

**CARES Act Emergency Grant for Students  
Communication Plan**

**Appeals Committee Meetings:**

1. Monday, May 4, 2020 3-4PM 1<sup>st</sup> mtg
2. Tuesday, May 19, 2020 3-4PM 1<sup>st</sup> voting mtg
3. Tuesday, May 26, 2020 1:30-2:00PM voting mtg
4. Wednesday, June 3, 2020 11:00-11:30AM

**Website Information:** <https://www.geisinger.edu/education/admissions/financial-aid/covid-19>

1. General Information, Application and How to Apply: available on financial aid page 5/13/20
2. FAQ's added to financial aid page on 5/15/20
3. All COVID-19 application information, how to apply and FAQ's added to student affairs COVID-19 website on 5/15/20

**Announcements of Emergency Grant:**

1. Individual emails to eligible students explaining the grant and application process 5/14/20
2. Community Broadcast 5/18/20
3. Community Broadcast 5/19/20
4. Community Broadcast with updated information letting students know funding is limited 5/20/20
5. Message broadcast from the Dean 5/26/20
6. MBS Townhall Meeting announcement 5/15/20 5/22/20 12:00PM-12:30PM
7. M3 Townhall Meeting announcement 5/22/20 12:00PM-12:30PM
8. M2 Townhall Meeting announcement 5/29/20 12:00PM-12:30PM

**Student Notification:**

1. Individual emails sent to students who applied and were awarded an emergency grant funded under the CARES Act on 5/20/20
2. Individual emails sent to students who applied and were awarded an emergency grant funded under the CARES Act on
3. Revised emails sent to students who were reviewed and approved at the 5/19/20 meeting increasing their original awards on 5/27/20

**Bursar Notification for Student Disbursement:**

1. Student roster containing 73 student names and amounts totaling \$52,999 sent to the Bursar on 5/21/20
2. Student roster containing 115 student names (73 students from 5/21/2020 and 43 new students from 5/27/2020) with the amount totaling \$107,904 sent to the Bursar sent on 5/27/20
3. Note: Cabinet approved an additional \$40,000 for student emergency grants bringing the total to \$120,018