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TO: Directors of Financial Aid
Texas Public and Private/Independent Institutions of Higher Education

FROM: DeChà Reid
Director, Financial Aid Services

DATE: Sept. 21, 2020

RE: Governor's Emergency Education Relief (GEER) Fund – Reporting Requirements

The Texas Higher Education Coordinating Board (THECB) received funding through the Governor's Emergency Education Relief (GEER) Fund to support Emergency Educational Grants and the TEXAS Grant, TEOG, and TEG programs. In order to receive GEER funding, institutions were required to sign a contract that includes monthly and closeout reporting provisions. Below is a breakdown of the two requirements.

Monthly Reporting Requirements

Each institution must provide the enclosed reports to the THECB on the **first of each month**, or the first working day thereafter if it falls on a weekend or holiday, beginning **Oct. 1, 2020**.

- Emergency Educational Grant Monthly Report (public institutions only)
- State Aid Programs Monthly Report (public and private institutions)

Closeout Reporting Requirements

- At the end of the fall 2020 semester, public institutions will be required to submit a closeout report listing all students awarded an Emergency Educational Grant.
- At the end of FY 2021, all institutions will be required to submit a TEXAS Grant, TEOG, and TEG end-of-year closeout report, in addition to reporting these students on the annual Financial Aid Database (FAD) submission.
- The THECB will provide closeout reporting instructions at a later time.

If you have questions, email DeCha.Reid@highered.texas.gov.

Enclosed:

[Emergency Educational Grant Monthly Report](#)
[State Aid Programs Monthly Report](#)