

CARES Act Reporting

National Louis University submits 45-day Higher Education Emergency Relief Fund report to Department of Education Secretary as of August 14, 2020

The Department of Education directs each institution receiving Higher Education Emergency Relief Funds (HEERF) that are to be used for Emergency Financial Aid Grants to students to comply with Section 18004(e) of the Coronavirus Aid, Relief and Economic Security (CARES) Act and submit an initial report to the Secretary thirty (30) days from the date when the institution received its allocation under 18004(a)(1) and updated every 45 days thereafter. The Department of Education also requires each institution receiving an Institutional Portion and Minority Serving Institution Portion of HEERF funds to provide quarterly reporting on the use of such funds on a quarterly basis in accordance with Sections 15011(b)(2) and 18004(c) of the CARES Act.

The University received its allocation for Emergency Financial Aid Grants on April 24, 2020 and made a report on May 20, 2020 and June 30, 2020. This report is being made as of August 14, 2020 and covers the University's reporting of its utilization of the Emergency Financial Aid Grants to students as well as the Institutional Portion on Minority Serving Institution funds received under HEERF.

Each HEERF participating institution must post the information listed below on the institution's primary website. Accordingly, the University is providing this information to the NLU community in compliance with this directive.

Required Communication Related to Emergency Financial Aid Grants to Students

- 1. An acknowledgement that the institution signed and returned to the Department the Certification and Agreement and the assurance that the institution has used, or intends to use, no less than 50 percent of the funds received under Section 18004(a)(1) of the CARES Act to provide Emergency Financial Aid Grants to students.**

National Louis University acknowledges the institution signed and returned to the Department of Education the Certification and Agreement for the Student Portion of funds on April 9, 2020. The University signed and returned to the Department of Education the Certification and Agreement for the Institutional Portion of funds on April 23, 2020. The University intends to use no less than 50 percent of the funds received under Section 18004(a)(1) of the CARES Act 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.**

The University has been allocated \$1,517,049 for Emergency Financial Aid Grants to Students and has received \$770,500 to date.

3. **The total amount of Emergency Financial Aid Grants distributed to students under Section 18004(a)(1) of the CARES Act as of the date of submission (i.e., as of the 30-day Report and every 45 days thereafter).**

As of August 14, 2020, the University has distributed \$770,500 in Emergency Financial Aid Grants to students under Section 18004(a)(1) of the CARES Act.

4. **The estimated 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 thus eligible to receive Emergency Financial Aid Grants to students under Section 18004(a)(1) of the CARES Act.**

As of August 14, 2020, the estimated 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 for the Summer 2020 academic term (as evidenced by a completed FAFSA on file with the University) and thus eligible to receive Emergency Financial Aid Grants to students under Section 18004(a)(1) of the CARES Act is 4,539.

Pursuant to Department of Education guidelines, students who were enrolled exclusively in online courses are not eligible to receive Emergency Financial Aid Grants. The approximate number of students enrolled in exclusively online courses included in the estimated total number of students eligible to participate in programs under Section 484 in Title IV of the Higher Education Act of 1965 for the Summer 2020 academic term (as evidenced by a completed FAFSA on file with the University) is 1,568.

5. **The total number of students who have received an Emergency Financial Aid Grant to students under Section 18004(a)(1) of the CARES Act.**

As of August 14, 2020, the total number of students who have received an Emergency Financial Aid Grant under Section 18004(a)(1) is 1,541.

6. **The method(s) used by the institution to determine which students receive Emergency Financial Aid Grants and how much they would receive under Section 18004(a)(1) of the CARES Act.**

To ensure the University distributes Emergency Financial Aid Grants to students who incurred expenses related to the disruption of campus operations due to the

coronavirus, such as food, housing, course materials, technology, health care and child-care expenses, the University developed an application process through which students could apply for such funding. On this grant application, students are asked to provide information about their financial need because of the coronavirus. The University determined that an application process was better to capture the students to which grants would be provided as this would help ensure that students with need resulting from the coronavirus would receive monies as opposed to providing monies to all students, some of who might not have need.

A University committee was formed to review submitted applications to first determine if the student met the eligibility for aid under the CARES act criteria (i.e. Title IV eligible, not a fully online student, etc.) and incurred expenses as a because of the disruption of campus operations due to the coronavirus. If the student meets all these criteria, they receive a Emergency Financial Aid Grant for \$500 for each term for which they applied for the grant. Students receive the Emergency Financial Aid Grants by either paper check or ACH. As funding permits, the University will continue to make the funds available to applicants in the upcoming summer, fall and winter terms.

7. Any instructions, directions, or guidance provided by the institution to students concerning the Emergency Financial Aid Grants.

The University posted a general announcement regarding Emergency Financial Aid Grants on the COVID-19 section of its website on April 6, 2020 for the Spring term and July 13, 2020 for the Summer term. A link to this announcement can be found at www.nl.edu/alert. Students were also made aware of these funds and the application process through various methods, including direct e-mails, references to such in e-mail correspondences and in communications by student counselors, advisors and coaches.

Emails are sent to all students who receive an Emergency Financial Aid Grant. The text of this email can be found below. Grant recipients are provided notification that the grant was funded by the CARES Act as well as the requirement of the student to use the funds on expenses related to the disruption of the University campus operations due to the coronavirus. The notice to the students also indicated that by accepting these funds, they agree to spend the monies for the purposes indicated on their application.

Communication Related to Institutional Portion and Minority Serving Institution funds received under HEERF

The University signed and returned to the Department of Education the Certification and Agreement for the Institutional Portion of funds and the Minority Serving Institution portion of funds on April 23, 2020 and May 1, 2020, respectively.

The University has been allocated \$1,517,049 related to the Institutional Share of HEERF and has spent \$451,052 to date. These amounts spent have been identified as having a clear nexus to the significant changes the University incurred to provide for the delivery of instruction due to the coronavirus including technological enhancements to support the move to fully online, providing technology equipment for students, purchasing personal protective equipment and enhanced signage for our campuses. The funds have also been spent on providing room and board refunds to our students.

The University was allocated and received \$223,012 of Minority Serving Institution funds under HEERF. These funds were utilized to provide reimbursement to the University for lost revenue incurred in a variety of areas, including the required cancellation of conferences and workshops and the required closing of the University's Dining Room and Cafeteria.

Text of email to recipients of Emergency Financial Aid Grants

April 28, 2020

Dear <Student>

Sent electronically to <Student's E-mail Address>.

Dear <Student>,

On behalf of the Student Emergency Fund Committee, I am pleased to inform you that your request from the NLU Emergency Fund has been granted in the amount of \$500.

The funds that you will be receiving were part of the monies the University received from the United States Treasury in connection with the Coronavirus Aid, Relief, and Economic Security (CARES) Act. These funds are to be spent on expenses related to the disruption of the University campus operations due to coronavirus, such as food, housing, course materials technology, health care and child-care expenses. By accepting these funds, you agree to spend the monies for this purpose. If you have not used the funds you received toward any of the expenses listed above, please let us know.

National Louis will be issuing these funds to you via ACH if you are set up with direct deposit with Heartland-ECSI or, if you are not, you will be receiving a paper check in the mail sent to the address that we have on file for you.

If you have questions, please email bcallahan3@nl.edu.

Sincerely,

Brigid Callahan
Executive Director of Student Financial Services