

**Associated Technical College Higher Education Emergency Relief Fund Under the Coronavirus Response and Relief Supplemental Appropriations Act, 2021 (CRRSAA) and American Rescue Plan Act, 2021 (ARP)**

**Student Funds Quarterly Report**

**Updated January 15, 2022**

The following report covers the time period between: April 1, 2021 and June 30, 2021.

1. Associated Technical College 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.
2. The total amount of funds that Associated Technical College 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 is \$941,983.
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 June 30, 2021 is \$323,701.
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 is 233.
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 is 396.
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 is as follows.

Associated Technical College has chosen to implement the CRRSAA Emergency Assistance Grant by providing an award to eligible students. The grant may be awarded more than once, but no more frequently than once per calendar month. This grant requires an application to be submitted by the student. The applicant will be subject to eligibility requirements established by the Coronavirus Response and Relief Supplemental Appropriations Act, 2021, by the Department of Education, and by Associated Technical College.

Associated Technical College will allow students to apply for a CRRSAA Emergency Assistance Grant, once per month. The value and monthly application limit is established in consideration of the modular nature of the Schools' training programs, as well as the varying length of the training programs. A monthly opportunity to apply will ensure that the greatest number of students are assisted, in an equitable manner.

Students in need of financial assistance in any given calendar month must submit an application in order to receive the grant. One application may be submitted by any individual student per month. CRRSAA funds are limited; therefore, submission of an application for the CRRSAA Emergency Assistance Grant does not guarantee issuance or receipt of grant funds, and the value of the award may be changed at any time based on the availability of funds.

CRRSAA Emergency Assistance Grant Eligibility Requirements:

- Submission of an application for each CRRSAA Emergency Assistance Grant.

Associated Technical College will require an application in order to ensure that funds are reserved for individuals who are in need of financial assistance. Only one application may be submitted by an individual per calendar month. The application includes an acknowledgement that, in accordance with 314(d)(7) of the CRRSAA, the funds are intended for use towards the "cost of attendance or for emergency costs that arise due to coronavirus, such as tuition, food, housing, health care (including mental health care) or child care."

- Applicants must be active students, enrolled in a training program at Associated Technical College.
- Students may receive a CRRSAA Emergency Assistance Grant no more than once per calendar month.

7. All instructions, directions, or guidance provided by the institution to students concerning the Emergency Financial Aid Grants consist of a policy overview, provided to all students ("Associated Technical College CRRSAA Grant Funds for Students"), an application for the grant ("CRRSAA Emergency Assistance Grant APPLICATION"), and a receipt ("STUDENT RECEIPT ACKNOWLEDGEMENT") issued to all students upon receipt of a grant check. These three documents are provided in the pages that follow.

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**Associated Technical College CRRSAA Grant Funds for Students**

The Coronavirus Response and Relief Supplemental Appropriations Act, 2021 (CRRSAA) has made funds available to assist students experiencing hardship caused by the Coronavirus. These funds will be issued to students through financial aid grants to students. These funds are intended to be “used for any component of the student’s cost of attendance or for emergency costs that arise due to coronavirus, such as tuition, food, housing, health care (including mental health care) or child care.”

The grant funds are held by Associated Technical College in trust; the School acts as a fiduciary for students. As such, ATC has been granted discretion to determine the amount and availability of the financial aid disbursements to students.

Associated Technical College does not condition the receipt of, or eligibility, for the CRRSAA Grant Funds for Students on continued or future enrollment with Associated Technical College or other Diversified Education Company owned institutions. Additionally, Associated Technical College does not condition the receipt of the CRRSAA Grant Funds for Students on application of the grant funds towards any outstanding tuition balance with Associated Technical College or other Diversified Education Company owned institutions.

CRRSAA Emergency Assistance Grant

Associated Technical College will offer a “CRRSAA Emergency Assistance Grant” to eligible students. The December 27, 2021 CRRSAA requires that institutions prioritize students with exceptional need, such as Pell grant recipients, in awarding financial aid grants to students. Associated Technical College has chosen to implement the CRRSAA Emergency Assistance Grant by providing an award to eligible students. The grant may be awarded more than once, but no more frequently than once per calendar month. This grant requires an application to be submitted by the student. The applicant will be subject to eligibility requirements established by the Coronavirus Response and Relief Supplemental Appropriations Act, 2021, by the Department of Education, and by Associated Technical College.

Associated Technical College will allow students to apply for a CRRSAA Emergency Assistance Grant, once per month. The value and monthly application limit is established in consideration of the modular nature of the Schools’ training programs, as well as the varying length of the training programs. A monthly opportunity to apply will ensure that the greatest number of students are assisted, in an equitable manner. Students in need of financial assistance in any given calendar month must submit an application in order to receive the grant. One application may be submitted by any individual student per month. CRRSAA funds are limited; therefore, submission of an application for the CRRSAA Emergency Assistance Grant does not guarantee issuance or receipt of grant funds, and the value of the award may be changed at any time based on the availability of funds.

CRRSAA Emergency Assistance Grant Eligibility Requirements:

- Submission of an application for each CRRSAA Emergency Assistance Grant.

Associated Technical College will require an application in order to ensure that funds are reserved for individuals who are in need of financial assistance. Only one application may be submitted by an individual per calendar month. The application includes an acknowledgement that, in accordance with 314(d)(7) of the CRRSAA, the funds are intended for use towards the “cost of attendance or for emergency costs that arise due to coronavirus, such as tuition, food, housing, health care (including mental health care) or child care.”

- Applicants must be active students, enrolled in a training program at Associated Technical College.
- Students may receive a CRRSAA Emergency Assistance Grant no more than once per calendar month.

The Department of Education has indicated that further guidance on the eligibility requirements of the CRRSAA funds will be issued in the future. Therefore, the eligibility requirements listed herein are subject to change.

Use of Funds

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All CRRSAA grant student funds are intended to assist students pay “for any component of the student’s cost of attendance or for emergency costs that arise due to coronavirus, such as tuition, food, housing, health care (including mental health care) or child care.” The funds will be made available to students in the form of a check. At this time, students are not required to document or report the manner in which they used the funds.

Tuition

The CRRSAA regulations make special mention of the use of the CRRSAA funds for tuition. If a recipient of one of Associated Technical College’s CRRSAA grant awards elects to do so, they may apply the grant funds awarded to them to pay for tuition. Those wishing to apply the funds towards tuition must indicate their wish to do so in writing, by signing and dating the portion of their application dedicated to this purpose.

The application of the CRRSAA grant funds is an optional use of the funds, made at the sole discretion of the recipient. Recipients have the right to receive a direct disbursement of the financial aid grant, in whole or in part. Furthermore, Associated Technical College does not condition the receipt of the CRRSAA Grant Funds for Students on application of the grant funds towards any outstanding tuition balance with Associated Technical College or other Diversified Education Company owned institutions.

If an applicant for one of the Associated Technical College’s CRRSAA grant funds elects to apply their funds to their tuition, they will be required to indicate this on their application, signing and dating a second time to indicate their intention and acceptance.

Grant funds applied by the recipient to their tuition balance will be directly credited to their account by the School. The balance of any grant funds will be issued in the form of a check to the recipient. The total grant amount awarded, the amount to be applied to tuition, and the balance to be issued directly to the recipient shall be indicated and acknowledged by the recipient on the application form.

Note: It should be noted that the Department of Education has indicated that further guidance on the management, use, and eligibility requirements of the CRRSAA may be issued. As such, this document and all of the guidance and requirements within are subject to change.

**Student Acknowledgement:**

I have read and understand the preceding document. By signing below, I acknowledge that I understand that award of the grant is made at the discretion of Associated Technical College and that I am not guaranteed receipt of the CRRSAA Emergency Assistance Grant funds. I further acknowledge that I have been informed and understand that eligibility for and receipt of CRRSAA grant funds are not conditional on my continued or future attendance at Associated Technical College or affiliated schools, and that I am under no obligation to apply any part of the awarded grant funds to any outstanding or future tuition balance with Associated Technical College or affiliated schools.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed name

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**Associated Technical College  
CRRSAA Emergency Assistance Grant  
APPLICATION**

The CRRSAA Emergency Assistance Grant is a grant award derived from funds issued by the Coronavirus Response and Relief Supplemental Appropriations Act, 2021. Associated Technical College offers this award to students meeting the eligibility requirements who apply for it. Students in need of financial assistance in any given calendar month must submit this application in order to receive the grant. One application may be submitted by any individual student per month. As CRRSAA funds are limited, submission of an application for the CRRSAA Emergency Assistance Grant does not guarantee issuance or receipt of grant funds, and the value of the award may be changed at any time based on the availability of funds.

**Eligibility Requirements**

1. Submission of this application for each CRRSAA Emergency Assistance Grant.
2. The student must be an active student, enrolled in a training program at Associated Technical College.
3. Students may receive a CRRSAA Emergency Assistance Grant no more than once in a calendar month.

**Use of funds**

The funds are intended for use towards the “cost of attendance or for emergency costs that arise due to coronavirus, such as tuition, food, housing, health care (including mental health care) or child care.” Recipients are not required to report their use of the funds, at this time.

**Tuition**

At the sole discretion of the applicant, funds from CRRSAA grant awards may be directly paid towards outstanding tuition balances with the School. Those wishing to apply the funds towards tuition must indicate their wish to do so in the section below in writing, by signing and dating the portion of their application dedicated to this purpose. Application are hereby notified that any application of CRRSAA grant funds towards tuition in any form is optional, and the decision to do so or not to do so has no bearing on the applicant’s eligibility for or receipt of the grant funds. Applicants are further notified that they retain the option to receive a direct disbursement of the CRRSAA grant funds.

**Application – CRRSAA Emergency Assistance Grant**

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Name: \_\_\_\_\_ Date: \_\_\_\_\_  
Student ID \_\_\_\_\_  
Grant amount applied for: \$ \_\_\_\_\_

By signing below, I acknowledge that I understand that award of the grant is made at the discretion of Associated Technical College and that I am not guaranteed receipt of the CRRSAA Emergency Assistance Grant funds. I further acknowledge that I have been informed and understand that eligibility for and receipt of CRRSAA grant funds are not conditional on my continued or future attendance at Associated Technical College or affiliated schools

\_\_\_\_\_  
Signature

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**Optional Application of CRRSAA Funds to Tuition:**

Grant amount designated for tuition by applicant: \_\_\_\_\_  
By signing below, I indicate that I request to apply the amount listed above directly to my outstanding account balance with Associated Technical College. I understand that I have the option to receive a direct

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disbursement of my CRRSAA grant award. I acknowledge that Associated Technical College does not condition receipt of CRRSAA grant funds on my application of any portion of said funds towards my outstanding tuition balance.

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Signature

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**STUDENT RECEIPT ACKNOWLEDGEMENT**

Name: \_\_\_\_\_AWARD MONTH:\_\_\_\_\_

Student ID \_\_\_\_\_

Grant amount applied for:           \$\_\_\_\_\_

Grant funds awarded:                \$\_\_\_\_\_

Applied to Tuition Balance:         \$\_\_\_\_\_

Grant funds issued:                    \$\_\_\_\_\_

By signing below, you acknowledge receipt of CRRSAA Emergency Assistance Grant funds in the amount listed above. You further acknowledge that the funds issued to you are intended for use towards the cost of attendance or for emergency costs that arise due to coronavirus, such as tuition, food, housing, health care (including mental health care) or child care.

\_\_\_\_\_

Signature