



Higher Education Emergency Relief Fund Report
Emergency Financial Aid Grants to Students

05/22/2020 – Initial Report

*07/06/2020 – Updated Report and Final Determinations

PINNACLE CAREER INSTITUTE - OPE ID: 010405-00 received education stabilization funds under Section 18004(a)(1) of the Coronavirus Aid, Relief, and Economic Security Act (“CARES Act”), Public Law No: 116-136. This Fund Report applies to the student portion received under the Higher Education Emergency Relief Fund that is designated exclusively for emergency financial aid grants to students.

The institution appreciates that Congress and the President have made these critical funds available for eligible students who have expenses related to the disruption of campus operations due to the coronavirus pandemic. We take receipt of these federal funds seriously and are distributing them in accordance with the CARES Act and implementing guidance.

The institution is making the below information available for transparency purposes and in compliance with the U.S. Department of Education’s (“Department”) Electronic Announcement of May 6, 2020.¹ For questions or concerns regarding this Fund Report, please contact **Rebecca Clothier, Vice President**, at **rclothier@pcitraining.edu**.

1. The institution signed and returned to the Department the Certification and Agreement [for] Emergency Financial Aid Grants to Students. The institution has used, or 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. The total amount of funds that the institution will receive or has received from the Department pursuant to the institution’s Certification and Agreement [for] Emergency Financial Aid Grants to Students is **\$174,965.00**
3. The total amount of emergency financial aid grants distributed to students under Section 18004(a)(1) of the CARES Act as of the date of this Fund Report is **\$79,850.00. As of 07/06/2020 \$175,000.00.**
4. The estimated total number of students at the institution eligible to participate in programs under Section 484 in Title IV of the Higher Education Act of 1965, and thus eligible to receive emergency financial aid grants under Section 18004(a)(1) of the CARES Act, as of the date of this Fund Report is 170.
5. The total number of students who have received an emergency financial aid grant under Section 18004(a)(1) of the CARES Act as of the date of this Fund Report is 166. **As of 07/06/2020 is 176.**
6. The methods used by the institution to determine which students receive emergency financial aid grants and how much they would receive under Section 18004(a)(1) of the CARES Act are provided below - **Attachment A.**
7. Any instructions, directions, or guidance provided by the institution to students concerning the emergency financial aid grants are provided below - **Attachment B.**

¹ See: <https://ifap.ed.gov/electronic-announcements/050620HigherEdEmergencyReliefFundRptg>



Attachment A

CARES Act Policy and Distribution Process

Pinnacle Career Institute (PCI) has reviewed and established the following policy and process to disburse the CARES Act funding provided for students impacted by COVID-19. PCI has further determined that all PCI students have been impacted, to various degrees, by COVID-19, with the ground/flex students having additional costs with the need to transition to 100% online classes. Therefore, the following policy has been adopted in the disbursement of the CARES Act funding allocated to PCI for its students.

CARES ACT EMERGENCY RELIEF FUNDS DISBURSEMENT POLICY

Pinnacle Career Institute has established the following disbursement formula for the CARES Act Relief Funds

All Active Hybrid Residential* Students will be awarded \$1350.00 in two disbursements:

Active week of 5/11/20	\$675.00
Active week of 6/8/20	\$675.00

All Active Wind Turbine Tech and Medical Assistant DE whose residential portion of the boot camp has been disrupted will be awarded \$650.00 in two disbursements:

Active week of 5/11/20	\$325.00
Active week of 6/8/20	\$325.00

This policy will include students who were granted an emergency leave of absence from and after March 5th 2020:

* Hybrid Residential students were moved to a 100% online environment due to the campus closure and these students are in particular need of computers and internet access since these particular students did not plan in advance to be in a 100% online environment prior to the onset of COVID-19.

If there is any additional funding remaining after these initial disbursements the remaining funds will be disbursed equally among all active students until the balance of all available funding is disbursed.

***07/06/2020 – Final Determination of Remaining Balances**

PCI has determined that the remaining funds should be allocated proportionately among those students of the initial disbursements with Hybrid Residential students receiving a greater amount to those students whose only the residential portion of the boot camps were disrupted. This resulted in an additional amount as detailed below:

Hybrid Residential students-	\$75.00
Wind Turbine and Med Assistant DE Residential Boot Camp-	\$55.00

Final Disbursement Determination:

Hybrid Residential students-	$\\$675.00 + \\$75.00 = \\$750.00$
Wind Turbine and Med Assistant DE Residential Boot Camp-	$\\$325.00 + \\$55.00 = \\$380.00$



All students will be required to sign an affirmation that the funding received by each student will be used for approved expenses related to the impact of COVID-19 which are the following needs: food, housing, transportation, educational material, technology, health care, and/or child care expenses. Checks will be mailed via U.S. Regular Mail upon receipt of the executed confirmation by the individual students.



ATTACHMENT B

CARES Act Certification Residential

The Coronavirus Aid, Relief, and Economic Security (CARES) Act thru the Higher Education Emergency Relief Fund (HEERF) allows institutions of higher education to provide allocated funding determined by the U.S. Federal Government to current students to assist with expenses due to a disruption in family financial situations and expenses due to COVID-19 and disruptions in campus operations. This includes eligible expenses related to a student's cost of attendance (COA) such as food, housing transportation, educational material, technology, health care and/or child care expenses. All active students and students on an emergency leave of absence as of 05/011/2020 attending a residential program at Pinnacle Institute (PCI) have been impacted by COVID-19. PCI has determined that each of these student should receive a grant of \$750.00 of this funding to offset the additional costs that have occurred during their educational studies. This funding will not be used for tuition expenses and/or tuition balances. This is a grant that does not need to be repaid.

Your mailing address is required below since this where your payment will be directed.

Student Attestation:

Signing below attests that you are a US Citizen or Title IV-eligible non-citizen attending our institution within a residential program and that you have incurred expenses due to campus disruptions caused by the Coronavirus pandemic. Signing here certifies that you meet all eligibility requirements for Title IV funds, including:

- You have a valid Social Security Number
- You have met the requirement for registering for selective service (if you are a male over the age of 18). You
- have not been convicted of a drug charge while receiving Title IV funds
- You are not in default of Title IV student loans
- You will use the grant funds received for the following needs: food, housing, transportation, educational material, technology, health care, and/or childcare expenses as stipulated in the CARES HEERF policy set forth by the U.S. Department of Education.

Print Name *

Address *

City *

State *

Postal Code *

E Signature/Authorization *

Date *



CARES Act Certification Boot Camp

The Coronavirus Aid, Relief, and Economic Security (CARES) Act thru the Higher Education Emergency Relief Fund (HEERF) allows institutions of higher education to provide allocated funding determined by the U.S. Federal Government to current students to assist with expenses due to a disruption in family financial situations and expenses due to COVID-19 and disruptions in campus operations. This includes eligible expenses related to a student's cost of attendance (COA) such as food, housing transportation, educational material, technology, health care and/or child care expenses. All active students and students on an emergency leave of absence as of 05/11/2020 attending who have or will experience a disruption of the residential boot camp at Pinnacle Career Institute (PCI) have been impacted by COVID-19. PCI has determined that each of these student should receive a grant of \$380.00 of this funding to offset the additional costs that have occurred during their educational studies.

This funding will not be used for tuition expenses and/or tuition balances. This is a grant that does not need to be repaid. Your mailing address is required below since this where your payment will be directed.

Student Attestation:

Signing below attests that you are a US Citizen or Title IV-eligible non-citizen attending our institution within a residential program and that you have incurred expenses due to campus disruptions caused by the Coronavirus pandemic. Signing here certifies that you meet all eligibility requirements for Title IV funds, including:

- You have a valid Social Security Number
- You have met the requirement for registering for selective service (if you are a male over the age of 18). You have not been convicted of a drug charge while receiving Title IV funds
- You are not in default of Title IV student loans
- You will use the grant funds received for the following needs: food, housing, transportation, educational material, technology, health care, and/or childcare expenses as stipulated in the CARES HEERF policy set forth by the U.S. Department of Education.

Print Name *

Address *

City *

State *

Postal Code *

E-Signature/Authorization *

Date *