

**Higher Education Emergency Relief Fund (HEERF) Under
Section 18004 (E) of the CARES Act Reporting and Disclosure
Otero Junior College**

December 31, 2020
FINAL REPORT

The Department would like to receive the most current information from the date when the institution received its allocation for emergency financial aid grants to students, and the institution should have received its allocation within a few days after submitting the Certification and Agreement. Accordingly, the following information must appear in a format and location that is easily accessible to the public 30 days after the date when the institution received its allocation under 18004(a)(1) and updated every 45 days and then quarterly thereafter:

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.
 - Otero Junior College (OJC) acknowledges that on April 20, 2020, the institution signed and returned to the U.S. Department of Education the Certification and Agreement form. OJC has used, or intends to use, at least 50% of the funds received under section 18004(a)(1) of the CARES Act to provide HEERF Funded OJC CARES 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 total amount of HEERF-I funding that OJC received to distribute to students is \$451,461.
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.

- The total amount of HEERF-I funded OJC CARES Grants that have been distributed to OJC students as of July 4, 2020 is \$451,461.
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 funded by HEERF.
 - The total number of students estimated to be eligible under Section 484 in Title IV is 575.
 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.
 - The total number of students who have received an OJC Emergency Financial Aid CARES grant in is 575.
 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.
 - OJC awarded 90% of the CARES Act funding to eligible spring students based on a rate per enrolled credit hour and to eligible Residence Hall students. Residence Hall students were faced with additional financial hardships due to transitioning to remote learning. Calculations were used to determine the rate per credit and housing award. The remaining 10% was used for emergency aid applications submitted by students enrolled in Spring 2020. Students who applied were reviewed to determine if they met initial eligibility as designated by the Department of Education. Students requested the amount of funds they needed in the appropriate categories (housing, technology, childcare, food, instructional materials, other). The maximum award for students is \$1500. Students registered solely in online courses were excluded. All student grants were refunded directly to students.

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

- OJC CARES Act Higher Education Emergency Relief Fund Application:
<https://www.ojc.edu/about/policies/emergency/pdf/EmergencyAidApplicationForm.pdf>

FAQ for CARES Act Emergency Relief Fund

What is the CARES Act: Higher Education Emergency Relief Fund?

The CARES Act funding is the Coronavirus Aid, Relief, and Economic Security (CARES) Act for Higher Education. OJC was awarded funds that are required to be used only as direct grants to students to provide emergency relief aid for hardships due to the COVID-19 pandemic as they look to continue their education.

What expenses can these funds be used for?

These funds can be used to help pay for expenses such as food, housing, childcare, health care, course materials, technology, tuition assistance, and other critical needs.

Who is eligible to apply for the Emergency Aid Funds?

Students are eligible if they can meet the following criteria:

- Were enrolled at OJC on March 13, 2020
- Have been financially impacted by the COVID-19 pandemic
- Have completed a FAFSA (or are eligible to complete a FAFSA), regardless of financial aid status
- Are a U.S. Citizen, Permanent Resident, or Alien Resident
- Have a valid Social Security Number
- Received a high school diploma or GED
- Male students **MUST** be registered with Selective Service

Students may be asked to provide documentation to prove eligibility.

What is the maximum award?

Maximum awards will not exceed \$1500 for students who meet the required criteria.

How can I apply?

OJC has identified populations on campus that have been impacted by the COVID 19 pandemic. These students will be issued awards automatically if they meet the required criteria and disbursed on May 4, 2020 and available to the student as early as May 8, 2020. Please verify that you have your Bank Mobile account set up so you will receive this refund. An OJC Emergency Aid Application will be available at www.ojc.edu and will be emailed to students with instruction soon. All submitted applications will be reviewed within 2-3 business days and you will be notified of any award through your student portal email.

Can I apply for additional aid through the Emergency Aid Application if I have already received a Higher Education Emergency Relief Award?

Yes, you can apply for additional funds if you have further financial hardships related to the COVID 19 pandemic, but your full award cannot exceed the \$1,500 maximum.

How do I get the funds?

If you are approved for funding, funds will be distributed through the regular OJC refund process. You should receive your funds based on the refund preference you have selected through BankMobile (BankMobile debit card, mailed check, or direct deposit to your personal checking or savings account). If you have not selected a preference, then BankMobile will mail a paper check to the address on file with BankMobile. Please make sure your address is correct.

To setup a refund preference:

- Visit www.refundselection.com/refundselection/#!/welcome/continue

- Enter your Personal Code or choose to get an instant Personal Code

- Choose your preferred refund method. (If you are having problems, please call the OJC Cashier at 719-384-6843 during regular business hours.)

Students may check their My OJC portal account to view any Emergency Aid Grant awards.

Can I use the funds to pay my spring bill?

You can request funds to help cover your spring balance. All funds will be issued to you as a refund. Once you receive your refund, you can use the funds to pay through your My OJC portal account or by contacting our Cashier at 719-384-6843.

Are CCC Online students eligible for the funds?

If you are only registered in CCC Online courses, you are not eligible to receive funding.

For further information email: financialaid@ojc.edu