

Quarterly Budget and Expenditure Reporting for HEERF I, II, and III (a)(1) Institutional Portion, (a)(2), and (a)(3), if applicable

Institution Name: _____ **Date of Report:** _____ **Covering Quarter Ending:** _____

PR/Award Number(s): P425F: _____ P425J: _____ P425K: _____ P425L: _____ P425M: _____ P425N: _____

Total Amount of Funds Awarded: Section (a)(1) Institutional Portion: _____ 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. ¹				
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.				
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.				

¹ To support expenses related to the disruption of campus operations due to coronavirus consistent with applicable law. This includes eligible expenses under a student’s cost of attendance under CARES Act Section 18004(c), or any component of a 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, per Section 314(c) of the Coronavirus Response and Relief Supplemental Appropriations Act, 2021 (CRRSAA), and Section 2003 of the American Rescue Plan Act of 2021 (ARP).

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. ²				
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 class period and to provide time for disinfection between uses.				
Replacing lost revenue from academic sources. ³				
Replacing lost revenue from auxiliary services 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.). ³				
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. ⁴				
Other Uses of (a)(2) or (a)(3) funds, if applicable. ⁵				
Quarterly Expenditures for Each Program				
Total of Quarterly Expenditures				

² 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.

³ Please see the Department’s [HEERF Lost Revenue FAQs](#) (March 19, 2021) for more information regarding what may be appropriately included in an estimate of lost revenue.

⁴ Please post additional documentation as appropriate and briefly explain in the “Explanatory Notes” section. Please note that funds for (a)(1) Institutional Portion may be used to defray expenses associated with coronavirus (including lost revenue, reimbursement for expenses already incurred, technology costs associated with a transition to distance education, faculty and staff trainings, and payroll).

⁵ Please post additional documentation as appropriate and briefly explain in the “Explanatory Notes” section. Please note that funds for (a)(2) and (a)(3) may be used to defray expenses associated with coronavirus (including lost revenue, reimbursement for expenses already incurred, technology costs associated with a transition to distance education, faculty and staff trainings, and payroll).

Form Instructions

Completing the Form: On each form, fill out the institution of higher education (IHE or institution) name, the date of the report, the appropriate quarter the report covers (September 30, December 31, March 31, June 30), the 11-digit PR/Award Number (number is found in Box 2 of your Grant Award Notification (GAN)) for each HEERF grant funding stream as applicable, the total amount of funds awarded by the Department (including reserve funds if awarded), and check the box if the report is a “final report.” Institutions that expended HEERF grant funds during the calendar quarter from January 1 – March 30, 2021 are required to post the quarterly report that involved the expenditure of HEERF II CRRSAA and HEERF I CARES Act funds. The Department did not previously affirmatively indicate this reporting requirement was in place for HEERF II CRRSAA funds. As such, institutions may have until the end of the second calendar quarter, June 30, 2021, to post these retroactive reports if they have not already done so. As of the July 10, 2021 quarterly reporting deadline, institutions are encouraged, but not required to, submit the quarterly reports (this institutional reporting form and the student quarterly report) to the Department by emailing those reports as PDF attachments to HEERFreporting@ed.gov.

In the chart, an institution must specify the amount of expended HEERF I, II, and III funds for each funding category: (a)(1) Institutional Portion; (a)(2), and (a)(3), if applicable. (a)(2) funds include Assistance Listing Numbers (ALNs) 84.425J (Historically Black Colleges and Universities (HBCUs)), 84.425K (Tribally Controlled Colleges and Universities (TCCUs)), 84.425L (Minority Serving Institutions (MSIs)), 84.425M (Strengthening Institutions Program (SIP)); (a)(3) funds are for ALN 84.425N (Fund for the Improvement of Postsecondary Education (FIPSE) Formula Grant) and 84.425S (SAIHE). Each category is deliberately broad and may not capture specific grant program requirements. Explanatory footnotes help clarify certain reporting categories. While some items in the chart are blocked out, please note that the blocking of such items is consistent with Department guidance and FAQs and is not definitive. Provide brief explanatory notes for how funds were expended, including the title and brief description of each project or activity in which funds were expended. Do not include personally identifiable information (PII). Calculate the amount of the (a)(1) Institutional Portion, (a)(2) and (a)(3) funds in the “Quarterly Expenditures for each Program” row, and the grand total of all three in the “Total of Quarterly Expenditures” row. Round expenditures to the nearest dollar. If there is no expenditure to report for a given cell, fill it with a “0.” Please refrain from using any symbols throughout the form, including but not limited to “>” or “~.”

Posting the Form: This form must be conspicuously posted on the institution’s primary website on the same page the reports of the IHE’s activities as to the emergency financial aid grants to students made with funds from the IHE’s allocation under (a)(1) of the CARES Act, CRRSAA, and ARP (Student Aid Portion) are posted. It must be posted as a PDF. No handwritten or scanned PDFs are allowed. Please refrain from adding additional material to the uploaded form. The PDF must be named in the following manner: [8- digit OPEID]_[Survey Name]_[Quarter/Year]_[Date of Release]. For example, 01177600_HEERF_Q32021_101021. The 8-digit OPEID can be found at the [DAPIP website](#) or the [NCES website](#). In the event a DUNS number applies to multiple OPEIDs, use the OPEID for the campus with the highest enrollment. The quarter pertains to the calendar year, following the same cadence the reporting periods follows. The date of release should be reported as the deadline for form submission, 10 days after the end of each reporting period. A new separate form must be posted covering each quarterly reporting period (September 30, December 31, March 31, June 30), concluding after either (1) posting the quarterly report ending September 30, 2023 or (2) when an institution has expended and liquidated all (a)(1) Institutional Portion, (a)(2), and (a)(3) funds and checks the “final report” box. IHEs must post this quarterly report form no later than 10 days after the end of each calendar quarter (October 10, January 10, April 10, July 10). Each quarterly report must be separately maintained in a PDF document linked directly from the IHE’s HEERF reporting webpage. Reports must be maintained for at least three years after the submission of the final report per 2 CFR § 200.333. Any changes or updates after initial posting must be conspicuously noted after initial posting and the date of the change must be noted in the “Date of Report” line.

Paperwork Burden Statement

According to the Paperwork Reduction Act of 1995 (PRA), no persons are required to respond to a collection of information unless such collection displays a valid OMB control number. The valid OMB control number for this information collection is 1840-0849. Public reporting burden for this collection of information is estimated to average 2 hours per response, including time for reviewing instructions, searching existing data sources, gathering, and maintaining the data needed, and completing and reviewing the collection of information. Under the PRA, participants are required to respond to this collection to obtain or retain benefit. If you have any comments concerning the accuracy of the time estimate or suggestions for improving this individual collection, or if you have comments or concerns regarding the status of your individual form, application, or survey, please contact HEERFreporting@ed.gov, U.S. Department of Education, 400 Maryland Avenue, SW, Washington, DC 20202.



April 22, 2021

Re: CRRSAA Stabilization Grant Funds Distribution

Dear Student of Mid-Plains Community College:

Mid-Plains Community College received additional Federal student assistance dollars in January, 2021 resulting from continued financial hardship as a result of COVID-19 disruptions. Institutionally we have approved student distributions ranging from \$50-\$600, based upon student financial aid eligibility and enrollment status.

The enclosed payment is being made to you as an individual. Therefore, though you will see this distribution applied/dispensed on your student account statement, it will not be included in 1098-T grants or payment for the 2021 year. In addition, the Federal Government/IRS has determined such distributions are tax exempt at this time. We recommend retaining this letter with your check stub for your tax records.

Lastly, please continue to be alert to campus notices or student messages in regards to additional funding that may remain available.

Questions:

Financial Aid @ browne@mpcc.edu or (308) 535-3600

Business Office @ peteronc@mpcc.edu or (308) 535-3777



Office of
FINANCIAL AID
Mid-Plains Community College

«first_name»,

The Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) authorized COVID-19 emergency relief funds for students. You have been awarded an emergency grant of \$«float_in_01_HEERF_II_amount» based on your FAFSA information on file with Mid-Plains Community College and your enrollment for Spring 2021 as of February 15th. As we are preparing to send you a check for your emergency grant, we would like to give you an opportunity to review your address information on file with MPCC and alert us to any changes. Checks will be sent out by mid-March.

Follow the steps below by 8:00 AM CST on Thursday, March 4th, 2021 so that we can make changes before checks are sent out.

To review your address information:

1. Log in to [CampusWeb](#)
2. Go to the Student Housing Tab
3. Click on "My Residence Information"
4. Click on "View Your Residence Information"

If your address information is correct, there is nothing further you need to do.

If you live in campus housing, your check will be delivered to your campus mailbox. Please verify that you have a room assigned on this page. If not, please see the Residence Life Director on your campus.

If you live off campus, please verify that your mailing address is correct. If it is incorrect, please email browne@mpcc.edu with your current mailing address.

Sincerely,

Erinn M. Brown
Area Director of Financial Aid
Mid-Plains Community College

«ltr_date»

Quarterly report for the Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) and the American Rescue Plan Act (ARP) Higher Education Emergency Relief Fund Emergency Financial Aid Grants to Students

October 10, 2021: Quarterly Report Covering Expenditures

The Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) and the American Rescue Plan Act (ARP) enacted by Congress on December 27, 2020 and March 11, 2021 provide institutions of higher education a two-part allocation. Funds from the student-portion of the Higher Education Emergency Relief Fund (HEERF) provide direct grant aid to eligible students whose education at MPCC was impacted by the coronavirus.

In compliance with CRRSAA and ARP reporting requirements, MPCC is reporting the use of funds distributed from the HEERF.

1. On January 19, 2021, and May 13, 2021, MPCC signed and returned to the Department of Education the Certification and Agreements and assurances the institution has used, or intends to use, no less than 50 percent of the funds received under the CRRSAA section 314 (a)(1) and ARP programs to provide Emergency Financial Aid Grants to students.
2. MPCC received **\$387,473** on January 19, 2021 and **\$1,519,446** on May 13, 2021 from the U.S. Department of Education totaling **\$1,906,919** pursuant to the institution's Certification and Agreements [for] Emergency Financial Aid Grants to Students.
3. MPCC has awarded **\$387,473** of Emergency Financial Aid Grants to eligible students under Section (a)(1) of the CRRSAA program and **\$22,500** of the ARP programs (as of 9/30/21)
4. A total of approximately **4,993** enrolled students at MPCC are eligible to participate in programs under Section 484 in Title IV of the Higher Education Act of 1965 and thus eligible to receive Emergency Financial Aid Grants under Section 314(a)(1) of the CRRSAA and ARP programs.
5. As of September 30, 2021, **960** students have received an Emergency Financial Aid Grant under Section 314(a)(1) of the CRRSAA and ARP programs.
6. MPCC used the following method to determine which students receive Emergency Financial Aid Grants and how much they receive under Section 314(a)(1) of the CRRSAA and ARP programs.
 - a. Disbursement of CRRSAA and ARP Emergency Financial Aid Grants to students issued through June 30, 2021 occurred first through automatic payments and second through supplemental applications. Emergency Financial Aid Grants to students issued from June 30, 2021 through September 30, 2021 occurred only through supplemental applications.
 - b. Students eligible to receive funding from automatic disbursement of CRRSAA Emergency Financial Aid Grants were enrolled at MPCC during the Spring 2021 semester. Automatic distribution of Emergency Financial Aid Grants to students through CRRSAA funding occurred prior to implementation of new student eligibility guidance; therefore, MPCC remained consistent with CARES Act eligibility guidance for automatic funding distribution. Students who are

considered international students, students enrolled in non-credit courses, and students enrolled in only online courses were not considered eligible for Emergency Financial Aid Grants under Section 18004(a)(1) of the CARES Act.

- c. Students eligible to receive funding through the provided online Emergency Financial Aid Grants to students application process were enrolled at MPCC after March 13, 2020 through the current semester. Opening of the online application process for supplemental Emergency Financial Aid occurred after implementation of the new student eligibility guidance; therefore, MPCC adhered to the expanded eligibility requirements issued with the new guidance as was applicable to the online application. International students and students enrolled in only online courses that submitted applications to receive supplemental Emergency Financial Aid funding after April 13, 2021 were considered eligible.
- d. 77% of CRRSAA and ARP Emergency Financial Aid Grants to students were distributed through automatic transmission and weighted towards Pell eligibility and enrollment status. Automatic disbursements issued through June 30, 2021 were issued on the following maximum payment schedule based on a combination of EFC and enrollment status:

	EFC range 0-5,711	EFC range 5,712-10,000	EFC range 10,001-20,000	EFC range 20,001 plus
Full-time	600	500	400	200
Three-quarter time	450	375	300	150
Half-time	300	250	200	100
Less than half-time	150	125	100	50

- e. 23% of CRRSAA and ARP Emergency Financial Aid Grants to students were distributed to students with exceptional need through a supplemental application process. Students completed and submitted the Application for Stabilization Funds available on the MPCC website and provided an explanation generalizing the educational hardships incurred as a result of COVID-19.
 - f. Applications were reviewed to ensure student applicants met funding eligibility requirements, documented costs incurred after March 13, 2020, and requested funds are related to campus closures as stipulated.
 - g. Qualified student applicants received additional funding disbursements based on the number of enrolled credit hours. Disbursements issued through September 30, 2021 were issued on the following maximum payment schedule:
 - i. \$600 per full-time student
 - ii. \$450 per $\frac{3}{4}$ student
 - iii. \$300 per $\frac{1}{2}$ student
 - iv. \$150 per part-time student
7. The MPCC institutional website (<http://www.mpcc.edu/coronavirusinformation>) maintains current information on eligibility guidelines for HEERF Emergency Financial Aid Grants to students issued through federal stabilization funding. Students enrolled during the Spring 2021 semester received an email from the MPCC Director of Financial Aid with

information on CRRSAA and ARP funding and issued guidance on accepting automatic distributions of grant aid. Additionally, The MPCC Director of Accounting issued a written letter that was distributed via email and with distributed checks to notify recipients of their assistance funding. Applications selected to receive a second disbursement of emergency funds also received a letter of guidance for funding distribution. *Please see posted distribution documents.

Detail for Other Uses of (a)(1) Institutional Portion Funds

Faculty and Staff Data Security Training	\$	10,127.20
FFCRA continued leave and benefits	\$	10,210.71
Loss of Revenue: Finance Charges	\$	28,970.25
CARES Administration Salary and Benefits	\$	13,668.80
Loss of Revenue: Athletic Gates	\$	4,167.50
Loss of Revenue: Cyclical Acc Para Program	\$	17,550.00
Total	\$	84,694.46