

# SRJC CRISIS RESPONSE FUND

This important program assists eligible students who are experiencing a short-term financial emergency that could potentially impact their ability to remain in college. The Fund was established to financially assist those who cannot reasonably resolve their financial difficulty through scholarships, loans, or other financial aid awards. The goal of this program is to keep students on track towards meeting their academic goals.

The **SRJC Crisis Response Fund** is administered by the Financial Aid Office. Funding for the program has been provided by generous contributions from local community members and provides student grants that reimburse actual expenses or are paid directly to the vendor. These grants do not need to be repaid, however, awards may be considered taxable income.

## ELIGIBLE EXPENSES:

Unanticipated or unusual expenses **outside of the student's [Cost of Attendance budget](#)** will be considered. Visit [financialaid.santarosa.edu](http://financialaid.santarosa.edu) for Cost of Attendance for information. These grants are NOT intended to cover SRJC tuition or fees. The Crisis Response Fund grants are awarded to **reimburse students or pay a vendor for a direct expense.**

## STUDENT ELIGIBILITY:

Applicants must have a short-term financial emergency or other unexpected critical incident. Additionally, students:

- Must have completed the FAFSA or California Dream Act Application.
- Must be a currently enrolled student.
- Must be in good academic standing.
- Must have unmet need.

## AMOUNT:

Grant amounts will vary and funding is limited. Eligible student recipients are limited to **one grant** in an academic year.

## APPLICATION PROCESS:

1. Complete the application form and provide the required supporting documentation.
2. Email the completed application, with supporting documentation, to [financialaid@santarosa.edu](mailto:financialaid@santarosa.edu).

## GRANT SELECTION:

The Financial Aid Office will review applications and make funding recommendations. Funding decisions will be made on a case-by-case basis.

## EMAIL QUESTIONS TO:

**Student Financial Services**

[financialaid@santarosa.edu](mailto:financialaid@santarosa.edu)

# SRJC CRISIS RESPONSE FUND APPLICATION

## STUDENT CONTACT INFORMATION

First and Last Name: \_\_\_\_\_ SRJC ID#: \_\_\_\_\_

Phone (home/cell): \_\_\_\_\_ Email: \_\_\_\_\_

Amount Requested: \$ \_\_\_\_\_ Semester emergency occurred: \_\_\_\_\_

**How will you use the funds?** *(Check all that apply)*

- Food                       Housing                       Transportation  
 Other expenses (must describe below):

\_\_\_\_\_

I affirm that all information in this application is complete, true, and correct. Due to this unforeseen situation I will be forced to drop or cancel my classes in order to clear this financial obligation.

\_\_\_\_\_

**Student Signature**

\_\_\_\_\_

**Date**

Please note that the phone number you provided above and/or your official email account may be used to contact you if additional information is needed. An SRJC student support representative may contact you to review your needs and to provide additional resources including: financial literacy, planning or student success coaching. The information provided on this form may also be used for research purposes, and SRJC may be required to share information with college representatives or grant sponsors.

## DESCRIPTION OF NEED

**Briefly, but completely describe your short-term financial need (attach up to one additional page if needed).**

**List exact amounts of bills, payments or costs you have been unable to pay.** *Supporting documentation is required (receipts, bills, credit/debit card statement, etc.). Submit documentation at the time of application.*

## OFFICE USE ONLY

- Financial Aid Application Submitted and Student Eligibility Verified  
 Student's Unmet Financial Need \$ \_\_\_\_\_  
 Application Approved. Award Amount \$ \_\_\_\_\_  
 Application Denied  
 If approved, date routed to Accounting: \_\_\_\_\_

Student Financial Services Representative Signature and Date: \_\_\_\_\_