Kathy Hudson Student Emergency Grant Fund Application

Description of Fund
The Kathy Hudson Student Emergency Grant Fund provides quick-response emergency grants to currently enrolled students in good academic standing who are facing a short-term financial emergency that may hinder successful academic progression or cause withdrawal from the college. The goal of the fund is to help students remain enrolled in classes. Emergency funding is not intended to provide ongoing assistance for routine expenses or as a supplement for educational expenses.

Amount of Assistance
The maximum award per student is not to exceed $750 per year; however, in extraordinary cases students may be awarded more than the maximum if necessary to enable a student to succeed or stay enrolled. Funds awarded through the Kathy Hudson Student Emergency Grant Fund are not loans, and therefore, do not require repayment to PVCC.

Eligibility
Applicants must:
1. Be currently enrolled for at least 6 credits in the semester in which the funds would apply
2. Be in good academic standing
3. Have no outstanding debt to PVCC
4. Submit a Student Emergency Grant Fund application
5. Submit documentation to support the emergency

Financial Emergencies that qualify for grant funding
- Temporary loss of job or income
- Homelessness or sudden loss of housing
- Overdue utility bills/turn off notices
- Travel expenses due to illness/death in the immediate family
- Medical or dental emergencies
- Theft of computer, books, clothing or other essential items
- Car repair, bus passes, or other transportation needs
- Loss of childcare
- Other (explanation of emergency is required)

Procedures
1. Complete the Student Emergency Grant Fund Application and submit to the Admissions and Advising Center, Main Building, Room 144.
2. The Admissions and Advising Center will forward the application to the Financial Aid Office.
3. Students will be contacted for a brief consultation with the Financial Aid Office to discuss budget counseling, other forms of financial assistance, and any issues with cost of attendance.
4. A committee will review the student’s application.
5. Students will be notified of the review committee’s decision by the Director of Financial Aid. Students will be notified no later than five business days after the application was received.
6. Assistance is provided in the form of a direct payment to a service provider, business, retailer, etc. Funds are not provided directly to the student.
7. Students with unmet financial need or who have situations that will likely reoccur will be referred to community resources.
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Application and supporting documents must be submitted to the Admissions and Advising Center, Main Building, Room 144.

Please print legibly or type the required information

PART I: Contact Information

Student's Name: ________________________________  Last First Middle Initial

Current Address: ________________________________

Street Address: ________________________________  Apartment#

City: ________________________________  State: ____________  Zip Code: ____________

Student ID#: ________________________________

Email Address: ________________________________

Home Phone#: ________________________________  Cell Phone#: ________________________________

Grant amount requested: $ ________________________________

PART II: Determination of Need

Check one or more of the following reasons why you are applying for the emergency grant.

☐ Temporary loss of job or income
☐ Homelessness or sudden loss of housing
☐ Theft of computer, books, clothing or other essential belonging
☐ Medical/Dental emergencies
☐ Car repair, bus passes, or other transportation needs
☐ Travel expenses due to illness/death in immediate family
☐ Overdue utility bills/turn-off notice
☐ Loss of childcare
☐ Other (you may give an explanation of your emergency)

__________________________________________________________________________________________________

__________________________________________________________________________________________________

________________________________________  __________________________________________________________

__________________________________________________________________________________________________

__________________________________________________________________________________________________
PART III: Academic Information

Check the appropriate box What year are you in?

☐ Freshman
☐ Sophomore
☐ Other

What is your Major? ______________________________________________________________

Total Credits earned: __________________________ Current GPA: _______________________

Did you file a FAFSA for the current academic year?  ☐ Yes  ☐ No

PART IV: Supplementary Documentation

Statement of Need
Provide a brief statement explaining your emergency and describing how the funds will be used. Please itemize each cost and provide a total of requested amount.

________________________________________________________________________________
________________________________________________________________________________
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Supporting Documentation
Provide as much evidentiary documentation as possible in order to support your reason for requesting an emergency grant. The more documentation you are able to supply, the better your chances for being awarded a grant. Examples of acceptable documents include medical bills, bank statements, letter from your employer stating your loss of job, letter from your landlord stating rent owed or loss of housing, police report for theft, etc. All applicants are required to meet with a representative from the Office of Financial Aid to discuss financial literacy/budget counseling, other forms of financial assistance, and any issues with cost of attendance.

Student Signature __________________________ Date __________________________

Note: A student application must be completed in order to be given consideration. A student is not guaranteed any awards based on submitting an application.

FOR OFFICIAL USE ONLY

For administrative use ____________________________________________________________

MC ______ Voucher _______ SC______ Other _______ Other _______ Other _______

Other _______ Other _______ Total Award ______