

**Pennsylvania College of Art & Design Quarterly Report**  
**Higher Education Emergency Relief Fund**  
**Report through December 31, 2020**

On March 27, 2020, the President of the United States signed the CARES Act (H.R. 748), which provides emergency relief funds to organizations and individuals affected by the coronavirus pandemic. The Higher Education Emergency Relief Fund (HEERF), found in Section 18004 of the CARES Act, provides funding to institutions of higher education “to prevent, prepare for, and respond to coronavirus.”

This report provides further details on the first award Pennsylvania College of Art & Design received under the HEERF, specifically, the funds for Emergency Financial Aid Grants to students under Award No. P425F203774, consistent with the reporting requirements issued on May 6, 2020 by the Office of Postsecondary Education of the U.S. Department of Education.

In distributing these funds, the College has followed, and will follow, the instructions and guidance provided by the CARES Act, the U.S. Department of Education, Federal Student Aid, and the Certification and Agreement completed by the College. The current guidance and instructions provide institutions with discretion to develop its own system and process for determining how to allocate these funds, subject to certain limitations on student eligibility and expense eligibility. Information on that process is provided below.

**CERTIFICATION**

On May 6, 2020, Pennsylvania College of Art & Design signed and returned to the U.S. Department of Education 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.

**AWARD**

Pennsylvania College of Art & Design will receive a total of \$275,900 under Section 18004(a)(1) of the HEERF. At least \$137,950 will be distributed directly to students impacted by campus disruptions due to the Coronavirus.

**FUNDS DISTRIBUTED**

The total amount of Emergency Financial Aid Grants distributed to students under Section 18004(a)(1) of the CARES Act as of October 28, 2020 is \$137,050. The disbursement of grants began June 10, 2020.

**STUDENT ELIGIBILITY**

Pennsylvania College of Art & Design has an estimate of 320 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 Section 18004(a)(1) of the CARES Act.

## METHOD USED TO DETERMINE STUDENTS ELIGIBILITY

### 1st Distribution

77% of the funds upfront are based on an EFC tier system for students who completed a FAFSA in 2019-2020.

EFC Brackets	Grant	Count	Total	Notes
zero	\$900	46	\$41,400.00	
1-750	\$800	21	\$16,800.00	
751-2500	\$700	18	\$12,600.00	
2501-5576	\$500	21	\$10,500.00	Pell Cutoff
5578-25000	\$250	86	\$21,500.00	FY20 Tuition Max
25,000-99,999	\$100	30	\$3,000.00	
			\$0.00	
			<b>\$105,800.00</b>	First Distribution
			<b>\$32,150.00</b>	Remaining Funds

### 2nd Distribution

On September 30, 2020, the application process for the remaining \$32,150 in CARES Emergency Cash Grants commenced. The CARES Act Emergency Funds Committee reviewed 72 applications. On October 28, \$31,250 was distributed to 63 students. Grants ranged from \$250 to \$1,000 depending on the level of need.

### INSTRUCTIONS/DIRECTIONS GIVEN TO STUDENTS

The College partnered with RefundSelect, a disbursement service that provides students options as to how students would like CARES Act funds delivered. For students eligible for the CARES Act grant funds, this is a method to ensure that students receive these funds in a timely manner and one that is most convenient for each student. The RefundSelect online platform provides students with the ability to easily sign-up and receive these funds through direct deposit or paper check. Students received an email from RefundSelect with instructions and notification when a CARES Act disbursement was available. Students can also access their account at any time to see the status of their disbursements.

During the enrollment process, Heartland ECSI for a student ID number. This can be found on either on a student's ID or by logging in to the student's MYPCAD account, clicking on the My Profile tab, and choosing Account Information. The System ID listed is the Student ID. This number should be entered in RefundSelect without any letters and without any dashes. For example, if the student ID is P123-45-6789, the student will need to enter 123456789. Heartland ECSI's contact information: Customer Service Team at 1-844-760-6052, Monday-Friday 7:30am-8pm EST.

Other questions, concerns about financial aid, or payment programs, students are encouraged to contact David Hershey, Director of Financial Aid at [dhershey@pcad.edu](mailto:dhershey@pcad.edu) or Lisa Good, Bursar at [lgood@pcad.edu](mailto:lgood@pcad.edu).

## LETTER TO STUDENTS RE: CARES ACT – 1<sup>st</sup> Distribution

Dear Students,

Pennsylvania College of Art & Design is expecting to receive funding from the federal CARES Act for aid to assist students who are eligible for federal (Title, IV) financial aid with expenses related to the disruption of the campus operations caused by COVID-19. Specifically, this emergency funding is designed to pay for expenses related to campus disruption due to the pandemic.

From the CARES Act, the PCA&D will be awarded \$137,950 in direct aid to disburse to students. The College will distribute these funds based on the student's level of calculated financial need. The funds will be distributed directly to students and will not be applied to the amounts due to the College.

What this means is that we are able to directly send 77% or (\$105,800) of this relief funding to eligible students now. Students will receive these initial funds in amounts ranging from \$100-\$900. These funds are distributed based on their Estimated Family Contribution (EFC). The remainder of available funds, 23% (\$32,150), will be distributed during the next academic year. We will utilize an application process for these additional funds to be disbursed to students with additional critical needs. Please know, these funds are available to enrolled students who are eligible to participate in programs under Section 484 in Title IV of the Higher Education Act of 1965.

The College is partnering with RefundSelect, a disbursement service that provides students options as to how you would like your CARES Act funds sent to you. If you are eligible for the CARES Act grant funds, we want to ensure that you receive these funds in a timely manner and one that is most convenient for you. The RefundSelect online platform will provide you with the ability to easily sign-up and receive these funds through direct deposit or paper check. You'll receive an email from RefundSelect with instructions and notification when a CARES Act disbursement is available to you. You can also access your account any time to see the status of your disbursements.

As always, if you have questions, please feel free to reach out to our Director of Financial Aid, Dave Hershey at [dhershey@pcad.edu](mailto:dhershey@pcad.edu) or our Bursar, Lisa Good at [lgood@pcad.edu](mailto:lgood@pcad.edu)

Kind Regards,

Jonelle Matthews, Director of Finance & Administration

David Hershey, Director of Financial Aid

Lisa Good, Bursar

## LETTER TO STUDENTS RE: CARES ACT – 2<sup>nd</sup> Distribution

Dear Student,

We are in the beginning of a new school year at Pennsylvania College of Art & Design after an unusual end to the spring semester. As you may already know, Congress passed the Coronavirus Aid, Relief & Economic Security Act, known as the CARES Act in March.

Part of this funding was used to assist students who were eligible for federal (Title, IV) financial aid with expenses related to the disruption of the campus operations caused by COVID-19. Specifically, this emergency funding was designed to pay for expenses related to campus disruption due to the pandemic.

From the CARES Act, PCA&D was awarded \$137,950 in direct aid to disburse to students based on the student's level of calculated financial need. This initial round of funds was distributed directly to students in June.

The remainder of available funds, \$32,150 are available to enrolled students who are in need of additional financial resources as a result of COVID-19 and are eligible to participate in programs under Title IV of the Higher Education Act of 1965 (submitted a current FAFSA and completed all requirements.) A committee will review all applications and determine recipients who may receive funding up to \$1,000.

Thank you for your interest. Please use this [application](#) to apply. To be considered applications must be received by **Wednesday, October 7**. Applicants will be notified by October 14.

Please contact David Hershey, Director of Financial Aid, with any questions at [dhershey@pcad.edu](mailto:dhershey@pcad.edu).

Sincerely,

CARES Act Emergency Funds Committee