



CARES HEERF Policy & Disclosures

UPDATED June 29, 2022

Section 18004(a)(1) of the Coronavirus Aid, Relief, and Economic Security (CARES) Act, Pub. L. No. 116-136 (March 27, 2020), authorizes the Secretary of Education to allocate grant funds from the Higher Education Emergency Relief Fund (HEERF) to schools participating in Federal Financial Aid.

HEERF Student Grant Funds

Section 18004(c) of the CARES Act requires no less than fifty percent of the HEERF funds received be used 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).

- 1) Pittsburgh Career Institute (PCI) acknowledges that it signed and returned to ED the certification agreement for HEERF funding and the assurance that it will use no less than 50% of the total HEERF funding to provide emergency student grants.
- 2) The total amount of funds PCI received on August 17, 2020 for emergency student grants is \$182,047.
- 3) \$182,047 has been distributed to 106 students as of June 1, 2021.
- 4) The institution's (Pittsburgh Career Institute) methodology for determining which students received grants and how much each would receive is:
 - A) Each eligible student was sent an email with an attachment of the school's request for grant funds form. If the student did not have COVID related expenses they can choose to "Opt Out" or if they do have qualifying expenses, they enter yes indicating they do have qualifying expenses and understand that the grant is to be used for only these expenses. If the student had COVID related expenses, they would fill out the form attesting to the qualifying expenses, provide documentation of the expenses and submit the signed form. Once the school receives a qualifying response, a check is mailed or given to the student.
 - B) All funds will be disbursed by December 31, 2021.



- 5) The School emailed each eligible student announcing the availability of the Grant program and provided an attachment of the Grant Request Form.

A Copy of this form is shown on the following pages.

HEERF Institutional Grant Funds

Section 18004(c) of the CARES Act allows the recipient to use up to 50 percent of the funds received to cover any costs associated with significant changes to the delivery of instruction due to the coronavirus so long as such costs do not include payment to contractors for the provision of pre-enrollment recruitment activities, including marketing and advertising; endowments; or capital outlays associated with facilities related to athletics, sectarian instruction, or religious worship (collectively referred to as “Recipient’s Institutional Costs”).

The recipient may, but is not required to, use funds designated for Recipient’s Institutional Costs to provide additional emergency financial aid grants to students for expenses related to the disruption of campus operations due to coronavirus.

The total amount of funds the school received for Institutional costs is \$182,048.