

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

**August 7, 2020**

**Diesel Driving Academy (OPE ID: 030309)** received education stabilization funds under Section 18004(a)(1) of the Coronavirus Aid, Relief, and Economic Security Act (“CARES Act”), Public Law No: 116-136. 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 the CARES Act 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 6, 2020.<sup>1</sup> For questions or concerns regarding this Fund Report, please contact **Mitch Busada, Vice President of Finance**, at [cares1@dda.edu](mailto:cares1@dda.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, no less than 50 percent of the funds received under Section 18004(a)(1) of the CARES Act 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 is **\$97,127.00**.
3. The total amount of emergency financial aid grants distributed to students under Section 18004(a)(1) of the CARES Act as of the date of this Fund Report is **\$97,127.00**.
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 Section 18004(a)(1) of the CARES Act, as of the date of this Fund Report is **43**.
5. The total number of students who have received an emergency financial aid grant under Section 18004(a)(1) of the CARES Act as of the date of this Fund Report is **32**.
6. The methods used by the institution to determine which students receive emergency financial aid grants and how much they would receive under Section 18004(a)(1) of the CARES Act 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**.

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<sup>1</sup> See: <https://ifap.ed.gov/electronic-announcements/050620HigherEdEmergencyReliefFundRptg>

## Attachment A

**Tier 1 Relief:** Will receive full monthly living allowance (\$963 per month for dependent students and \$1654 per month for independent students) published by LASFAA for remaining months in school retro-active to March 13, 2020 not to exceed maximum Pell amount for award year 2019-2020

**Criteria:**

Student or Spouse Laid Off 3/16/20 or later (would also apply to a dependent student's parent). Documented with separation paperwork from the job or proof of unemployment benefits.

Homeless or in a transitional living program as of 3/16/20 or later. (documented by Director if transitional living program, school Campus Director or other authority deemed appropriate by the school's program administrator)

Loss of a spouse (or parent for dependent students) from COVID -19

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**Tier 2 Relief:** Will be divided evenly among all eligible applicants not to exceed monthly living allowances as mentioned above remaining months in school retro-active to March 13, 2020

**Criteria:**

Transportation Issues related to outbreak (lack of public transportation resources)

Child Care Issues directly caused by COVID – 19 (such as but not limited to day care and school closures)

Increase in costs related to dependent care related to school closures (including extra food expenses, need for technology related items for dependents online education)

Increase in general living expenses related to COVID-19 (including but not limited to increase in grocery and household items due to shortages, increase in utility expenses from working from home or dependents being home)

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All students from both Tiers must have been an active student on or before March 13, 2020 and active as of June 4, 2020 (date of awards disbursement). Students that were dropped and re-entered during that time were not considered eligible, due to our lack of a Leave of Absence Policy. Eligible students must sign an award letter that will be sent to their email address on record to receive the funds. Checks will be mailed once the signed award letter is received to the address given on the student's application to receive the funds. Students that were not deemed eligible for the funds were notified by email and given a chance to appeal.

30% of allotted funds were set aside in reserve for an appeals process. Late applications were considered appeals for students that did not apply by the original deadline of Wednesday June 3, 2020. Students were given a deadline on Wednesday June 10, 2020 to appeal. We did not use the Tier process for late applications. The reserve funds were divided evenly to the late applicants to significantly help as many students as possible. To be considered eligible for funds from the appeals process the student had to be an active student on or before March 13, 2020 and active as of June 11, 2020 (date of awards disbursement). Students that were dropped and re-entered during that time were not considered

eligible, due to our lack of a Leave of Absence Policy. Eligible students must sign an award letter that will be sent to their email address on record to receive the funds. Checks will be mailed once the signed award letter is received to the address given on the student's application to receive the funds. Students that were not deemed eligible for the funds were notified by email.

## Attachment B

Notifications were sent to all DDA students through our DDA mobile app:

