

Information on this Policy is current as of July 1st, 2021

## Emergency Relief Fund Reporting – Emergency Financial Aid Grants to Students

1. On February 4, 2021, Paul Mitchell The School East Bay completed and returned to the Department of Education the Certification and Agreement and the assurance that the institution has used, or intends to use 100 percent of the funds received under Section 18004(a)(1) of the CARES Act to provide Emergency Financial Aid Grants to students.
2. Paul Mitchell The School East Bay was allocated \$190,574 from the Department of Education pursuant to the institution’s Certification and Agreement for Emergency Financial Aid Grants to Students.
3. Paul Mitchell The School East Bay distributed a total of \$95,288.96 Emergency Financial Aid Grants to students under Section 18004(a)(1) of the CARES Act, as follows;
  - \$95,288.96 was distributed to approximately 133 students as Emergency Financial Aid Grants under Section 18004(a)(1) of the CARES Act.
4. \*133 students are receiving an Emergency Financial Aid Grant to students under Section 18004(a)(1) of the CARES Act.
  - As of 7/1/2021, 133 students have cashed their checks.

*\*Footnote: For the purposes of this report, institutions may determine the number of eligible students based on the number of students for whom the institution has received an Institutional Student Information Record (ISIR) plus the number of students who completed an alternative application form developed by the institution for this purpose. The institution may then apply this number to its own methodological framework for disbursement of funds to produce a final total of eligible students at the institution. The institution is not asked to make assumptions about the potential eligibility of students for whom the institution has not received an ISIR or an alternative application.”*

**March 29, 2021**

Subject: Policy on distribution of CARES Grant funds to students

To address the pressing financial need of higher education schools and students due to the disruption of campus operations from coronavirus, Paul Mitchell The School East Bay received a grant in the amount of \$190,574 from the U.S. Department of Education. The funds must be used to cover expenses related to the disruption of campus operations due to coronavirus (including eligible expenses under a student's cost of attendance, such as food, housing, course materials, technology, health care, and childcare). Students attending campuses in Paul Mitchell the School East Bay must meet the following criteria to receive funds from this grant:

1. Only students who are or could be eligible to participate in programs under Section 484 in Title IV of the Higher Education Act of 1965, as amended (HEA), may receive emergency financial aid grants. If a student has filed a Free Application for Federal Student Aid (FAFSA), then the student has demonstrated eligibility to participate in programs under Section 484 the HEA. The criteria to participate in programs under Section 484 of the HEA include but are not limited to the following: U.S. citizenship or eligible noncitizen; a valid Social Security number; registration with Selective Service (if the student is male); and a high school diploma, GED, or completion of high school in an approved homeschool setting.
2. Must be currently enrolled in a Title IV eligible program during the Application period between March 13, 2020 and March 11, 2021.
  - a. Students who took a "Leave of Absence" on or after March 13,2020 are eligible.
  - b. Students who withdrew by March 11, 2021 or before are not eligible.
3. Must be 18 years or over, or if younger, currently receiving Title IV assistance.
4. Must have a graduation date on or after December 27,2020.

The school will distribute the funds to each eligible student based on a “share” system as follows:

- 3 Shares: Student has been awarded a PELL Grant & Direct Loan
- 2 Shares: Student has been awarded a PELL Grant or Direct Loan
- 1 Share: Student is a “Cash Pay”

For example:

		Total Grant Amount		\$ 10,000	
	Number of Students	Total Shares	Grant Amount Per Student	Total Grant Amount Per Share System	
3 Shares	5	15	\$ 1,304.35	\$ 6,521.74	
2 Shares	3	6	\$ 869.57	\$ 2,608.70	
1 Share	2	2	\$ 434.78	\$ 869.57	
<b>Total</b>	<b>10</b>	<b>23</b>		<b>\$ 10,000.00</b>	

Average Grant Amount Per Student \$ 1,000

If the student does not cash their grant check within 60 days of the check date, the funds will then be disbursed to other eligible students.

Date of Disbursement: March 29,2021

Total Amount of Disbursement: \$95,288.96

Average Disbursement Amount Per Student: \$716.45

Total Number of Students Receiving a Disbursement: 133

Each eligible student will need to sign the Student Agreement for the CRRSAA Act document to acknowledge acceptance of the terms of the grant before the funds will be disbursed. The accounting of the funds will be tracked by the school and reported to the U.S. Department of Education.

Kevin Heebner, National Operations Leader