

**Community
College
of Philadelphia**

1700 Spring Garden Street
Philadelphia, PA 19130-3991
215.751.8000 www.ccp.edu

September 30, 2020

Secretary of Education Betsy DeVos
U.S. Department of Education
400 Maryland Avenue, SW
Washington, D.C. 20202
Via Mail and Email to HEERF@ed.gov

Re: September 30 Report on CARES Act Emergency Financial Aid Grants to Students

Dear Secretary DeVos,

On April 13, 2020, the Community College of Philadelphia (“the College”) signed the Recipient’s Funding Certification and Agreement for Emergency Financial Aid Grants to Students under the Coronavirus Aid, Relief, and Economic Security (CARES) Act (“Certification”). This Certification relates to the student portion of the funding in the amount of \$8,051,216 which the College was pleased to receive to assist students that have incurred expenses related to the disruption of campus operations due to COVID-19.

Per Section 18004(e) of the CARES Act, the College is required to submit a report to the United States Department of Education within thirty (30) days of signing the certification and every forty-five (45) days thereafter on: (1) how grants were distributed to the students, (2) the amount of each grant awarded to each student; (3) how the amount of each grant was calculated, and (4) any instructions or directions given to students about the grants. However, two IFAP Electronic Announcements, dated May 6, 2020 and August 31, 2020, appear to have modified the public reporting requirement, instead requiring recipients to post seven categories of information on the school’s website and update that information quarterly, namely:

- 1) An acknowledgement that the College has signed and returned the Certification, and assurance that the College has used or intends to use no less than 50% of the funds for student grants;
- 2) The total amount of CARES Act funding that the College will receive or has received pursuant to the College’s Certification and Agreement for Emergency Financial Aid Grants to Students;
- 3) The total amount of grants distributed to students under 18004(a)(1) of the CARES Act as of the date of the College’s submission/posting (i.e., 30 days after receiving allocation, and every 45 days thereafter);
- 4) The estimated total number of students at the College eligible to participate in programs under Section 484 in Title IV;

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- 5) Total number of students who have received a grant under 18004(a)(1) of the CARES Act;
- 6) The method(s) the College used to determine which students receive grants, and how much they would receive; and
- 7) Any instructions, directions, or guidance provided by the College to students concerning the Emergency Financial Aid Grants.

The College has and will continue to supply this information on its public website at: <https://myccp.online/how-access-virtual-student-support-services/cares-act-student-emergency-fund> and <https://www.ccp.edu/consumer-information> (College Information → Financial Information → Cares Act Information).

In an abundance of caution, however, the College also will continue to submit this direct report to the Department containing the four items noted in Section 18004(e), namely: (1) how grants were distributed to the students, (2) the amount of each grant awarded to each student; (3) how the amount of each grant was calculated, and (4) any instructions or directions given to students about the grants.

As of September 24, 2020, the College has estimated that 9,239 students at the College were eligible to participate in programs under Section 484 in Title IV for Spring 2020. This figure represents those Spring 2020 CCP students who demonstrated their Title IV eligibility and have a valid FAFSA on file as of this precise date, less those who were enrolled exclusively in online programs as of March 13, 2020. It is possible, however, that some portion of these students, while Title IV eligible, did not incur eligible CARES Act expenses. That is, according to the CARES Act and guidance from the Department of Education, the “sole and exclusive purpose” for these student grants is for “expenses related to the disruption of campus operations due to coronavirus, such as food, housing, course materials, technology, health care, and child-care expenses.”

Using that eligibility criteria, the College used the following methods to determine which students received grants and how much they would receive:

- a. Allowable Maximum Award Amount per Expense Category:
 - i. Books and Supplies: \$500-750
 - ii. Transportation: \$500 (based on monthly transpass cost of \$100)
 - iii. Food: \$1,500
 - iv. Housing (rent, utilities, etc.): \$1,000
 - v. Healthcare: \$1,000
 - vi. Childcare: \$1,000

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As of September 24, 2020, \$5,983,350 of the CARES Act funds have been distributed directly to students via check or direct deposit. 5,458 students have received grants of at least \$500. In attachment A, we have provided the individual award disbursements per student under 18004(a) (1) of the CARES Act to date.

The instructions, directions, and guidance provided by the College to students concerning the Emergency Financial Aid Grants is located on the College's website along with Additional CARES Act student Consumer Information and Instructions may be viewed through the Virtual Student Support Services page on MyCCP at <https://myccp.online/how-access-virtual-student-support-services>.

Sincerely,

DocuSigned by:

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Robert Forest

Director of Financial Aid and Project Director for CARES Act (Student Allocation)

cc: Samuel Hirsch, Ed.D., Vice President of Academic and Student Success
Jacob Eapen, Vice President of Business & Finance
Gim Lim, Assistant Vice President of Accounting & Controller
Pat Warner, Director of Grants and Strategic Philanthropy

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