

January 3, 2022

York College of Pennsylvania has received funding from the U.S. Department of Education's Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA): Higher Education Emergency Relief Fund II, which addresses the impact of the COVID-19 situation on institutions of higher education.

Below, please find additional information regarding the Act and its implementation on our campus.

1. York College of Pennsylvania acknowledges that President Pamela Gunter-Smith signed and returned to the Department both the Funding Certification and Agreement [for] Emergency Financial Aid Grants to Students Under the Coronavirus Aid, Relief, and Economic Security (CARES) Act Funding and the Certification and Agreement for the Institutional Portion of the Higher Education Emergency Relief Fund (HEERF) Formula Grants Authorized by Section 18004(a)(1) of the Coronavirus Aid, Relief, and Economic Security (CARES) Act. An additional acknowledgement was not required under CRRSAA since President Gunter-Smith provided this acknowledgement under the CARES Act. York College of Pennsylvania will use no less than the required amount received under the CRRSAA program to provide Emergency Financial Aid Grants to students.
2. York College of Pennsylvania had access to \$1,641,892 under the CRRSAA program from the Department of Education pursuant to the College's Certification and Agreement [for] Emergency Financial Aid Grants to Students. As of October 4, 2021, the College had drawn \$1,641,892 of these funds.
3. As of October 4, 2021, the College had distributed \$1,641,892 to students under the CRRSAA program.
4. At the College, there are an estimated 3,700 students 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 the CRRSAA program.
5. As of October 4, 2021, 3,701 students had received an Emergency Financial Aid Grant to students under the CRRSAA program.
6. The College used a methodology that prioritized exceptional need students and provided funds without application to registered students for the Spring 2021 semester based on an enrollment date of 3/22/2021. Prioritization of exceptional need took place as follows:
 - **Group 1:** PELL eligible residential students meeting citizenship requirements and enrolled for the Spring 2021 semester. These students received the highest award.
 - **Group 2:** PELL eligible non-residential (off-campus/commuter) students meeting citizenship requirements and enrolled for the Spring 2021 semester. These students received the second highest award.

- **Group 3:** Non- PELL eligible residential students meeting citizenship requirements and enrolled for the Spring 2021 semester. These students received the third highest award.
- **Group 4:** Non-PELL eligible non-residential (off-campus/commuter) students meeting citizenship requirements and enrolled for the Spring 2021 semester. These students received the lowest award.

The College has made any remaining funds to students demonstrating exceptional need outside of the prescribed formula used for initial grant awards. Students have submitted and may continue to submit Special Circumstance applications/worksheets requesting funds for additional assistance to the Financial Assistance Office. Assistance is granted based on a review of the submitted document(s) by the Financial Assistance Office.

7. Students received instructions/directions/guidance via email in which the College notified them of grant eligibility along with the amount of funding made available to them. Notification of the opportunity to request a special circumstance review was included in this same email. In addition, the College made a mass portal announcement along with a supplemental email to students regarding the special circumstances opportunity. The College made two subsequent more targeted portal announcements to PELL eligible students and students demonstrating financial need. The College has also provided students with portal announcements/emails regarding other economic opportunities or new consumer program initiatives created through the implementation of CRRSAA.

Attached is a copy of the College's Higher Education Emergency Relief Special Circumstances Worksheet.



**Higher Education Emergency Relief Fund
Special Circumstances Worksheet**

Please complete and return this form if you have experienced increased expenses or an economic hardship due to COVID-19.

Name _____
Last First Middle Initial

Student ID # _____

Address _____
Street City State Zip

Telephone _____ E-Mail Address _____

A. Summary of Special Circumstances: *Provide a written summary of the increased expenses or economic hardship experienced due to COVID-19 and please be specific. Attach any documentation or receipts you may have if requesting reimbursement for a specific expense incurred. If more space is needed, please attach a separate page.*

B. Certification: I certify that the information provided is true, correct, and complete to the best of my knowledge. I agree to provide proof and/or documentation of the information I have provided on this form if asked to do so by the Financial Assistance Office. I also realize that if I do not provide proof and/or documentation when asked, or if the worksheet is not completed in full, I will not receive special circumstances consideration.

SIGNATURE: _____ Date: _____

OFFICE USE ONLY	
Approved Amount: \$ _____	Check Request Date: _____
FA Administrator _____ Signature	Date: _____