

Higher Education Emergency Relief Fund III Report – Emergency Financial Aid Grants to Students

October 1, 2021

Gurnick Academy of Medical Arts, LLC (OPE ID: 04169800) received education stabilization funds under the American Rescue Plan (ARP) (P.L. 117-2). This Fund Report applies to the student portion received under the Higher Education Emergency Relief Fund that is designated exclusively for emergency financial aid grants to students.

The institution appreciates that Congress and the President have made these critical funds available for eligible students who have expenses related to the disruption of campus operations due to the coronavirus pandemic. We take receipt of these federal funds seriously and are distributing them in accordance with ARP and implementing guidance.

The institution is making the below information available for transparency purposes and in compliance with the U.S. Department of Education's ("Department") Electronic Announcement of May 14, 2021.¹ For questions or concerns regarding this Fund Report, please contact **Jason Ho, Compliance Director**, at jho@gurnick.edu.

1. The institution signed and returned to the Department the Certification and Agreement [for] Emergency Financial Aid Grants to Students. The institution has used, or intends to use the funds received under 2003(a)(4) of the ARP program to provide emergency financial aid grants to students.
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 2003(a)(4) of the ARP program is **\$1,044,424.00**.
3. The total amount of emergency financial aid grants distributed to students under 2003(a)(4) of the ARP program as of the date of this Fund Report is **\$1,044,424.00**.
4. The estimated total number of students at the institution 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 under 2003(a)(4) of the ARP program, as of the date of this Fund Report is **1,637**.²
5. The total number of students who have received an emergency financial aid grant under section 2003(a)(4) of the ARP program as of the date of this Fund Report is **1,637**.
6. The methods used by the institution to determine which students receive emergency financial aid grants and how much they would receive under section 2003(a)(4) of the ARP 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**.
8. This quarterly posting is the final report that covers all remaining HEERF fund expenditures for Section 2003(a)(4) Student Portion funds.

¹ See: <https://www.federalregister.gov/documents/2021/05/13/2021-10196/notice-of-public-posting-requirement-of-grant-information-for-higher-education-emergency-relief-fund>

² For the purposes of this report, institutions may determine the number of eligible students based on the number of students for whom the institution has received an Institutional Student Information Record (ISIR) plus the number of students who completed an alternative application form developed by the institution for this purpose. The institution may then apply this number to its own methodological framework for disbursement of funds to produce a final total of eligible students at the institution. The institution is not asked to make assumptions about the potential eligibility of students for whom the institution has not received an ISIR or an alternative application.

Attachment A

1.0 Objective/ Purpose

To disburse emergency financial aid grants directly 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) based on the American Rescue Plan (ARP) provided to Gurnick Academy of Medical Arts (the "Academy").

2.0 Documents Used/ Referenced

ARP Student Fund Announcement
ARP Student Fund Certification

3.0 Who Should Use

Financial Aid Department
Campus Directors
Accounting Department
Process Department
COO
CPO
CEO

4.0 Policy

ARP Grant (HEERF III)

This policy is to ensure that the above mentioned funds are distributed as widely as possible.

On March 11, 2021, the President signed the American Rescue Plan (ARP) (P.L. 117-2). This new law gives the U.S. Department of Education (Department) approximately \$39.6 billion to distribute to institutions of higher education in order to prevent, prepare for, and respond to coronavirus through the HEERF.

Gurnick Academy is awarding the **ARP Grant equally to every eligible student** who was in ACTIVE status in a core programs as of **July 1st, 2021**. This is not available to students who are in a pre-requisite course or on LOA.

5.0 Procedure Steps:

Ledger Code will be: HEERF III Grant

This is to be considered a Non–Title IV award and will not be included on the 1098-T or included as Title IV funds in the 90/10 calculations.

The disbursement will be treated as a pass-through award and will be issued in the form of a check made payable directly to the student.

GEGI will send out automatic email to all Active students (as of July 1st) with the attachment of ARP Student Fund Certification via Right Signature.

If we receive notification from a student that they do not have significant financial need, they will not be included in the program distribution.

If a grant check is not cashed within 90 days of issue date, the check is to be cancelled and the funds will be reallocated back into the Academy's Student Relief Fund and disbursed to other students at the sole discretion of the Director of Financial Aid after a needs based review. Alternatively, the Academy may choose to return undistributed funds back to the government.

Individual ARP Grant Award disbursements are to be kept and tracked by accounting for reporting every 30 and 45 days as required.

Each student requesting a grant will be required to execute a certification form as to allowable uses of the funds.

Eligible students are separated into 2 categories based on whether the students have received PELL grants. Each group received grant amounts as follows:

- PELL Recipients: **\$917**
- Non-PELL Recipients: **\$404**

All student certifications will be processed, starting on July 16th, 2021 which coincides with the due date for return of all Student Certification Forms. Accounting will then begin with the appropriate general ledger entries and check production to send to the certified students.

Best efforts will be made to send these grant checks by August 31st, 2021 assuming there are no issues with availability of federal funds or the certification return process including the need to update student information such as address changes and name changes.

The Academy agrees that we have and will continue to pay all of our employees and contractors during the period of any disruptions or closures to the greatest extent practicable, explaining in detail all specific actions and decisions related thereto, in compliance the ARP Act.

6.0 Management Measurement / Monitoring

GEGI Student Management System will provide an automatic report indicating all students who have signed and accepted the certification. Campus Directors will be point of contact for problems and concern in regards to the ARP funds. Accounting will review and provide the appropriate distribution of the funds.

Attachment B

July 9, 2021

Dear Gurnick Student,

These are difficult times for everyone, and having financial concerns makes it even harder. A number of you have reached out letting us know about your financial challenges. We want to assure you that we care and we are here to help. It truly pays to read and respond to this communication.

Here is the good news! Because you are a student at Gurnick Academy of Medical Arts, you may qualify for HEERF III Student Fund. We are just in the final stages of applying for and receiving these funds for distribution to students impacted by the coronavirus pandemic. What is best about this funding is that it comes in the form of a grant. This means you do not have to pay it back.

The American Rescue Plan (ARP) provides Gurnick Academy with discretion on how to award this emergency assistance to our students. We have decided to distribute this grant to all eligible students*. The only statutory requirement is that the funds be used for any component of the cost of attendance or for emergency costs that arise due to coronavirus, such as food, housing, health care (including mental health care) or child care and other expenses.

Receiving this grant is not automatic however. To qualify, you must be an active student (again, it will not be available to pre-requisite students or students on LOA) as of July 1, 2021 and you must certify that you are eligible by completing the Gurnick ARP Student Fund Certification form attesting that you meet the qualifications. You will also need to confirm your mailing address as any checks issued will go to the confirmed address on file. Finally, you must certify the electronic form by e-signing it upon receiving it. You must e-sign this document no later than **6pm on Friday, July 16, 2021** or we will assume you did not qualify or did not want to participate in this grant program.

Please note that any check issued must be cashed within 90 days of the check issue date or the issued funds will go back into Gurnick Student Fund for further allocation by Financial Aid or returned to the government.

Please make sure you have not opted out of receiving GEGI emails. If you have any questions, please contact your Campus Director.

Hope this good news gives you additional energy to study hard and work toward achieving your goal to graduate from your programs of study. Stay safe and healthy.

If you do not receive the email with the certification form to complete by Monday, July 12, 2021 please contact your Campus Director.

* Eligible students include those students who were active as of **July 1, 2021**.

Sincerely,

Campus Director's Name,

Campus Location

ARP Student Fund Certification

Gurnick Emergency Financial Aid Grants to Students under the American Rescue Plan (ARP)

STUDENT NAME

STUDENT ID:

CURRENT STUDENT ADDRESS:

Gurnick Academy has established the **Gurnick Student Fund** to make emergency grants* immediately available to eligible** students.

* On March 11, 2021, the President signed the American Rescue Plan (ARP) (P.L. 117-2). This new law gives the U.S. Department of Education (Department) approximately \$39.6 billion to distribute to institutions of higher education in order to prevent, prepare for, and respond to coronavirus through the HEERF.

** Eligible students include those students who were active as of **July 1, 2021**.

Certification forms must be received by Gurnick via email by **Friday, July 16, 2021**. Certification forms will be processed at that time and checks will be issued and mailed as quickly as possible (assuming the government has released the funds to Gurnick to distribute).

All checks sent must be cashed within 90 days (no exceptions) of date of issue or the checks will be canceled, and funds will revert back to the Gurnick Student Fund for further student allocation or be returned to the government at the Academy's discretion.

By signing this certification:

1. I acknowledge that I have exceptional need and HEERF III grant funds provided by the Academy to me may be used for any component of my cost of attendance or for emergency costs that arise due to coronavirus, such as food, housing, health care (including mental health care) or child care and other expenses.
2. I acknowledge that the Academy is required by Section 2003(a)(4) of the ARP to document and report to the Secretary regarding how grants were distributed to students, the amount of each grant awarded to each student and how the amount of each grant was calculated.
3. By **not responding/signing** this form by **July 16, 2021 at 6pm PST**, I acknowledge that I am declining participation in this grant program.

STUDENT SIGNATURE:

DATE: