

**Date: March 5, 2021**

**Subject Line: Your COVID-19 Student Aid Funding Award**

Dear <STUDENT FIRST NAME>,

We write to share the good news that you are eligible to receive funding as part of \$5.4 million that Brown will distribute to eligible students to assist with the unexpected financial consequences of the COVID-19 pandemic, and to outline the actions required to receive these funds in a timely manner.

As Provost Locke shared in his [letter to the Brown community](#) last week, \$4.8 million of the total funding comes from the federal government as part of two COVID-19 economic relief programs — the Coronavirus Aid, Relief and Economic Security (CARES) Act and the Coronavirus Response and Relief Supplemental Appropriations Act. In addition, the University will provide \$550,000 to ensure that all students enrolled in 2020-21 who meet eligibility requirements are treated equitably. Distribution of funds will begin on Monday, March 8, and we hope they will be of great assistance to eligible students in covering expenses related to food, housing, course materials, technology, health care and/or childcare.

Based on your student financial aid profile, you are eligible to receive funding in the amount of <\$AMOUNT>. These funds will not apply to any outstanding balance you may have on your student account — rather, you can use the full amount directly toward your own eligible expenses.

Student Financial Services will begin posting these funds to student accounts during the week of March 8, 2021, and it may take several days for funds to appear in your account. Funds will be posted as "CARES/CRRSAA Funds" and processed as an electronic refund (eRefund) to your U.S. checking or savings account. In order to receive your funding in a timely manner, please take the following preparatory action by Sunday, March 7:

- Please review, update or set up your eRefund account at [payment.brown.edu](https://payment.brown.edu). Log in and select "Electronic Refunds" from the "My Profile Setup" menu; then select the green "Set up Account" button to begin the process. Please see Brown's [E-Bill & Payment Guide](#) for additional instructions.

**IMPORTANT:** Your eRefund profile must be completed before the funds can be posted to your student account and processed to you as a refund. eRefunds will be processed within five business days following the posting of funds to your account. Students may view their student account at any time at [payment.brown.edu](https://payment.brown.edu).

For questions related to eRefund setup, please contact Student Financial Services at [bursar@brown.edu](mailto:bursar@brown.edu).

By receiving this emergency grant funded through the CARES Act and CRRSAA, you acknowledge that you will use these funds for components of your cost of attendance or for emergency costs that arose due to coronavirus, such as tuition, food, housing, health care or child care.

Finally, because these funds are being distributed to assist students with COVID-19 expense relief, the awarded amounts are excludable from tax reporting under IRS Section 139: "Qualified Disaster Relief Payments." The amount disbursed to you will not be reported on a 1099-MISC or 1098-T and does not need to be reported as income.

You can find additional information [via the following Frequently Asked Questions](#).

As Provost Locke noted last week, it is the University's responsibility to do our very best to ensure that all students, regardless of their financial circumstances, have the resources and support they need to access the wide range of educational opportunities we offer at Brown. We hope that these funds are helpful as you continue to contend with the continued financial impact of the COVID-19 pandemic.