

**Heartland Community College's Emergency funding from the Coronavirus Response and Relief  
Supplemental Appropriations Act, 2021 (CRRSAA)  
Award Number P425F202289**

The Coronavirus Response and Relief Supplemental Appropriations Act, 2021 (CRRSAA) has awarded Heartland Community College \$3,654,736 for Institutional Costs as governed by Section 314(a)(1) of CRRSAA. Heartland Community College acknowledge the award by emailing the Department of Education ([Suzanne.ulmer@ed.gov](mailto:Suzanne.ulmer@ed.gov)) on January 19, 2021. The College may, but is not required to, use funds designated for the Institutional Costs to provide additional emergency financial aid grants to students to ensure learning continues for students during the COVID-19 pandemic. If the College chooses to use funds designated for Institutional Costs to provide such emergency financial grants to students, then the funds are subject to the requirements in the Funding Certification and Agreement for the Coronavirus Response and Relief Supplemental Appropriations Act, 2021 (CRRSAA) Emergency Financial Aid Grants to Students, HEERF II, under the CARES Act entered into between the College and the Department of Education.

**Procedure For Institution To Use Emergency Relief Funds For Institutional Costs/Lost Revenues**

In accordance with the provisions of CRRSAA Emergency Funding for Higher Educational Institutions Relief Fund, the College has established procedures for identifying institutional costs as authorized under Section 314(a)(1) of the CRRSAA Act which can be covered by the Institutional Portion of the Relief Fund. The review of institutional costs will identify the following costs to be covered by the CRSA Act:

- (1) Institutional costs of the College to provide refunds/credits to students for room and board, tuition, and other fees as a result of significant charges to the delivery of instruction, including interruptions in instruction, due to the coronavirus.
- (2) Institutional costs to expand remote learning programs, build IT capacity to support such programs, and train faculty and staff to operate effectively in a remote learning environment.
- (3) Any costs associated with significant changes to the delivery of instruction due to the coronavirus.
- (4) Costs the College has on a reasonable basis and consensus the costs are due to the coronavirus.
- (5) Costs the College incurs to continue to pay employees and contractors during the period of disruptions and closures related to the coronavirus and to the greatest extent practicable.
- (6) Defraying expenses associated with lost revenue due to the coronavirus.

The review of institutional costs will identify the following costs **not** to be covered by the CARES Act:

- (1) Payment to contractors for the provision of pre-enrollment recruitment activities, which include marketing and advertising.
- (2) Endowments.
- (3) Capital outlays associated with facilities related to athletics, sectarian instruction, or religious worship.

- (4) Senior administrator and/or executive salaries, benefits, bonuses, contracts, incentives; stock buyback, shareholder dividends, capital distributions, and stock options; and any other cash or other benefit for a senior administrator or executive.

**Procedure For The Institution To Use Emergency Relief Funds For Student Emergency Relief**

Emergency Grants awarded to Students with the Institutional Emergency Relief Funds will follow the same guidelines and procedures noted under Eligibility Criteria – Student Emergency Relief Funding.