



# GEM CITY COLLEGE

700 STATE STREET • QUINCY, ILLINOIS 62301

*The Department of Education was awarded an emergency grant to assist students who were attending schools of higher education during the COVID-19 emergency school closing and lockdown social distancing requirements in March 2020.*

*The CARES ACT HIGHER ED Grant will be awarded to each approved higher education school. The school has to determine based on guidelines for how it will disburse the emergency funds to students.*

*When the school issues checks to students, they must sign that they will use the funds for one or more of the expenses listed on the CARES ACT Certification and Agreement document, for "food, housing, course materials, technology, health care, and child-care expenses". We will also give students the opportunity to forego the payment if they have not been financially affected and wish to donate their portion back to the school fund so we can reallocate funds to other students who may have a financial hardship.*

*The school will allocate CARES ACT Emergency Relief funds to students equally, based on the total number of enrolled students who were attending classes on **03/20/2020** when the school temporarily closed due to COVID-19 lockdown and who wish to participate in the grant funding opportunity. We will divide the number of attending students into the emergency fund grant amount and allocate funds equally to each student. This is grant money and will not have to be repaid.*

*The school was advised the government will begin releasing funds and accepting student certifications as of the opening fund date of **05/21/2020**. The school applied for the funding on opening day **05/21/2020**. We hope to receive funds within the next few weeks. Students will receive funds by check mailed to the home address. To assist the school in processing the checks please complete and return the certification form below on page 2 of this document.*



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## Cares HEERF (HIGHER EDUCATION EMERGENCY RELIEF FUND) Distribution Policy

### Student Certification Form

Gem City College will be distributing checks to all students from the CARES HEERF fund. The amount of money (checks) distributed to all students will be spread across the student body evenly to those affected by the COVID-19.

Have you been affected by COVID -19? Please check–mark which answer suits your situation:

\_\_\_ Yes OR \_\_\_ No

If yes, fill in the information below:

I, \_\_\_\_\_(student first and last name), certify that I have been affected by COVID-19 and therefore agree to use the funds distributed to me for the following needs: *food, housing, course materials, technology, health-care and/or child care expenses* as stipulated in the CARES HEERF Policy set forth by the US Department of Education.

These funds will not be used for tuition expenses or paying off tuition balances.

The funds distributed will be distributed to all students attending Gem City College that have certified that they have been affected in any of the above areas without regard to attendance status or percentage.

We need this form back from you in order to know who and where to send the distribution checks to.

If applicable, please mail my check to:

\_\_\_\_\_ (Name)  
\_\_\_\_\_ (Street address)  
\_\_\_\_\_ (City, State, Zip)

\_\_\_\_\_  
Student signature Date

\_\_\_\_\_  
School signature Date