

**Federal Fund Advisory Council Meeting**  
**April 1, 2021**  
**Via Zoom**

**PRESENT:** Chancellor Maenette Benham, Walter Kahumoku, Kaiulani Akamine Katherine Aumer, Sheri Ching, Alan Iwasaki ASUHWO, Leslie Rush, Donna Shaver, Rouel Velasco. Recorder: Christine Neves

Excused: Brittny Perez - ASUHWO

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**Overview – CARES Act and CRRSAA Act**

Chancellor provided an overview of the COVID and Federal Emergency Relief funding (utilizing a timeline provided by EAB). In brief:

- **March 2020**
  - World Health Organization declares COVID-19 a global pandemic.
  - Higher education institutions close campuses and move to virtual operations.
    - Luckily UHWO was already at 45% of coursework online.
  - **CARES Act provides \$14.3B for higher education.** (**HEERF I** = higher education monies received from the CARES Act)
    - Tranche I – Student Aid – \$ 697,500 - all monies spent.
    - Tranche II - Institutional – \$ 697,500 - small balance remains. No cost extension requested.
    - Tranche III - Minority Serving Institutions (MSI) - \$ 1,263,422.
- **April 2020**
  - An algorithm was used by the USDOE, depending on demographics and PELL eligibility, to determine how much each campus would receive. Rules of engagement were not clear, but each campus was told that funds must be used for students, for the shifting of courses to online, and towards the health and safety of each campus.
- **June 2020 – November 2020**
  - Congress fails to pass further stimulus. Widespread challenges and costs with Fall re-opening plans.
- **December 2020**
  - **Congress passes Coronavirus Response & Relief Supplemental Appropriations Act (CRRSA).** **HEERF II** = higher education monies provided from CRRSAA.
    - Supplemental to Tranche I – Student Aid – \$ 697,500 - Prioritize aid based on student need.
    - Supplemental to Tranche II – Institutional - \$ 2,218,948.
    - Supplemental to Tranche III - Minority Serving Institutions (MSI) - \$ 2,213,850.

When the first federal funding came down the pipeline – resources were used to upgrade our IT and provide PD/strengthen Distance ED/DE and OPDAS, health and safety of the campus, and student support to succeed on line (to include upgrading our student counseling services). At the time (first 6-months of the epidemic), no one anticipated the full impact of the pandemic on our work at UHWO or at any university across the nation – hence, we were preparing to return to campus in the fall of 2020. As it became evident that we would stay online for fall 2020 our resources were used to support students in numerous ways, continue to strengthen our IT capacity, and prepare our classrooms for instructors/faculty could broadcast from.

Because there is new federal funding, HEERF II, being dropped into UH-campus accounts soon and there appears to be more clarity about next steps (e.g., reopening) it was decided that this is the perfect time to bring together an advisory hui to advise campus administration on how to invest the funding. We do anticipate a third round of federal funding, The American Rescue Plan (ARPA). This plan was proposed in January 2021 and enacted in March 2021. It will be known as HEERF III. More information will be provided in the coming weeks.

Guidelines for all funds state that there must be a direct relation to COVID-19 including documentation indicating how costs directly address the pandemic at each campus. Funds cannot be used to replace institutional funds for costs normally paid. Common pathways of using the funds include:

- Recover campus COVID health and safety costs.
- Reimburse lost revenue.
  - example: tuition/auxiliary revenue
- Improve digital learning and services
- Award additional aid to students.

### **UHWO Strategies**

- Build a Team
  - Executive = decision making
  - Business Office – Monitors regulatory updates, accounting & reporting
  - Federal Funding Advisory Council – advises Chancellor and Business Office
  - Financial Aid – distributes and reports student aid tranche
- Guiding Principles
  - Our Hopena/Theory of Distinctiveness
  - Perspective – Balance short-term with SAP Strategic Directive to maximize return on investment.
  - Communicate – Communicate often by using multiple platforms.

### **UHWO Opportunities Process**

- Invite proposals (March)
  - Work Groups introduced by VC's.
  - Units = OVCAA, OVCSA, OVCA, Chancellor
  - Targeted units = IT, Facilities, ED, OPDAS, Early College, Libraries, Counseling/ADA

- Proposals Reviewed (April for summer/May+ for AY)
  - o Initially by unit
  - o Guidance from Federal Funding Advisory Council
  - o Business Office (determine eligible expense)
- Final Review
  - o Executive = Chancellor, VC's, Budget & Finance

## Expenditures

Expenditures as of March 2021 includes indirect costs which are overhead costs to run the campus (Utilities, etc.). Initially, CARES monies were exempt, but in March 2021, campuses were notified that indirect costs would be applied to CRRSAA funds and whatever remaining balance was left in CARES funds. The total indirect cost is 36.5%. For example, if UHWO purchased \$100 in PPE supplies, the total charge would be \$136.50. The UH System Office of the Vice President for Research & Innovation assesses all indirect costs and returns a portion of it in the following fiscal year to the UHWO Research, Training and Revolving Funds (RTRF).

UHWO will be audited annually because we expend over \$750K in federal expenditures during the fiscal year.

Reference materials were provided members of the Council and it is recommended that those interested watch a webinar sponsored by NACUBO at <http://www.nacubo.org/Topics/Risk-Management-and-Campus-Security/Emergency-Preparedness/COVID-19-Telephone-Town-Hall>.

## Questions

### **What are the factors in making decisions?**

As proposals are submitted, the Business Office will determine eligibility of funding, Chancellor & VCs will look to see if it aligns with UHWO hopena/principles and strategic action plan. She will be using the Business Model and taking counsel for the Hui.

### ***Will the new tranche allow us to do recruitment related initiatives?***

No, not direct investment into recruitment/marketing. We are using the funding to provide community information regarding FAFSA, Pell, federal opportunity grants, and increased financial literacy that includes planning for college.

### ***How many proposals are there?***

There are currently 2 submitted.

### ***Are there any available best practices or examples to review from other similar institutions? Specifically, how they are interpreting and implementing?***

There are national conversations going on regarding this topic. Chancellor will provide supplemental reading to the Hui if they provide relevant information.

### ***Can "Distance Education" monies be used by the Hawaii, Kauai, Maui Distance Learning Liaisons?***

Yes.

### ***Are there any specific expectations/instructions for the ASUHWO Senate?***

These are folks who have direct voice/input to the Vice Chancellor of Student Affairs. Student concerns should be raised and their voices are very welcomed. Rouell will also assist with all student concerns.

### ***Would you like to see the Council evaluating proposals and placing comments on them or are we to add additional ideas?***

The Council is here to provide feedback on proposals received.

**When will the Council be receiving proposals to review?**

Chancellor will go back to the VC's today to ask if proposals are available for review. Will update.

**Is there a cutoff point for the proposals?**

We will continue to accept proposals until all the funding has been allocated. We may not be able to fund everything but we will keep looking for ways to support good ideas!

**Meeting dates?**

Thursdays are best for all members.

**Final thoughts**

Unless otherwise specified, all documents given to the Council can be shared.