

**Saint Francis University institutional portion report
for the CARES Act Higher Education Emergency Relief Fund**

Amount received

The total amount of funds that Saint Francis University will receive or has received from the Department pursuant to the institution's Certification and Agreement [for] for institutional costs related to the coronavirus is \$704,805.

Amount expended

The total amount of funds spent on institutional costs related to the coronavirus under Section 18004(a)(1) of the CARES Act as of the date of submission (i.e., as of the end of the second calendar quarter) is \$60,678.11.

Status

Saint Francis University has signed and returned to the US Department of Education the CARES Act Certification and Agreement. This document is an assurance that the University has used, or intends to use, no less than 50% of the funds received under Section 18004(a)(1) of the CARES Act to cover any costs associated with significant changes to the delivery of instruction due to the coronavirus.

To date, the University has used a portion of the received funds to pay for expenditures related to preparing campus for safe face-to face instruction during the summer and fall/spring terms. The expenses include the hiring of personnel to perform temperature checks, the cleaning of buildings, the retrofit of classrooms and dining facilities with protective Plexiglas, and the construction of a dining overflow pavilion to allow for social distancing. Funds were also used to purchase software licenses to accommodate virtual instruction and business office functions and to pay for the shipping of laptops and other academic materials to students. The expenditures are detailed in the chart below.

These projects/activities are helping to maintain an estimated 500 jobs at Saint Francis University. As a tuition-institution, we would not be able to maintain operations without the ability to resume in-person classes.

Project/activity expenditures for second quarter 2020

Category/item or service	Amount
Custodial services – cleaning supplies, PPE, Plexiglas	\$12,922.34
IT services – purchase of Zoom institutional software	\$18,000.00
IT services – purchase of Netrix software	\$6,818.63
IT services – contract with DocuSign, Inc.	\$4,750.01
Student Health Center – Personnel for temperature checks	\$2,995.27
Shipping costs for laptops and academic materials to students	\$7,003.40

Dining overflow pavilion	\$8,188.46
Total:	\$60,678.11

Information regarding subcontracts or subgrants

Recipient has not made any subcontracts or subgrants using Higher Education Emergency Relief Funds.

Report last updated July 10, 2020