

**OLIVET NAZARENE UNIVERSITY POLICY STATEMENT
HIGHER EDUCATION EMERGENCY RELIEF FUND – INSTITUTIONAL
PORTION**

APPROVED BY ADMINISTRATIVE TEAM – EFFECTIVE 5/1/2020

Updated:6/15/2020
Updated:7/31/2020
Updated: 9/30/2020
Updated: 10/31/2020

The CARES Act, which established and funded the Higher Education Emergency Relief Fund (HEERF), allows the Recipient to use up to 50 percent of the amount authorized under Section 18004(a)(1) to cover any costs associated with significant changes to the delivery of instruction due to the coronavirus so long as such costs do not include payment to contractors for the provision of pre-enrollment recruitment activities, including marketing and advertising; endowments; or capital outlays associated with facilities related to athletics, sectarian instruction, or religious worship. For Olivet Nazarene University (“University”) the amount awarded for this specific use is \$1,486,118. The University submitted their application packet to the Department of Education (“DOE”) on April 24, 2020; the DOE received application and assigned tracking number on April 30, 2020; grant was selected for funding on May 6, 2020.

As a requirement to receive the institutional portion of the HEERF funds, the University applied for and received HEERF funds for the use of providing emergency financial aid grants to students for expenses related to the disruption of campus operations due to the coronavirus. The University submitted their application packet to the DOE on April 14, 2020; the DOE received application and assigned tracking number on April 16, 2020; grant was selected for funding on May 4, 2020.

The University established a committee, led by the Executive Vice President and Chief Financial Officer, to track costs incurred on or after March 13, 2020 associated with and losses due to the Coronavirus

Per the DOE, the University agrees to use the funds as authorized in Section 180004(c) of the CARES Act and will not use the funds for payment to contractors for the provision of pre-enrollment recruitment activities, which include marketing and advertising; endowments; or capital outlays associated with facilities related to athletics, sectarian instruction, or religious worship. Further, in according with section 180006 of the CARES Act, the University agrees that to the greatest extent practicable, the University will pay all of its employees and contracts during the period of any disruption or closure related to the coronavirus.

In accordance with Section 180004(c) of the CARES Act, the University used the HEERF funds for the following purposes: 1) to distribute room and board refunds to students due to the closing of campus 2) to train faculty and convert traditional on-site courses to an online platform and 3) to retain as many employees as practicable.