

Emergency Grants for Students in Need



The UW Colleges Emergency Grant is available to students with an unexpected financial crisis that would cause a student to not complete the term. Expenses such as unexpected medical expenses, car repair, travel expenses for a family emergency and replacement of items due to theft/fire damage. Funds cannot be used for tuition, textbooks, student fees, alcohol or tobacco, groceries, entertainment, legal services, or fines or forfeitures resulting from legal violations. No more than two grants per academic year per student, not to exceed \$500 total is available.

THE STUDENT:

- A student needs to submit a brief application (below) and documented evidence such as a bill and the name of the 3rd party to whom the amount is owed.
- A student must have completed a Free Application for Federal Student Aid or FAFSA with a calculated Expected Family Contribution or EFC of less than \$5,000.
- No more than two grants per academic year per student, not to exceed \$500 total is available.
- If a student submits a second grant, within the same academic year, he/she must undergo financial counseling before the second grant is awarded. The UW Colleges require the student to utilize <http://www.cashcourse.org/> and provide evidence of completion with their second application.

THE CAMPUS:

1. Academic Advisors, Student Life and Events Coordinators, and Regional Associate Deans of Student Affairs are designated as employees with the authority to direct the distribution of funds to an eligible student. Therefore, more than one campus based person is authorized to make the decision.
2. Upon the receipt of an Emergency Grant application, one of the campus-based designated employees will review the materials submitted and make a decision based on the submitted information or ask the student for the required supporting evidence.
3. A grant must be approved or denied within 24 hours of receiving all of required/ requested documentation from the student.
4. Campus Information Specialists will record on the Emergency Grant spreadsheet all of the applicable information required for administering the grants. The single institutional spreadsheet will be located on SharePoint. The data entered on spreadsheet will include student banking information on all approved grant requests.
5. The entry of the data into the institutional spreadsheet in SharePoint will trigger a notification to the Controller's Office to process any approved grant requests utilizing the student banking information provided.
6. Funds will only be disbursed by electronic deposit to a student's account at a financial institution.

STUDENT INFORMATION

Name: _____ Date: _____

Student ID Number: _____ Campus: _____

Reason for Request: _____

List supporting documents/evidence attached: _____

STUDENT BANK ACCOUNT INFORMATION

Name of Account (Nickname if applicable): _____

Account Holder Name: _____ Account Type: Checking Savings

Routing Number: _____ Account Number: _____

Student Signature: _____ Date: _____

UW COLLEGES USE ONLY

Date Received: _____ Enrollment Status: _____

EFC/PRISM\$: _____ Funds Requested: _____

Approved: Yes No Amount: \$ _____

Reason: _____

Decision made by: _____ Date sent to Controller: _____

Student first/second request: First Second