



FIVE TOWNS COLLEGE

Higher Education Emergency Relief Fund – Emergency Financial Aid Grants to Students

NOTICE and APPLICATION

May 7, 2020

Dear Student:

Section 18004(e) of the Coronavirus Aid, Relief, and Economic Security Act (CARES) directs institutions of higher education receiving funds under the Act to use no less than 50 percent of the fund to provide Student Emergency Financial Aid Grants (SEFAG) to students for expenses related to the disruption of campus operations due to coronavirus. Eligible expenses include those related to the Cost of Attendance, such as for food, housing, course materials, technology, healthcare, and childcare.

Institutions of higher education are vested with discretion to determine the amount of each individual SEFAG consistent with all applicable laws including non-discrimination laws. The U.S. Secretary of Education has recommended that the maximum Federal Pell Grant for the applicable award year as an appropriate maximum amount in most cases. The Secretary asks that institutions be mindful of each student's particular socioeconomic circumstances in the staging and administration of these grants.

In furtherance of its responsibilities under the CARES Act, Five Towns College will distribute these funds to students who are eligible to participate in Title IV Student Financial Aid programs as documented by a Free Application for Federal Student Aid (FAFSA) filed with the College.

In order to participate in the allocation process, eligible students must sign and return to the College the attached Certification Statement. In appropriate cases, such as for those seeking reimbursement for allowable expenses, paid receipts or other evidence of expense should be submitted in support. A brief description of the expense may also be provided to support the request.

Although these funds are not considered to be Financial Aid, and therefore are not included in the Cost of Attendance calculation, requests for funding will be considered based on the student's Expected Financial Contribution (EFC) as determined by the USDOE in the Needs Analysis Process, beginning from lowest to highest EFC.

The College will fund allowable and supported expenses until its allocation is exhausted. If the funds are not exhausted, they will be distributed in subsequent rounds until the fund is depleted. In accordance with governmental regulations, funds should be spent within one year. To assure the widest distribution of available funds, the College establishes a maximum award of \$1,000 and a minimum award of \$50 in any round. Current students may request additional funding in a subsequent round, subject to continued eligibility and availability of funding.

To receive priority review, complete applications for funding should be received by Friday, May 15th. Complete Applications will be processed beginning Monday, May 18th, with award notifications being sent thereafter. Under current guidelines, only those individuals who were students at the College during the Spring 2020 are eligible to participate in this program.

Additional questions may be submitted to FTCCARES@ftc.edu.

I. CERTIFICATION STATEMENT

I, _____ (Print Student Name), hereby request a Student Emergency Financial Aid Grant (SEFAG) under the CARES Act, to reimburse me for the items listed below. I certify that I am eligible to participate in Title IV SFA programs and have filed a Free Application for Federal Student Aid (FAFSA) with the College. I have attached documentation as required.

(Please check all that apply. In the space provided, please indicate the amount and describe the nature of the expense. Provide paid receipts for expenses to the extent available. Attach additional sheets as necessary.)

_____ **FOOD EXPENSES**

I hereby request funding in the amount of \$_____ to cover unanticipated food expenses, which I have incurred as a result of the disruption. *(Not an option for resident students who will be receiving a refund of unused meal plan charges.)* The food expenses I have incurred are described as follows:

_____ **HOUSING EXPENSES**

I hereby request funding in the amount of \$_____ to cover the unanticipated housing expenses, which I have incurred over and above the housing refund provided to me as a result of the disruption. *(Not an option for commuter students who continue to reside at home.)* The housing expenses I have now incurred are described as follows:

_____ **COURSE MATERIALS**

I hereby request funding in the amount of \$_____ to cover the cost of course materials that I needed to acquire to learn from home, and which I have incurred as a result of the disruption. The course materials I have had to purchase are described as follows:

_____ **TECHNOLOGY**

I hereby request funding in the amount of \$ _____ to cover the costs associated with technology that I needed to obtain in order to learn from home, and which I have incurred as a result of the disruption. The technology I have had to obtain is described as follows:

_____ **HEALTHCARE**

I hereby request funding in the amount of \$ _____ to cover additional healthcare costs which were not otherwise covered by my health insurance and which I have incurred as a result of the disruption. The nature of the services and expenses I have had to incur are described as follows:

_____ **CHILDCARE**

I hereby request funding in the amount of \$ _____ to cover unexpected childcare costs for a dependent of mine, which were not otherwise covered and which I have incurred as a result of the disruption. The nature of the services and expenses I have had to incur are described as follows:

II. SUMMARY CHART

Please complete this summary chart (amounts must match Section I):

Category	Amount
FOOD	\$
HOUSING	\$
COURSE MATERIALS	\$
TECHNOLOGY	\$
HEALTHCARE	\$
CHILDCARE	\$
Total	\$

I certify that the statements made on this Notice and Application are accurate and correct. I have included a description of the costs I have incurred and, to the extent available, I have provided paid receipts. To the extent receipts are not available, I certify that the expenses were incurred by me or on my behalf and that I am responsible for them. I understand that the College will be disbursing Federal funds under the CARES Act in reliance on the statements I made herein. I understand that false statements may be punishable to the full extent provided by law.

Signature: _____ Date _____, 2020

Return this form via mail to:

**FIVE TOWNS COLLEGE
Emergency Student Financial Aid
305 North Service Road,
Dix Hills, NY 11746**

or

Scan and email with supporting documentation to: FtcCares@ftc.edu