

**CARES Act Grant – A report from Concordia Theological Seminary, Fort Wayne, Indiana  
July 7, 2020**

Section 18004(e) of the Coronavirus Aid, Relief, and Economic Security Act (“CARES Act” or the “Act”), Pub. L. No. 116-136, 134 Stat. 281 (March 27, 2020), directs institutions receiving funds under Section 18004 of the Act to publish a report describing the use of funds distributed from the Higher Education Emergency Relief Fund (“HEERF”). Section 18004(c) of the CARES Act requires institutions to use no less than 50 percent of the funds received from Section 18004(a)(1) of the CARES Act to provide Emergency Financial Aid Grants to students for expenses related to the disruption of campus operations due to coronavirus (including eligible expenses under a student’s cost of attendance such as food, housing, course materials, technology, health care, and child care).

Accordingly, **Concordia Theological Seminary, Fort Wayne, Indiana (CTSFW)** is publishing the following report to be updated if needed every 45 days:

1. On April 13, 2020, CTSFW signed and returned to the U.S. Department of Education the Certification and Agreement acknowledging that CTSFW 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. On May 1, 2020, CTSFW received \$32,841 from the U.S. Department of Education pursuant to the institution’s Certification and Agreement for Emergency Financial Aid Grants to Students.
3. The total amount of Emergency Financial Aid Grants distributed to CTSFW students under Section 18004(a)(1) of the CARES Act was \$32,841 as of May 22, 2020. The students were sent a check for their awarded grant funds mailed via the U.S. Postal Service.
4. The estimated total number of students at CTSFW eligible to receive an Emergency Financial Aid Grant was 129 students.
5. The total number of CTSFW students who have received an Emergency Financial Aid Grant was 44 students. Only those students who submitted the required application form by the published deadline received a grant.
6. The methodology used by CTSFW to determine which students received Emergency Financial Aid Grants and how much they would receive is as follows:
  1. Students must have submitted a valid FAFSA for the 2019-2020 or the 2018-2019 academic year.
  2. Students must have been enrolled in a residential program during the COVID-19 disruption and have been charged the normal CTSFW residential fees for the time period of the COVID-19 disruption (2020 Spring Quarter).
  3. Students submitted an online grant application form where they requested an amount of funds for expenses incurred for the COVID-19 disruption. The grant amount awarded to each student was based upon the amount of funds requested by the student or up to a maximum grant cap determined by the size of the student’s family. Single students were capped at \$500, married with no children were capped at \$900, married with one child were capped at \$1,300, and married with two or more children were capped at \$1,570. The size of grants ranged from \$120 to \$1,570.
7. The students were emailed a link to an online grant application form ([https://ctsfw.formstack.com/forms/cares\\_act](https://ctsfw.formstack.com/forms/cares_act)) inviting them to apply for a grant and to itemize their expenses due to the COVID-19 campus disruption for the following categories: food, housing, course materials, technology, transportation, health care, child care and other items (to be listed by the student). The students were also asked if they were requesting funds to help pay for the non-refundable institutional fees charged during the time period of the COVID-19 disruption (2020 Spring Quarter). The application form was emailed out to students on May 6 which stated that the deadline to

apply was May 17, 2020. A second reminder email was sent out to students on May 11 who had not yet responded. The grant checks were mailed out to students on May 22, 2020.

All Cares Act Grant funds received by CTSFW have been disbursed to eligible students. No more funds are left to be disbursed.