

Section 18004(e) of the Coronavirus Aid, Relief, and Economic Security Act (“CARES Act” or the “Act”), Pub. L. No. 116-136, 134 Stat. 281 (March 27, 2020), directs institutions receiving funds under Section 18004 of the Act to submit (in a time and manner required by the Secretary) a report to the Secretary describing the use of funds distributed from the Higher Education Emergency Relief Fund (“HEERF”). Section 18004(c) of the CARES Act requires institutions to use no less than 50 percent of the funds received from Section 18004(a)(1) of the CARES Act to provide Emergency Financial Aid Grants to students for 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 child care).

Wofford College’s primary website holds primary funding information and posted reports:

<https://www.wofford.edu/coronavirus/student-resources/cares-act-emergency-funds>

1. On April 11, 2020, Wofford College signed and submitted to the Department of Education the CARES ACT HEERF Certification and Agreement with 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. Wofford was awarded its CARES ACT HEERF Student allocation on April 21, 2020.
2. Wofford College received \$551,953.00 from the Department of Education pursuant to the institution’s Certification and Agreement for Emergency Financial Aid Grants to Students.
3. The total amount of Emergency Financial Aid Grants distributed to students under Section 18004(a)(1) of the CARES Act is: \$551,953.00 as of May 21, 2020.
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 is: 483
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 is: 483
6. Wofford College applied a hybrid model to determine which students receive Emergency Financial Aid Grants and how much they would receive under Section 18004(a)(1) of the CARES Act.

Part 1-Direct Allocation—is further explained below:

The first group of students to receive automatic relief in the form of a one-time monetary payment were those with demonstrated financial need, as determined by the Expected Family Contribution (EFC) as a result of a completed 2019-2020 Free Application for Federal Student Aid (FAFSA).

405 students qualified to receive payments during Part 1. Students who have a \$0 EFC will receive a disbursement of \$1,700 via check to the student’s permanent address listed in Banner. Students who have reported an EFC of between \$1-\$2,788 will receive a payment of \$1,200 via check to the student’s permanent address listed in Banner. Students who have reported an EFC of between \$2,789-\$5,576 will receive a payment of \$850 via check to the student’s permanent address listed in Banner. Students who have reported an EFC of between \$5,577-\$12,000 will receive a payment of \$425 via check to the student’s permanent address listed in Banner. Amounts were calculated based on a per diem of housing and food costs using 52 days of

interruption for COVID-19 (March 27-May 17). Wofford set forth the following policies and procedures:

CARES Act Part 1 Policies

1. 4 Tiers of enrolled students identified
 - a. Tier 1: 0 EFC Students (85 students)
 - b. Tier 2: 1 EFC - 2788 EFC (121 students)
 - c. Tier 3: 2799 EFC - 5576 EFC (66 students)
 - d. Tier 4: 5577 EFC – 12000 EFC (133 students)
2. Fund Amounts for each Tier
 - a. Tier 1: \$1700 (\$144,500)-80% of per diem calculation
 - b. Tier 2: \$1200 (\$145,200) -60% of per diem calculation
 - c. Tier 3: \$850 (\$56,100) -40% of per diem calculation
 - d. Tier 4: \$425 (\$56,525) -20% of per diem calculation

Total dollars = \$402,325
3. All funds must go directly to the student. Wofford will not reduce funding amount by any payment due.
4. Payments mailed May 8, 2020.

CARES Act Part 1 Procedures

- a. Identify students for Tiers 1, 2, 3, and 4.
- b. Financial Aid posts the emergency funds using the detail code FCARE for the amounts agreed upon based on the Pell tiers.
- c. Once posted, the Business Office refunds the students from their student AR accounts.
- d. The Business Office refunds the exact amount that has been posted from Financial Aid regardless if the student still has a balance.
- e. The Business Office mails a check to the student's permanent address listed in Banner.
- f. After funds are disbursed and processed, the Controller draws funding down from G5. G5 draw of \$402,325 occurred on May 13, 2020.

Part 2-Student Application—is further explained below:

Remaining Funds for a student Application Process was \$149,628. This funding was available through an application and selection process. Note the maximum amount a student could receive (from the application funds or combined application funds and direct allocation) is \$6,195.

In addition to Part 1 disbursements, the school opened an application portal through which students could apply to receive a portion of the remaining funds. This application is similar to the OneWofford application for emergency funds.

Students who encountered a financial need as a direct result of the COVID-19 pandemic utilized CARES Act application form (through the Wofford website) to apply for emergency relief funds.

The application form for this process was accessed by students here:

<https://connect.wofford.edu/mywofford/financialaid/caresactfunding.aspx>.

Requirements and procedures for applying to receive funds were as follows:

- You must be a currently enrolled student for the Spring 2020 semester.
- You should complete Wofford's CARES Act Higher Education Emergency Relief Fund Application.
- We will make the first round of decisions by May 15, 2020.
- After May 15, we will evaluate applications on a rolling basis if funding remains. Once a student has submitted a CARES Act request, they should expect a reply from the committee within three (3) business days regarding their application. If a student application is approved, it can take up to five (5) business days for the disbursement of funds.*
- Financial Aid will post the emergency funds using the detail code FCARE for the amounts agreed upon based on the committee's determination. Once posted, the Business Office will refund the students from their student AR accounts. The Business Office will refund the exact amount that has been posted from Financial Aid regardless if the student still has a balance. We will mail a check to the student's permanent address listed in Banner.

***Note: Full funding has been expended as of May 21, 2020, and the website now reflects this update.**

Part 2 grants were generally capped at \$1,000 unless extenuating circumstances were presented and in no circumstances will an award(s) to any student exceed the maximum Pell Grant amount as suggested by the USDOE (\$6,195).

The college opened the application portal for submissions on Monday, May 11, 2020. A message was sent to all students from the email address WoffordCares@wofford.edu with a link to the online portal.

A committee composed of Taifha Alexander, assistant dean of students for diversity and leadership development; Dr. Boyce Lawton, dean for student success; Elizabeth Rabb, deputy

director of athletics for external affairs; the Rev. Dr. Ron Robinson, the college's chaplain; Carolyn Sparks, associate vice president for enrollment and director of financial aid; and James Stukes, coordinator for college access and student success, is responsible for reviewing applications and supporting documentation. This committee met on May 18, 2020 to review all applications. The committee utilized a matrix to determine grant awards.

181 students qualified to receive payments for Part 2. The remaining \$149,628 has been allocated to these students as of May 19, 2020. Payments mailed on May 21, 2020.

103 students who received funding during Part 1 of this distribution plan applied for and were eligible for relief to be granted in Part 2. If students are currently receiving federal financial aid, receiving funding from this CARES Act Fund does not impact their current or future aid package.

The college's objective in this process was to be transparent and fair to each student to ensure the proper funding was distributed and received. In addition to granting CARES Act HEERF funds to students, Wofford has awarded a total of \$14,825 to 14 students from its OneWofford Fund.

7. Wofford College's instructions, directions, or guidance provided to students concerning the Emergency Financial Aid Grants includes the following:

Verbiage on Website: <https://www.wofford.edu/coronavirus/student-resources/cares-act-emergency-funds> which includes an FAQ section.

Direct Email to Part 1 student recipients on May 9, 2020

Direct Email to ALL students enrolled for Spring 2020 with information about the Part 2 funding application and May 15 application deadline

Direct Email to Part 2 student recipients on May 18-19, 2020

Announcement via Wofford Daily Announcements (email) to all Students, Faculty, and Staff, included May 13, May 14, and May 15, 2020:

CARES Act Relief

Details: Wofford College has received CARES Act funding to assist students with expenses associated with the disruption of campus operations due to COVID-19. All students can apply for relief by submitting a CARES Act application

(<https://connect.wofford.edu/mywofford/financialaid/caresactfunding.aspx>) by May 15. Aid is available to help with student expenses related to childcare, course materials, food, health care, housing and technology. Relief grants will generally be capped at \$1,000 unless extenuating circumstances are presented and in no circumstances will an award(s) to any student exceed the maximum Pell Grant amount as suggested by the U.S. Department of Education (\$6,195). Email questions to WoffordCares@wofford.edu.

Contact: Wofford Cares Act Committee

Email: woffordcares@wofford.edu