

**CARES Act HEERF II Reporting**  
**June 30, 2021**

Higher Education Emergency Relief Fund Quarterly Report In accordance with the reporting requirements of the Higher Education Emergency Relief Fund – Emergency Financial Aid Grants to Students, Westminster College (MO) is reporting the information below in satisfaction of the Quarterly Reporting requirement. Westminster College (MO) received the CARES Act HEERF II grant award notification on January 19, 2021. As required, the information is provided to the Department of Education through our public website on a quarterly basis until the report is final.

1. The total amount of the funds received from the Department of Education pursuant to Westminster College’s Certification and Agreement for HEERF II Emergency Financial Aid Grants to Students was \$384,322.
2. Students enrolled for the Spring 21 semester were awarded HEERF II Student Emergency Grants. Based on the Coronavirus Response and Relief Supplemental Appropriations Act, 2021 (CRRSAA), DACA and international students were not eligible to receive funds. We used the FAFSA results to confirm eligible students were US Citizens or US Permanent Residents to receive the emergency grants.
3. The Student Emergency Grants were distributed to students using the following criteria:

<b>Criteria</b>	<b>Amount per student</b>	<b>#</b>	<b>Total Awarded</b>
Enrolled Full-Time and eligible for the Federal Pell Grant	950	223	211850
Enrolled Full-Time and demonstrates financial need	625	228	142500
Enrolled Full-Time and doesn't demonstrate financial need	341	77	26257
Enrolled Part-Time	338	11	3718
		539	384325

4. Emails were sent to students on February 14 who were enrolled during the Spring 21 semester, but hadn’t submitted the 20-21 FAFSA encouraging them to submit a FAFSA by February 19 to be considered for the HEERF II Student Emergency Grant.
5. Emails were sent to students on February 22 to confirm if they were eligible for HEERF II Student Emergency Grants.
6. In the February 22 email, eligible students were asked to complete a Disbursement Authorization Form by March 4, 2021 if they wanted to apply their Student Emergency Grant to their outstanding student account balance. Checks will be distributed to students who did not complete the Disbursement Authorization Form
7. An email was sent to eligible students on March 11, 2021 to notify them their check was available to pick up in the Business Office by March 19, 2021. Checks that are not picked up will be mailed to the students’ home permanent address. The total amount of HEERF II Student Emergency Grants distributed to students was \$384,325. The additional \$3 was funded through the HEERF II institutional portion.
8. The 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 enrolled as of February 21, 2021 and thus eligible to receive Emergency Financial Grants to students under Section 18004(a)(1) of the CARES Act is 539 students.

9. Information provided to students concerning the Emergency Financial Aid Grants were communicated in individual emails to current students. The communication is provided below.

**Email sent to Students who hadn't filed a 20-21 FAFSA on 2/14/2021:**

To: Student Email  
From: Financial Aid Email  
Subject: 20-21 FAFSA and CARES Act Funding  
Date: 2/14/21

You may be aware the Federal government is releasing additional funds to colleges through the CARES Act which must be distributed to eligible students in the form of emergency grants to cover expenses (i.e. tuition, housing, food, technology, course materials, health care and child care) they have incurred as a result of being enrolled on or after December 27, 2020.

According to Federal regulations, the student must meet the criteria to be Title IV eligible to be considered for these funds. The only way we can confirm a student is Title IV eligible is for the student to submit the FAFSA (Free Application for Federal Student Aid). According to our records, you didn't submit the 2020-21 FAFSA, so you need to submit the 2020-21 FAFSA at <https://studentaid.gov/h/apply-for-aid/fafsa> by February 19 if you want to be considered for this emergency grant.

Westminster's Federal School Code is 002523.

You and your parent will need to apply for an FSA ID before you can submit the FAFSA at <https://studentaid.gov/fsa-id/create-account/launch>.

Upon receipt of your FAFSA results, we will notify you if we need additional documentation to confirm if you are Title IV eligible.

If you or your parents have questions about the CARES Act Emergency Student Grant, please contact the Office of Financial Aid at [financialaid@wcmo.edu](mailto:financialaid@wcmo.edu) or 573-592-5364.

Sincerely,  
Aimee Bristow  
Associate Vice President of Enrollment Management & Financial Aid

**Email sent to CARES Act HEERF II recipients 2/22/2021 to confirm eligibility:**

To: Student Email

From: Financial Aid Email

Subject: You are ELIGIBLE for a CARES Act Student Emergency Grant

Date: 2/22/21

Good evening!

On December 27, 2020, the Coronavirus Response and Relief Supplemental Appropriations Act, 2021 (CRRSAA) which provided funding for Student Emergency Grants through the Higher Education Emergency Relief Fund (HEERF) II was signed into law. This email confirms, you are ELIGIBLE for the CRRSAA funding.

The amount you are eligible to receive is \$341. To confirm your eligibility, we took the 2020-21 FAFSA results and your Spring 21 semester enrollment status into consideration.

If you currently owe an outstanding balance, your Student Emergency Grant can be applied to your student billing account to reduce your outstanding balance for the spring semester. To have the funds credited to your student billing account, you must complete the Student Emergency Grant Disbursement Authorization Form on the Finances tab in MyWC at [https://mywc.westminster-mo.edu/ICS/Finances/Finances\\_Homepage.jnz?portlet=EX\\_FormFlow\\_-\\_Forms&screen=FormView&form=9d4b1c0d-b30e-45ec-8f06-533816a0f45a](https://mywc.westminster-mo.edu/ICS/Finances/Finances_Homepage.jnz?portlet=EX_FormFlow_-_Forms&screen=FormView&form=9d4b1c0d-b30e-45ec-8f06-533816a0f45a) by Thursday, March 4. After receipt of the form, the funds will be credited to your student billing account by Friday, March 19.

If you do not complete the Authorization Form, the Business Office will generate a check for you by Friday, March 19. You will receive an email from the Business Office when the check is available for you to pick up in the Business Office.

If you have questions about the funding, please contact the Financial Aid Office at [financialaid@westminster-mo.edu](mailto:financialaid@westminster-mo.edu).

Aimee Bristow

Associate Vice President of Enrollment Management & Financial Aid

P : 573-592-5364

E: [aimee.bristow@westminster-mo.edu](mailto:aimee.bristow@westminster-mo.edu)

**Email sent to CARES Act HEERF II recipients 3/11/2021 to confirm distribution:**

To: Student Email  
From: Financial Aid Email  
Subject: CARES Act/HEERF II Check is ready in the Business Office  
Date: 3/11/21

Good Afternoon,

Your CARES Act/HEERF II Student Emergency Grant Check is ready to pick up in the Business Office starting today, March 11.

You must bring your student ID in order to receive your check.

Business Office hours are 8am-5pm Monday through Friday.

If your check is not picked up by 5pm on March 18, 2021, it will be mailed to the home address on file.

Thank you,  
Business Office  
[businessoffice@westminster-mo.edu](mailto:businessoffice@westminster-mo.edu)