



May 13, 2020

Dear Students and Parents,

As is always the case, I pray that this email finds you and your family well.

The recently enacted Coronavirus Aid, Relief, And Economic Security (CARES) Act provides a Higher Education Emergency Relief Fund (HEERF) designated to assist institutions of higher education. At least 50% of funds a school qualifies for must be provided in the form of direct grants to students ["...for expenses related to disruptions to their educations due to the COVID-19 outbreak, including things like course materials and technology as well as food, housing, health care, and childcare."](#) The University of Scranton created the CARES Act Emergency Grant to make qualified grants to students.

The Act requires schools to document and report justification for grant expenditures. **All eligible students should report individual student expenses using a simple online application available in the Student Tab of [my.scranton](#).** Receipts for expenses are not required. You can find additional information on our [CARES Act Emergency Grant at our COVID-19 website](#), which includes Frequently Asked Questions. You should review this information before starting an application.

We recommend that all applicants complete the online form by midnight on May 20, 2020. Applications will continue to be reviewed after this date, but awarding is dependent upon availability of funds. It is **particularly important for all graduating seniors**, as well as other students who are not registered for summer or fall classes, to complete the application by midnight on May 20, 2020, in order to meet the enrollment requirements for the grant.

We anticipate making our **first round of grants to students on May 22, 2020**, for applications received by midnight, May 20, 2020.

To the extent funding allows, the University will attempt to honor all student expenses submitted through the application. We anticipate, however, that requests for support will exceed available funds. Should this be the case, we will limit awards as equitably as possible and concentrate on funding the most urgent student needs, particularly addressing health, safety and capability to continue remote education. Further, when necessary, consideration will be given based on students' federal Expected Family Contributions (EFCs) calculated from the Free Application for Federal Student Aid (FAFSA).

While we recognize that many students and their parents may have experienced reduction in income due to unemployment, underemployment, or business losses, the U.S. Department of Education prohibits the use of the CARES Act Emergency Grants to address losses of income.

As I noted in my [April 17 email](#) to students and parents, any families who experience reductions of income should contact the Financial Aid Office. Students should complete a [Student Special Condition Form for 2020-2021](#) or [Parent\(s\) Special Conditions Form for 2020-2021](#). A completed 2020-21 FAFSA must be on file prior to any review of a Special Condition Form. If you have not yet filed your 2020-21 FAFSA, you need to do so at studentaid.gov. The Financial Aid Office will take into consideration all documented reduced income when awarding of financial aid begins in mid-June for returning undergraduate students.

If you have any questions about applying for this grant, please contact the Financial Aid Office at 570 941-7701 or finaid@scranton.edu.

Once again, I hope that you and your family are well during this difficult time. Please know that I continue to pray for you every day.

Sincerely,

Scott R. Pilarz, S.J.