


# CRRSAA Act: Higher Education Emergency Relief Fund Grant Distribution

## Administrative Procedure FINAID-2

Number: FINAID -2	Name: CRRSAA: Higher Education Emergency Relief Fund (HEERF II) Procedures
The Coronavirus Response and Relief Supplemental Appropriations Act, 2021 (CRRSAA) provides in part, for grant funds to be distributed to institutions of higher education, including Marshall University using a formula based on student enrollment. Of the amount allocated to each institution under this formula, at least 50 percent must be reserved to provide students with emergency financial aid grants to help assistant students with the greatest financial need. The purpose of this administrative procedure is to provide the method by which these funds will be distributed to qualifying students.	
Responsible Unit:	
Approved by: 	Approval Date: 2/9/2021

### I. PURPOSE

- A. Pursuant to the Coronavirus Response and Relief Supplemental Appropriations Act, 2021 (CRRSAA), in part, Marshall University must allocate at least 50 percent of the grant funds it receives to provide students with emergency financial aid grants to assist students with the greatest amount of need as instructed by the Department of Education.
- B. Marshall University's goal is to provide a fair and equitable method to providing funding for all eligible students.
- C. Awards provided by this Administrative Procedure will go directly to students and will not pay any obligations owed by the student to Marshall University.
- D. Awards will be limited to available funds. Nothing herein, is intended to guarantee any funds to Eligible Students.
- E. Awards will be disbursed until the CRRSAA grant funds are exhausted.

### II. DEFINITIONS

- A. **Award** – Grant funds which Eligible Students who qualify will receive a predetermined dollar amount, based upon level of “need” as determined by the EFC, and in following the guidance of The Department of Education.
- B. **COVID-19** - a mild to severe respiratory illness that is caused by a coronavirus (*Severe acute respiratory syndrome coronavirus 2 of the genus Betacoronavirus*), is transmitted chiefly by contact with infectious material (such as respiratory droplets) or with objects or surfaces contaminated by the causative virus, and is characterized especially by fever, cough, and shortness of breath and may progress to pneumonia and respiratory failure and was first identified in Wuhan, China in December 2019.

- C. **Eligible Expenses** – Any expense included in a student’s financial aid cost of attendance may be covered by a Relief Grant or a student may appeal for other expenses.
- D. **Eligible Student** – A student in a degree-seeking or an eligible certificate program who is an undergraduate, graduate or in a doctoral or professional program; Students who are enrolled in the 2021 Spring Semester and who have valid FAFSA results determining a student’s Estimated Family Contribution (EFC).

**III. PROCEDURE**

- A. An excel spreadsheet will be provided by the Financial Aid Office using the determined eligibility criteria above to the Bursars Office listing each eligible student, MUID, their estimated financial contribution (EFC) as determined by the student’s current FAFSA with the dollar amount to be awarded.
- B. Amounts were determined in cooperation with Administration and the Director of Financial Aid.

- a) If EFC is “0” – Student will receive \$1,000
- b) If EFC is “1-8,999” – Student will receive \$400
- c) If EFC is “9,000 – 26,999” – Student will receive \$300
- d) If EFC is “27,000 – 38,000” – Student will receive \$200

**IV. APPEAL**

- A. Any Student who is determined to be ineligible to apply due to not meeting Title IV Eligibility criteria may appeal the decision to the Office of Financial Aid.
- B. Any student may appeal awards for additional funding.
- C. Appeals regarding eligibility must be made within 10 days of when the Student learns they are ineligible.
- D. The decision of the Financial Aid Director or his/her designee shall be final.