

**Higher Education Emergency Relief Fund Report  
Financial Aid Grants to Students**

6/30/2021 (Note: Funds available in G5 on 4/15/2021)

**FINAL**

**Triangle Tech (OPE ID: 02129000)** received grant funds awarded pursuant to section 314(a)(4) of the Coronavirus Response and Relief Supplemental Appropriations Act, 2021 (CRRSAA) (Pub. L. 116-260) (award or grant) by the U.S. Department of Education (Department), governed by section 314 of the CRRSAA and the terms and conditions of the Certification and Agreement (C&A).

The Coronavirus Response and Relief Supplemental Appropriations Act, 2021 (CRRSAA) authorized the U.S. Department of Education (“ED”) to allocate formula grant funds to proprietary postsecondary education institutions for the purpose of addressing student needs related to coronavirus.

The institution appreciates that Congress and the President have made these critical funds available for eligible students (including students exclusively enrolled in distance education), which may be used for any component of the student’s cost of attendance or for emergency costs that arise due to coronavirus, such as tuition, food, housing, health care (including mental health care) or child care.

The institution is making the below information available for transparency purposes and in compliance with the Federal Register published on May 13, 2021 (86 FR 26213, pages 26213-26215, Document Number 2021-10196). For questions or concerns regarding this Fund Report, please contact **Catherine A. Waxter, Executive Director of Financial Aid**, at [cwaxter@triangle-tech.edu](mailto:cwaxter@triangle-tech.edu)

1. Triangle Tech (OPE ID: 02129000) submitted to ED the Certification and Agreement (CFDA 84.425Q) for the Student Aid Portion pursuant to section 314(a)(4) of the Coronavirus Response and Relief Supplemental Appropriations Act, 2021 (CRRSAA) and agrees to abide by the terms, conditions, and requirements of the Certification and Agreement (C&A).
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 under the CRRSAA (a)(4) program is **\$304,176.00**
3. The total amount of emergency financial aid grants distributed to students under the CRRSAA (a)(4) program as of the date of submission is **\$304,176.00**
4. The estimated total number of students at the institution that are eligible to receive Emergency Financial Aid Grants to Students under the CRRSAA (a)(4) program is **221**
5. The total number of students who have received an Emergency Financial Aid Grant under the CRRSAA (a)(4) program is **200**
6. The methods used by the institution to determine which students receive Emergency Financial Aid Grants and how much they would receive under the CRRSAA (a)(4) program are provided at: **Attachment A**
7. Any instructions, directions, or guidance provided by the institution to students concerning the Emergency Financial Aid Grants are provided at: **Attachment B and Attachment C**

## Attachment A

### **Triangle Tech HEERF II Student Share Grant Policy and Procedure**

#### **Award and Administration of HEERF II Funds**

**Adopted May 4, 2021**

**Revised May 14, 2021**

#### **Background**

In January 2021, the U.S. Department of Education (“ED”) announced additional funding available to institutions of higher education to serve students and ensure learning continues during the COVID-19 pandemic. This funding established the Higher Education Emergency Relief Fund II (“HEERF II”) and was authorized by the Coronavirus Response and Relief Supplemental Appropriations Act (“CRRSAA”), which was signed into law on December 27, 2020.

Under CRRSAA, HEERF II Student Share Grant funds may be used for any component of the student’s cost of attendance, or for emergency costs that arise due to coronavirus, such as tuition, food, housing, health care (including mental health care), or child care.

The CRRSAA requires that institutions prioritize students with exceptional need and authorizes grants to students exclusively enrolled in distance education.

#### **Purpose and Scope**

Triangle Tech is eligible to receive HEERF II Student Share Grant Funds. The following policy presents Triangle Tech’s methodology for determining eligibility under CRRSAA, as well as the process and procedure for distributing and disbursing the HEERF II Student Share Grant Funds.

#### **Policy**

Triangle Tech will make available 100% of HEERF II Student Share Grants to eligible students, consistent with the requirements of CRRSAA, and any subsequent guidance by ED.

Students enrolled in AST Degree and diploma programs may be eligible for the HEERF II Student Share Grant Funds.

Triangle Tech will not condition the disbursement of HEERF II Student Share Grant funds to students on continued or future enrollment at the school.

Triangle Tech will not use the HEERF II Student Share Grant funds to satisfy a student’s outstanding account balance unless the School has obtained the student’s written (or electronic) affirmative consent.

Triangle Tech will not require such consent as a condition of receipt of or eligibility for the HEERF II Student Share Grant funds.

## Eligibility

To be eligible to receive HEERF II Student Share Grant Funds a student must meet all eligibility criteria listed below (“Eligible Student”):

Students ~~must~~ **should** have completed a Free Application for Federal Student Aid (“FAFSA”) for the 2020-2021 Financial Aid Year and have an official Expected Family Contribution (“EFC”) on file with Triangle Tech’s Financial Aid Department based on that FAFSA. Triangle Tech has concluded that the best way to determine a student’s financial need is to verify that the student has completed a FAFSA, has received an official Student Aid Report (“SAR”), and has an official EFC on file for the 2020-2021 Financial Aid Year. Students received counseling

by their Triangle Tech Financial Aid Advisor to complete the 2020-2021 FAFSA during their initial Financial Aid appointment. **\*Students who have not filed a FAFSA will be considered in Group 4 for HEERF II funding.**

**\*5/14/21 Revision:** According to the U.S. Department of Education’s (ED’s) Final Rule on 5/14/21, any individual who is or was enrolled at an eligible institution on or after March 13, 2020 is now eligible for HEERF I, HEERF II, and HEERF III student grants. According to the HEERF III FAQs and the Final Rule, this is true regardless of whether the student completed a FAFSA or is eligible for Title IV federal student aid. And, it applies retroactively to all students and for all three HEERF programs

Students must be enrolled as of end of day on May 3, 2021, 2021 during the Spring 2021 semester.

Students must submit a Triangle Tech HEERF II Student Share Grant application.

**\*\*International, undocumented, and DACA students are NOT eligible for HEERF II Student Share Grants.**

**\*\*5/14/21 Revision:** According to the U.S. Department of Education’s (ED’s) Final Rule on 5/14/21, in addition to U.S. citizens and permanent residents, refugees, asylum seekers, Deferred Action for Childhood Arrivals (DACA) recipients, other DREAMers, and similar undocumented students are also eligible for student grants from all three HEERF programs. This also means that schools can award HEERF I, HEERF II, and HEERF III to students who are not enrolled in Title IV-eligible programs. This includes nondegree, noncredit, and continuing education students, students who are simultaneously enrolled in high school and college, students who have graduated or withdrawn, and so on.

## HEERF II Student Share Eligible Expenses

HEERF II Student Share Grant funds may be used for any component of the student’s cost of attendance or emergency costs that arise due to coronavirus, such as tuition, food, housing, health care (including mental health care), or childcare, (“HEERF II Student Share Eligible Expenses”).

As part of the HEERF II Student Share Grant Application process, students will be asked to certify they have eligible expenses as described above.

## HEERF II Student Share Grant Prioritization

Consistent with CRRSAA, Triangle Tech will prioritize students with exceptional need in awarding HEERF II Student Share Grants to students.

For purposes of this policy, Triangle Tech has determined that Estimated Family Contribution (EFC) is an appropriate metric for measuring a student’s need.

Triangle Tech will use the following EFC categories for purposes of prioritization:

EFC Category 1: EFC is less than or equal to \$5,711

EFC Category 2: EFC is more than \$5,711 but less than or equal to \$10,000

EFC Category 3: EFC is more than \$10,000 but less than or equal to \$40,000

EFC Category 4: EFC is more than \$40,000 **OR Student did not file a FAFSA**

Students in EFC Category 1 are considered by the Triangle Tech as “Students with Exceptional Need.”

## **Procedures**

### **Applying for a HEERF II Student Share Grant**

An Eligible Student may apply for a HEERF II Student Share Grant by completing an Application. Applications will be e-mailed to the student’s Triangle Tech e-mail address by the Financial Aid Advisor.

Once the Application is made available to students, Triangle Tech will accept Applications for an initial period of one week. (The “Priority Application Period”). **See Appendix A of this Policy for a Sample Application.**

Completion of an Application does not guarantee that the Eligible Student will receive a HEERF II Student Share Grant award.

Triangle Tech retains discretion to extend or make available subsequent application periods based on available HEERF II Student Share Grant funds.

### **Application Information**

As part of their Application, Eligible Students will indicate their interest in receiving HEERF II Student Share Grant funds and certify that they have incurred HEERF II Student Share Eligible Expenses.

Triangle Tech will not require the student to provide receipts or other expense documentation, but students are encouraged to retain documentation supporting the HEERF II Student Share Eligible Expenses.

### **Review and Decision Regarding HEERF II Student Share Grant Award Amounts**

Triangle Tech will accept Applications during the Priority Application Period and verify student eligibility in order to establish eligible applications (“Eligible Applications”).

Based on the number of Eligible Applications received and available HEERF II Student Share Grant funds, Triangle Tech will determine a fixed dollar amount to be distributed to students within some or all of the EFC categories defined previously, with priority given to students in EFC Category 1.

The largest dollar amount (per student) will be awarded to students in EFC Category 1. The dollar amount (per student) awarded to EFC Categories, 2, 3 or 4 will be less than the amount (per student) awarded to Students with Exceptional Need.

Depending on available HEERF II Student Share Grant funds, and the number of Eligible Applications received, it is possible that certain EFC Categories may not be allocated any HEERF II Student Share Grant awards.

### **Disbursing HEERF II Student Share Grants**

Triangle Tech will make every effort to disburse the HEERF II Student Share Grants within three weeks of the close of the Priority Application Period.

Triangle Tech will notify students via their school email address of the amount of the HEERF II Student Share Grant awarded to them. As part of this notification, students receiving HEERF II Student Share Grant funds will complete a Disbursement Instruction form, and will have the option to instruct Triangle Tech to apply some or all of the HEERF II Student Share Grant funds as a payment towards any outstanding balance owed by the student to the school (“Student Account Balance”). **See Appendix B of this Policy for a Sample Disbursement**

**Instruction.** Any Student Account Balance remaining after applying such payment remains the responsibility of the student. If applying this payment to the Student Account Balance results in a credit balance, the credit balance will be refunded to the student as part of the Business Office refund process.

Triangle Tech will disburse the HEERF II Student Share Grants to students accounts via the Campus Cafe Student Information Management System, but in no event shall the School apply any portion of such funds to pay down any balance owed by the student to the School without the student's written affirmative consent on the Disbursement Instruction form.

Students will receive the HEERF II Student Share Grant funds (or portion thereof) via a check made payable to the student.

### **Reporting and Tax Compliance**

Triangle Tech will comply with ED and IRS reporting requirements regarding funds awarded to students under CRRSAA.

Triangle Tech will issue the appropriate tax documents to students for these HEERF II Student Share Grants as required by the Internal Revenue Service.

### **Resources**

Appendix A: Sample Triangle Tech HEERF II Student Share Grant Application and Certification

Appendix B: Sample Triangle Tech HEERF II Student Share Grant Disbursement Instructions

U.S. Department of Education (ED): <https://www2.ed.gov/about/offices/list/ope/crrsaa.html>

Attachment B

**HEERF II STUDENT SHARE GRANT POLICY**

**APPENDIX A: SAMPLE APPLICATION**

**Triangle Tech HEERF II Student Share Grant Application and Certification**

By completing this application, I understand that I am applying for a grant from the Higher Education Emergency Relief Fund II ("HEERF II") under the Coronavirus Response and Relief Supplemental Appropriations Act ("CRRSAA").

Furthermore, I have been provided with Triangle Tech's HEERF II Student Share Grant Policy which includes eligibility requirements, defined terms, and other important information needed to complete this Application & Certification.

**Student Information**

Please complete the following information:

Name:

Triangle Tech Student ID Number:

Triangle Tech Student E-mail:

Address:

**Application and Certification**

(Capitalized terms are defined in Triangle Tech's HEERF II Student Share Grant Policy.)

I certify that I am an Eligible Student and am submitting this application to request a HEERF II Student Share Grant under CRRSAA.

**By signing this Application I certify the following:**

1. I have read the Triangle Tech's HEERF II Student Share Grant Policy.
2. I will use the HEERF II Student Share Grant funds for any component of my cost of attendance or for emergency costs that arise due to coronavirus, such as tuition, food, housing, health care (including mental healthcare) or child care, ("HEERF II Student Share Eligible Expenses").
3. I understand that CRRSAA requires that Triangle Tech prioritize Students with Exceptional Need when making HEERF II Student Share Grant awards. Depending on available grant funds, I may or may not be awarded HEERF II Student Share Grant funds.

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**Signature**

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**Date**

**Triangle Tech will review your Application and you will be notified separately concerning any HEERF II Student Share Grant funds awarded to you.**

Attachment C

**HEERF II STUDENT SHARE GRANT POLICY  
APPENDIX B: SAMPLE DISBURSEMENT INSTRUCTION**

**HEERF II Student Share Grant Disbursement Instruction form**

**Student Information**

Please review the following information. If changes are needed, please update them on this form.

Name:

Triangle Tech Student ID #:

Triangle Tech e-mail Address:

Permanent Address:

Outstanding Student Account Balance in Campus Café:

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**Dear Student:**

A HEERF II Student Share Grant in the amount of **\$XXX** is available to you.

- You have the option of having some or all of your HEERF II Student Share Grant applied as a payment towards your outstanding student account balance in Campus Café
- Triangle Tech will not retain any portion of your HEERF II Student Share Grant toward your Campus Café Account Balance without your Affirmative Confirmation below.
- Please complete boxes one, two, and three below to indicate your preference, and return this form to your Financial Aid Advisor by May 13, 2021:

<b>Box 1: Please apply this amount as a payment towards my outstanding student account balance in Campus Café</b>	<b>Box 2: Please pay this amount directly to me by check mailed to my permanent address</b>	<b>Box 3: Total HEERF II Student Share Grant</b>
\$XXX	\$XXX	\$ XXX

I request that the HEERF II Student Share Grant funds be processed by Triangle Tech according to the above instructions in Boxes 1, 2, and 3.

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**Signature**

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**Date**