

July 10, 2020

Secretary  
U.S. Department of  
Education 400 Maryland  
Avenue, SW Washington,  
D.C. 20202

Re: *Essex County College*  
*HEERF Student Emergency Aid Fund Report*

Dear Secretary:

As required by Section 18004(e) of the CARES Act, Essex County College (“College” or “institution”) submits its initial report concerning the receipt and distribution of the funds allocated to it under the Act.

1. On April 14, 2020, the College signed and returned to the Department of Education (Department) the Certification and Agreement and the assurance that “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 institution has received \$3,876,331 for Emergency Financial Aid Grants to students, the total amount that it expected for that purpose.
3. Funds distribution for the 2nd quarter were completed after June 30, 2020.
4. For the 2nd Quarter, the College has distributed \$ 1,399,280.
5. The estimated total number of unduplicated students at the institution eligible to participate in programs is 4,856.
6. The total number of students who have received an Emergency Financial Aid Grant under Section 18004(a)(1) of the CARES Act is 4,856.
7. In order to distribute the Emergency Financial Aid Grants to students, the College first had to determine eligibility.  
Following the guidance of the United States Department of Education, to be currently eligible, a student must:
  - Be either a full or part-time student enrolled in credit-bearing courses.
  - Cannot be a dual-enrolled High School student.
8. All eligible students received a fixed base award which they do not need to apply for.

9. All eligible students received an official email from the College informing them of their award. This email contains a hyperlink to an electronic form which allows the student to do two things:
- Students can authorize the College to apply their award directly to their tuition balance. Students can freely elect this option if they choose and award amounts are not contingent on how students answer this question.
  - The form also allows students to apply for additional aid based on need.

Respectfully  
Submitted, Essex  
County College