



**Higher Education Emergency Relief Fund (HEERF) II Report  
Coronavirus Response and Relief Supplemental Appropriations Act, 2021 (“CRRSAA”)  
Emergency Financial Aid Grants to Students  
Report as of September 30, 2021**

As explained in guidance and materials from the U.S. Department of Education<sup>1</sup> (the “Department”):

*The Coronavirus Response and Relief Supplemental Appropriations Act, 2021 provides funding to proprietary institutions to provide emergency financial aid grants to students with exceptional need who were enrolled on December 27, 2020 forward. Students cannot apply for assistance directly from the U.S. Department of Education but should contact their institutions for further information and guidance.*

*Institutions have the responsibility of determining how grants will be distributed to students with exceptional need, how the amount of each student grant is calculated, and the development of any instructions or directions that are provided to students about the grant.*

**Empire College (OPE ID: 00903200)** received education stabilization funds under the Coronavirus Response and Relief Supplemental Appropriations Act, 2021 (“CRRSAA”) that is designated exclusively for emergency financial aid grants to students.

Empire College appreciates that Congress and the President have made these critical funds available for eligible students who have expenses related to the disruption of campus operations due to the coronavirus pandemic. We take receipt of these federal funds seriously and are distributing them in accordance with the CRRSAA Act and Higher Education Emergency Relief Fund (HEERF) II Proprietary Institution Grant Funds for Students (CFDA 84.425Q) ((a)(4) Program) implementing guidance.

**TIMELINE:**

1. Empire College executed its Certification Agreement with the Secretary and submitted its application (via Grants.gov) for the CRRSSA on February 16, 2021.
2. Empire College received a GRANT AWARD NOTIFICATION from the U.S. Department of Education on March 2, 2021.
3. Empire College submitted a drawdown request of CRRSSA Student Grant funds (via the Department’s G5 system) on April 6, 2021. The CRRSSA Grant Funds were received by Empire College on April 9, 2021.

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<sup>1</sup> See: <https://www2.ed.gov/about/offices/list/ope/updatedheerfiaa4crrsaafaqs.pdf>

4. Empire College began issuing CRRSSA Emergency Financial Aid Grants to Students on April 8, 2021.

## **DISCLOSURES:**

The institution is making the below information available for transparency purposes and in compliance with the U.S. Department of Education's ("Department") Electronic Announcement of May 11, 2021.<sup>2</sup>

1. Empire College signed and returned to the Department the Certification and Agreement [for] Emergency Financial Grants to Students. The institution has used, or intends to use, no less than 100 percent of the funds received under the Higher Education Emergency Relief Fund (HEERF) II Proprietary Institution Grant Funds for Students (CFDA 84.425Q) ((a)(4) Program) to provide emergency financial grants to students with exceptional need.
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 Grants to Students is **\$304,589.00.**
3. The total amount of emergency financial grants distributed to students under the Higher Education Emergency Relief Fund (HEERF) II Proprietary Institution Grant Funds for Students (CFDA 84.425Q) ((a)(4) Program) **as of the date of this Fund Report is \$304,589.00.**
4. The estimated total number of students at the institution that are eligible to receive Emergency Financial Aid Grants to Students under the CRRSAA and ARP (a)(1) and (a)(4) programs as of the date of this Fund Report is 176.
5. The total number of students who have received an emergency financial grant under the Higher Education Emergency Relief Fund (HEERF) II Proprietary Institution Grant Funds for Students (CFDA 84.425Q) ((a)(4) Program) as of the date of this Fund Report is 127.
6. The methods used by the institution to determine which students receive emergency financial grants and how much they would receive under the Higher Education Emergency Relief Fund (HEERF) II Proprietary Institution Grant Funds for Students (CFDA 84.425Q) ((a)(4) Program) are provided at **Attachment A.**
7. Any instructions, directions, or guidance provided by the institution to students concerning the emergency financial grants are provided at **Attachment B.**

For questions or concerns regarding this Fund Report, please contact Roy O. Hurd, Chairman, CEO & President via Kass Von der Mehden in Empire College's Financial Aid Department, at [kvon@empirecollege.com](mailto:kvon@empirecollege.com).

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<sup>2</sup> See: [https://www.federalregister.gov/documents/2021/05/13/2021-10196/notice-of-public-posting-requirement-of-grant-information-for-higher-education-emergency-relief-fund#:~:text=Notice%20of%20Public%20Posting%20Requirement%20of%20Grant%20Information%20for%20Higher%20Education%20Emergency%20Relief%20Fund%20\(HEERF\)%20Grantees](https://www.federalregister.gov/documents/2021/05/13/2021-10196/notice-of-public-posting-requirement-of-grant-information-for-higher-education-emergency-relief-fund#:~:text=Notice%20of%20Public%20Posting%20Requirement%20of%20Grant%20Information%20for%20Higher%20Education%20Emergency%20Relief%20Fund%20(HEERF)%20Grantees)

## **Attachment A**

Following the Secretary of Education's March 19, 2021 guidance<sup>3</sup> to allocate funds based upon students with exceptional need and to ensure as wide a distribution as possible, Empire College developed an initial allocation model (Phase 1 Priority) to distribute an equal amount of \$3,000.00 to students who receive Pell grants.

Eligible recipients and the allocation model for non-Pell grant students were identified in three categories.

Phase 2 Priority 1: All DACA students currently enrolled, who became eligible to receive CRRSAA funds, were awarded \$3,000.00 based on documented need and professional judgement (ISIR/final pay stub on 12/31/2020 determined income for professional judgement).

Phase 2 Priority 2: Students with ISIR EFC of 5711 and below with documented need were awarded \$2500.00.

Phase 2 Priority 3: \$800.00 was allocated to the remaining students indicating need and based on professional judgement.

## **Attachment B**

Empire College notified and provided information to students about the emergency financial grants through the distribution of a CRRSSA Act Student Survey ("Survey"). The Survey also served as the tool by which students requested an emergency grant under this program. A copy of the Survey appears on the next page of this Report.

Students were alerted about the Survey through emails from the institution and phone call campaigns. The institution provided the Survey to students via an email through Adobe Sign. Upon completion, the Survey was returned to Empire College's Financial Aid Department for review and determination of eligibility. After determining eligibility and categorization, the institution distributed a check to the student for their emergency financial aid grant.

Empire College identified and notified through email and telephone calls those students who had not previously submitted a FAFSA and who were enrolled in eligible programs. Students were instructed to submit the FAFSA by March 9, 2021, to determine eligibility to receive the grant.

Along with the grant check, Empire College provided guidance on the intended use of the emergency grant funds.

[Initial Announcement to Pell Grant Recipients 3/5/2021 and Non-Pell Grant Recipients 4/17/2021](#)

[FAFSA Notification 2/23/2021](#)

[Instruction on Use of Funds 4/8/2021 \(Pell Grant Recipients\)](#)

[Instruction on Use of Funds 6/7/2021 \(Non-Pell Grant Recipients\)](#)

[Acknowledgment of Credit to Account](#)

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<sup>3</sup> See: <https://www2.ed.gov/about/offices/list/ope/updatedheerfia4crrsaafaqs.pdf>

EMPIRE COLLEGE STUDENT SURVEY

Coronavirus Response and Relief Supplemental Appropriations Act, 2021 (CRRSAA),  
Pub. L. 116-260 (Dec. 27, 2020).

The U.S. Department of Education has made additional Emergency Financial Aid Grants to students of our institution who need financial support. Students do not need to be Pell recipients to apply for the grant. These funds may be used for any component of the student's cost of attendance and/or for emergency costs that arise due to coronavirus, such as tuition, food, housing, health care (including mental health care) or childcare.

This application permits eligible students to apply for these need-based grants. Campus administration will use the information you provide here to determine your eligibility for a grant and the amount for which you will be eligible. Each student will be eligible for only one grant, and only one application will be considered per student. Please fill out this information neatly and completely and provide it to your campus Financial Aid Officer via AdobeSign. Students on an SPNE or Delayed Completion are eligible to apply for this grant.

Student Name: [ ] Phone Number: [ ]  
Postal Address: [ ] City: [ ] State: CA Zip: [ ]

Are you a U.S. citizen?  Yes  No If no, are you an eligible non-citizen?  Yes  No

If you answered NO to both of the above questions, you are ineligible to apply for this grant, based on the requirements outlined by the CRRSAA. If you answered YES to either of the above questions, please complete the questions below.

Has your household income decreased since March 13, 2020?  Yes  No

Please indicate your financial responsibilities below. (Check all that apply)

- I am financially responsible for my food expenses
- I am financially responsible for my housing expenses
- I am financially responsible for expenses related to my course materials to attend school
- I am financially responsible for paying for technologies while attending online classes
- I am financially responsible for my own health care costs
- I have children and am financially responsible for childcare expenses

Please describe in detail how your financial situation has changed due to the pandemic and shutdown of the economy:

[ ]

I am interested in applying some or all of my grant to my existing Empire College balance.

If indicated, you will be contacted to determine the amount you would like to apply to your current in-school balance. You will be required to sign an additional statement of agreement if you choose to assign any grant money to your existing account.

No, I don't have a balance or am not interested in applying any of my grant to my balance.

I am not interested in receiving this grant.

I attest that all information is true and accurate, and I am requesting a one-time Emergency Financial Aid Grant to help cover any emergency costs due to the Coronavirus pandemic. I understand that I will be unable to revise this request after submitting it, and I understand that the administration of my school will determine my eligibility for grant monies based on my responses to the questions above.

[ ]  
Signature

[ ]  
Date

~~~~~ For Administration Use Only ~~~~~

Administrator Name: \_\_\_\_\_ Administrator Position: \_\_\_\_\_

Student Eligibility Amount \$ \_\_\_\_\_ Amount applied to account \$ \_\_\_\_\_ Documentation attached \_\_\_\_\_