



U.S. DEPARTMENT OF EDUCATION  
ED

# CARES Act: Education Stabilization Fund

## ESF

ESF / ESF Reporting

# ESF Reporting ESF Reporting

Please select an annual report to edit/submit

### Higher Education Emergency Relief Fund (HEERF)

IHE Name	IHE Duns #	Annual Report	Due Date	Current Reporting Period	Status	Access Form
PENN COMMERCIAL, INC.	077491561	First Annual Report	February 1, 2021	March 13, 2020 - December 31, 2020	Submitted	



U.S. DEPARTMENT OF EDUCATION  
ED

# CARES Act: Education Stabilization Fund ESF

ESF / ESF Reporting / HEERF - 077491561 - Review

## Higher Education Emergency Relief Fund (HEERF) HEERF Fund Annual Report

In Progress

Last Modified: lgorman@wilkecpa.com - 1/29/2021, 9:41:42 AM

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### Instructions



### PENN COMMERCIAL, INC. - Review



### General Information



#### Institutional Identifiers and Contact Information:

Institution Name	DUNS#
PENN COMMERCIAL, INC.	077491561

#### Please identify the OPEID(s) for this institution:

00490200

100 characters maximum: 8/100

#### Please report on these HEERF grant PR/Award Numbers:

PR Number 1	Awarded Amount 1
P425E200453 (Student Aid)	\$287,787.00

PR Number 2

P425F200693 (Institutional Aid)

Awarded Amount 2

\$287,787.00

**Total Awarded Amount**

Total Awarded Amount

**\$575,574.00**

Who is the lead contact for this annual data collection?

Name

Robert Bazant

Title

President

Telephone

(724) 288-5518

E-mail

rbazant@penncommercial.edu

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## Funds Expended

- 1) Did you expend all of your HEERF funds prior to the end of the reporting period, making this your final annual report? \*

 Yes  No

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## Websites

- 2) Reporting on institution websites:

- a) CARES HEERF quarterly reporting webpage <https://penncommercial.edu/corc>  
URL:
- b) Student Portion Reporting: Provide all active website URLs posted by your campus, or by the institution on behalf of your campus(es), as required by the August 31 notice in the Federal Register ⓘ (including any URLs that are still active that provide archived information).


<https://penncommercial.edu/>

https://penncommercial.edu/

https://penncommercial.edu/

https://penncommercial.edu/

https://penncommercial.edu/


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- c) Institutional Portion, (a)(2), and (a)(3) Reporting: Provide all active website URLs posted by your campus, or by institutions on behalf of your campus(es) as required by the quarterly Higher Education Emergency Relief Fund (HEERF) Data Collection Form  (including any URLs that are still active that provide archived information).

https://penncommercial.edu/

https://penncommercial.edu/

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## Student Eligibility ^

- 3) How did your institution determine which students were eligible  to receive emergency financial aid grants under any of the CARES Act HEERF programs?

- |   |     |    |
|---|-----|----|
| a) My institution has received an Institutional Student Information Record (ISIR) or Student Aid Report (SAR) on file that verifies student eligibility for Title IV, federal student aid (Title IV aid). | Yes | No |
| b) My institution allowed students to attest to their eligibility for Title IV aid by completing an alternative application form developed by the institution for this purpose.                           | Yes | No |

c) My institution used another method for determining which students were eligible to receive emergency financial aid grants under the CARES Act. Yes No

## Aid Determination ^

4) How did your institution determine which students received emergency financial aid grants to students and how much each student would receive? Please indicate if any of the following strategies were used.

4.1) Did you distribute the same amount to all eligible students regardless of different circumstances? \* Yes No

4.1.1) Did you ask students to apply for funds? Yes No

4.1.1.1) Did you use that application to determine the amount of a student's emergency financial aid grant? Yes No

i) What needs did you prioritize to determine the amount of the student's award?

a) Food Yes No

b) Housing Yes No

c) Course materials Yes No

d) Technology Yes No

e) Health care Yes No

- f) Child care Yes No
  
- g) Other Yes No

4.1.2) Did you use any institutional administrative data (pre-existing data that did not come from a HEERF-specific application form) in determining the amount of funds awarded to students? Yes No

4.1.2.1) Which of these student factors did you prioritize in the grant determination process?

- i) Enrollment intensity (i.e., full-time/part-time status, number of credits the student is taking, etc.) Yes No
  
- ii) Location (i.e., branch campus) Yes No
  
- iii) Pell Grant eligibility Yes No
  
- iv) FAFSA data elements Yes No

a) Which FAFSA data elements did you use?

- 1) FAFSA Family Income Yes No
  
- 2) Estimated Family Contribution Yes No
  
- 3) Independent/dependent status Yes No

- v) On-campus/distance education status Yes No
  
- vi) On-campus/off-campus living arrangements Yes No

vii) Academic level

Yes No

viii) Other

Yes No

## Aid Distribution ^

5) How did your institution distribute the emergency financial aid grants to students?

a) Checks

Yes No

b) Electronic funds transfer /Direct deposit

Yes No

c) Debit cards

Yes No

d) Payment apps

Yes No

e) Other

Yes No

## Emergency Grants ^

6) Did your institution provide any instructions, directions, or guidance to students (e.g. FAQs) about the emergency financial aid grants upon

Yes No

disbursement? \*

a) Upload PDF/MS Word document instructions, directions, or guidance (up to 5 files):

File Name	Size	Last Modified
Disb letter.docx	13.9 KB	1/18/2021, 12:18:32 PM

or

b) Provide any active URLs with instructions, directions, or guidance on how to use the grants:


## Emergency Financial Aid ^

7) Use the instructions noted in the Appendix to complete the following table

### Emergency Financial Aid Grants Awarded to Students (direct grants and amounts reimbursed)


Number of Students	Amount Disbursed - Section 18004(a)(1)	Minimum and Maximum Awards
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#### Number of Eligible Students

7.1) How many students were eligible to receive HEERF emergency grants made available under section 18004 of the CARES Act  ?

7.1.1) All HEERF Emergency Financial Aid Grant eligible students

156

7.1.2) Undergraduates 

i) Full-time students 



Pell grant recipient

a) 115



Non-Pell grant recipient

b) 41



## ii) Part-time students

	Pell grant recipient	Non-Pell grant recipient
a)	0	0

## 7.1.3) Graduates

## i) Full-time students

## ii) Part-time students

	Full-time students	Part-time students
	0	0

**Number of HEERF Student Recipients - Emergency Grants to Students (unduplicated)**

7.2) How many students received emergency financial aid grants provided under Section 18004 of the CARES Act? (unduplicated across all HEERF sections)

## 7.2.1) All HEERF Emergency Financial Aid Grant eligible students

151

## 7.2.2) Undergraduates ⓘ

## i) Full-time students ⓘ

	Pell grant recipient	Non-Pell grant recipient
a)	111	40

## ii) Part-time students

	Pell grant recipient	Non-Pell grant recipient
a)	0	0

## 7.2.3) Graduates

i) Full-time students

ii) Part-time students

Full-time students

Part-time students

0

0

## Summary ^

The amounts displayed under the Summary section are auto-calculated based on the responses entered in the Number of HEERF Student Recipients and the HEERF Amount Disbursed questions

### HEERF Amount of Grants Disbursed

What was the amount of grants disbursed to students through all HEERF funds?

All HEERF Emergency Financial Aid Grant eligible students

\$179,850.00

Undergraduates i

i) Full-time students i

i

Pell grant recipient

a) \$151,050.00

i

Non-Pell grant recipient

b) \$28,800.00

ii) Part-time students

Pell grant recipient

a) \$0.00

Non-Pell grant recipient

b) \$0.00

Graduates

i) Full-time students

ii) Part-time students


Full-time students  
\$0.00

Part-time students  
\$0.00

All HEERF Emergency Financial Aid Grant eligible students

\$1,191.06

Undergraduates 

i) Full-time students 



Pell grant recipient

a) \$1,360.81



Non-Pell grant recipient

b) \$720.00

ii) Part-time students

Pell grant recipient  
a) \$0.00

Non-Pell grant recipient  
b) \$0.00

Graduates

i) Full-time students

ii) Part-time students


Full-time students  
\$0.00

Part-time students  
\$0.00

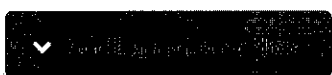
Funds Expended Categories 

8) Provide the total amount of HEERF funds expended on the categories provided.

Please note that the CARES Act prohibits the use of funding for the provision of pre-enrollment recruitment activities; endowments; or capital outlays associated with facilities related to athletics, sectarian instruction, or religious worship. In addition, please note that this template is meant to serve as a guide, and therefore IHEs are not required to categorize amounts in every category listed but only those that IHEs found applicable to their unique circumstances. Lastly, reported numbers should be consistent with previously published quarterly funding reports (the sum of quarterly reports should equal the value of the annual report).

8.1) Providing additional emergency financial aid grants to students. 

Amount in (a)(1) institutional dollars	Amount in (a)(2) dollars, if applicable	Amount in (a)(3) dollars, if applicable
\$	\$	\$



8.2) Providing reimbursements for tuition, housing, room and board, or other fee refunds.

Amount in (a)(1) institutional dollars	Amount in (a)(2) dollars, if applicable	Amount in (a)(3) dollars, if applicable
\$	\$	\$



8.3) Providing tuition discounts.

Amount in (a)(1) institutional dollars	Amount in (a)(2) dollars, if applicable	Amount in (a)(3) dollars, if applicable
Not Applicable	\$	\$



8.4) Covering the cost of providing additional technology hardware to students, such as laptops or tablets, or covering the added cost of technology fees.

Amount in (a)(1) institutional dollars	Amount in (a)(2) dollars, if applicable	Amount in (a)(3) dollars, if applicable
\$	\$	\$



8.5) Providing or subsidizing the costs of high-speed internet to students or faculty to transition to an online environment.

Amount in (a)(1) institutional dollars	Amount in (a)(2) dollars, if applicable	Amount in (a)(3) dollars, if applicable
\$	\$	\$



8.6) Subsidizing off-campus housing costs due to dormitory closures or decisions to limit housing to one student per room; subsidizing housing costs to reduce housing density; paying for hotels or other off-campus housing for students who need to be isolated; paying travel expenses for students who need to leave campus early due to coronavirus infections or campus interruptions.

Amount in (a)(1) institutional dollars	Amount in (a)(2) dollars, if applicable	Amount in (a)(3) dollars, if applicable
\$	\$	\$



8.7) Subsidizing food service to reduce density in eating facilities, to provide pre-packaged meals, or to add hours to food service operations to accommodate social distancing.

Amount in (a)(1) institutional dollars	Amount in (a)(2) dollars, if applicable	Amount in (a)(3) dollars, if applicable
\$	\$	\$




8.8) Costs related to operating additional class sections to enable social distancing, such as those for hiring more instructors and increasing campus hours of operations.

Amount in (a)(1) institutional dollars	Amount in (a)(2) dollars, if applicable	Amount in (a)(3) dollars, if applicable
\$18,414.0	\$	\$



Costs are additional payroll costs created by adding additional class sections to support social distancing guidelines.

600 characters maximum: 119/600

8.9) Campus safety and operations. 

Amount in (a)(1) institutional dollars	Amount in (a)(2) dollars, if applicable	Amount in (a)(3) dollars, if applicable
\$7,160	\$	\$



Coats are janitorial costs incurred to ensure COVID safety and cleaning requirements.

600 characters maximum: 85/600


## 8.10) Purchasing, leasing, or renting additional instructional equipment and supplies (such as laboratory equipment or computers) to reduce the number of students sharing equipment or supplies during a single class period and to provide time for disinfection between uses.

Amount in (a)(1) institutional dollars	Amount in (a)(2) dollars, if applicable	Amount in (a)(3) dollars, if applicable
\$	\$	\$



## 8.11) Replacing lost revenue due to reduced enrollment.

Amount in (a)(1) institutional dollars	Amount in (a)(2) dollars, if applicable	Amount in (a)(3) dollars, if applicable
Not Applicable	\$	\$

8.12) Replacing lost revenue from non-tuition sources (i.e., cancelled ancillary events; disruption of food service, dorms, childcare or other facilities; cancellation of use of campus venues by other organizations, lost parking revenue, etc.). 

Amount in (a)(1) institutional dollars	Amount in (a)(2) dollars, if applicable	Amount in (a)(3) dollars, if applicable
<i>Not Applicable</i>	\$	\$



8.13) Purchasing faculty and staff training in online instruction; or paying additional funds to staff who are providing training in addition to their regular job responsibilities.

Amount in (a)(1) institutional dollars	Amount in (a)(2) dollars, if applicable	Amount in (a)(3) dollars, if applicable
\$	\$	\$




8.14) Purchasing, leasing, or renting additional equipment or software to enable distance learning, or upgrading campus wi-fi access or extending open networks to parking lots or public spaces, etc.

Amount in (a)(1) institutional dollars	Amount in (a)(2) dollars, if applicable	Amount in (a)(3) dollars, if applicable
\$48,295	\$	\$



A new VoIP phone system was purchased and deployed to allow for remote employment and seamless communication with student and faculty, as well as the use of a virtual simulation lab in lieu of in-person instruction

600 characters maximum: 214/600

8.15) Other Uses of (a)(1) Institutional Portion funds. 


Amount in (a)(1) institutional dollars	Amount in (a)(2) dollars, if applicable	Amount in (a)(3) dollars, if applicable
\$5,475	<i>Not Applicable</i>	<i>Not Applicable</i>



The Other amount is made up of 3 expenditures: 1. COVID tests given to students - 2,685  
 2. Nursing students needed update Tspot vaccinations - 1,456 3. New TV's and webcams  
 were purchased for the simulation lab for virtual skills lab sessions - 1,334

600 characters maximum: 251/600

You may also upload an additional document (PDF or MS Word) for further explanation.

8.16) Other uses of (a)(2) or (a)(3) funds, if applicable. 

Amount in (a)(1) institutional dollars	Amount in (a)(2) dollars, if applicable	Amount in (a)(3) dollars, if applicable
Not Applicable	\$	\$



8.17) Annual Expenditures for each Program

Amount in (a)(1) institutional dollars	Amount in (a)(2) dollars, if applicable	Amount in (a)(3) dollars, if applicable
\$79,344.00	\$0.00	\$0.00

## Students Who Received Funds

9) Provide the number of students who ever received HEERF grant funds in the reporting period and their enrollment status at the end reporting period

a) How many students received emergency financial aid grants through any of the HEERF funds? 151

*The number displayed in this question is an autofill from the Number of HEERF Student Recipients total as entered in Section 7 - Emergency Financial Aid*

b) How many of the students who ever received HEERF Emergency Financial Aid Grants dropped out (withdrawal without a completion record or return to school since receiving funds)? 37



- c) How many of the students who ever received HEERF Emergency Financial Aid Grants are still enrolled at your institution? 46
- d) How many of the students who ever received HEERF Emergency Financial Aid Grants have completed their program of study at your institution? 68
- e) Withdrawal rate for students who received HEERF Emergency Financial Aid Grants 24.50%

## Full-Time Equivalent (FTE) Positions ^

10) Provide the number of full-time equivalent (FTE) positions as of the listed reporting dates.

*(The number of FTE positions includes all staff regardless of whether the position is funded by Federal, State, local, or other funds—including instructional and non-instructional staff and contractors—and equals the sum of the number of full-time positions plus the full-time equivalent of the number of part-time positions.)*

Full-time equivalent (FTE) positions as of September 30, 2018	Full-time equivalent (FTE) positions as of September 30, 2019	Full-time equivalent (FTE) positions as of March 13, 2020
58	63	56



## End Notes v

## Burden Statement v

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[Website Policies](#) | [API Documentation](#) | [Glossary](#) | [About the Data](#) | [Grantee Help](#)

