



Learning Bridge Career Institute

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Higher Education Emergency Relief Fund CARES Act II Learning Bridge Career Institute COVID-19 Team/ Committee

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Learning Bridge Career Institute Higher Education Emergency Relief Fund CARES Act Policy

Purpose:

The Learning Bridge Career Institute will create guidelines for the disbursement of the Higher Education Emergency Relief Funds to all active, eligible & enrolled students eligible for emergency financial aid funding. The Higher Education Emergency Relief Fund (HEERF) is a grant program created by the Coronavirus Aid, Relief, and Economic Security (CARES) Act II.

The allocation of Higher Education Emergency Relief Fund created by the Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) (HEERF II).

Learning Bridge Career Institute must use these funds exclusively for emergency financial aid grants to students.

Learning Bridge Career Institute:

COVID 19 Responsibilities

- Determine Eligibility
- Assist Students with COVID 19, associated expenses.
- Secure documentation/forms related to grants.
- Make disbursements to active students who have incurred expenses related to the disruption of campus operations due to Coronavirus.

Reporting obligation:

- The Department requires the institution to keep detailed records of how funds were disbursed.
- Documented worksheet, and bank statements.

Student Eligibility:

- Active Students.
- Students who are be eligible to participate in Title IV funding may receive emergency financial aid grants.
- If a student that is on an approved leave of absence (LOA) the student is eligible to receive an emergency financial aid grant under the Higher Education Emergency Relief Fund (HEERF)?
- If a student is presently enrolled at LBCI but has lost Title IV eligibility due to not making satisfactory academic progress, he or she would not be eligible for an emergency financial aid grant under the HEERF.
- If a student was enrolled, but has since graduated, is no longer eligible for emergency financial aid grant. This student is no longer an active student. According to the U.S. Department of Education, only students who are or could be eligible to participate in the Title IV programs may receive an emergency financial aid grant under the HEERF. One eligibility criterion under Sec. 484 of the Higher Education Act is that a student must “be enrolled or accepted for enrollment in a degree, certificate, or other program.

In order to apply for the Higher Educational Emergency Relief Grants, Students must:

1. Retrieve the application from and administrative personnel at LBCI.
2. Complete the application and submit documentation by the set deadline.
3. Students must identify their need
4. Students will receive approval information via email.
5. Funds will be issued based on need.
6. Students will receive notification and distribution of funds via email.

Learning Bridge Career Institute retains discretion to determine the amount of each individual emergency financial aid grand consistent with all applicable laws including non-discrimination laws. LBCI is mindful of each student’s particular socioeconomic circumstances in the staging and administration of these grants.