

The US Department of Education's Certification and Agreement directs each institution applying for Higher Education Emergency Relief Funds (HEERF) to comply with Section 18004(e) of the CARES Act and submit an initial report (the "30-day Fund Report") to the Secretary thirty (30) days from the date of the institution's Certification and Agreement to the Department. In addition to reporting to the Secretary, each HEERF participating institution must post the information listed below on the institution's primary website. The Department would like to receive the most current information from the date when the institution received its allocation for emergency financial aid grants to students, and the institution should have received its allocation within a few days after submitting the Certification and Agreement. Accordingly, the following information must appear in a format and location that is easily accessible to the public 30 days after the date when the institution received its allocation under 18004(a)(1) and updated every 45 days thereafter:

SSC's Certification and Agreement date: 4/15/2020

Date of first report: 5/15/2020

1. Seminole State College acknowledges that the institution signed and returned to the Department the Certification and Agreement and assures 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.
2. The total amount of funds that the institution has received from the Department pursuant to the institution's Certification and Agreement [for] Emergency Financial Aid Grants to Students is \$581,663.
3. The total amount of Emergency Financial Aid Grants distributed to students under Section 18004(a)(1) of the CARES Act as of the date of submission (i.e., as of the 30-day Report and every 45 days thereafter).
 - As of 5/8/2020, \$172,825 of the funds have been disbursed to students
4. The estimated total number of students at the institution 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.
 - Estimated total number of students: 1,003
5. The total number of students who have received an Emergency Financial Aid Grant to students under Section 18004(a)(1) of the CARES Act.
 - As of 5/8/2020, 300 students have received an Emergency Financial Aid Grant

6. The method(s) used by the institution to determine which students receive Emergency Financial Aid Grants and how much they would receive under Section 18004(a)(1) of the CARES Act.

Seminole State College's administration took the following approaches to the disbursement of HEERF.

- A. SSC students who had been employed (not federal work study students) by SSC prior to the closure of campus due to the COVID-19 pandemic were identified as a group who fit the criteria to receive Emergency Financial Aid Grants. While the grants awarded to them are not a replacement of wages, the set amount awarded to them is for expenses that were caused by the disruption of the pandemic.
- B. It was determined that \$50,000 would be "set aside" to be awarded for the summer semester and upcoming award year based on need. An application process is being developed and will be overseen by a committee of seven (7) campus leaders.
- C. Any SSC student who was actively enrolled in at least one face-to-face Spring 2020 course as of March 23, 2020 was made eligible for a grant in the amount of \$45 per enrolled credit hour between 3 – 15 credit hours. To receive the funds, each student had to meet 3 eligibility components:
 - i. Basic Title IV eligibility – established by completing a FAFSA or by completing a CARES Act Self-certification application made available through the SSC online student portal
 - ii. Document the student had a disruption due to the COVID-19 pandemic – established by completing a CARES Act funding application made available through the SSC online student portal
 - iii. Document the student would apply the funds to eligible expenses under a student's cost of attendance such as food, housing, course materials, technology, health care, and child care - established by completing a CARES Act funding application made available through the SSC online student portal

The students were given until June 30, 2020 to complete the FAFSA and/or applications. Upon completion, the students were awarded the funds. The first disbursement of funds to students, who had completed the requirements, was made 5 business days after the information was sent to students. SSC has scheduled subsequent disbursements approximately every two weeks to disburse funds to students as they complete their documents.

Any funds unclaimed will be added to the funding mentioned in section B.

7. Any instructions, directions, or guidance provided by the institution to students concerning the Emergency Financial Aid Grants.

A webpage was created on the Seminole State website to serve as a point of information for all students.

<http://www.sscok.edu/covid19/covid.html>

The following files are posted on this page for public viewing:

[CARES Act FAQ](#)

[Video of instruction on how to complete the CARES Act Funding Application\(s\)](#)

The following emails were sent to the campus community concerning HEERF:

Date Sent	To	From	Subject Matter	Link to Email
4/22/20	Entire campus community	Melanie Rinehart, Director of Financial Assistance	Development of CARES Act Funding	Click here
5/1/20	Entire campus community	Melanie Rinehart, Director of Financial Assistance	CARES Act Funding available	Click here
5/4/20	SSS/STEM students	Janna Wilson-Byrd, Director of SSS/STEM program	CARES Act Money	Click here
5/4/20	SSS/STEM students	Janna Wilson-Byrd, Director of SSS/STEM program	CARES Act Video	Click here
5/4/20	All Faculty (to pass info to students)	Dr. Linda Goeller, Interim VP of Academic Affairs	Help our students	Click here
5/7/20	Student Wage Workers	Melanie Rinehart, Director of Financial Assistance	CARES Act Award	Click here