

**Coronavirus Aid, Relief, and Economic Security (CARES) Act
Higher Education Emergency Relief Fund (HEERF) – Institutional Portion
Required Reporting & Disclosure
June 30, 2020 (2nd quarter)**

- 1) Texas Tech University (TTU) acknowledges that the institution has signed and returned to the U.S. Department of Education the Certification and Agreement for the Institutional Portion of the HEERF on April 21, 2020. TTU will 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 TTU received on May 6, 2020, from the U.S. Department of Education to cover any costs associated with significant changes to the delivery of instruction due to the coronavirus is \$12,757,626.
- 3) The total amount of HEERF Institutional Portion (section 18004(a)(1) of the CARES Act) drawn by TTU as of June 30, 2020, is \$8,310,703.94, due to housing refunds for the Spring 2020 semester. That total aggregates refunds made to 7,456 students as a result of moving to online instruction and housing services no longer being provided as of March 23.
- 4) Internal controls are in place to ensure funds are drawn for allowable purposes. Those controls include utilization of the accounting system's fund structure to segregate funding by source to identify and track the activity of that with externally imposed restrictions.

TTU requests HEERF reimbursement only after allowable costs have been incurred. Transaction documentation for HEERF draws are reviewed by senior fiscal management prior to submission, with draws initiated in the Department of Education's G5 site by separate personnel. Reconciliation of funding received in banking records and accounting transactions for receipt are also segregated to additional, separate personnel.

Additional reporting required for Emergency Financial Aid Grants made under HEERF is located on TTU's website [here](#).

For any questions or comments regarding this report, please contact Eric Fisher - Controller, at eric.fisher@ttu.edu.