

HIGHER EDUCATION EMERGENCY RELIEF FUND | STUDENT PORTION REPORTING
LOYOLA UNIVERSITY MARYLAND
QUARTERLY REPORT ENDING DECEMBER 31, 2021
Report Date: January 7, 2022

INTRODUCTION

Loyola University Maryland is required to provide regular reporting to the U.S. Department of Education on the use of funds authorized by the Higher Education Emergency Relief Fund (HEERF) through the Coronavirus Aid, Relief, and Economic Security ([CARES](#)) Act; the Coronavirus Response and Relief Supplemental Appropriations Act ([CRRSAA](#)); and the American Rescue Plan Act 2021 ([ARP](#))

Loyola received federal funding under the HEERF program to provide financial aid grants to students that can be used toward any component of the cost of their attendance or emergency costs due to coronavirus such as tuition, food, housing, healthcare (including mental healthcare) or childcare. The Department of Education has directed institutions of higher education to "prioritize grants to student with exceptional need, such as students who receive Pell Grants".

The information noted below is intended to not only meet reporting requirements but also to provide information to our university community regarding Loyola's use of the student grant portion of the Higher Education Emergency Relief Fund (HEERF). This information is also available on the [Higher Education Emergency Relief Fund \(HEERF\): Student Grant Programs I, II and III website](#). Updated award figures will be provided in future quarterly reports.

ACKNOWLEDGMENT OF FUNDING AND CERTIFICATION

Loyola University Maryland acknowledges that the institution's authorized representative signed and returned to the Department of Education the Recipient's *Funding Certification and Agreement to Students*. The required Certification and Agreement documents remain in effect from the original issuance under the CARES Act process.

TOTAL AMOUNT OF FUNDS RECEIVED BY LOYOLA UNIVERSITY MARYLAND

Award Information

Number: P425E200556

Title: Higher Education Emergency Relief Fund Loyola University Maryland Student Portion

Budget Period: 04/22/2020 – 5/14/2022

CARES Act Award Amount: \$1,306,230

CRRSAA Award Amount: \$1,306,230

ARP Award Amount: \$3,394,927

Cumulative HEERF Award Amount: \$6,007,387

CFDA: 84.425E

CARES Act

Funds received by Loyola under the CARES Act were authorized by Congress and signed into law by the President on March 27, 2020. Under the CARES Act, Congress calculated amounts for the HEERF I funding for each institution of higher education. Loyola was awarded \$1,306,230 to be used for financial

aid grants to students; and \$1,306,230 was awarded for institutional use in responding to the COVID-19 crisis.

CRRSAA

Funds received by Loyola under the CRRSAA were authorized by Congress and signed into law by the President on December 27, 2020. Under the CRRSAA, Congress calculated amounts for the HEERF II funding for each institution of higher education. Loyola was awarded \$1,306,230 to be used for financial aid grants to students; and \$2,494,311 was awarded for institutional use in responding to the COVID-19 crisis.

ARP Act

American Rescue Plan Act 2021 ([ARP](#)). Funds received by Loyola under the ARP Act were authorized by Congress and signed into law by the President on March 11, 2021. Under the ARP Act, Congress calculated amounts for the HEERF III funding for each institution of higher education. Loyola was awarded \$3,394,927 to be used for financial aid grants to students; and \$3,394,769 was awarded for institutional use in responding to the COVID-19 crisis.

**TOTAL AMOUNT OF EMERGENCY FINANCIAL AID GRANTS DISTRIBUTED
DURING THE GRANT BUDGET PERIOD**

The total, cumulative amount of emergency grants allocated to Loyola University Maryland is \$6,007,387. To date, a cumulative total of \$5,751,010 has been distributed to students during the period of April 22, 2020 through the close of business on December 31, 2021. All funds allocated through the CARES Act and CRRSAA have been expended in prior reporting periods.

**TOTAL AMOUNT OF EMERGENCY FINANCIAL AID GRANTS DISTRIBUTED
DURING THE REPORTING PERIOD (10/1/21 TO 12/31/21)**

The total amount of emergency grants distributed to students during the reporting period October 1, 2021 through the close of business on December 31, 2021 was \$3,138,050.

ESTIMATED NUMBER OF STUDENTS ELIGIBLE TO RECEIVE EMERGENCY FINANCIAL AID GRANTS

CARES Act

The maximum estimated total number of Loyola students 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 under Section 18004(a)(1) of the CARES Act was 4,973.

CRRSAA

The maximum estimated total number of Loyola students eligible to receive Emergency Financial Aid Grants to students under the CRRSAA is 2,555. This estimate is based on the number of students who met the eligibility requirements outlined below.

ARP Act

The maximum estimated total number of Loyola students eligible to receive Emergency Financial Aid Grants to students under the ARPA is 2,797. This estimate is based on the number of students who met the eligibility requirements outlined below.

TOTAL NUMBER OF STUDENTS WHO HAVE RECEIVED EMERGENCY FINANCIAL AID GRANTS

CARES Act

The total number of Loyola students who received an emergency grant under Section 18004(a)(1) of the CARES Act through September 30, 2021 was 1,098. All funds allocated through the CARES Act were expended in prior reporting periods.

The average amount of an individual award provided under Section 18004(a)(1) of the CARES Act was \$1,189.64 per student. The largest amount that was disbursed for an individual award was \$1,647 and the lowest amount that was disbursed was \$400.

CRRSAA

The total number of Loyola students who received an emergency grant under the CRRSAA Act was 2,555. All funds allocated through the CRRSAA were expended in prior reporting periods.

The average amount of an individual award during this period was \$511.24 per student. The largest amount that was disbursed for an individual award was \$1,500 and the lowest amount that was disbursed was \$100.

ARP Act

The total number of Loyola students who received an emergency grant under the ARPA from October 1, 2021 through December 31, 2021 was 2,032 students.

The average amount of an individual award during this period was \$1,545 per student. The largest amount that was disbursed for an individual award was \$2,150 and the lowest amount that was disbursed was \$1,000.

STUDENT ELIGIBILITY CRITERIA

CARES ACT STUDENT ELIGIBILITY

The maximum estimated total number of Loyola students 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 under Section 18004(a)(1) of the CARES Act was 4,973. This estimate is based on the number of students who meet the following eligibility requirements:

- Was enrolled at Loyola on March 13, 2020 as a full-time or part-time undergraduate or graduate student;
- Is eligible for federal financial aid (this will be determined by either having been approved through the 2019-2020 or 2020-2021 FAFSA process or if you have not completed a FAFSA form, completion of an attestation of eligibility of Title IV criteria as per [rule making](#) by the Department of Education;

- Experienced a financial hardship as a result of the disruption of education due to the coronavirus for expenses included but not limited to: food, housing, course materials, technology, health care, and child-care expenses; and
- Completes the Loyola certification form via Qualtrics.

RATIONALE FOR DISBURSEMENTS AND TOTAL STUDENT AWARDS MADE

Loyola is committed to providing grants to all eligible students who complete the certification process by the deadlines set and communicated to students by the Stimulus Response Group and to the greatest extent possible with the CARES Act funds available. The Stimulus Response Group is comprised of representatives from financial aid, advancement, financial services and external affairs/government and community relations.

Our process for determining amounts of grants was based on a variety of factors, including financial need, overall applicant pool, availability of funds and the desire to provide some financial amount to all those who completed the certification process. We set up online forms to request information necessary to determine eligibility as per the criteria listed above. We then set thresholds for maximum amounts we could provide per student based on Pell eligibility and residential status (residential student or commuter/off-campus student). We also provided some funding for graduate students based on their enrollment status (full-time or part-time). We maximized the amount that we could provide to each of these groups based upon the overall applicant pool of eligible students.

All information was shared with students via email and also outlined on the [Loyola HEERF website](#). For additional information on the content of emails sent to students can be provided upon request please see Appendix I, Appendix II and Appendix III.

CRRSAA STUDENT ELIGIBILITY

The maximum estimated total number of Loyola students eligible to receive Emergency Financial Aid Grants to students under Section 314(a)(1) of the CRRSAA was 2,555. This estimate is based on the number of students who meet the eligibility requirements:

To support as many undergraduate and graduate students as possible, Loyola will award automatic grants of up to \$750 based on the following eligibility criteria:

- Must have a 2020-21 FAFSA or CSS Profile on file as of February 8, 2021;
- Must be enrolled at least-part time as of February 8, 2021;
- Must be a Loyola degree-seeking undergraduate or graduate student;
- Must be a U.S. citizen or eligible non-citizen as verified by the FAFSA; and
- Must have need not exceeding the average cost of attendance as measured by the FAFSA or CSS Profile.

Grant amounts were disbursed on a sliding scale that reduced the amount granted per student as the estimated family contribution amount increased. Students may use the funds for any component of their cost of attendance or emergency costs due to coronavirus such as tuition, food, housing, health care (including mental), and childcare.

Additional consideration was given to students who previously completed the COVID-19 Special Circumstances Appeal Form available thru the Office of Financial Aid website but who had not yet

received assistance through that process because institutional funds supporting these appeals had been completely expended.

Students who met the eligibility criteria as determined by the office of financial aid, were notified via email that they would be receiving a grant and payments were made by check and sent to the permanent/home address on record in WebAdvisor; or, if the student has elected to receive “Refund, Reimbursement and Payment Deposits” via direct deposit then they will be processed as an ACH bank transfer.

In order to ensure the timely delivery of grant disbursements, any updates to address information and/or banking information must be completed, and banking information must show as ‘verified’ in WebAdvisor by Friday, April 16, 2021. Any updates to information after this date cannot be guaranteed to be applied prior to the processing of the student’s grant disbursement. More information on how to confirm or update this information can be accessed via the links below:

[Confirm/update mailing address](#)

[Set up/edit banking information for direct deposit](#)

RATIONALE FOR DISBURSEMENTS AND TOTAL STUDENT AWARDS MADE

Loyola is committed to providing grants to all eligible students who met the eligibility criteria outlined above by the deadlines set and communicated to students by the Stimulus Response Group and to the greatest extent possible with the CRRSAA funds available. The Stimulus Response Group is comprised of representatives from financial aid, advancement, financial services and external affairs/government and community relations.

Our process for determining amounts of grants was based on a student’s eligibility as outlined in the criteria above. Upon review of the FAFSA or CSS Profile information, Loyola used a student’s estimated family contribution (EFC) as the basis for determining the amount disbursed to each eligible student, respectively.

In order to provide the greatest amount to those who demonstrated ‘exceptional need’ Loyola provided grant disbursements of the highest amount to those who are eligible for the Pell Grant Program. Subsequent ranges of EFCs were set which then provided a structure for the disbursement of the remaining grant funds on a sliding scale such that the higher the EFC, the less the grant. Additionally, CRRSAA funding was used to provide grants of \$750 per student for those who applied to Financial Aid to appeal for additional support due to COVID-19 specific circumstances. These student’s appeals were vetted by Financial Aid and determined to be valid, however at the time they were received, there were no remaining institutional funds to provide them with financial assistance.

Subsequent guidance from the Department of Education confirmed that student eligibility was expanded to include non-citizen students. With the remaining funds after the initial processing of student grants for those with confirmed citizenship status, non-citizen students were provided grants at 51% of the amounts as defined by their EFC range.

All grant disbursements under CRRSAA funding were processed in batches starting on April 19, 2021 and completed by May 31, 2021. The batches were prioritized so that those who with the greatest demonstrated need were processed alphabetically. As payments were processed, students were notified that their disbursements were processed and the format (direct deposit or check) of the

disbursement. If an eligible student did not receive their disbursement by May 31, 2021 they should email heerf@loyola.edu.

All information was shared with students via email and also outlined on the [Loyola HEERF website](#). For additional information on the content of emails sent to eligible students please see Appendix IV and Appendix V. As payments were processed, students were notified by email that the direct deposit or check had been processed.

ARP ACT STUDENT ELIGIBILITY

The maximum estimated total number of Loyola students eligible to receive Emergency Financial Aid Grants to students under Section 314(a)(1) of the ARPA is 2,797. This estimate is based on the number of students who meet the eligibility requirements outlined below. To support as many undergraduate and graduate students as possible, Loyola will award automatic grants based on the following eligibility criteria. Students must meet all of these criteria in order to receive a grant.

- Must have a 2021-2022 FAFSA or CSS Profile on file as of October 21, 2021;
- Must be enrolled at least-part time as of October 21, 2021;
- Must be a Loyola degree-seeking undergraduate or graduate student; and
- Must have an EFC of \$69,999 or less.

Those students who meet the above criteria automatically receive a grant in the range of \$2,150 to \$250 for undergraduate students and \$300 to \$150 for graduate students. Grant amounts were disbursed on a sliding scale that reduced the amount granted per student as the estimated family contribution amount increased to the maximum eligible EFC of \$69,999 and enrollment status (full-time or part-time).

Students may use the funds for any component of their cost of attendance or emergency costs due to coronavirus such as tuition, food, housing, health care (including mental), and childcare.

Students **DO NOT NEED TO APPLY** for these funds. Students who meet the eligibility criteria as determined by the office of financial aid, will be notified via email that they will be receiving a grant and payments will be made by check and sent to the permanent/home address on record in WebAdvisor [OR] if the student has elected to receive "Refund, Reimbursement and Payment Deposits" via direct deposit then they will be processed as an ACH bank transfer. Eligible students will receive an email once the payment has been processed confirming the payment format (bank transfer or physical check), the amount of the grant, and the processing date.

ARPA Grant Disbursement Schedule

Grant disbursements will be processed in batches prioritizing those with greatest demonstrated need (lowest EFCs in alphabetical order) starting on Thursday, December 16, 2021. All disbursements should be processed no later than February 1, 2022. If an eligible student has not received their disbursement by February 28, 2022, they should email heerf@loyola.edu.

Additionally, in order to confirm our intention to draw on the ARPA funds allocated to Loyola, the University was required to draw down at least \$1 within 90 days of the allocation of the funds. We did make one draw down of \$500 which was provided to a Pell eligible student who exhibited the greatest need as determined by the estimated family contribution in their 2021-2022 FAFSA and Profile records.

The student has been Pell eligible since their first year at Loyola with no hiatus history and this amount was deducted from the grant processed in December of 2021 such that the total that the student will receive in HEERF funds is in line with the criteria noted above.

**APPENDIX I:
INITIAL EMAIL TO STUDENTS (CARES ACT)**

SUBJECT: CARES Act Higher Education Emergency Relief Funds Grants—Deadline to Apply is June 22

You should have received an email last week regarding the funding that Loyola University Maryland received through the U.S. Department of Education to provide emergency grants to help alleviate some of the additional expenses that you incurred due to the disruption of campus operations due to the pandemic.

*If you have not already, please complete the certification form in order to apply for consideration for an emergency grant. The deadline is this **Monday— JUNE 22, 2020, AT 8 P.M. EST.** You can complete your certification form via the link below.*

[CARES ACT HIGHER EDUCATION EMERGENCY RELIEF FUND: STUDENT EMERGENCY GRANT CERTIFICATION FORM](#)

Please note that in order to be eligible for consideration of funding, a student must:

- *have been enrolled at Loyola on March 13, 2020, as a full-time or part-time undergraduate or graduate student.*
- *have experienced a financial hardship as a result of the disruption of education due to the coronavirus for expenses included but not limited to: food, housing, course materials, technology, health care, and child-care expenses.*
- *complete the CARES Act Higher Education Emergency Relief Fund (HEERF)—Student Emergency Grant Certification Form*

Non-degree seeking students; students exclusively enrolled in online courses; and those who withdrew or took a leave of absence during the spring semester prior to March 13, 2020, are not eligible for CARES Act funding.

More information about the CARES Act and FAQs regarding how Loyola will be distributing these funds can be found [here](#). CARES Act emergency grants are subject to eligibility, overall applicant pool, and availability of funds, among other things. Submission of a certification form does not guarantee that an emergency grant will be available or, if so, that it will be available in any particular amount.

*The deadline to submit your certification form is **JUNE 22, 2020, AT 8 P.M. EST.** Forms received after this date will not be considered. It is expected that checks will be mailed in early July.*

Questions concerning the CARES Act can be directed to caresact@loyola.edu.

*Loyola University Maryland
4501 North Charles Street
Baltimore, Maryland 21210
caresact@loyola.edu
www.loyola.edu*

***A copy of the certification form that students completed can be provided upon request to caresact@loyola.edu.*

**APPENDIX II:
COMMUNICATIONS TO STUDENTS RE: TITLE IV ATTESTATIONS (CARES ACT)**

For those who did not have a 2019-2020 or 2020-2021 FAFSA on file, we required them to submit an attestation of their eligibility of Title IV criteria.

SUBJECT: Loyola CARES Act HEERF Emergency Grants--ADDITIONAL INFORMATION NEEDED

Thank you for your submission of the Loyola CARES Act Higher Education Emergency Relief Fund (HEERF) Certification Form. In reviewing the information you provided as part of that process, it was determined that additional information is needed to complete your certification before we can determine your eligibility for a CARES Act HEERF emergency grant.

On June 17, 2020, The Department of Education issued a rule entitled [Eligibility of Students at Institutions of Higher Education for Funds Under the Coronavirus Aid, Relief, and Economic Security \(CARES\) Act](#). This rule requires that we gather additional information related to a student's eligibility for Federal financial aid.

According to our records, we do not have an approved FAFSA form on file for 2019-2020 and/or 2020-2021 for you.

In order to be considered for eligibility for a CARES Act HEERF emergency grant, you will need to complete an additional attestation form via Qualtrics to confirm to your eligibility for Federal financial aid. Please use the link below to provide this information:

https://loyola.co1.qualtrics.com/jfe/form/SV_8wRxqNGwoE7OIYF

*You must complete this attestation form by **FRIDAY JULY 10, 2020 AT 12 P.M.** in order to be considered for a CARES Act HEERF emergency grant.*

Please note that by providing this information you are not applying for financial aid through the Office of Financial Aid. You are only submitting additional information required to be considered for a CARES Act HEERF emergency grant.

If you have any questions, please contact us via email at caresact@loyola.edu.

Thank you and Happy Fourth of July!

*Loyola University Maryland
4501 North Charles Street
Baltimore, Maryland 21210
caresact@loyola.edu
www.loyola.edu*

****A copy of the attestation form that students completed can be provided upon request to caresact@loyola.edu.**

APPENDIX III

EMAIL TO PELL STUDENTS REGARDING ADDITIONAL DISTRIBUTION OF FUNDS (CARES ACT)

Hello!

You are receiving this email because you had received a one-time emergency grant from the CARES Act funds that Loyola received.

We were able to provide Pell eligible students who previously received a \$1,500 disbursement with an additional disbursement of \$147.00. These additional funds were processed today (October 26, 2020) according to the original form of disbursement (direct deposit or check). If you received your payment by direct deposit, you will have received an additional email prior to this one. If you are receiving your disbursement by check, you should receive the check via USPS within the coming weeks.

If for some reason you have received this email and you do not receive your disbursement by Friday, November 16, 2020, please email us and let us know so we can track the payment to ensure it gets to you.

Thank you!

APPENDIX IV
EMAIL TO ELIGIBLE STUDENTS WITH US CITIZENSHIP STATUS (CRRSAA)

SUBJECT: CRRSAA/HEERF II Student Emergency Grant

Loyola has received federal funding under the Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) to “emphasize support for students with exceptional needs” through grants via the Higher Education Emergency Relief Fund II (HEERF II).

According to the information provided on your FAFSA or CSS Profile form, it has been determined that you meet Loyola’s criteria for receiving a grant in the amount of: [INSERT SPECIFIC GRANT AMOUNT].

You may use the funds for any component of their cost of attendance or emergency costs due to coronavirus such as tuition, food, housing, health care (including mental), and childcare.

Grant disbursements will be processed starting on Monday, April 19, 2021 with a projected conclusion by May 31, 2021. If you do not receive your disbursement by May 31, 2021 please email us at heerf@loyola.edu.

*You **DO NOT NEED TO APPLY** for the grant, it will be disbursed to you automatically, however, you do need to make sure your permanent/home address is correct in WebAdvisor [AND/OR] that if you have direct deposit that your banking information is updated/set up and verified to receive “Refund, Reimbursement and Payment” deposits.*

How to check and/or update mailing address:

<https://www.loyola.edu/departments/records/general-info/changing-name-address>

How to set up or edit banking information for direct deposit:

<https://www.loyola.edu/departments/financial-services/payroll/direct-deposit>

*In order to ensure the timely delivery of grant disbursements, any updates to address information and/or banking information must be completed, and banking information shown as ‘verified’ in WebAdvisor by **Friday, April 16, 2021**. Any updates to information after this date cannot be guaranteed to be applied prior to the processing of the student’s grant disbursement.*

Key Dates:

Tuesday, April 13, 2021	Eligible students will be notified of the grant amount that they will receive.
Friday, April 16, 2021	Students must log into WebAdvisor and confirm their address (and/or) banking information is correct.
Monday, April 19, 2021	Grant disbursements will start being processed.

If you have any questions, please contact us at HEERF@loyola.edu.

Thank you!



LOYOLA
UNIVERSITY MARYLAND

Loyola University Maryland
4501 North Charles Street
Baltimore, Maryland 21210
heerf@loyola.edu

[Student Emergency Grants Information](#)

APPENDIX V
EMAIL TO ELIGIBLE STUDENTS WITH NON-US CITIZENSHIP STATUS (CRRSAA)

SUBJECT: CRRSAA/HEERF II Student Emergency Grant

Loyola has received federal funding under the Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) to “emphasize support for students with exceptional needs” through grants via the Higher Education Emergency Relief Fund II (HEERF II).

According to the information provided on your FAFSA or CSS Profile form, it has been determined that you meet Loyola’s criteria for receiving a grant in the amount of: [INSERT SPECIFIC GRANT AMOUNT].

You may use the funds for any component of your cost of attendance or emergency costs due to coronavirus such as tuition, food, housing, health care (including mental), and childcare.

*You **DO NOT NEED TO APPLY** for the grant, it has been disbursed to you automatically. According to our records, you will receive your grant via check payment that will be mailed to the primary address on file with the Records Office.*

Grant disbursements were processed on May 27, 2021. It may take a week or more for check payments to be received, please let us know if you do not receive the payment by June 30, 2021. Also if you have any questions regarding the CRRSAA/HEERF II Student Emergency Grants Program, please use the link in the signature below for more information.

If you have any questions, please contact us at HEERF@loyola.edu.

Thank you!

||| HEERF Student Emergency Grants Program



LOYOLA
UNIVERSITY MARYLAND

4501 North Charles Street, Baltimore, MD 21210

HEERF@loyola.edu | [Student Emergency Grants Information](#)

APPENDIX VI EMAIL TO ELIGIBLE STUDENTS (ARPA)

We hope this email finds you well! As you may be aware, Loyola has received federal funding under the American Rescue Plan Act 2021 (ARPA) to “emphasize support for students with exceptional needs” through emergency student grants via the Higher Education Emergency Relief Fund II (HEERF III).

According to the information provided on your FAFSA or CSS Profile form, it has been determined that you meet Loyola’s criteria for receiving a grant in the amount of: [respective dollar amount included here]. Information on the criteria used to determine student eligibility is available at Loyola’s [Higher Education Emergency Relief Fund \(HEERF\): Student Grant Programs I, II and III website](#).

*You **DO NOT NEED TO APPLY** for the grant, it will be disbursed to you automatically. If you have authorized the university to make “Refund, Reimbursement and Payment” deposits via bank transfer your grant will be issued as a direct deposit into the bank account that has been verified in the records system. Otherwise you will receive your payment in the form of a physical check mailed to your permanent address which is in the university’s records system. You may use the funds for any component of your cost of attendance or emergency costs due to coronavirus such as tuition, food, housing, health care (including mental), and childcare.*

Grant disbursements will be processed starting on Friday, December 17, 2021 with a projected conclusion by February 28, 2022. If you do not receive your disbursement by February 28, 2022, please email us at heerf@loyola.edu.

Thank you and Happy Holidays!

/// HEERF Student Emergency Grants Program



4501 North Charles Street, Baltimore, MD 21210

HEERF@loyola.edu \ [Student Emergency Grants Information](#)