



March 24, 2024

The US government has expanded on the emergency funds available to students through the American Rescue Plan Act (ARP Act), signed into law March 11, 2021. The funds are also known as the Higher Education Emergency Relief Fund III funds (HEERF III).

UBTech has been authorized to disburse funds to FAFSA eligible students for any component of the student’s Cost of Attendance or for emergency costs that arise due to coronavirus. This includes tuition, food, housing, health care (including mental health), or childcare. ARP Act funds may be used for tuition and fees with the express written consent of the student. UBTech will accept an email from a student designating the funds to be applied to their student account.

“As under the CRRSAA, institutions are directed with the ARP funds to prioritize students with exceptional need, such as students who receive Pell Grants or are undergraduates with extraordinary financial circumstances in awarding emergency financial aid grants to students.”

FAFSA eligible students enrolled in COE-approved programs/courses may receive ARP Act funding. It is the intent of UBTech to administer ARP Act funds to students who demonstrate exceptional financial need, such as a student who receives Federal Pell Grant funds. Students who are not eligible to receive Federal Pell Grant funds may still be eligible for the ARP Act funds depending on the student population.

UBTech Student Affairs in conjunction with the Office of the President has established the following procedure for the distribution of the funds:

**FUNDING MECHANISMS:**

Eligibility will be determined by verifying current enrollment/completion on or after Aug 1, 2021 or October 29, 2022, in a COE approved program/course utilizing the student information system NorthStar. A complete, qualifying FAFSA will be used to determine the EFC. Awards will be made once eligibility is determined. Approximately 50% of the funding that has been allocated to UBTech will be distributed during this round. Additional funding may be made available during a second round for students at a later time.

The minimum allocation to be awarded for emergency financial aid grants to UBTech students is: \$405,617.

The reporting of real-time award take will be updated on the ARP Act information page of the UBTech website.

Number of Students Verified as Eligible	Year-To-Date Funds Distributed
565	414,300

**PROCEDURE:**

1. The Data Specialist will generate a list of eligible students for emergency grant funding via NorthStar (SIS).
2. An email will be sent to all qualifying students by the Student Success Officers via Salesforce with information about additional awards for students who demonstrate exceptional need with a link to complete an application.
3. Students who have completed a FAFSA will be awarded first based on their EFC.
4. Students who have not completed a FAFSA will be awarded next.
5. The Financial Aid Office, in conjunction with the Finance Office, will utilize the address of record or preferred address for each student and mail financial aid grant checks to those who qualify.
6. A record of those who accept and reject financial aid grants will be maintained.