

Information on this Policy is current as of September 30, 2020.

Emergency Relief Fund Reporting – Emergency Financial Aid Grants to Students

1. On July 9, 2020, Paul Mitchell The School - Sacramento 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.
2. Paul Mitchell The School - Sacramento received \$375,176 from the Department pursuant to the institution's Certification and Agreement [for] Emergency Financial Aid Grants to Student.
3. Paul Mitchell The School - Sacramento distributed the following amount of Emergency Financial Aid Grants to students under Section 18004(a)(1) of the CARES Act;
 - On July 23, 2020, \$232,530.60 was distributed to 124 students as Emergency Financial Aid Grants under Section 18004(a)(1) of the CARES Act.
 - On July 24, 2020, \$18,758.80 was distributed to 10 students as Emergency Financial Aid Grants under Section 18004(a)(1) of the CARES Act. 4.
 - On July 27, 2020, \$1,875.00 was distributed to 1 student as Emergency Financial Aid Grants under Section 18004(a)(1) of the CARES Act.
 - On August 13, 2020, \$69,405.80 was distributed to 37 students as Emergency Financial Aid Grants under Section 18004(a)(1) of the CARES Act.
 - On August 14, 2020, \$1875.00 was distributed to 1 student as Emergency Financial Aid Grants under Section 18004(a)(1) of the CARES Act.
 - On September 9, 2020 \$41,084.64 was distributed to 33 students as Emergency Financial Aid Grants under Section 18004(a)(1) of the CARES Act.
 - On September 10, 2020 \$8,877.89 was distributed to 7 students as Emergency Financial Aid Grants under Section 18004(a)(1) of the CARES Act.
4. *213 students have received an Emergency Financial Aid Grant to students under Section 18004(a)(1) of the CARES Act.

****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.****

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 - Sacramento received a grant in the amount of \$375,176 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 Paul Mitchell The School - Sacramento 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. Students who have not filed a FAFSA but who are eligible to file a FAFSA may also receive emergency financial aid grants. 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 have been enrolled in a Title IV eligible program as of March 13, 2020:
 - a. Students who withdraw or took a "Leave of Absence" on or after March 13, 2020 are eligible, if the reason for the withdraw or leave of absence was related to COVID-19 and if they return to school prior to the disbursement date. The school must document the specific reason for the withdraw or leave of absence to show that it was COVID-19 related.
 - b. Students who were enrolled in a Title IV eligible program as of March 13, 2020 but started in a Title IV eligible program after March 13, 2020 are eligible, if they can show that they were directly impacted by the COVID-19 pandemic. For example, a student enrolled prior to the COVID-19 outbreak, but who started after the school had transitioned to providing only distance education will generally be eligible. In this case, the student could have had unexpected expenses related to now attending school via distance education, such as having to buy a laptop or having to purchase internet service, etc.

3. Eligible students may opt out of receiving all or some of their grant, if they do not need it for eligible expenses.
4. Students must read and sign the PMTS Sacramento CARES Student Grant Agreement by the specified pre-disbursement deadline.
5. Must be 18 years or over, or if younger, currently receiving Title IV assistance.
6. Must have a graduation date after March 13, 2020.

Disbursement Process

The Grant funds will be allocated equally among all eligible students. Based on the School's total student grant funding amount of \$375,176 and a cohort of 200 eligible students, the Allocated Grant Award per student is \$1,875.88.

The School will distribute funds on two disbursement dates. Disbursement #1 will include all eligible currently attending students and all eligible graduates who submit a complete and accurate CARES Student Grant Agreement by the Disbursement #1 submission deadline of 07/21/2020. Disbursement #2 will include all eligible currently attending students and all eligible graduates who did not submit a complete and accurate CARES Student Grant Agreement by the Disbursement #1 submission deadline but did submit a complete and accurate agreement by the Disbursement #2 submission deadline of 08/12/2020. It will also include eligible students who were on a Leave of Absence at the time of Disbursement #1 but returned to school and are currently attending at an attendance percentage that meets the school's minimum requirement at the time of Disbursement #2 and have submitted a complete and accurate agreement by the submission deadline.

Once funds are disbursed using the information provided by the Student, if the payment is not processed and/or is returned due to incorrect ACH information or lack of required action on the part of the Student, the Student will be required to correct the issue without delay. If not corrected within 60 days from the disbursement date, the Student will forfeit the grant award and the funds will be disbursed to other eligible students.

All unclaimed funds after disbursement #1 and #2 will be distributed to Title IV eligible students (a) who started between April 1 and June 30, 2020, are currently attending as of 8/25/20 and enrolled after 3/13/20 and (b) students who submitted a signed grant documentation prior to 8/13/20 and who were on leave as of absence as of 8/13/20, but are currently attending as of 8/25/20. In order to receive a grant award, the student must complete and submit a signed grant agreement along with an ACH Direct Deposit Authorization Form by 9/7/20.

All unclaimed funds will be distributed to eligible students.

Disbursement 1

Date of Disbursement: July 23, 2020 through July 27, 2020

Total Amount of Disbursement: \$253,164.40

Estimated Students Eligible to Receive the Grant Funds: 200

Total Number of Students Receiving a Disbursement: 135

Disbursement 2

Date of Disbursement: August 13, 2020 and August 14, 2020

Total Amount of Disbursement: \$71,280.80

Total Number of Students Receiving a Disbursement: 38

Disbursement 3

Date of Disbursement: September 9, 2020 and September 10, 2020

Total Amount of Disbursement: \$49,962.53

Estimated Students Eligible to Receive the Grant Funds: 40

Total Number of Students Receiving a Disbursement: 40

The accounting of the funds will be tracked by the school and reported to the U.S. Department of Education.



ARLENE LYONS, School Owner

10/02/2020

Date