

**Coronavirus Relief and Economic Security (CARES) Act
Higher Education Emergency Relief Fund (HEERF) Reporting:**

The S.3548 Coronavirus Aid, Relief, and Economic Security Act (CARES) Act was signed into law on March 27, 2020. \$14.250 billion of the CAREs Act is funding provided to Higher Education Emergency Relief Fund (HEERF) to help higher education institutions and their students with any unforeseen expenses that they may have accrued due to the COVID-19.

Participating institutions are required to post up to date information detailing the amount of funds, how the funds were distributed, etc. Below is the most up to date information for Citizens School of Nursing as of December 28, 2020 and will be updated every 45 days thereafter.

- 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, no less than 50 percent of the funds received under Section 18004(a)(1) of the CARES Act to provide Emergency Financial Aid Grants to students.

Citizens School of Nursing completed and submitted the Funding Certification Agreement on Tuesday, April 28, 2020 with the signature of CEO, Dr. Gaspar-Yoo. Several models were tested and the end result was approved by the School Director, Financial Aid Director and the Director of AHN Nursing Schools. Citizens School of Nursing will use 50% of the funding to students impacted by the COVID - 19 pandemic.

- 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.

Citizens School of Nursing received \$87,122.00 in funding and distributed among the 2019-2020 FAFSA applicants and Title IV recipients beginning on May 2, 2020.

- The total amount of Emergency Financial Aid Grants distributed to students under Section 18004(a)(1) of the CARES Act as of the date of submission (i.e., as of the 30-day Report and every 45 days thereafter).

In the first month 97% of the funding has been given to the nursing students which is part of the initial 30 day reporting period. Since then another 3% of the funding has been spent.

- The estimated total number of students at the institution 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 to students under Section 18004(a)(1) of the CARES Act.

We have distributed to funding to 139 nursing students in the Class of 2020 and Class of 2021 which had a total of 163 nursing students.

- The total number of students who have received an Emergency Financial Aid Grant to students under Section 18004(a)(1) of the CARES Act.

At this time, the Class of 2020 (66) nursing students have been awarded an emergency Financial Aid Grant from the CARES Act of \$550. The Class of 2021 nursing students received \$800 if they were eligible for Federal Pell Grant or \$495 if they were eligible for Title IV funding excluding Federal Pell Grant aid (73 – Total). Two members of the Class of 2021 May 2020 starts were given \$1,000 total. Six members of the Class of 2021 who did not file a 2020-2021FAFSA were given \$298.66 or \$298.67 for a total of \$1,792.00.

- The method(s) used by the institution to determine which students receive Emergency Financial Aid Grants and how much they would receive under Section 18004(a)(1) of the CARES Act.

Citizens School of Nursing Financial Aid Office worked with the guidance that came out of the US Department of Education in determining a fair and equitable distribution. We targeted issuing the funds to our Class of 2020 as well as the Class of 2021 in a timely fashion so the nursing students could use the funding to assist with their food, housing, technology, health care, and child care expenses that all of them experienced since March 13, 2020. Each of our nursing students were impacted so we chose not to delay getting the CARES Act funding to the nursing students by requiring them to complete a separate application.

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

Citizens School of Nursing Financial Aid Office has sent multiple emails informing the nursing students regarding the CARES Act funding and expectations. We asked our nursing students to provide us with an updated address so we could mail the check if they were not able to visit the school during the four time slots when we followed social distancing and distributed the checks on May 19, 20 and 21, 2020. The last students checks were distributed the beginning of December 2020. We felt this was the quickest way to get the money to our nursing students.