

## **The Higher Education Emergency Relief Fund II (HEERF II)**

### **Phase I – Institutional Funding Distribution Plan**

#### **Clayton State University**

March 5, 2021

Clayton State University (CSU) received \$8,565,007 under the Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA). CSU was a recipient of the CARES Act HEERF Institution funding, therefore, was not required to submit a new funding certification for HEERF II. The University can use these funds for expenditures incurred on or after December 27, 2020 to prevent, prepare for, and respond to the coronavirus. Allowable expenditures include lost revenue, reimbursement for expenses already incurred, technology costs associated with a transition to distance education, faculty and staff training, and payroll. These funds can also cover student support activities authorized by the Higher Education Act (HEA) that address needs related to coronavirus and additional financial aid grants to students that meet the HEERF II requirements for Student Grants. HEERF II funding cannot be used for payment to contractors for the provision of pre-enrollment recruitment activities; endowments; capital outlays associated with facilities related to athletics, sectarian instruction, or religious worship; and senior administrator and/or executive salaries, benefits, bonuses, contracts, incentives, cash, or other benefit.

CSU will spend HEERF II funding in phases. Phase I focuses on costs related to campus safety and operations; payroll for full-time benefits-eligible employees with salaries below \$80,000; and loss revenue for housing and other auxiliary services units.

- A. Campus safety and operations: This includes costs related to the purchase of personal protective equipment (PPE), purchases of cleaning supplies, administering COVID-19 tests, adding personnel to increase the frequency of cleaning, and reconfiguration of facilities to promote social distancing. The estimated total for these expenses is \$324,175.
- B. Payroll - One-time Supplemental Payment: Governor Kemp approved a plan to provide a one-time pay supplement of \$1,000 to all state employees whose salaries do not exceed \$80,000 a year. In support of the state plan, the University will pay a \$1,000 one-time pay supplement to all CSU employees who are active, regular, full-time benefits-eligible on February 15, 2021, with a standard workweek of 30 hours or more, and with salaries below \$80,000. The total estimated cost is \$550,092.
- C. Housing Lost Revenue: Due to the coronavirus pandemic, CSU's housing unit experienced a decline in its anticipated revenue. CSU will use HEERF II funds to replace its lost revenue and use these funds to complete the following projects:
  - a. Laker Village Building 300: The buildout of Laker Village building 300 will create a welcoming environment for our students, improve the security of the residential area, and provide access to services that foster learning and engagement. The total estimated cost is \$900,000.
  - b. Laker Village Refinance Proforma: CSU is currently undergoing a refinance of its Laker Village housing unit. The total estimated proforma shortfall is \$800,000.
- D. Auxiliary Services Lost Revenue: CSU will use HEERF II funds to replace lost revenue in auxiliary services (excluding housing) resulting from cancelled events, disruption in food service and other auxiliary services functions, as well as cancellation of the use of campus venues by other organizations. The calculation of lost revenue will continue to be refined as further guidance is received. As of March 5, 2021, the estimated lost revenue is \$1,691,958.

#### **SUMMARY**

Below is a summary of CSU's phase I plan to use \$4,266,225 of its HEERF II funding:

<b>HEERF II Phase I - Summary</b>	
<b>Category</b>	<b>Estimated Cost</b>
Campus safety and operations	324,175.00
Payroll - One-time Supplemental Payment	550,092.00
Housing Lost Revenue	1,700,000.00
Auxiliary Services Lost Revenue	1,691,958.00
<b>Total</b>	<b>4,266,225.00</b>

*\*subject to change*

The institution's Office of the Vice President for Business and Operations is prepared to follow all reporting requirements of HEERF II funding. The appropriate accounting and auditing trails will be put in place to enable accurate reporting. The official reporting requirements have not been posted on the Federal Register as of March 5, 2021, and we are monitoring the situation to ensure we comply with the necessary reporting requirements.