



## CARES ACT: Glossary of Terms

## Terms and Definitions Related to the CARES Act

Term	Definition
<b>AOR</b>	Authorized Organizational Representative. Institutional staff who are authorized to submit grants or enter into contracts on behalf of the institution. Many times, the president designates one or more AORs. Common positions serving as AORs include the CFO, COO, or someone in the grants office (sponsored programs office, sponsored research office).
<b>Discretionary Grants</b>	<p>Competitive grant funding is awarded based on the merit or score of a submitted grant application that describes the need for the funding, the strategies or solutions to be implemented to address the need, the objectives or outcomes to be achieved, and the amount of funding required to implement the proposed project.</p> <p>CARES Act funding that will be available through Title III parts A and B (strengthening institutions), Title V parts A and B (Hispanic serving institutions), and specific parts of Title VII (graduate programs and the Fund for the Improvement of Postsecondary Education) will be awarded through competitive, discretionary grants.</p>
<b>Formula Grants</b>	<p>Non-competitive grant funding provided for specific purposes and uses, the amount of which is based on a formula related to the purposes of the funding, such as the population to be served. Formula grants may still require an application to stipulate how the funds will be expended, but the decision to fund is not based on a competition.</p> <p>Ninety percent of the CARES Act Higher Education Emergency Relief Fund (HEERF) is being distributed through a formula grant to institutions. The first half is the direct student aid. The second half is the funds that can be used by institutions to respond to COVID-19.</p>
<b>G5</b>  <a href="http://www.g5.gov">www.g5.gov</a>	<p>G5 is the U. S. Department of Education's grants management system. The system is used by grantees to obtain their Grant Award Notices (GANs), draw down funds, and submit grant-related fiscal reports. Institutions must register within the G5 system to access information. Typical positions with registrations include grant project directors and business office staff responsible for submitting reports or drawing down funds.</p> <p>This is the system through which the CARES Act funding administered by the U. S. Department of Education will be accessed.</p>
<b>Grant Award Notice (GAN)</b>	The notice an institution receives awarding the funds. The GAN includes the contact information for the agency and institution contacts, the amount of funding awarded, the period of funding, and the terms and conditions of the award, including reporting requirements. The GAN must be downloaded from the G5 system. It is anticipated that the U. S. Department of Education will use the GANs to notify institutions when the CARES Act formula funding is available in the G5 system. Typically, the contact person from the submission of information through grants.gov receives an email notification that a GAN is available in the G5 system.

<p><b>Grants.gov</b></p> <p><a href="http://www.grants.gov">www.grants.gov</a></p>	<p>The federal grants portal through which most Federal grant applications are submitted. This is the system through which institutions apply for CARES Act funding. If not already registered, the system requires an institution to register and identify an E-Business Point of Contact, which is normally the CFO or other staff in the business office. The E-Biz point of contact is the only person who can authorize institutional staff to submit grant applications on behalf of the institution, which is called an Authorized Organizational Representative (AOR).</p>
<p><b>HEER or HEERF</b></p>	<p>Acronym for the Higher Education Emergency Relief Fund. This is the portion of the CARES Act that funds the direct to student aid allocation and the institutional allocation.</p>
<p><b>Timeline – Typical Discretionary Grant</b></p>	<p><b>Application</b></p> <p>Under normal circumstances, Federal agencies allow 30 to 60 days for institutions to apply for grant funding. The agency releases a notice of the grant competition that includes the instructions to apply and the deadline for submissions. The application window is open from the date of the notice to the deadline. For CARES Act funding programs, it is likely the turnaround time from notice to deadline will be short, possibly 30 days or less.</p> <p><b>Review/Scoring</b></p> <p>The U. S. Department of Education typically uses a peer review process that can take two to three months depending on the number of applications received. The Department may elect to use another system of review to expedite funding under the CARES Act.</p>
<p><b>Title III &amp; V Award Database</b></p>	<p>To determine if an institution is a current grantee under Title III or Title V, award information is available by fiscal year on their webpages under “Awards.” See links below to Title program webpages.</p>
<p><b>Waiver of non-Federal Cost Share for Campus Based Aid programs (Federal Financial Aid under Title IV)</b></p>	<p>For award years 2019-2020 and 2020-2021, the Secretary shall waive the requirement for a participating institution of higher education provide a non-Federal share to match Federal funds provided to the institution for Title IV Financial Aid programs.</p> <p>Typically, the non-Federal match can be met with institutional funds, awards to students as institutional aid, or through tuition waivers. Institutions eligible to receive Title III or Title V funds (see below) already have this waiver. This will be a cost savings for institutions that were not designated as eligible to receive funds under Titles III or V prior to COVID-19.</p>

## U.S. Department of Education (ED) Grant Programs Referenced in the CARES Act of 2020

CARES Act Title Reference	Program Purpose	Program Webpage
<p><b>Title III Part A, Strengthening Institutions Program</b></p> <p><b>NOTE: ED may place restrictions on allowable activities to be funded under the CARES Act.</b></p>	<p>Helps eligible IHEs become self-sufficient and expand their capacity to serve low-income students by providing funds to improve and strengthen the academic quality, institutional management, and fiscal stability of eligible institutions.</p> <p>Typically, funds may be used for planning, faculty development, administrative management, the development and improvement of academic programs, joint use of instructional facilities, construction and maintenance, and student service programs designed to improve academic success, including innovative, customized, instruction courses designed to help retain students and move the students rapidly into core courses and through program completion, which may include remedial education and English language instruction.</p>	<p><a href="https://www2.ed.gov/programs/iduestitle3a/index.html">https://www2.ed.gov/programs/iduestitle3a/index.html</a></p>
<p><b>Title III Part B, Strengthening Historically Black Colleges and Universities (HBCU) Program</b></p>	<p>Provides financial assistance to HBCUs to establish or strengthen their physical plants, financial management, academic resources, and endowment-building capacity. More detailed information on allowable activities is on the program webpage.</p>	<p><a href="https://www2.ed.gov/programs/iduestitle3b/index.html">https://www2.ed.gov/programs/iduestitle3b/index.html</a></p>
<p><b>Title V Part A, Developing Hispanic Serving Institutions (HSI)</b></p>	<p>Assist HSIs to expand educational opportunities for, and improve the attainment of, Hispanic students; grants also enable HSIs to expand and enhance their academic offerings, program quality, and institutional stability.</p> <p>Funds may be used for activities such as: scientific or laboratory equipment for teaching; construction or renovation of instructional facilities; faculty development; purchase of educational materials; academic tutoring or counseling programs; funds and administrative management; joint use of facilities; endowment funds; distance learning academic instruction; teacher education; and student support services.</p>	<p><a href="https://www2.ed.gov/programs/idueshsi/index.html">https://www2.ed.gov/programs/idueshsi/index.html</a></p>

<p><b>Title V Part B, Promoting Postbaccalaureate Opportunities for Hispanic Americans Program</b></p>	<p>Provides grants to: (1) expand postbaccalaureate educational opportunities for, and improve the academic attainment of, Hispanic students; and (2) expand the postbaccalaureate academic offerings as well as enhance the program quality in the institutions of higher education that are educating the majority of Hispanic college students and helping large numbers of Hispanic and low-income students complete postsecondary degrees.</p>	<p><a href="https://www2.ed.gov/programs/ppoha/index.html">https://www2.ed.gov/programs/ppoha/index.html</a></p>
<p><b>Titles III &amp; V Eligibility to Receive Funds – Waiver of Eligibility Requirements and Wait-Out Period</b></p> <p><b>CARES Act, Page 343</b></p>	<p>Typically, institutions must meet eligibility requirements based two criteria: the percent of needy students (Pell recipients) and core expenses per student FTE. Eligibility was based on a mean or average of institutions by type: 2-year, 4-year private, 4-year public. Based on language in the CARES Act, the Secretary may waive the eligibility for the CARES Act funding flowing through these Title programs. To receive Title V funds, institutions must still meet the 25% Hispanic student FTE eligibility requirement.</p> <p>Institutions that received Title III funds typically must wait two years after the end of their project period to receive Title III funding again. Based on language in the CARES Act, the Secretary may waive this requirement allowing institutions to apply and receive funds prior to the two year wait out period.</p>	<p><a href="https://www2.ed.gov/about/offices/list/ope/itudes/eligibility.html#tips">https://www2.ed.gov/about/offices/list/ope/itudes/eligibility.html#tips</a></p>
<p><b>Title VII Part A subpart 4, Master's Degree Programs at Historically Black Colleges and Universities and Predominantly Black Institutions (PBI)</b></p>	<p>HBCU Program: Eligibility limited to 18 specific institutions.</p>	<p><a href="https://www2.ed.gov/programs/hbcumasters/index.html">https://www2.ed.gov/programs/hbcumasters/index.html</a></p>
	<p>PBI Program: Eligibility limited to five specific institutions.</p>	<p><a href="https://www2.ed.gov/programs/pbimasters/index.html">https://www2.ed.gov/programs/pbimasters/index.html</a></p>

<b>Title VII Part B, Fund for the Improvement of Education (FIPSE)</b>	<p>The purpose of FIPSE is to fund innovation in and improvements of postsecondary education. FIPSE funds projects and pilot projects in a variety of areas including cybersecurity education technological upgrades, open textbook pilot, and First in the World, which focused on increasing graduation rates through innovative and replicable programs. Other programs under FIPSE include Center for the Study of Distance Education and Technological Advancement and Centers of Excellence for Veteran Student Success.</p>	<p><a href="https://www2.ed.gov/about/offices/list/ope/fipse/index.html">https://www2.ed.gov/about/offices/list/ope/fipse/index.html</a></p>
<b>Title III Part D, Historically Black College and University Capital Financing Program</b>	<p>The Secretary of Education may grant a deferment for the duration of the qualifying emergency to HBCUs that have received a loan under this program.</p>	<p><a href="https://www2.ed.gov/programs/hbcucapfinance/3d-statute.html">https://www2.ed.gov/programs/hbcucapfinance/3d-statute.html</a></p>

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