

**Brookdale Community College Federal CARES Act Emergency Fund
CARES ACT (HEERF I), CRRSA ACT (HEERF II) ARP (HEERF III)
Grants to Students Report
December 31, 2021**

1. An acknowledgement that the institution signed and returned to the Department the Certification and Agreement and the assurance that the institution has used the applicable amount of funds designated under the CRRSAA and ARP (a)(1) and (a)(4) programs to provide Emergency Financial Aid Grants to Students.
 - Brookdale Community College completed and submitted the Recipient Funding and Certification Agreement on 4/13/2020 assuring that 50% of the funds would be used as intended to provide Emergency Financial Aid Grants to students.
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 under the CRRSAA and ARP (a)(1) and (a)(4) programs.
 - Brookdale Community College received a cumulative amount of \$17,508,951.00 in funding to be distributed among its applicants.
3. The total amount of Emergency Financial Aid Grants distributed to students under the CRRSAA and ARP (a)(1) and (a)(4) programs as of the date of submission (*i.e.*, as of the initial report and every calendar quarter thereafter).
 - Brookdale Community College distributed a cumulative total of \$12,266,500.00
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.
 - Brookdale Community College estimates that with the changes to the federal requirements that determine student eligibility, 8500 students will be eligible to receive HEERF III funding.
5. The total number of students who have received an Emergency Financial Aid Grant to students under the CRRSAA and ARP (a)(1) and (a)(4) programs.
 - Brookdale Community College distributed the emergency grant program to a total of 10043 students (unduplicated) utilizing all HEERF I and HEERF II and HEERF III funds. 8132 awards were distributed during the quarter ending 12/31/21.
6. The method(s) used by the institution to determine which students receive Emergency Financial Aid Grants and how much they would receive under the CRRSAA and ARP (a)(1) and (a)(4) programs.
 - HEERF I
 - Brookdale Community College formed a committee consisting of Brookdale employees in leadership positions including The President of the college.
 - The Office of Financial aid accepted responsibility for creating processes consistent with US Department of Education Guidance and the decisions of the committee.

- All registered matriculated students who were not in an online Program, completed a FAFSA and met the definition a 'Financial Aid eligible', were provided with an online application. The application explained the process and encouraged students to enroll in direct deposit.
 - This process continued for Spring 20, Summer 20 and Fall 20 terms.
 - Applications were validated and anyone deemed eligible were selected received and Cares/HEERF 1 Act Emergency Grant of \$1000.00.
 - As of December 23, 2020, Fall 20 CARES application closed and left over funding of \$310,205.00 was utilized with the distribution of HEERF II.
- HEERF II
 - Brookdale Community College formed a committee consisting of Brookdale employees in leadership positions including The President of the college.
 - The Office of Financial aid accepted responsibility for creating processes consistent with US Department of Education Guidance and the decisions of the committee.
 - All registered matriculated students that completed a FAFSA and met the definition a 'Financial Aid eligible', were examined. Those with an EFC of 7000 or less were considered to have 'exceptional need' and were awarded without an additional application. Those with an EFC of greater than 7000 were provided with an online application. The application explained the process and encouraged students to enroll in direct deposit.
 - This process continued for Spring 21 through Summer 21.
 - Applications are validated and anyone deemed eligible were selected received a HEERF II Act Emergency Grant of \$1000.00.
 - HEERF II applications closed at the conclusion of Summer 21 and utilized funds from HEERF III to meet the obligations in this policy.
- HEERF III
 - Brookdale Community College formed a committee consisting of Brookdale employees in leadership positions including The President of the college.
 - The Office of Financial aid accepted responsibility for creating processes consistent with US Department of Education Guidance and the decisions of the committee.
 - Beginning Fall 21, all registered matriculated students active as of the date of disbursement will qualify for HEERF III. If the College has a FAFSA on file with an EFC of 7000, they will have met the 'exceptional need' criteria and will receive \$1000.00. All other others will receive \$500.00.
 - Distribution of HEERF III funds will begin in October 2021 for Fall enrollment and will continue until Spring enrollment 22.
 - The College may adjust award amounts based on fund availability.
7. Any instructions, directions, or guidance provided by the institution to students concerning the Emergency Financial Aid Grants.
- The college maintains a COVID-19 website which includes Frequently Asked Questions and provides access to information regarding the Emergency CARES Grants.
 - Students can also submit questions to COVIDquestions@brookdalecc.edu. The email address is monitored daily and questions and/or concerns are promptly responded to.