

# Announcing Updates to the Higher Education Emergency Relief Fund (HEERF) Quarterly Reporting Form



The Higher Education Emergency Relief Fund (HEERF) provided approximately \$76 billion for institutions of higher education (IHEs) to prepare, respond to, and prevent COVID-19. As a necessary funding stream for pandemic recovery, HEERF continues to support over 5,000 IHEs and millions of students in meeting the urgent public health needs to prevent and respond to the coronavirus pandemic. IHEs are responsible for meeting reporting requirements as HEERF grant recipients through reporting both quarterly and annually.

## Updates to Quarterly Report – Effective for Q2 2022 report to be posted July 10, 2022

The U.S. Department of Education (Department) is announcing an updated HEERF quarterly reporting form. The changes are intended to align with the data reported in the annual report, on a quarterly basis, to streamline reporting and create consistency. The Department is committed to simplifying, wherever possible, the administration of the HEERF grant program and reducing burden to IHEs. Previously, institutions were required to publicly post on their websites two separate reports documenting their expenditures of institutional and student portions of funds, respectively. The new quarterly reporting form captures spending of both institutional funds and student funds, and all IHEs with remaining HEERF grants should use this single form going forward to report all quarterly spending regardless of the funding stream. The new form is attached to this email and is awaiting formal clearance. **This form is a final draft and should not be used for submission. The Department will post and share the final form once cleared and anticipates doing so shortly.**

The consolidation of quarterly reporting forms will eliminate the need to report in two separate places following two separate procedures for institutional and student funds.

Additional changes to the reporting form include:

- Reporting on mental health spending. The Department encourages institutions to use HEERF grants to support student, faculty, and staff mental health, as described in “Using Higher Education Emergency Relief Fund (HEERF) Institutional Portion Grant Funds to Meet the Mental Health and Substance Use Disorder Needs of Students” [guidance](#) released on May 19, 2022.
- Reporting on construction flexibilities for A2 grantees, in accordance with the “Higher Education Emergency Relief Fund (HEERF) Using HEERF (a)(2) Grant Funds for Construction, Renovation, and Real Property Projects” guidance released on May 23, 2022 [guidance](#).

- Reporting on information regarding lost revenue expenditures in accordance with the “Higher Education Emergency Relief Fund (HEERF I, II, and III) Lost Revenue Frequently Asked Questions” guidance published on March 19, 2021.

The second quarter HEERF reporting is due on July 10, 2022, and institutions must use this new quarterly form for this quarter. The Department will host two webinars on June 23, 2022, at 10:00 am and 1:00 pm, Eastern Time, to provide an overview of the form, requirements, and technical assistance to grantees. Institutions are encouraged to submit quarterly reports to the Department of Education by emailing them as PDF attachments to [HEERFreporting@ed.gov](mailto:HEERFreporting@ed.gov). Please register for either webinar [here](#). We encourage an institution representative to attend. If you have any questions about this announcement, please contact the Department’s HEERF Customer Care Center at (202) 377-3711 or [HEERF@ed.gov](mailto:HEERF@ed.gov).