

Mitchell Technical College Higher Education Emergency Relief Fund (HEERF) Reporting – Emergency Financial Aid Grants to Students

Reporting Period: January 1 – March 31, 2022

This is the final report. All HEERF Student Emergency Aid funds have been distributed.

In accordance with [U.S. Department of Education guidelines](#), each HEERF participating institution must post the following information listed below in a format and location that is easily accessible to the public that is easily accessible to the public and updated no later than 10 days after the end of each calendar quarter (September 30, December 31, March 31 and June 30).

- 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, the applicable amount of funds designated under the CRRSAA and ARP (a)(1) and (a)(4) programs to provide Emergency Financial Aid Grants to students.**

Mitchell Technical College signed and returned to the Department the Certification and Agreement on April 16, 2020. Mitchell Technical College assures the institution will direct all student emergency funds to student as required by the Higher Education Emergency Relief Fund (HEERF).

- 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 for HEERF I, II and III programs.**

- April 24, 2020 Mitchell Technical College was awarded \$439,711 through the CARES Act (HEERF I)
- January 17, 2021 Mitchell Technical College was awarded \$439,711 through the Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) (HEERF II)
- May 14, 2021, Mitchell Technical College was awarded \$1,405,584 through the American Rescue Plan (HEERF III)
- Total amount awarded through HEERF I, II and III for Emergency Financial Aid Grants to Students is \$2,285,006

- 3.) The total amount of Emergency Financial Aid Grants distributed to students from all HEERF grants for the quarter.**

- During the quarter January 1 – March 31, 2022, Mitchell Technical College distributed \$583,001 in emergency financial aid grants to eligible students.

- 4.) The estimated total number of students at the institution eligible to receive Emergency Financial Aid Grants to Students through HEERF for the quarter.**

- Mitchell Technical College determined there were 866 students eligible to receive Emergency Financial Aid Grants under the guidelines of HEERF during the quarter.

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5.) The total number of students who have received an Emergency Financial Aid Grant to students during the quarter.

- During the period January 1 – March 31, 2022, 866 students were awarded emergency financial aid grants.

6.) The method(s) used by the institution to determine which students receive Emergency Financial Aid Grants and how much they would receive under the CRRSAA and ARP (a)(1) and (a)(4).

All degree seeking students enrolled in the Spring Semester 2022 at Mitchell Technical College as of February 4, 2022 were considered for HEERF emergency aid grants. Student aid grant prioritization and award amounts were based on information provided to the Mitchell Tech Financial Aid Office through student completion of the FAFSA as well as Financial Aid office review and determination of student financial aid need, financial aid awarded, and remaining unmet student need.

This approach meets the spirit of federal guidance by prioritizing students with exceptional need and considered students' particular socioeconomic circumstances per the Certification and Agreement paragraphs 3 thru 7. Prioritization to students with exceptional need is demonstrated below:

- *52% of student aid grant funds (\$303,901) were provided to 30% of students (261 students) identified with the highest need.*
- *48% of student aid grant funds (\$279,100) were awarded to 70% of students (605 students) with lesser need.*
- *Since all students have been impacted directly or indirectly by the Coronavirus it was felt that each student should receive some amount in a Student Aid grant.*

Student aid grant awards ranged from a minimum of \$350 to a maximum of \$2,936 with the average award amount of \$673. Awards amounts were determined as follows:

- *For students with unmet financial aid need of \$5,000 or more. Payment was calculated at 22.4% of unmet financial aid package need.*
- *For students with unmet financial aid need of less than \$5,000, payment was calculated at a flat rate of as follows:*
 - *Unmet financial aid need of \$1,000 - \$4,999. Award of \$900.*
 - *Unmet financial aid need less than \$1,000. Award of \$650.*
 - *Unmet financial aid need of \$0. Award of \$500.*
 - *No FAFSA completed. Award of \$350.*

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

- On February 8, 2022 an email was sent from the Business Office to all students receiving Emergency Aid Grants for Spring Semester 2022. A copy of the email is included with this report.

From: [REDACTED]
Sent: Tuesday, February 8, 2022 10:41 AM
To: MTI Students
Subject: Spring 2022 Cares Act Student Aid Payment - Direct Deposit Setup - PLEASE READ
Importance: High

Next week, Mitchell Tech will be processing and disbursing the Cares Act Spring Student Aid payments. Just like the Fall payment, this is money that was allocated to Mitchell Tech as part of the American Rescue Plan/Cares Act and is intended to be paid out to students to assist with disruptions caused by the Covid-19 pandemic.

- These are funds that do not need to pay back
- The payment does not impact your financial aid
- The payments amounts were prioritized and awarded based on information provided to the Mitchell Tech Financial Aid Office through completion of the FAFSA as well as Financial Aid office review and determination of student financial aid need, financial aid awarded, and remaining unmet student need.
 - o Completing the FAFSA was NOT a requirement to receive the payment. Students who did not complete this are still eligible for the payment.

DO NOT REPLY TO THIS EMAIL AND ASK WHAT YOUR PAYMENT WILL BE, YOU WILL BE NOTIFIED BY EMAIL WHEN THE PAYMENTS ARE COMPLETE.

IF YOU WOULD LIKE YOUR PAYMENT TO BE DIRECT DEPOSIT INSTEAD OF A PAPER CHECK, please complete the Direct Deposit form on MyTech by 3:00 PM on Friday, February 11th. The form can be found in the Financial Aid section on the [FORMS](#) page.

***Direct deposit is optional, not required. If you previously signed up for direct deposit for your refund check, you do not need to set that up again.**

The screenshot shows the MyTech website interface. The navigation bar at the top includes links for Home, Student Life, Student Advising, Center for Student Success, Campus Store, Billing, Retention, Technology, Forms (circled in red), Admissions, Course Search, Faculty, and Instructional. The main content area is titled 'Forms' and is divided into several sections: 'Mandatory Forms' (with a sub-section for 'MANDATORY FORMS' and a note that all 1st and 2nd year students must complete this form annually), 'ANNUAL DATA', 'Graduation Request' (with a 'Request to Graduate' link), and 'FERPA' (with a 'FERPA Form' link). A 'Financial Aid' section is also present, containing two cards: 'Refund Request Form' and 'Direct Deposit Request'. A red arrow points to the 'Refund Request Form' card, and a blue arrow points to the 'Direct Deposit Request' card. The 'Visit' button on the 'Direct Deposit Request' card is highlighted.

Any questions, please contact me.

Thanks,

[REDACTED]
Academic and Finance Specialist
Mitchell Technical College
[REDACTED]

