



HEERF II Grant Policy

EMERGENCY FINANCIAL AID GRANT FUNDS

AUTHORIZED by THE CORONAVIRUS RESPONSE and RELIEF SUPPLEMENTAL APPROPRIATIONS and RELIEF ACT 2021 CRRSAA PUBLIC LAW 116-260.

Chester Career College has applied for Emergency Financial Aid Grant Funds on behalf of its students. The funds shall be disbursed in the following manner:

- 1) **Eligible students have completed and returned the required Request for Emergency Grant Funds form.**
- 2) **An eligible student is a currently enrolled student.**
- 3) **The total amount of grant funds received is \$226, 932.**
- 4) **The funds will be disbursed based upon a student's need using the most recent EFC Code on file with the school.**
- 5) **The distribution bracket is as follows:**

EFC Code	Disbursement Amount
0-1000	\$3000.00
1001-3000	\$2000.00
3001-10,000	\$1500.00
10,000 and up	\$1000.00
N/A – Non Title IV	\$350.00

***Note: Disbursement amount subject to change based on number of enrolled students.**

- 6) **Funds will be disbursed by check mailed via first class mail to the address listed on the Emergency Grant Funds form once it has been signed by the student.**
- 7) **A student who elects to have a portion of the HEERF II Grant disbursed to his or her account must sign a consent form.**
- 8) **Student disbursements will be tracked using the HEERF Grant template.**
- 9) **A copy of the Emergency Grant Funds form will be maintained in the HEERF II Disbursement Binder.**
- 10) **A copy of the cashed check will be maintained in the HEERF II Disbursement Binder.**
- 11) **Students who have not cashed/deposited the disbursement checks within 15 days will be contacted by phone to ensure the disbursement has been received.**
- 12) **Upon a 30-day lapse, uncashed disbursements will be subject to Stop Payment and a new disbursement will be issued once communication with the student reconfirming the mailing address has occurred.**