

Quarterly Budget and Expenditure Reporting under CARES Act Sections 18004(a)(1) Institutional Portion, 18004(a)(2), and 18004(a)(3), if applicable

Institution Name: Pamlico Community College Date of Report: 07/07/2021 Covering Quarter Ending: 06/30/2021

Total Amount of Funds Awarded: Section (a)(1) Institutional Portion: \$ 1,478,760 Section (a)(2): \$ 0 Section (a)(3): \$ 277,779 Final Report?

Category	Amount in (a)(1) institutional dollars	Amount in (a)(2) dollars, if applicable	Amount in (a)(3) dollars, if applicable	Explanatory Notes
Providing additional emergency financial aid grants to students. ¹	\$ 68,150	\$ 0	\$ 0	Emergency FA Checks issued to 274 students.
Providing reimbursements for tuition, housing, room and board, or other fee refunds.	\$ 0	\$ 0	\$ 0	
Providing tuition discounts.		\$ 0	\$ 0	
Covering the cost of providing additional technology hardware to students, such as laptops or tablets, or covering the added cost of technology fees.	\$ 0	\$ 0	\$ 0	
Providing or subsidizing the costs of high-speed internet to students or faculty to transition to an online environment.		\$ 0	\$ 4,627	Monthly Hotspot Expenses (Verizon)
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.	\$ 0	\$ 0	\$ 0	
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.	\$ 0	\$ 0	\$ 0	
Costs related to operating additional class sections to enable social distancing, such as those for hiring more instructors and increasing campus hours of operations.	\$ 0	\$ 0	\$ 0	
Campus safety and operations. ²	-\$ 8,250	\$ 0	\$ 22,400	Temperature Screeners

¹ To support any element of the cost of attendance (as defined under Section 472 of the Higher Education Act of 1965, as amended (HEA)) per Section 18004(c) of the CARES Act and the Interim Final Rule published in the *Federal Register* on June 17, 2020 (85 FR 36494). Community Colleges in California, all public institutions in Washington State, and all institutions in Massachusetts have different requirements due to recent U.S. District Court actions. Please discuss with legal counsel. HEERF litigation updates can be found here.

² Including costs or expenses related to the disinfecting and cleaning of dorms and other campus facilities, purchases of personal protective equipment (PPE), purchases of cleaning supplies, adding personnel to increase the frequency of cleaning, the reconfiguration of facilities to promote social distancing, etc.

Category	Amount in (a)(1) institutional dollars	Amount in (a)(2) dollars, if applicable	Amount in (a)(3) dollars, if applicable	Explanatory Notes
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.	\$ 0	\$ 0	\$ 0	
Replacing lost revenue due to reduced enrollment.		\$ 0	\$ 92,662	Lost revenue due to State Budget Callbacks
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.). ³		\$ 0	\$ 0	
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.	\$ 0	\$ 0	\$ 0	
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.	\$ 0	\$ 0		
Other Uses of (a)(1) Institutional Portion funds. ⁴				
Other Uses of (a)(2) or (a)(3) funds, if applicable. ⁵		\$ 0	\$ 78,797	Temporary IT and Online Specialist Staff.
Quarterly Expenditures for each Program	\$ 59,900	\$ 0	\$ 198,486	
Total of Quarterly Expenditures	\$ 258,386			

³ Including continuance of pay (salary and benefits) to workers who would otherwise support the work or activities of ancillary enterprises (e.g., bookstore workers, foodservice workers, venue staff, etc.).

⁴ Please post additional documentation as appropriate and briefly explain in the “Explanatory Notes” section. Please note that costs for Section 18004(a)(1) Institutional Portion funds may only be used “to cover any costs associated with significant changes to the delivery of instruction due to the coronavirus, so long as such costs do not include payment to contractors for the provision of pre-enrollment recruitment activities; endowments; or capital outlays associated with facilities related to athletics, sectarian instruction, or religious worship.”

⁵ Please post additional documentation as appropriate and briefly explain in the “Explanatory Notes” section. Please note that costs for Sections 18004(a)(2) and (a)(3) funds may only be used “to defray expenses, including lost revenue, reimbursement for expenses already incurred, technology costs associated with a transition to distance education, faculty and staff trainings, payroll incurred by institutions of higher education and for grants to students for any component of the student’s cost of attendance (as defined under section 472 of the HEA), including food, housing, course materials, technology, health care, and child care.”

QUARTERLY BUDGET EXPENDITURE REPORT ADENDUM PAGE FOR QUARTER ENDING: 06/30/2021

Other Uses of (a)(1) and (a)(3) fund expenses:

Pamlico Community College hired temporary staff to assist with managing significant changes to the delivery of instruction due to the coronavirus as follows:

1. A FT-temp Information Security Analyst to facilitate IT related security issues/processes with the increased online presence due to COVID.
2. A FT-Temp Curriculum Support Specialist to implement online associate degree programs for Criminal Justice, Environmental Science, and Horticulture in response to changes to workforce training needs due to COVID-19.
3. One FT and one PT staff member to provide administrative support to students requiring assistance with registration, financial aid, etc.
4. A PT Instructional Design Specialist to create online orientation videos for students
5. A PT Assessment Specialist to manage Moodle course reviews in order to enhance and support student learning due to the increase of online education during COVID-19
6. A PT Computer Support Assistant to assist the IT department manage the increased workload related to system repair, setup, configuration, networking, and user assistance related to increased IT needs resulting from COVID.