

ARPA: SGA Emergency Financial Aid Grant

Administrative Procedure FINAID - 5

Number: FINAID - 5	Name: SGA Emergency Grant
The American Rescue Plan Act of 2021 (ARPA) provides, in part, for grant funds to be distributed to institutions of higher education, including Marshall University using a formula based on student enrollment. The purpose of this administrative procedure is to provide the method by which Student Government Association (SGA) Emergency Financial Aid Grant funds will be distributed to Eligible Students.	
Responsible Unit: <i>FINANCE</i>	
Approved by: <i>Mark A. Rebin</i>	Approval Date: <i>11-1-21</i>

I. PURPOSE

- A. Pursuant to the American Rescue Plan Act of 2021 (ARPA), in part, Marshall University must allocate funding to provide students with emergency financial aid grants to assist students with the greatest amount of need as instructed by the Department of Education.
- B. Marshall University will provide Eligible Students with emergency financial aid grants to assist students with demonstrated hardships caused by the COVID-19 pandemic.
- C. SGA Emergency Grant awards provided by this Administrative Procedure will go directly to Eligible Students and will not pay any obligations owed by the student to Marshall University.
- D. Awards will be limited to available funds designated for the SGA Emergency Grant. Nothing herein, is intended to guarantee any funds to Eligible Students.
- E. Awards will be disbursed until funds designated for the SGA Emergency Grant are exhausted.

II. DEFINITIONS

- A. **Award / SGA Emergency Grant** – Eligible Students who qualify will receive an award amount up to the amount of loss documented by the student, with a minimum award of \$500 not to exceed \$3,000.

- B. **Eligible Student** - Any full or part-time student experiencing a hardship as a result of the COVID-19 pandemic. Provided that, the student must provide supporting documentation substantiating the loss, as well as other applicable documents as requested by Marshall University.
- C. **COVID-19** - a mild to severe respiratory illness that is caused by a coronavirus (*Severe acute respiratory syndrome coronavirus 2 of the genus Betacoronavirus*), is transmitted chiefly by contact with infectious material (such as respiratory droplets) or with objects or surfaces contaminated by the causative virus, and is characterized especially by fever, cough, and shortness of breath and may progress to pneumonia and respiratory failure and was first identified in Wuhan, China in December 2019.

III. PROCEDURE

- A. An online application process will be developed by the University's Budget Office in collaboration with the Student Government Association, the Financial Aid Office and the Office of the Bursar.
- B. Eligible Students, defined herein, will complete the electronic application and include all applicable documentation to substantiate a COVID-19-related loss. Applications are reviewed by the Student Government Association and approved by the University's Budget Office. Applications demonstrating a hardship but do not substantiate a COVID-19-related loss may be considered for other funding opportunities available through the University's Financial Aid Office.
- C. Approved Awards will be processed directly to the student after the application is reviewed and approved by applicable departments described herein.

IV. APPEAL

- A. Any student may appeal their eligibility for the SGA Emergency Grant.
- B. Appeals regarding eligibility must be made within 10 days of when the student learns they are ineligible for the award.
- C. The decision of the Chief Financial Officer or his/her designee shall be final.