

**Quarterly Budget and Expenditure Reporting for HEERF I, II, and III (a)(1) Institutional Portion, (a)(2), and (a)(3), if applicable**

**Institution Name:** Truckee Meadows Community College **Date of Report:** 01/10/2022 **Covering Quarter Ending:** December 31

**PR/Award Number(s):** P425F 200646 P425J \_\_\_\_\_ P425K: \_\_\_\_\_ P425L \_\_\_\_\_ P425M: \_\_\_\_\_ P425N: \_\_\_\_\_

**Total Amount of Funds Awarded:** Section (a)(1) Institutional Portion: \$1,673,625 Section (a)(2): \$6,161,211 Section (a)(3): \$6,548,804 **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. <sup>1</sup>				
Providing reimbursements for tuition, housing, room and board, or other fee refunds.				
Providing tuition discounts.				
Covering the cost of providing additional technology hardware to students, such as laptops or tablets, or covering the added cost of technology fees.				
Providing or subsidizing the costs of high-speed internet to students or faculty to transition to an online environment.				
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.				
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.				
Costs related to operating additional class sections to enable social distancing, such as those for hiring more instructors and increasing campus hours of operations.				

<sup>1</sup> To support expenses related to the disruption of campus operations due to coronavirus consistent with applicable law. This includes eligible expenses under a student’s cost of attendance under CARES Act Section 18004(c), or any component of a student’s cost of attendance or for emergency costs that arise due to coronavirus, such as tuition, food, housing, health care (including mental health care), or child care, per Section 314(c) of the Coronavirus Response and Relief Supplemental Appropriations Act, 2021 (CRRSAA), and Section 2003 of the American Rescue Plan Act of 2021 (ARP).

Category	Amount in (a)(1) institutional dollars	Amount in (a)(2) dollars, if applicable	Amount in (a)(3) dollars, if applicable	Explanatory Notes
Campus safety and operations. <sup>2</sup>			\$5,434	PPE
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 class period and to provide time for disinfection between uses.				
Replacing lost revenue from academic sources. <sup>3</sup>				
Replacing lost revenue from auxiliary services 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.). <sup>3</sup>			\$56,724	Lost axillary revenue for FY22 - Bookstore commissions and vending machine revenue.
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.				
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.				
Other Uses of (a)(1) Institutional Portion funds. <sup>4</sup>				
Other Uses of (a)(2) or (a)(3) funds, if applicable. <sup>5</sup>			\$56,441	Payroll for Covid student outreach and Covid tracking. Includes 38% indirect - see attached Federal Rate Agreement for TMCC.
<b>Quarterly Expenditures for Each Program</b>	0	0	\$118,599	
<b>Total of Quarterly Expenditures</b>	\$118,599			

<sup>2</sup> 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.

<sup>3</sup> Please see the Department's [HEERF Lost Revenue FAQs](#) (March 19, 2021) for more information regarding what may be appropriately included in an estimate of lost revenue.

<sup>4</sup> Please post additional documentation as appropriate and briefly explain in the "Explanatory Notes" section. Please note that funds for (a)(1) Institutional Portion may be used to defray expenses associated with coronavirus (including lost revenue, reimbursement for expenses already incurred, technology costs associated with a transition to distance education, faculty and staff trainings, and payroll).

<sup>5</sup> Please post additional documentation as appropriate and briefly explain in the "Explanatory Notes" section. Please note that funds for (a)(2) and (a)(3) may be used to defray expenses associated with coronavirus (including lost revenue, reimbursement for expenses already incurred, technology costs associated with a transition to distance education, faculty and staff trainings, and payroll).

## Form Instructions

***Completing the Form:*** On each form, fill out the institution of higher education (IHE or institution) name, the date of the report, the appropriate quarter the report covers (September 30, December 31, March 31, June 30), the 11-digit PR/Award Number (number is found in Box 2 of your Grant Award Notification (GAN)) for each HEERF grant funding stream as applicable, the total amount of funds awarded by the Department (including reserve funds if awarded), and check the box if the report is a “final report.” Institutions that expended HEERF grant funds during the calendar quarter from January 1 – March 30, 2021 are required to post the quarterly report that involved the expenditure of HEERF II CRRSAA and HEERF I CARES Act funds. The Department did not previously affirmatively indicate this reporting requirement was in place for HEERF II CRRSAA funds. As such, institutions may have until the end of the second calendar quarter, June 30, 2021, to post these retroactive reports if they have not already done so. For the July 10, 2021 quarterly reporting deadline, institutions are encouraged, but not required to, submit the quarterly reports (this institutional reporting form and the student quarterly report) to the Department by emailing those reports as PDF attachments to [HEERFreporting@ed.gov](mailto:HEERFreporting@ed.gov).

In the chart, an institution must specify the amount of expended HEERF I, II, and III funds for each funding category: (a)(1) Institutional Portion; (a)(2), and (a)(3), if applicable. (a)(2) funds include Assistance Listing Numbers (ALNs) 84.425J (Historically Black Colleges and Universities (HBCUs)), 84.425K (Tribally Controlled Colleges and Universities (TCCUs)), 84.425L (Minority Serving Institutions (MSIs)), 84.425M (Strengthening Institutions Program (SIP)); (a)(3) funds are for ALN 84.425N (Fund for the Improvement of Postsecondary Education (FIPSE) Formula Grant) and 84.425S (SAIHE). Each category is deliberately broad and may not capture specific grant program requirements. Explanatory footnotes help clarify certain reporting categories. While some items in the chart are blocked out, please note that the blocking of such items is consistent with Department guidance and FAQs and is not definitive. Provide brief explanatory notes for how funds were expended, including the title and brief description of each project or activity in which funds were expended. Do not include personally identifiable information (PII). Calculate the amount of the (a)(1) Institutional Portion, (a)(2) and (a)(3) funds in the “Quarterly Expenditures for each Program” row, and the grand total of all three in the “Total of Quarterly Expenditures” row. Round expenditures to the nearest dollar.

***Posting the Form:*** This form must be conspicuously posted on the institution’s primary website on the same page the reports of the IHE’s activities as to the emergency financial aid grants to students made with funds from the IHE’s allocation under (a)(1) of the CARES Act, CRRSAA, and ARP (Student Aid Portion) are posted. It may be posted in an HTML webpage format or as a link to a PDF. A new separate form must be posted covering each quarterly reporting period (September 30, December 31, March 31, June 30), concluding after either (1) posting the quarterly report ending September 30, 2023 or (2) when an institution has expended and liquidated all (a)(1) Institutional Portion, (a)(2), and (a)(3) funds and checks the “final report” box. IHEs must post this quarterly report form no later than 10 days after the end of each calendar quarter (October 10, January 10, April 10, July 10). Each quarterly report must be separately maintained on an IHE’s website or in a PDF document linked directly from the IHE’s HEERF reporting webpage. Reports must be maintained for at least three years after the submission of the final report per 2 CFR § 200.333. Any changes or updates after initial posting must be conspicuously noted after initial posting and the date of the change must be noted in the “Date of Report” line.

## Paperwork Burden Statement

According to the Paperwork Reduction Act of 1995 (PRA), no persons are required to respond to a collection of information unless such collection displays a valid OMB control number. The valid OMB control number for this information collection is 1840-0849. Public reporting burden for this collection of information is estimated to average 2 hours per response, including time for reviewing instructions, searching existing data sources, gathering, and maintaining the data

needed, and completing and reviewing the collection of information. Under the PRA, participants are required to respond to this collection to obtain or retain benefit. If you have any comments concerning the accuracy of the time estimate or suggestions for improving this individual collection, or if you have comments or concerns regarding the status of your individual form, application, or survey, please contact [HEERFreporting@ed.gov](mailto:HEERFreporting@ed.gov), U.S. Department of Education, 400 Maryland Avenue, SW, Washington, DC 20202.

**COLLEGES AND UNIVERSITIES RATE AGREEMENT**

EIN: 88-6000024

DATE:06/04/2021

ORGANIZATION:

FILING REF.: The preceding agreement was dated 05/01/2020

Board of Regents of Nevada System of Higher Education on behalf of Truckee Meadows Community College  
7000 Dandini Blvd.  
Reno, NV 89512-3999

The rates approved in this agreement are for use on grants, contracts and other agreements with the Federal Government, subject to the conditions in Section III.

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**SECTION I: INDIRECT COST RATES**

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RATE TYPES:      FIXED                  FINAL                  PROV. (PROVISIONAL)      PRED. (PREDETERMINED)

EFFECTIVE PERIOD

<u>TYPE</u>	<u>FROM</u>	<u>TO</u>	<u>RATE (%)</u>	<u>LOCATION</u>	<u>APPLICABLE TO</u>
PRED.	07/01/2018	06/30/2022	38.00	On-Campus	All Programs
PROV.	07/01/2022	Until Amended	38.00	On-Campus	All Programs

\*BASE

Modified total direct costs, consisting of all direct salaries and wages, applicable fringe benefits, materials and supplies, services, travel and up to the first \$25,000 of each subaward (regardless of the period of performance of the subawards under the award). Modified total direct costs shall exclude equipment, capital expenditures, charges for patient care, rental costs, tuition remission, scholarships and fellowships, participant support costs and the portion of each subaward in excess of \$25,000. Other items may only be excluded when necessary to avoid a serious inequity in the distribution of indirect costs, and with the approval of the cognizant agency for indirect costs.

ORGANIZATION: Board of Regents of Nevada System of Higher Education on behalf of Truckee Meadows Community College

AGREEMENT DATE: 6/4/2021

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**SECTION I: FRINGE BENEFIT RATES\*\***

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<u>TYPE</u>	<u>FROM</u>	<u>TO</u>	<u>RATE (%)</u>	<u>LOCATION</u>	<u>APPLICABLE TO</u>
FIXED	7/1/2021	6/30/2022	4.80	All	Letter of Appointment
FIXED	7/1/2021	6/30/2022	33.60	All	Professional
FIXED	7/1/2021	6/30/2022	44.70	All	Classified
FIXED	7/1/2021	6/30/2022	2.00	All	Hourly
PROV.	7/1/2022	6/30/2025	4.80	All	Letter of Appointment
PROV.	7/1/2022	6/30/2025	33.60	All	Professional
PROV.	7/1/2022	6/30/2025	44.70	All	Classified
PROV.	7/1/2022	6/30/2025	2.00	All	Hourly

\*\* DESCRIPTION OF FRINGE BENEFITS RATE BASE:

Salaries and wages.

ORGANIZATION: Board of Regents of Nevada System of Higher Education on behalf of Truckee Meadows Community College

AGREEMENT DATE: 6/4/2021

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**SECTION II: SPECIAL REMARKS**

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TREATMENT OF FRINGE BENEFITS:

The fringe benefits are specifically identified to each employee and are charged individually as direct costs. The directly claimed fringe benefits are listed below.

TREATMENT OF PAID ABSENCES

Vacation, holiday, sick leave pay and other paid absences are included in salaries and wages and are claimed on grants, contracts and other agreements as part of the normal cost for salaries and wages. Separate claims are not made for the cost of these paid absences.

DEFINITION OF EQUIPMENT

Equipment is defined as tangible nonexpendable personal property (including information technology systems) having a useful life of more than one year and an acquisition cost of \$5,000 or more per unit.

The following fringe benefits are treated as direct costs:

SOCIAL SECURITY, WORKERS COMPENSATION, UNEMPLOYMENT COMPENSATION, MEDICARE, AND RETIREMENT.

Effective July 1, 2020, the fringe benefits are charged using the rate(s) listed in the Fringe Benefits section of this Agreement. The fringe benefits included in the rate(s) are listed below:

RETIREMENT, OPTIONAL RETIREMENT PLANS, WORKERS COMPENSTION, UNEMPLOYMENT, SOCIAL SECURITY, MEDICARE, HEALTH INSURANCE, REGIA, AND TERMINATED EMPLOYEE ACCRUED LEAVE PAYOUTS.

This rate agreement updates the fringe benefits only.

NEXT PROPOSAL DUE DATE

An indirect cost and a fringe benefit rate proposals based on actual costs for fiscal year ending 06/30/21, will be due no later than 12/31/21.

ORGANIZATION: Board of Regents of Nevada System of Higher Education on behalf of Truckee Meadows Community College

AGREEMENT DATE: 6/4/2021

**SECTION III: GENERAL**

**A. LIMITATIONS:**

The rates in this Agreement are subject to any statutory or administrative limitations and apply to a given grant, contract or other agreement only to the extent that funds are available. Acceptance of the rates is subject to the following conditions: (1) Only costs incurred by the organization were included in its facilities and administrative cost pools as finally accepted: such costs are legal obligations of the organization and are allowable under the governing cost principles; (2) The same costs that have been treated as facilities and administrative costs are not claimed as direct costs; (3) Similar types of costs have been accorded consistent accounting treatment; and (4) The information provided by the organization which was used to establish the rates is not later found to be materially incomplete or inaccurate by the Federal Government. In such situations the rate(s) would be subject to renegotiation at the discretion of the Federal Government.

**B. ACCOUNTING CHANGES:**

This Agreement is based on the accounting system purported by the organization to be in effect during the Agreement period. Changes to the method of accounting for costs which affect the amount of reimbursement resulting from the use of this Agreement require prior approval of the authorized representative of the cognizant agency. Such changes include, but are not limited to, changes in the charging of a particular type of cost from facilities and administrative to direct. Failure to obtain approval may result in cost disallowances.

**C. FIXED RATES:**

If a fixed rate is in this Agreement, it is based on an estimate of the costs for the period covered by the rate. When the actual costs for this period are determined, an adjustment will be made to a rate of a future year(s) to compensate for the difference between the costs used to establish the fixed rate and actual costs.

**D. USE BY OTHER FEDERAL AGENCIES:**

The rates in this Agreement were approved in accordance with the authority in Title 2 of the Code of Federal Regulations, Part 200 (2 CFR 200), and should be applied to grants, contracts and other agreements covered by 2 CFR 200, subject to any limitations in A above. The organization may provide copies of the Agreement to other Federal Agencies to give them early notification of the Agreement.

**E. OTHER:**

If any Federal contract, grant or other agreement is reimbursing facilities and administrative costs by a means other than the approved rate(s) in this Agreement, the organization should (1) credit such costs to the affected programs, and (2) apply the approved rate(s) to the appropriate base to identify the proper amount of facilities and administrative costs allocable to these programs.

BY THE INSTITUTION:

Board of Regents of Nevada System of Higher Education on behalf of Truckee Meadows Community College

(INSTITUTION)



(SIGNATURE)

**Elise Bunkowski**

(NAME)

**Interim Executive Director Finance**

(TITLE)

**6/15/21**

(DATE)

ON BEHALF OF THE FEDERAL GOVERNMENT:

DEPARTMENT OF HEALTH AND HUMAN SERVICES

(AGENCY)

**Arif M. Karim - S**

Digitally signed by Arif M. Karim - S

Date: 2021.06.13 19:32:56 -05'00'

(SIGNATURE)

**Arif Karim**

(NAME)

**Director, Cost Allocation Services**

(TITLE)

**6/4/2021**

(DATE) 6879

HHS REPRESENTATIVE:

**Jeanette Lu**

Telephone:

**(415) 437-7820**