

## Higher Education Emergency Relief Fund II Report – CRRSAA

### Emergency Financial Aid Grants to Students

04/19/2021

**The Culinary School of Fort Worth** (OPE ID: 042764) received education stabilization funds under section 314 (a)(1) of CRRSAA. This Fund Report applies to the student portion received under the Higher Education Emergency Relief Fund II (CRRSAA) that is designated exclusively for emergency financial aid grants to students.

The institution has received these funds and is distributing them in accordance with the CRRSAA and implementing guidance.

The institution is making the below information available for transparency purposes and in compliance with the U.S. Department of Education's ("Department") Electronic Announcement of May 13, 2021. For questions or concerns regarding this Fund Report, please contact Danielle Rueter, Director of Compliance, at [Danielle@csftw.edu](mailto:Danielle@csftw.edu)

1. The institution 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 (a)(1) program to provide Emergency Financial Aid Grants to Students.
2. The total amount of funds that the institution 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 (a)(1) program is \$47,686
3. The total amount of Emergency Financial Aid Grants distributed to students under the CRRSAA (a)(1) program as of the date of submission (i.e., as of the initial report and every calendar quarter thereafter) is \$47,686
4. The estimated total number of students at the institution that are eligible to receive Emergency Financial Aid Grants to Students under the CRRSAA (a)(1) program is 48.
5. The total number of students who have received an Emergency Financial Aid Grant to students under the CRRSAA (a)(1) program is 48
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 (a)(1) program.
7. Any instructions, directions, or guidance provided by the institution to students concerning the Emergency Financial Aid Grants.



## POLICY AND PROCEDURES for the CRRSA Act

02/10/2021

The US government has expanded on the emergency funds available to students through the Coronavirus Response and Relief Supplemental Appropriations Act, 2021, also known as the CRRSA Act. The available funds are also known as HEERF II, or Higher Education Emergency Relief Fund II funds.

The institution has currently been authorized to disburse \$47,686 to students for any component in the students Cost of Attendance. This includes room, board, transportation and personal expenses or expenses due to COVID-19. In addition, the funds may be used for tuition and fees but only with the express written consent of the student. The school will accept an email from a student if they want to designate the funds be applied to their tuition and fee account.

Unlike the HEERF I from the CARES Act, 2020; students do not have to be Title IV-eligible to receive HEERF II. Therefore, student eligibility requirements under Section 484 in Title IV of the Higher Education Act of 1965, as amended, do not apply when awarding HEERF II.

Currently the USDE does not interpret undocumented students; Deferred Action for Childhood Arrivals (DACA) students; and international students to qualify as eligible students for CRRSA Act funding. If the student has **not** filed for a FAFSA to determine if the student meets citizenship/registered non-citizen status, the student must: Complete a FAFSA for determination **or** submit documentation to substantiate citizenship/registered non-citizen status.

It is the intent of this institution to administer HEERF II funds to students who demonstrate exceptional financial need, such as students who receive Federal Pell Grants. Students who are not eligible to receive Federal Pell Grants may still be eligible for the HEERF II funds depending upon the student population, funds available, and the school's policy below.

The institution has only one program (Professional Culinary Program) with all enrolled students at full-time status. The institution will designate \$27,000 for Federal Pell Grant eligible students and \$20,686 for students ineligible for the Federal Pell Grant. The designated amounts will be evenly divided among students in each category. The institution will not discriminate in the awarding of CRRSAA grant funds and will evaluate students based on prioritizing Pell Eligible students and all students on their need to cover cost of attendance expenses. For non-Pell Eligible students, CSFTW defines exceptional need as those that experienced financial hardship directly impacting any component of Cost of Attendance and/or emergencies or hardship related to COVID-19. A certification form, signed by the student, will be used to determine exceptional need for non-Pell Eligible students.

The institution will **not** (1) condition the receipt of financial aid grants to students on continued or future enrollment in the institution, (2) use the financial aid grants to satisfy a student's outstanding account balance, unless it has obtained the student's written (or electronic), affirmative consent, or (3) require such consent as a condition of receipt of or eligibility for the financial aid grant.

CRRSA Act emergency student funding is only available to current students that are enrolled and attending classes as of 03/03/2021. The institution will apply the grant to the student by check.

**NOTE:** HEERF grants are not Title IV funds, so Title IV awarding/packaging rules do not apply. It is understood based on released guidance from the USDE that HEERF II grants are not treated as estimated financial assistance (EFA) when packaging students. Likewise, HEERF II grants are not treated as taxable income or untaxed income for Title IV federal student aid purposes.



## Exceptional Need Certification for Non-Pell Eligible Students

The US government has expanded on the emergency funds available to students through the Coronavirus Response and Relief Supplemental Appropriations Act, 2021, also known as the CRRSA Act. The available funds are also known as HEERF II, or Higher Education Emergency Relief Fund II funds. In accordance with CRRSA Act regulations, the institution will not discriminate in the awarding of CRRSAA grant funds and will evaluate students based on prioritizing Pell Eligible students and all students on their need to cover cost of attendance expenses. For non-Pell Eligible students, CSFTW defines exceptional need as those that experienced financial hardship directly impacting any component of Cost of Attendance and/or emergencies or hardship related to COVID-19. This includes room, board, transportation and personal expenses or expenses due to COVID-19.

### **Certification**

Have you experienced any financial hardship directly impacting any component of Cost of Attendance and/or emergencies or hardship related to COVID-19?

\_\_\_\_\_ Yes OR \_\_\_\_\_ No

If NO, please sign at the bottom

If YES, fill in the information below:

I, \_\_\_\_\_ (student first and last name), certify that I have experienced one or more of the following:

- ◇ Financial Hardship impacting any component of Cost of Attendance
- ◇ Emergency or Hardship directly related to COVID-19

The funds will be distributed to all students attending The Culinary School of Fort Worth that are Pell eligible or, for non-Pell eligible students, have certified they have been affected in any of the areas mentioned above.

Please provide your mailing address for the distribution check:

\_\_\_\_\_ (First and Last Name)

\_\_\_\_\_ (Street Address)

\_\_\_\_\_ (City, State Zip)

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
School Signature

\_\_\_\_\_  
Date