

HEERF Reporting Requirements Table

	Who reports?	Method of reporting?	First report due to be posted?	Frequency of reporting?	As of 10/14, when is the next report due?	What do I publicly report on my Institution's website?	What do I do if I have expended all my HEERF grant funds?
Section 18004(a)(1) Student Portion Public Reporting	All HEERF grantees that received a Section 18004(a)(1) Student Portion award.	Information is publicly posted on institution's primary website.	First report was generally due 30 days after the Department originally obligated funds to the institution for the Section 18004(a)(1) Student Portion. See our <i>Federal Register</i> notice published on August 31, 2020 for more information.	Subsequent reports are due quarterly and must be posted no later than 10 days after the calendar quarter (January 10, April 10, July 10, October 10).	By January 10, 2021 covering the calendar quarter from October 1, 2020 – December 31, 2020. The previous Student Aid Portion reports (a 30 day, 45 day, or quarterly report) should report expenditures from the date of the institution's (a)(1) Student Portion award through September 30, 2020	Information specified in our May 6, 2020 Electronic Announcement, which was updated in a <i>Federal Register</i> notice published on August 31, 2020 .	Please indicate that the final quarterly posting is the final report that covers all remaining HEERF fund expenditures for Section 18004(a)(1) Student Portion funds. After posting that report, no more quarterly public reporting of Section 18004(a)(1) Student Portion funds is required.
Section 18004(a)(1) Institutional Portion, (a)(2), and (a)(3) Public Reporting	All HEERF grantees that received a Section 18004(a)(1) Institutional Portion, (a)(2), or (a)(3) award.	Information is publicly posted on institution's primary website in the same place as the Student Portion Public Reporting described above.	First report due October 30, 2020 covering the period from first award through September 30, 2020.	Subsequent reports are then due quarterly and must be posted no later than 10 days after the calendar quarter (January 10, April 10, July	By <i>October 30</i> covering the period from the date of the first HEERF award through September 30.	Complete and post the Quarterly Reporting Form. Final form versions available here: PDF Document (156 KB) Word Document (38 KB)	Please check the box on the form that it is the "final report" that covers all remaining HEERF fund expenditures for 18004(a)(1) Institutional Portion, (a)(2), and (a)(3) funds. After

				10, October 10).			posting that report, no more quarterly public reporting for 18004(a)(1) Institutional Portion, (a)(2), and (a)(3) funds is required.
Annual Reporting	All HEERF grantees.	Report is submitted to the Department via a portal system currently in development.	Intended first annual report due in early 2021.	Yearly. Submission will be required of all HEERF grantees.	Intended first annual report due in early 2021 covering the expenditure of all HEERF grant funds in calendar year 2020.	Not yet finalized, but draft form is in public comment period. A 30-day comment notice will be published in the <i>Federal Register</i> soon.	All institutions that received any HEERF award will still have to submit an annual report in early 2021 to the Department regardless if at that time they still have HEERF funds or not.