



CARES ACT FUNDING REPORT

Per the guidelines and regulations of the US Department of Education, the University of St. Thomas acknowledges that this institution 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.

Federal grant award amount: Sections 18004(a)(1) and 18004(c) of the CARES Act, Pub. L. No. 116-136 (March 27, 2020), authorized the Secretary of Education to allocate formula grant funds in the amount of **\$992,236** to the University of St. Thomas to provide Emergency Financial Aid Grants to students.

Dollar amount of funds distributed and number of students receiving support: As of Aug. 21, 2020, all of the funds have been distributed. As of Aug. 31, 2020, **\$320,353 was distributed to a total of 330 students** enrolled in the spring 2020 semester and **\$355,000 was distributed to a total of 249 students** enrolled in the summer 2020 semester through the Emergency Financial Aid Grant to students under Section 18004(a)(1) of the CARES Act. As of Aug. 31, 2020 \$316,883 was distributed to 187 for the Fall 2020 semester. This grant has been fully awarded. No further disbursements will be made for this funding award.

Special Note on the Number of UST Students Eligible to Participate in CARES Act Programs: The total number of UST students eligible* to participate in programs under Section 484 in Title IV of the Higher Education Act of 1965, and therefore eligible to receive CARES Act emergency financial aid grants is 2,566. Of those students, 547 have received an award as of July 17, 2020. *The number of eligible students excludes those ineligible for Title IV aid (e.g., non-degree seeking students enrolled in dual credit courses, non-U.S. citizens) as well as those enrolled exclusively in online programs prior to March 13, 2020, which the U.S. Department of Education deemed ineligible to receive CARES Act funds. **International, dual credit, non-U.S.-citizen, non-degreeseeking students, and students enrolled exclusively in online courses prior to March 13, 2020 are not eligible for CARES Act funding.**

Emergency Financial Aid Grants are distributed by the institution based on the following methods: Students complete an application online. There is a five -person committee reviewing the applications. Once an application has at least three reviews, the Dean of Scholarships and Financial Aid can make the award. She determines if the student is eligible for CARES Act funding. The funds are disbursed to the student account and refunded to the student. No CARES funds are kept on the student account.

The following method is used to determine which students receive grants and how much they receive under Section 18004(a)(1): Students may receive between \$250 and \$2,000. The following method is used to determine which students receive grants and how much they receive under Section 18004(a)(1): Each reviewer can rate a student up to 20 points (20 points representing the neediest applicants). The Dean of Scholarships and Financial Aid averages those ratings from at least three reviewers. Typically, students with average scores of 15-20 are awarded between \$500 and \$2,000.

Any instructions, directions, or guidance provided by the institution to students concerning the Emergency Financial Aid Grants: All students interested in CARES Act funding are directed to complete the application found at <https://stthom.academicworks.com/opportunities/1661>. Students should apply online, in the same process used by students to apply for scholarships. There is an announcement about the application, and the link is sent each week in the email sent out by the Office of Student Affairs.

University of St. Thomas CARES Act Institutional Grant Report (July 2020) PR/Award No. P425F200446: 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."

Federal grant award amount: UST received grant award number **P425F200446 from 5/4/2020-5/3/2021** in the amount of **\$992,236**. To date, a total of **\$286,255.62** has been spent toward new IT, Instructional Designer and staff positions for the pivot to online delivery and continued distance education delivery, as well as supplies and equipment related to online course delivery.

Dollar amount of funds distributed and number of jobs created and/or retained: A total of 5 new jobs were created with these funds.

University of St. Thomas CARES Act MSI Grant Report (July 2020) PR/Award No. P425L200224: 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."

Federal grant award amount: UST received grant award number **P425F200446 from 6/2/2020- 6/1/2021** in the amount of **\$155,216**.

Dollar amount of funds distributed and use of funds: To date, a total of **\$0** has been spent because the immediate focus of UST leadership and staff remains on the distribution of direct Student Aid and the Institutional Aid components of CARES Act funding.

Quarterly Budget and Expenditure Reporting under CARES Act Sections 18004(a)(1) Institutional Portion, 18004(a)(2), and 18004(a)(3), if applicable

Institution Name: _____ **Date of Report¹:** _____ **Covering Quarter Ending:** _____

Total Amount of Funds Awarded: Section (a)(1) Institutional Portion: _____ Section (a)(2): _____ Section (a)(3): _____ **Final Report?**

Category ²	Amount in (a)(1) institutional dollars	Amount in (a)(2) dollars, if applicable	Amount in (a)(3) dollars, if applicable	Explanatory Notes
Providing emergency financial aid grants to students or tuition reimbursements ³				
Providing tuition discounts				
Covering the cost of providing additional technological hardware to students, such as laptops or tablets				
Providing or subsidizing the costs of highspeed internet to students or faculty to transition to an online environment				
Subsidizing off-campus housing costs due to dormitory closures or decisions to limit housing to one student per room; subsidizing housing costs to reduce housing density; paying for hotels or other off-campus housing for students who need to be isolated; paying travel expenses for students who need to leave campus early due to coronavirus infections or campus interruptions.				
Subsidizing food service to reduce density in eating facilities, to provide pre-packaged meals, or to add hours to food service operations to accommodate social distancing.				

¹ Reports must be posted no later than 10 days after the calendar quarter (October 10, January 10, April 10, July 10) apart from the first report, which is due October 30, 2020. Please update this date if there are any changes or updates after initial posting. Any changes or updates after initial posting must be conspicuously noted.

² Please note that the categories listed may include categories that are applicable to only one or two, and not all, of the grant programs for which information must be reported on this form. Further, each category is deliberately broad and does not capture specific grant program requirements. For example, pursuant to Section 18004(c) of the CARES Act, the Section 18004(a)(1) Institutional Portion funds may only be used “to cover any costs associated with significant changes to the delivery of instruction due to the coronavirus...” and any applicable categories in the chart must meet this requirement. Please refer to the applicable Certification and Agreement and the Department’s HEERF FAQs for more information available on our HEERF website here: <https://www2.ed.gov/about/offices/list/ope/caresact.html>.

³ To support any element of the cost of attendance (as defined under Section 472 of the Higher Education Act of 1965, as amended) per the [Interim Final Rule](#) published in the *Federal Register* June 17, 2020 (85 FR 36494). Community Colleges in California, all public institutions in Washington State, and all institutions in Massachusetts have different requirements due to recent U.S. District Court actions. Please discuss with legal counsel. HEERF litigation updates can be found here: <https://www2.ed.gov/about/offices/list/ope/heerfupdates.html>.

Category ²	Amount in (a)(1) institutional dollars	Amount in (a)(2) dollars, if applicable	Amount in (a)(3) dollars, if applicable	Explanatory Notes
Costs related to operating additional class sections to enable social distancing, such as those for hiring more instructors and increasing campus hours of operations				
Purchasing additional instructional equipment and supplies (such as laboratory equipment or computers) to reduce the number of students sharing equipment or supplies during a single class period and to provide time for disinfection between uses.				
Replacing lost revenue due to reduced enrollment				
Replacing lost revenue from non-tuition sources (i.e., cancelled ancillary events; disruption of food service, dorms, childcare or other facilities; cancellation of use of campus venues by other organizations, lost parking revenue, etc.) ⁴				
Purchasing faculty and staff training in online instruction				
Purchasing additional equipment or software to enable distance learning, or upgrading campus wi-fi access or extending open networks to parking lots or public spaces, etc.				
Campus safety and operations ⁵				
Other Uses of Funds ⁶				
Quarterly Expenditures for each Program				
Total of Quarterly Expenditures				

⁴ Including continuance of pay salary and benefits to workers who would otherwise support the work or activities of ancillary enterprises (e.g., bookstore workers, foodservice workers, venue staff, etc.).

⁵ Including costs or expenses related to the disinfecting and cleaning of dorms and other campus facilities, to purchases of personal protective equipment (PPE), to purchases of cleaning supplies, to adding personnel to increase the frequency of cleaning, to the reconfiguration of facilities to promote social distancing, etc.

⁶ Please post additional documentation as appropriate and briefly explain in the “Explanatory Notes” section.

Form Instructions

This form must be conspicuously posted on the institution of higher education's (IHE's or institution's) primary website on the same page the reports of the IHE's activities as to the emergency financial aid grants to students made with funds from the IHE's allocation under section 18004(a)(1) of the CARES Act (Student Aid Portion) are posted. It may be posted directly or as a link to a PDF. A new form must be posted for each quarterly reporting period (September 30, December 31, March 31, June 30), concluding after either (1) posting the quarterly report ending September 30, 2022 or (2) when an institution has expended and liquidated all (a)(1) institutional, (a)(2), and (a)(3) funds and checks the "final report" box. IHE's must post this quarterly report form no later than 10 days after the end of each calendar quarter (October 10, January 10, April 10, July 10). For the first report using this form, institutions must provide their cumulative expenditures from the date of their first HEERF award through September 30, 2020 and posted no later than October 30, 2020. Each quarterly report must be separately maintained on the IHE's website or in a PDF document linked directly to the CARES Act reporting webpage. Any changes or updates after initial posting must be conspicuously noted and the date of the change must be noted in the "Date of Report" line.

On each form, fill out the institution name, the date of the report, the appropriate quarter the report covers (September 30, December 31, March 31, June 30), the original total amount of funds awarded by the Department, and check the box if the report is a "final report", if applicable. In the chart, IHE's must specify the amount of expended CARES Act funds for each funding category: Sections 18004(a)(1) Institutional Portion, 18004(a)(2), and 18004(a)(3), if applicable. Provide explanatory notes for how funds were expended, including the title and brief description of each project or activity allotted funds. Explanatory footnotes help clarify certain reporting categories. Calculate the amount of the Section 18004(a)(1) Institutional Portion (referred to as "(a)(1)" in the chart), Section 18004(a)(2) (referred to as "(a)(2)" in the chart), and Section 18004(a)(3) (referred to as "(a)(3)" in the chart) funds in the "Quarterly Expenditures for each Program" row, and the grand total of all three in the "Total of Quarterly Expenditures" row. Blank responses are considered \$0 for that category or column.

Paperwork Burden Statement

According to the Paperwork Reduction Act of 1995 (PRA), no persons are required to respond to a collection of information unless such collection displays a valid OMB control number. The valid OMB control number for this information collection is 1840-NEW. Public reporting burden for this collection of information is estimated to average 2 hours per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Under the PRA, participants are required to respond to this collection to obtain or retain benefit. If you have any comments concerning the accuracy of the time estimate or suggestions for improving this individual collection, or if you have comments or concerns regarding the status of your individual form, application, or survey, please contact: Jack Cox, U.S. Department of Education, 400 Maryland Avenue, SW, Washington, DC 20202.