



UNITED STATES DEPARTMENT OF EDUCATION
OFFICE OF POSTSECONDARY EDUCATION

December 3, 2020

Dear Institutional Service Grantee:

It has been challenging for all of us as we maintain our dedication to providing a high-quality education to the Nation's students, in spite of difficulties posed by the Coronavirus Disease 2019 (COVID-19) pandemic. I want to remind you that the staff at the U.S. Department of Education (Department) is here to assist you in implementing your grant project and keeping it operating smoothly.

Please maintain contact with your Department Program Specialist. If there are components of your project that need to be altered because of the pandemic, please contact your Program Specialist regarding the changes that need to be made. Your Program Specialist can advise you on allowable and unallowable activities and budget modifications. He or she will also need to approve in writing any proposed changes to your project.

I also want to strongly encourage each of you to review the [Frequently Asked Questions](#) we provided you earlier this year. A copy is attached to this letter along with a copy of the [memorandum dated July 1, 2020](#) from Assistant Secretary for Postsecondary Education, Robert King regarding flexibilities afforded to grantees as a result of the Coronavirus.

Thank you for your continued commitment to support our students during this time through the ongoing delivery of services to them. Please contact your assigned program specialist if you have any questions.

Sincerely,

Christopher J. McCaghren, Ed.D.
Deputy Assistant Secretary
Higher Education Programs

Attachments:

- [COVID-19 FAQs for Title III, IV, V, and VII Grantees](#) (June 16, 2020)
- [COVID-19 Letter to HEP Grantees on Flexibilities Available Under CARES Act Section 3518](#) (July 1, 2020)

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