section 2003(a)(1).

The University of Dubuque (UD) hereby addresses questions for the HEERF Quarterly Report:

1. An acknowledgement that the institution signed and returned to the Department the Certification and Agreement and the assurance that the institution has used, or intends to use, a minimum of \$3,579,221 of the funds received under Section 2003(a)(1) of the ARP Act to provide Emergency Financial Aid Grants to students.

UD Response: *A supplemental award designated for Higher Education Emergency Relief Fund (HEERF III), was made to our original Grant Award Notification (GAN) on Tuesday, May 25, 2021.*

University of Dubuque completed and submitted the Funding Certification Agreement on Monday, April 13, 2020. University of Dubuque received formal notice of funding approval on April 22, 2020.

2. The total amount of funds that the institution will receive or has received from the Department pursuant to the institution's Certification and Agreement [for] Emergency Financial Aid Grants to Students.

Updated 12-31-2021

UD Response: *University of Dubuque received \$6,216,615 in funding to be distributed among its eligible students.*

CARES, HEERF I, 4/22/2020: \$1,318,697

CRRSAA HEERF II, 1/18/2021: \$1,318,697

ARP, HEERF III, 5/21/2021: \$3,579,221

Total: \$6,216,615

3. The total amount of Emergency Financial Aid Grants distributed to students under Section 2003(a)(1) of the ARP Act as of the date of submission (calendar quarter thereafter).

UD Response: *A total of \$3,579,221 in HEERF III funding was disbursed to students.*

4. The estimated total number of students at the institution eligible to receive Emergency Financial Aid Grants to Students under Section 2003(a)(1) of the ARP Act.

UD Response: *The estimated total number of students at the University of Dubuque with eligibility based on the criteria for the HEERF III funding was approximately 2,080 students based on January 27, 2021 enrollment up through 2021 summer sessions.*

5. The total number of students who have received an Emergency Financial Aid Grant to students under Section 2003(a)(1) of the ARP Act.

UD Response: *UD awarded and disbursed HEERF III funding directly to 1993 students and an additional 87 students applied it directly to their student accounts. The awards ranged from \$500 to \$2,300 per eligible student.*

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 2003(a)(1) of the ARP Act.

UD Response: *Eligible students will meet the following requirements:*

- *You must be an enrolled graduate or undergraduate student as of January 27, 2021 up through 2021 summer sessions.*
- *You must demonstrate need, which is measured by the FAFSA.*
- *\$2,300 awarded to Pell Grant eligible FT students. (\$1,400 PT)*
- *\$2,000 awarded to FT undergraduate students (\$1,000 PT) that have an Expected Family Contribution (EFC) outside the Pell Grant parameters, but below a 15,000 EFC.*
- *\$1,700 awarded to FT students (\$600 PT) that have greater than 15,000 EFC.*
- *\$1,350 awarded to FT students (\$500 PT) that were eligible but did not file FAFSA.*

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

UD Response: *An email was sent with the following information:*

Good Afternoon,

Please read this entire email carefully.

We are informing you that we will be getting funds distributed from a Higher Education Emergency Relief Funds (HEERF III) to you. These supplemental funds are to provide emergency financial aid funding to students “for any component of the student’s cost of attendance or for emergency costs that all arise due to coronavirus such as food, housing, health care, (including mental health care) or child care.”

You will be receiving a check for XX. The check will be available for you to pick up on Friday, August 20th on the main floor in Smith Hall. You will need to provide your Student ID in order for your check to be released.

If you would prefer us to mail your check to you, please respond to this email by Friday, August 20th. We will mail your check on Monday, August 23rd.

If you would like the grant funds to be applied to your student account, please respond to this email by Wednesday, August 18th.

If your check is not picked up by August 30th, the check will be mailed to the most current address on file.

The emergency relief funds were allocated based upon students with the greatest need. This was based upon the expected family contribution (EFC) that was determined by Free Application for Federal Student Aid (FAFSA). We also took into consideration if you were enrolled full or part time and if you were in a graduate program. All of the money has been allocated at this time.

If you have any questions, please respond to this email.

Appendix I to this report:

- *Professional Judgement notice sent by Financial Aid- February 7, 2022*

APPENDIX I

2/7/2022 - Email sent to students from Financial Aid Director

Student Name,
ID# #####

The American Rescue Plan (ARP) Act of 2021 was signed into law by President Biden on March 11, 2021 to provide emergency assistance for the COVID-19 pandemic. This represents the third round of funding allocated to the University of Dubuque via the Higher Education Emergency Relief Fund (HEERF III). One provision of ARP requires the Student Financial Planning Office conduct direct outreach to financial aid applicants to inform them of the opportunity to apply for a Professional Judgement Appeal.

Financial Aid eligibility for the 2021-22 academic year is calculated based on income information from 2019 provided on the FAFSA. We understand there may be situations when a student's current financial situation is not fully reflected by the information on the FAFSA. Under the guidance of the Department of Education, these students may be considered for a special circumstances review called "Professional Judgement." If your 2019 income is not an accurate reflection of your current financial situation, you may request a review of your eligibility using more recent information.

Professional Judgement Appeals are typically available to students who meet one of the following criteria:

- For dependent students, unemployment or significant loss of income for a parent since 2019.
- For independent students including all graduate and law students, unemployment or significant loss of income for the student since 2019.
- Significant medical expenses not covered by insurance during 2020 or 2021 as a result of COVID-19.

If you believe extenuating or unusual circumstances caused by the pandemic may have impacted your financial aid eligibility, you should contact Teresa Brahm at tbrahm@dbq.edu via email, and provide a detailed explanation of the change to your situation. If it determined you are eligible for a Professional Judgement Appeal, you will receive an email with a list of required documents to process your appeal. Appeals submitted without supporting documentation will not be considered.

The Office of Student Financial Planning will assist you to understand your options and determine if additional assistance may be available based on your circumstances. Please note that not all circumstances will be eligible for consideration, and not all appeals will result in additional financial aid. Additional financial aid, including HEERF III grants, for approved appeals will be provided based on eligibility and availability of funds. If you have any questions regarding the appeal process, please do not hesitate to reach out to Teresa Brahm at tbrahm@dbq.edu.

University of Dubuque
 2021 - 2022 Award Year
 Special Circumstances Request Form

Student Name: _____ **ID:** _____

If you and your family have experienced unusual circumstances, complete this form to the best of your ability and provide the requested documentation to our office. We will review your request and respond as quickly as possible. This is not an all-inclusive list. If you have experienced a hardship that is not listed here, provide us with as much detail as possible on how the situation has affected you financially, either in terms of income loss or additional expenses.

[] **Unusual Medical & Dental Expenses** for independent students/spouse & parents of dependent students
 Amount paid for medical / dental insurance in 2020. Do not include employer's contribution:

2020 medical / dental expenses not covered by insurance: _____

Will your non-reimbursed medical / dental expenses be lower, the same, or higher in 2020 and why?

Documentation examples: 2020 Federal income tax form, Schedule A – Itemized Deduction; receipts of medical and dental payments.

[] **Elementary and Secondary School Costs** **Child Care and Dependent Care Costs**

List the family member and the amount of relevant support given for each:

<u>Name of family member</u>	<u>Age</u>	<u>Relationship</u>	<u>Amount</u>	<u>Type of Expense</u>
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Please explain if these expenses will be lower, the same, or higher in 2020 and why:

Documentation examples: receipts for tuition payments; signed itemized statement of expenses.

[] **Unusual Debts -- addresses** families with high debt payment for unusual circumstances, such as mortgages or credit card debts to cover unemployment expenses or failed business; legal fees for divorce, adoption, etc.

List the type and purpose of debt, total amount owed, and amount of monthly payments:

Type or Cause of Debt	Original Debt	Amount Owed	Mo Pmt
_____	_____	_____	_____
_____	_____	_____	_____

Please explain if these expenses will be lower, the same, or higher in 2020 and why:

Documentation examples: contract, mortgage or lien; billing or payment summary from the individual, company or agency to which the money is owed.

Income reduction -- If your income and / or your spouse's or parents' income will be less in 2021 than it was in 2020, check the appropriate reason and explain the situation below.

- Unemployment or change in employment
- Divorce or separation
- Disability of student, spouse, or parent
- Natural disaster
- Loss of untaxed income or benefit
- One time income – inheritance, moving expense allowance, IRA or pension distribution

Explanation of your situation including the dates of the change in your situation:

<u>Anticipated income for 2021:</u>	Parents	Student/Spouse
Wages, salaries, tips, severance pay, disability pay	_____	_____
Other taxable income	_____	_____
ADC / AFDC	_____	_____
Child support received	_____	_____
Other untaxed income	_____	_____

If you or your parents divorced or separated, give only your information or the information of the custodial parent. If the loss of income was due to the death of your spouse or parent, give only your information or the information of your surviving parent.

Documentation examples: signed statements documenting estimated earnings, or verification of actual social security, unemployment benefits, workers compensation benefits, or disability payments.

Certification: *The information listed on this form is true and correct to the best of my/our knowledge. I understand that knowingly giving false information will result in a review of my financial aid eligibility.*

Signature of Student _____
Date

Signature of Parent (for dependent student) _____
Date

Signature of Spouse (for married students) _____
Date