WESTERN IOWA TECH COMMUNITY COLLEGE - Review

General Information

Institutional Identifiers and Contact Information:

Institution Name:
WESTERN IOWA TECH COMMUNITY COLLEGE

DUNS #
879772143

Please identify the OPEID(s) for this institution:
00731600

Please report on these HEERF grant PR/Award Numbers:

PR Number 1
P425E203422 (Student Aid)
Awarded Amount 1
$1,011,809.00

PR Number 2
P425F202771 (Institutional Aid)
Awarded Amount 2
$1,011,809.00

PR Number 3
P425M200484 (SIP)
Awarded Amount 3
$100,841.00

Total Awarded Amount
2,124,459.00

Who is the lead contact for this annual data collection?

Name: Brian Smith
Title: Controller
Telephone: (712) 274-6400
E-mail: brian.d.smith@witcc.edu

Funds Expended

1) Did you expend all of your HEERF funds prior to the end of the reporting period, making this your final annual report?

Yes  No

Websites

2) Reporting on institution websites:

a) CARES HEERF quarterly reporting webpage URL: https://www.witcc.edu/covid19/

b) Student Portion Reporting: Provide all active website URLs posted by your campus, or by the institution on behalf of your campus(es), as required by the August 31 notice in the Federal Register (including any URLs that are still active that provide archived information).

https://www.witcc.edu/covid19/
c) Institutional Portion, (a)(2), and (a)(3) Reporting: Provide all active website URLs posted by your campus, or by institutions on behalf of your campus(es) as required by the quarterly Higher Education Emergency Relief Fund (HEERF) Data Collection Form (including any URLs that are still active that provide archived information).

https://www.witcc.edu/covid19/

**Student Eligibility**

3) How did your institution determine which students were eligible to receive emergency financial aid grants under any of the CARES Act HEERF programs?

a) My institution has received an Institutional Student Information Record (ISIR) or Student Aid Report (SAR) on file that verifies student eligibility for Title IV, federal student aid (Title IV aid).

b) My institution allowed students to attest to their eligibility for Title IV aid by completing an alternative application form developed by the institution for this purpose.

c) My institution used another method for determining which students were eligible to receive emergency financial aid grants under the CARES Act.

**Aid Determination**

4) How did your institution determine which students received emergency financial aid grants to students and how much each student would receive? Please indicate if any of the following strategies were used.

4.1) Did you distribute the same amount to all eligible students regardless of different circumstances?

**Aid Distribution**

5) How did your institution distribute the emergency financial aid grants to students?

a) Checks

b) Electronic funds transfer /Direct deposit

c) Debit cards

d) Payment apps

e) Other
### Emergency Grants

6) Did your institution provide any instructions, directions, or guidance to students (e.g. FAQs) about the emergency financial aid grants upon disbursement? *

   a) Upload PDF/MS Word document instructions, directions, or guidance (up to 5 files):

   The grantee has uploaded 1 files in response to this question.

   or

   b) Provide any active URLs with instructions, directions, or guidance on how to use the grants:

### Emergency Financial Aid

7) Use the instructions noted in the Appendix to complete the following table

#### Emergency Financial Aid Grants Awarded to Students (direct grants and amounts reimbursed)

<table>
<thead>
<tr>
<th>Number of Students</th>
<th>Amount Disbursed - Section 18004(a)(1)</th>
<th>Amount Disbursed - Section 18004(a)(2)</th>
<th>Minimum and Maximum Awards</th>
</tr>
</thead>
</table>

#### Number of Eligible Students

7.1) How many students were eligible to receive HEERF emergency grants made available under section 18004 of the CARES Act?

7.1.1) All HEERF Emergency Financial Aid Grant eligible students

2,135

7.1.2) Undergraduates

<table>
<thead>
<tr>
<th>Full-time students</th>
<th>Part-time students</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pell grant recipient</td>
<td></td>
</tr>
<tr>
<td>Non-Pell grant recipient</td>
<td></td>
</tr>
</tbody>
</table>

7.1.3) Graduates

<table>
<thead>
<tr>
<th>Full-time students</th>
<th>Part-time students</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pell grant recipient</td>
<td></td>
</tr>
<tr>
<td>Non-Pell grant recipient</td>
<td></td>
</tr>
</tbody>
</table>

#### Number of HEERF Student Recipients – Emergency Grants to Students (unduplicated)

7.2) How many students received emergency financial aid grants provided under Section 18004 of the CARES Act? (unduplicated across all HEERF sections)
7.2.1) All HEERF Emergency Financial Aid Grant eligible students

7.2.2) Undergraduates

i) Full-time students

- Pell grant recipient: 704
  - Pell grant recipient: 365

ii) Part-time students

- Pell grant recipient: 722
  - Non-Pell grant recipient: 344

7.2.3) Graduates

i) Full-time students

ii) Part-time students

The amounts displayed under the Summary section are auto-calculated based on the responses entered in the Number of HEERF Student Recipients and the HEERF Amount Disbursed questions.

**HEERF Amount of Grants Disbursed**

What was the amount of grants disbursed to students through all HEERF funds?

**All HEERF Emergency Financial Aid Grant eligible students**

- $1,014,100.00

**Undergraduates**

i) Full-time students

- Pell grant recipient: $334,000.00
  - Non-Pell grant recipient: $174,700.00

ii) Part-time students

- Pell grant recipient: $340,000.00
  - Non-Pell grant recipient: $165,400.00

**Graduates**

i) Full-time students

ii) Part-time students

**Average HEERF Amount Awarded**
Among students who received HEERF emergency financial aid grants, what was the average award amount per student?

All HEERF Emergency Financial Aid Grant eligible students: $474.99

### Undergraduates

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pell grant recipient</td>
<td>$474.43</td>
</tr>
<tr>
<td>Non-Pell grant recipient</td>
<td>$478.63</td>
</tr>
</tbody>
</table>

### Graduates

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Full-time students</td>
<td>$0.00</td>
</tr>
<tr>
<td>Part-time students</td>
<td>$0.00</td>
</tr>
</tbody>
</table>

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### Funds Expended Categories

8.1) Providing additional emergency financial aid grants to students.

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount in (a)(1) institutional dollars</th>
<th>Amount in (a)(2) dollars, if applicable</th>
<th>Amount in (a)(3) dollars, if applicable</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$2,291</td>
<td>$0</td>
<td>$0</td>
</tr>
</tbody>
</table>

**Explanatory Note**

Student emergency grants.

8.2) Providing reimbursements for tuition, housing, room and board, or other fee refunds.

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount in (a)(1) institutional dollars</th>
<th>Amount in (a)(2) dollars, if applicable</th>
<th>Amount in (a)(3) dollars, if applicable</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$301,643</td>
<td>$0</td>
<td>$0</td>
</tr>
</tbody>
</table>

**Explanatory Note**

Housing and meal plan refunds.

8.3) Providing tuition discounts.
8.4) Covering the cost of providing additional technology hardware to students, such as laptops or tablets, or covering the added cost of technology fees.

<table>
<thead>
<tr>
<th>Amount in (a)(1) institutional dollars</th>
<th>Amount in (a)(2) dollars, if applicable</th>
<th>Amount in (a)(3) dollars, if applicable</th>
</tr>
</thead>
<tbody>
<tr>
<td>$485,475</td>
<td>$65,640</td>
<td>$0</td>
</tr>
</tbody>
</table>

**Explanatory Note**

No expenditures.

13 inch MacBook and 16 inch MacBook Pro laptops for students.

8.5) Providing or subsidizing the costs of high-speed internet to students or faculty to transition to an online environment.

<table>
<thead>
<tr>
<th>Amount in (a)(1) institutional dollars</th>
<th>Amount in (a)(2) dollars, if applicable</th>
<th>Amount in (a)(3) dollars, if applicable</th>
</tr>
</thead>
<tbody>
<tr>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
</tbody>
</table>

**Explanatory Note**

No expenditures.

8.6) Subsidizing off-campus housing costs due to dormitory closures or decisions to limit housing to one student per room; subsidizing housing costs to reduce housing density; paying for hotels or other off-campus housing for students who need to be isolated; paying travel expenses for students who need to leave campus early due to coronavirus infections or campus interruptions.

<table>
<thead>
<tr>
<th>Amount in (a)(1) institutional dollars</th>
<th>Amount in (a)(2) dollars, if applicable</th>
<th>Amount in (a)(3) dollars, if applicable</th>
</tr>
</thead>
<tbody>
<tr>
<td>$35,411</td>
<td>$0</td>
<td>$0</td>
</tr>
</tbody>
</table>

**Explanatory Note**

Travel expenses for students.

8.7) Subsidizing food service to reduce density in eating facilities, to provide pre-packaged meals, or to add hours to food service operations to accommodate social distancing.

<table>
<thead>
<tr>
<th>Amount in (a)(1) institutional dollars</th>
<th>Amount in (a)(2) dollars, if applicable</th>
<th>Amount in (a)(3) dollars, if applicable</th>
</tr>
</thead>
<tbody>
<tr>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
</tbody>
</table>

**Explanatory Note**

No expenditures.

8.8) Costs related to operating additional class sections to enable social distancing, such as those for hiring more instructors and increasing campus hours of operations.

<table>
<thead>
<tr>
<th>Amount in (a)(1) institutional dollars</th>
<th>Amount in (a)(2) dollars, if applicable</th>
<th>Amount in (a)(3) dollars, if applicable</th>
</tr>
</thead>
<tbody>
<tr>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
</tbody>
</table>

**Explanatory Note**
8.9) Campus safety and operations.

<table>
<thead>
<tr>
<th>Amount in (a)(1) institutional</th>
<th>Amount in (a)(2) dollars, if applicable</th>
<th>Amount in (a)(3) dollars, if applicable</th>
</tr>
</thead>
<tbody>
<tr>
<td>$61,382</td>
<td>$0</td>
<td>$0</td>
</tr>
</tbody>
</table>

Explanatory Note
PPE and related supplies.

8.10) Purchasing, leasing, or renting additional instructional equipment and supplies (such as laboratory equipment or computers) to reduce the number of students sharing equipment or supplies during a single class period and to provide time for disinfection between uses.

<table>
<thead>
<tr>
<th>Amount in (a)(1) institutional</th>
<th>Amount in (a)(2) dollars, if applicable</th>
<th>Amount in (a)(3) dollars, if applicable</th>
</tr>
</thead>
<tbody>
<tr>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
</tbody>
</table>

Explanatory Note
No expenditures.

8.11) Replacing lost revenue due to reduced enrollment.

<table>
<thead>
<tr>
<th>Amount in (a)(1) institutional</th>
<th>Amount in (a)(2) dollars, if applicable</th>
<th>Amount in (a)(3) dollars, if applicable</th>
</tr>
</thead>
<tbody>
<tr>
<td>Not Applicable</td>
<td>$0</td>
<td>$0</td>
</tr>
</tbody>
</table>

Explanatory Note
No expenditures.

8.12) Replacing lost revenue from non-tuition sources (i.e., cancelled ancillary events; disruption of food service, dorms, childcare or other facilities; cancellation of use of campus venues by other organizations, lost parking revenue, etc.).

<table>
<thead>
<tr>
<th>Amount in (a)(1) institutional</th>
<th>Amount in (a)(2) dollars, if applicable</th>
<th>Amount in (a)(3) dollars, if applicable</th>
</tr>
</thead>
<tbody>
<tr>
<td>Not Applicable</td>
<td>$0</td>
<td>$0</td>
</tr>
</tbody>
</table>

Explanatory Note
No expenditures.

8.13) Purchasing faculty and staff training in online instruction; or paying additional funds to staff who are providing training in addition to their regular job responsibilities.

<table>
<thead>
<tr>
<th>Amount in (a)(1) institutional</th>
<th>Amount in (a)(2) dollars, if applicable</th>
<th>Amount in (a)(3) dollars, if applicable</th>
</tr>
</thead>
<tbody>
<tr>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
</tbody>
</table>

Explanatory Note
No expenditures.
8.14) Purchasing, leasing, or renting additional equipment or software to enable distance learning, or upgrading campus wi-fi access or extending open networks to parking lots or public spaces, etc.

<table>
<thead>
<tr>
<th>Amount in (a)(1) institutional dollars</th>
<th>Amount in (a)(2) dollars, if applicable</th>
<th>Amount in (a)(3) dollars, if applicable</th>
</tr>
</thead>
<tbody>
<tr>
<td>$21,276</td>
<td>$0</td>
<td>$0</td>
</tr>
</tbody>
</table>

**Explanatory Note**

Technology and software to enable distance learning. Renting equipment required to enable distance learning.

8.15) Other Uses of (a)(1) Institutional Portion funds.

<table>
<thead>
<tr>
<th>Amount in (a)(1) institutional dollars</th>
<th>Amount in (a)(2) dollars, if applicable</th>
<th>Amount in (a)(3) dollars, if applicable</th>
</tr>
</thead>
<tbody>
<tr>
<td>$0</td>
<td>Not Applicable</td>
<td>Not Applicable</td>
</tr>
</tbody>
</table>

**Explanatory Note**

You may also upload an additional document (PDF or MS Word) for further explanation.

8.16) Other uses of (a)(2) or (a)(3) funds, if applicable.

<table>
<thead>
<tr>
<th>Amount in (a)(1) institutional dollars</th>
<th>Amount in (a)(2) dollars, if applicable</th>
<th>Amount in (a)(3) dollars, if applicable</th>
</tr>
</thead>
<tbody>
<tr>
<td>Not Applicable</td>
<td>$0</td>
<td>$0</td>
</tr>
</tbody>
</table>

**Explanatory Note**

You may also upload an additional document (PDF or MS Word) for further explanation.

8.17) Annual Expenditures for each Program

<table>
<thead>
<tr>
<th>Amount in (a)(1) institutional dollars</th>
<th>Amount in (a)(2) dollars, if applicable</th>
<th>Amount in (a)(3) dollars, if applicable</th>
</tr>
</thead>
<tbody>
<tr>
<td>$907,478.00</td>
<td>$65,640.00</td>
<td>$0.00</td>
</tr>
</tbody>
</table>

8.18) Total of Annual Expenditures

Total Expenditures: $973,118.00

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**Students Who Received Funds**

9) Provide the number of students who ever received HEERF grant funds in the reporting period and their enrollment status at the end reporting period

a) How many students received emergency financial aid grants through any of the HEERF funds?

   2,135

b) How many of the students who ever received HEERF Emergency Financial Aid Grants dropped out (withdrawal without a completion record or return to school since receiving funds)?

   642

c) How many of the students who ever received HEERF Emergency Financial Aid Grants are still enrolled at your institution?

   712

d) How many of the students who ever received HEERF Emergency Financial Aid

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Grants have completed their program of study at your institution? 781

Withdrawal rate for students who received HEERF Emergency Financial Aid Grants 30.07%

## Full-Time Equivalent (FTE) Positions

10) Provide the number of full-time equivalent (FTE) positions as of the listed reporting dates.

(The number of FTE positions includes all staff regardless of whether the position is funded by Federal, State, local, or other funds—including instructional and non-instructional staff and contractors—and equals the sum of the number of full-time positions plus the full-time equivalent of the number of part-time positions.)

<table>
<thead>
<tr>
<th></th>
<th>Full-time (FTE) positions as of September 30, 2018</th>
<th>Full-time (FTE) positions as of September 30, 2019</th>
<th>Full-time (FTE) positions as of March 13, 2020</th>
<th>Full-time (FTE) positions on the last day of the reporting period</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>423</td>
<td>434</td>
<td>441</td>
<td>433</td>
</tr>
</tbody>
</table>

## End Notes

## Burden Statement

--- 1 2 3 4 5 6 7 8 9 10 11 Review