



Executive Summary & Quarterly Report

Coronavirus, Aid, Relief, and Economic Security (CARES) Act

H.R. 748, 116th Congress, Section 18004(a)(2), Florida A&M University received an award notification #P425J200003 dated May 5, 2020. Section 18004(a)(2)(f) of the Recipient's Certification Agreement stipulates a report should be submitted to the Secretary quarterly. Therefore, Florida A&M University submits the following:

Upon receipt of the award, weekly meetings were held at the direction of President Larry Robinson, chaired by Provost Maurice Edington, and Dr. Erick Akins, executive director for Title III Programs, was selected to serve as principal investigator (PI).

The initial sessions were to: 1) determine allowable cost and flexibility of the law, 2) identify areas of need, and 3) develop a spending plan to address the intent of the law to prevent, prepare, and respond to COVID-19.

The University initiated a comprehensive, inclusive, and collaborative method to maximize the resources and create an effective approach to address the challenges. Accordingly, subcommittees were selected to identify university-wide spending priorities. As a result, topical areas including operational cost, reimbursement, facilities, infrastructure, technology, student support, and academic programs were selected.

Four (4) departments were identified to implement selected spending priorities. Of which, are Academic Affairs, Facilities Planning, Student Affairs, and Information Technology.

DEPARTMENTAL PROJECTS

Pursuant to Section 18004(a)(2) – Cost associated with a transition to distance education, faculty and staff trainings and payroll.

1. **Academic Affairs - \$5,562,000** – Teaching and learning environments in an institution of higher education are crucial to the academic success of students. COVID-19 has created several challenges, which includes a paradigm shift of academic platforms, in which experiential and linear learning, advising, coaching, tutoring, research, enrollment, retention and graduation can result in long-term negative outcomes. Therefore, faculty, staff and students are pressed to transform the academic norm, while maintaining the university's distinction of academic excellence. Thus, the following are being addressed: 1) converting majority of the academic programs to a diverse delivery system which includes face-to-face and online, 2) certify majority of faculty to teach online, 3) equip schools and colleges with adaptable academic resources, 4) provide faculty technical support and assistance, 5) upgrade hardware and software, and 6) classroom safety protocols.

Pursuant to Section 18004(a)(2), the recipient may use the award to defray expenses incurred, including lost revenue, and reimbursement for expenses already incurred. In addition, to include 18004(a)(2)(e) to prevent, prepare for and respond to Coronavirus.

- 2. Facilities Planning - \$11,238,720** - The largest portion of the funding (43%) focuses on critical needs designed to respond, prevent and prepare the university community to address challenges as a result of COVID-19, which includes, but not limited to: staffing, PPE resources, cleaning/sanitizing administrative and academic facilities throughout the campus and establishing social distance environments in preparation for the return of students, faculty, and staff. The goal is to prevent the continued spread of the virus and provide protection for all individuals that will access the university campus. Reimbursement allocations and revenue losses will provide financial support in response to emergency actions and expenditures occurred after March 13, 2020.

Pursuant to Section 18004(a)(2) (3) Recipients' Certification and Agreement – Although the CARES Act does not require the recipient to use at least 50% of this award for the grants to students, the Secretary urges recipients to devote the maximum possible amount for the award to students' grants. *for any component of the student's cost of attendance, as defined under Section 472 of the HEA including food, housing, course materials, technology healthcare, and childcare ("Student Grants")*.

- 3. Student Affairs - \$8,050,000** – This is the university's second largest portion of funding. Thus, an all-inclusive approach to student life, with safety and education as the principle focus, provides the opportunity address the following: structural environments, physical and mental health, mitigating risks relative to group gatherings, classrooms, dorms, transportation, cafeterias, and etc., while providing an exceptional academic experience for the students. It is imperative that we continue to remain laser-focused on the safety and academic excellence, as students are our number one priority.

Pursuant to Section 18004(a)(2), Recipients' Certification and Agreement - Technology cost associated with a transition to distance education by expanding remote learning programs and build the university's IT capacity.

- 4. Technology – \$1,350,000** A successful delivery of online education, academic excellence, institutional e-commerce and access. The university must expand bandwidth and data storage, upgrade and transform all forms of internal and external communications. Although these changes are a must, the greater challenges are to maximum security and integrity of student and university records. CARES Act funding will support: 1) cyber security, 2) remote staff support, 3) bandwidth increase, 4) chat bots, 5) Zoom ready classrooms, and 6) COVID tracing software.

Administrative cost of \$108,611 was allocated to provide resources and staffing to execute and manage the program.

Although, the data is not yet available, the attached OMB No. 1894-0003 Grant Performance Report (ED-524B) will be used to report project status moving forward, which includes OMB 1894-0008, Budget Information for Non-Construction Program.



**U.S. Department of Education
Grant Performance Report (ED 524B)
Project Status Chart**

OMB No. 1894-0003
Exp. 08/31/2020

PR/Award # (11 characters): **P425J200003**

CARES ACT 18004(a)(2)

**FLORIDA A&M UNIVERSITY
PROJECT: Academic Affairs**

SECTION A - Performance Objectives Information and Related Performance Measures Data (See Instructions. Use as many pages as necessary.)

1. Project Objective Check if this is a status update for the previous budget period.

By March 30, 2021, Academic Affairs will utilize up to 31% of the funding allocation to address and respond to the transition of distance education, due to COVID-19.

1.a. Performance Measure	Measure Type	Quantitative Data					
Number of programs/courses converted	Project	Target			Actual Performance Data		
		Raw Number	Ratio	%	Raw Number	Ratio	%
			/			/	

1.b. Performance Measure	Measure Type	Quantitative Data					
Number of faculty received certifications to teach online courses	Project	Target			Actual Performance Data		
		Raw Number	Ratio	%	Raw Number	Ratio	%
			/			/	

1.c. Performance Measure	Measure Type	Quantitative Data					
Number of schools and colleges receive assistance designed to prevent, prepare and respond to COVID-19	Project	Target			Actual Performance Data		
		Raw Number	Ratio	%	Raw Number	Ratio	%
			/			/	



**U.S. Department of Education
Grant Performance Report (ED 524B)
Project Status Chart**

OMB No. 1894-0003
Exp. 08/31/2020

PR/Award # (11 characters): **P425J200003**

CARES ACT 18004(a)(2)

**FLORIDA A&M UNIVERSITY
PROJECT: Facilities Planning**

SECTION A - Performance Objectives Information and Related Performance Measures Data (See Instructions. Use as many pages as necessary.)

2. Project Objective Check if this is a status update for the previous budget period.

By March 30, 2021, Facilities Planning will utilize up to 43% of the funding allocation to defray expenses incurred, including lost revenue, and reimbursement for expenses already incurred. In addition, to include 18004(a)(2) (e) to prevent, prepare for and respond to Coronavirus.

2.a. Performance Measure	Measure Type	Quantitative Data					
Number of facilities ready for safe occupancy	Project	Target			Actual Performance Data		
		Raw Number	Ratio	%	Raw Number	Ratio	%
			/			/	

2.b. Performance Measure	Measure Type	Quantitative Data					
Percentage of PPE resources available for distribution	Project	Target			Actual Performance Data		
		Raw Number	Ratio	%	Raw Number	Ratio	%
			/			/	

2.b. Performance Measure	Measure Type	Quantitative Data					
Percentage of reimbursement expenses incurred	Project	Target			Actual Performance Data		
		Raw Number	Ratio	%	Raw Number	Ratio	%
			/			/	



**U.S. Department of Education
Grant Performance Report (ED 524B)
Project Status Chart**

OMB No. 1894-0003
Exp. 08/31/2020

PR/Award # (11 characters): **P425J200003**

CARES ACT 18004(a)(2)

**FLORIDA A&M UNIVERSITY
PROJECT: Student Affairs**

SECTION A - Performance Objectives Information and Related Performance Measures Data (See Instructions. Use as many pages as necessary.)

2. Project Objective Check if this is a status update for the previous budget period.

Award to students' grants. for any component of the student's cost of attendance, as defined under Section 472 of the HEA including food, housing, course materials, technology healthcare, and childcare ("Student Grants").

3.a. Performance Measure	Measure Type	Quantitative Data					
Number of undergraduate student recipients	Project	Target			Actual Performance Data		
		Raw Number	Ratio	%	Raw Number	Ratio	%
			/				/

3.b. Performance Measure	Measure Type	Quantitative Data					
Number of graduate student recipients	Project	Target			Actual Performance Data		
		Raw Number	Ratio	%	Raw Number	Ratio	%
			/				/

3.b. Performance Measure	Measure Type	Quantitative Data					
Number of semesters awarded	Project	Target			Actual Performance Data		
		Raw Number	Ratio	%	Raw Number	Ratio	%
			/				/



**U.S. Department of Education
Grant Performance Report (ED 524B)
Project Status Chart**

OMB No. 1894-0003
Exp. 08/31/2020

PR/Award # (11 characters): **P425J200003**

CARES ACT 18004(a)(2)

**FLORIDA A&M UNIVERSITY
PROJECT: Information Technology**

SECTION A - Performance Objectives Information and Related Performance Measures Data (See Instructions. Use as many pages as necessary.)

SECTION A - Performance Objectives Information and Related Performance Measures Data (See Instructions. Use as many pages as necessary.)

2. Project Objective Check if this is a status update for the previous budget period.

Technology cost associated with the transition to distance education by expanding remote learning programs and build the university's IT capacity.

4.a. Performance Measure	Measure Type	Quantitative Data					
Bandwidth increase	Project	Target			Actual Performance Data		
		Raw Number	Ratio	%	Raw Number	Ratio	%
			/			/	

4.b. Performance Measure	Measure Type	Quantitative Data					
Cyber Security rating	Project	Target			Actual Performance Data		
		Raw Number	Ratio	%	Raw Number	Ratio	%
			/			/	

4.c. Performance Measure	Measure Type	Quantitative Data					
Number of classrooms Zoom ready	Project	Target			Actual Performance Data		
		Raw Number	Ratio	%	Raw Number	Ratio	%
			/			/	



**U.S. DEPARTMENT OF EDUCATION
BUDGET INFORMATION NON-CONSTRUCTION PROGRAMS**

OMB Control Number: 1894-0008
Expiration Date: 08/31/2020

Name of Institution/Organization

**HBCU
Florida A&M University – CARES ACT P425J200003**

Applicants requesting funding for only one year should complete the column under "Project Year 1." Applicants requesting funding for multi-year grants should complete all applicable columns. Please read all instructions before completing form.

SECTION A - BUDGET SUMMARY U.S. DEPARTMENT OF EDUCATION FUNDS

Budget Categories	Project Year 1 (a)	Project Year 2 (b)	Project Year 3 (c)	Project Year 4 (d)	Project Year 5 (e)	Total (f)
1. Personnel	1,620,087					
2. Fringe Benefits	225,619					
3. Travel						
4. Equipment	686,819					
5. Supplies						
6. Contractual						
7. Construction						
8. Other	14,323,228					
9. Total Direct Costs (lines 1-8)	16,856,753					
10. Indirect Costs *Enter Rate Applied _____						
11. Training Stipends						
12. Total Costs (lines 9-11)	16,856,753					

***Indirect Cost Information (To Be Completed by Your Business Office):**

If you are requesting reimbursement for indirect costs on line 10, please answer the following questions:

- (1) Do you have an Indirect Cost Rate Agreement approved by the Federal government? ___Yes ___X_No.
- (2) If yes, please provide the following information:
 Period Covered by the Indirect Cost Rate Agreement: From: ___/___/_____ To: ___/___/_____ (mm/dd/yyyy)
 Approving Federal agency: ___ED ___Other (please specify): _____ The Indirect Cost Rate is _____%
- (3) If this is your first Federal grant, and you do not have an approved indirect cost rate agreement, are not a State, Local government or Indian Tribe, and are not funded under a training rate program or a restricted rate program, do you want to use the de minimis rate of 10% of MTDC? ___Yes ___No. If yes, you must comply with the requirements of 2 CFR § 200.414(f).
- (4) If you do not have an approved indirect cost rate agreement, do you want to use the temporary rate of 10% of budgeted salaries and wages? ___Yes ___No. If yes, you must submit a proposed indirect cost rate agreement within 90 days after the date your grant is awarded, as required by 34 CFR § 75.560.
- (5) For Restricted Rate Programs (check one) -- Are you using a restricted indirect cost rate that: ___ Is included in your approved Indirect Cost Rate Agreement? Or ___ Complies with 34 CFR 76.564(c)(2)? The Restricted Indirect Cost Rate is _____%
- (6) For Training Rate Programs (check one) -- Are you using a rate that: ___ Is based on the training rate of 8 percent of MTDC (See EDGAR § 75.562(c)(4))? Or ___ Is included in your approved Indirect Cost Rate Agreement, because it is lower than the training rate of 8 percent of MTDC (See EDGAR § 75.562(c)(4)).



**U.S. DEPARTMENT OF EDUCATION
BUDGET INFORMATION NON-CONSTRUCTION PROGRAMS**

OMB Control Number: 1894-0008
Expiration Date: 08/31/2020

Name of Institution/Organization

**HBGI
Florida A&M University – CARES ACT P425J200003**

Applicants requesting funding for only one year should complete the column under "Project Year 1." Applicants requesting funding for multi-year grants should complete all applicable columns. Please read all instructions before completing form.

SECTION A - BUDGET SUMMARY U.S. DEPARTMENT OF EDUCATION FUNDS

Budget Categories	Project Year 1 (a)	Project Year 2 (b)	Project Year 3 (c)	Project Year 4 (d)	Project Year 5 (e)	Total (f)
1. Personnel	1,208,425					
2. Fringe Benefits	156,575					
3. Travel						
4. Equipment	223,819					
5. Supplies						
6. Contractual						
7. Construction						
8. Other	7,863,759					
9. Total Direct Costs (lines 1-8)	9,452,578					
10. Indirect Costs *Enter Rate Applied _____						
11. Training Stipends						
12. Total Costs (lines 9-11)	9,452,578					

***Indirect Cost Information (To Be Completed by Your Business Office):**

If you are requesting reimbursement for indirect costs on line 10, please answer the following questions:

- (7) Do you have an Indirect Cost Rate Agreement approved by the Federal government? ___Yes ___X_No.
- (8) If yes, please provide the following information:
 Period Covered by the Indirect Cost Rate Agreement: From: ___/___/___ To: ___/___/___ (mm/dd/yyyy)
 Approving Federal agency: ___ED ___Other (please specify): _____ The Indirect Cost Rate is _____%
- (9) If this is your first Federal grant, and you do not have an approved indirect cost rate agreement, are not a State, Local government or Indian Tribe, and are not funded under a training rate program or a restricted rate program, do you want to use the de minimis rate of 10% of MTDC? ___Yes ___No. If yes, you must comply with the requirements of 2 CFR § 200.414(f).
- (10) If you do not have an approved indirect cost rate agreement, do you want to use the temporary rate of 10% of budgeted salaries and wages? ___Yes ___No. If yes, you must submit a proposed indirect cost rate agreement within 90 days after the date your grant is awarded, as required by 34 CFR § 75.560.
- (11) For Restricted Rate Programs (check one) -- Are you using a restricted indirect cost rate that: ___ Is included in your approved Indirect Cost Rate Agreement? Or ___ Complies with 34 CFR 76.564(c)(2)? The Restricted Indirect Cost Rate is _____%
- (12) For Training Rate Programs (check one) -- Are you using a rate that: ___ Is based on the training rate of 8 percent of MTDC (See EDGAR § 75.562(c)(4))? Or ___ Is included in your approved Indirect Cost Rate Agreement, because it is lower than the training rate of 8 percent of MTDC (See EDGAR § 75.562(c)(4)).