Introduction
On March 27, 2020, the President of the United States signed the CARES Act (H.R. 748), which provides emergency relief funds to organizations and individuals affected by the coronavirus pandemic. The Higher Education Emergency Relief Fund (HEERF), found in Section 18004 of the CARES Act, provides funding to institutions of higher education “to prevent, prepare for, and respond to coronavirus.” This report provides details on the first funding received, Emergency Financial Aid Grants to students.

Acknowledgement of Funding and Certification
Xavier University submitted the signed U.S. Department of Education’s Certification and Agreement for these funds on April 24, 2020, and we received our grant award notification on May 2, 2020. In keeping with the terms of the certification, Xavier will 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 directly to students.

Total Award
Xavier received a total of $3,122,063 under Section 18004(a) (1) of the HEERF, of which at least $1,561,032 will be provided directly to students impacted by campus disruptions due to the novel coronavirus.

Funds Distributed to Date
As of the close of business on May 27, 2020, 12 days after inviting students to request the funds—Xavier has awarded $151,750 in direct grants to students.

Student Eligibility
The total number of Xavier students eligible to participate in programs under Section 484 in Title IV of the Higher Education Act of 1965, and therefore eligible to receive CARES Act emergency financial aid grants is 4,229. Of those students, 115 were awarded as of May 29, 2020.

Note: The number of eligible students excludes those ineligible for Title IV aid (e.g., non-degree seeking students enrolled in dual credit courses, non-U.S. citizens) as well as those enrolled exclusively in online programs prior to March 13, 2020, which the U.S. Department of Education deemed ineligible to receive CARES Act funds.

Process for Awards
Xavier created an online grant application in which each student indicates: 1) whether they were impacted financially by the coronavirus, and 2) what specific financial needs they have in each area (food, housing, technology, course materials, health/child care, and other costs). The Dean of Students Office and the Student Emergency Fund Working Group evaluate each application based on the information provided, and funds are awarded based on each student’s identified needs and the availability of funding. If students are eligible to receive funds and identified legitimate needs, grants of up to $1,500 are approved.
**Information Given to the Students**

In accordance with the Secretary of Education’s instructions for institutions to issue aid to students as soon as possible under the student aid portion of the CARES Act HEERF, Xavier emailed students on May 15, 2020. A letter was emailed to our 1182 Pell-eligible and near Pell-eligible students to encourage Xavier’s highest need students to apply and to all Xavier students, regardless of their eligibility, to inform them of the availability of funds under the CARES Act.

Xavier also shared information about the CARES Act funding with faculty and staff through our University portal so they can encourage students that need assistance to apply. On the Dean of Students’ website there is a link to the application and FAQs. Students that are not eligible for the CARES Act funds, or who may require additional assistance are encouraged to apply for the Xavier Student Emergency Fund.

The following information was shared with students in the emails and the FAQs are available through the Dean of Student’s website:

- General instructions on the purpose and allowable uses of funds,
- Application process and period,
- A link to the online application,
- Contact information for questions, and
- Acknowledgement of the federal government as the source of funding.

Copies of the following instructional/informational materials given to the students include the following, which are attached to this report:

1. Email sent to Pell-eligible and near Pell-eligible students dated May 15, 2020 (See Attached)
2. Email sent to all Xavier students on May 29, 2020 (See Attached)
3. [Xavier’s CARES Act Informational/Instructional webpage link](#)
4. [Application students are required to complete to access the](#) funds
Dear Xavier students,

I’m pleased to provide you with information regarding financial resources that are available to assist you. As a part of the federal CARES Act legislation, Xavier University has received funding to be distributed directly to eligible students who have experienced financial challenges as a result of COVID-19 related disruptions.

Based on guidelines from the U.S. Department of Education, Xavier has established the Xavier CARES Grant program to distribute these funds to eligible undergraduate and graduate students who apply for assistance. To receive reimbursement for expenses that are directly related to the disruption of campus operations resulting from the COVID-19 pandemic, incurred on or after March 13, 2020, students must complete an online application.

Xavier CARES Grants are available to support eligible students with COVID-19 related expenses in the following categories:

- Housing and moving expenses (e.g. rent, storage)
- Technology (e.g. internet, routers, computers, cameras, software)
- Transportation (e.g. unexpected travel costs)
- Child care
- Medical expenses
- Utility costs
- Books/Application fees

Xavier CARES Grant funding is capped at a one-time grant of $1,500 per student. Please be aware that these funds are limited, are not guaranteed, and requests may not be granted in full. Under the U.S. Department of Education rules, students demonstrating the greatest need will be prioritized to receive assistance from a Xavier CARES Grant.

For more information regarding the Xavier CARES Grant program, please view the Frequently Asked Questions. The Xavier CARES Grant application is available here.

Unfortunately, the U.S. Department of Education does not allow these funds to be used for international students, non-U.S. citizens, non-matriculated students or students enrolled in online-only degree programs. Please note, if you are not eligible for the Xavier CARES Grant assistance, you may still be eligible for financial support through Xavier’s Student Emergency Fund. The Student Emergency Fund is available here.

We recognize that the losses you have experienced as a result of the COVID-19 pandemic are more than financial, and I encourage you to take advantage of the many campus resources available to support your wellbeing. I also hope that this information regarding financial support available to you through Xavier will provide some relief in these extraordinary times.

Please don’t hesitate to reach out if you have questions or need additional information. You may contact us via email at deanofstudents@xavier.edu.
Sincerely,

Dave Johnson, PhD
Associate Provost and Chief Student Affairs Officer