



COUGAR EMERGENCY FUND

University of Houston students are resourceful, engaged, resilient and successful. While college students are confronted with various challenges during their academic careers, University of Houston students find a way to achieve their ultimate goal of earning their degrees through perseverance and, sometimes, with a little assistance.

The Cougar Emergency Fund is a grant administered through the University of Houston Alumni Association and provides current students with assistance when a need is identified. It was established through the generous gifts of alumni and friends of the University of Houston and is administered through the University of Houston Alumni Association. At any time during our students' tenure at UH, they may find themselves dealing with a personal or family emergency, which may create financial uncertainty that could affect enrollment and graduation. These emergencies often force students to mitigate debt issues that could result in additional complications such as postponing utilities payments, delaying or forgoing doctor visits, cutting back on meals and essential items or even dropping classes. This fund provides our students with peace of mind that their education will continue despite experiencing life-changing emergencies. Members of the UH Alumni Association Board are responsible for reviewing applications for assistance and deciding whether a student's needs qualify for Fund support.

The Cougar Emergency Fund is designed as a one-time financial grant to provide students with immediate, short-term relief. This allows them to face their emergencies head-on without jeopardizing their academic pursuits.

The Fund is supported solely by the meaningful generosity of alumni and friends of UH. Donors wishing to support the Fund may direct their contribution to either an operations or endowment component.

Fund Guidelines

- The Cougar Emergency Fund is a one-time grant made available to students experiencing financial crisis. Financial crisis is defined as a situation in which the student would be unable to continue their education at the University of Houston should the expense remain unpaid and the student has no other means of obtaining the awards.
- The Cougar Emergency Fund is not for use for optional expenses. Examples may include: electric bill, food, medical expenses, etc. Prior to grant approval, all other options must be exhausted, including but not limited to additional financial aid, loans, family and friend support and/or medical bills. Qualified students are undergraduate or graduate students enrolled at least full-time (12 hours undergraduate) and students must be in both academic and disciplinary good standing as defined by university policies and procedures. The amount is determined on a case-by-case basis.



- Once the Cougar Emergency Fund grant is approved by The University of Houston Alumni Association, the debt will be paid directly to the off campus entity to which money is owed rather than to the student. Prior to approving the grant, the UHAA review committee may require the student to complete financial counseling with the Office of Scholarships and Financial Aid, provide financial records and statements, or other appropriate and related requests. Failure to complete these requirements may result in the grant being denied.
- Funding requests must not exceed \$2,500.

Award Process

- A review committee consisting of no less than three representatives from the University of Houston Alumni Association board will review the applications for approval. The committee will have no more than two (2) business days to review and provide an answer for each application that was submitted. A majority vote by the committee is needed for approval of all applications.
- The student will submit their applications to the Dean of Students Office through the case worker assigned to assist with student matters. The case worker will gather and verify the necessary documentation from each applicant and submit this information to the UHAA committee. The committee members will provide verification that the bill needs to be paid. The committee will, in turn, email award decisions directly to the student. The email replies will contain both

support and denial requests for students receiving the funds, as well as any additional information or recommendations.

Document Requirements

- Students applying for an award are required to submit copies of bills, bank statements, and any other documents notating a financial obligation for off campus expenses that support the request for funding.

Management

- The committee that grants and or denies the application will be housed in the UH Alumni Association, a 501(c)(3) organization. The committee is responsible for all management and maintenance functions of the Cougar Emergency Fund.
- Responsibility of the Fund includes financial record keeping and reporting on activity.
- The UH Alumni Association will assist in advertising, marketing and promotion of the fund.
- The account is to be included in an annual report to the Vice President of Student Affairs and Enrollment Services.

Funding Plan

- Money for this fund will come from private support. The committee is not required to deposit money directly into the account.
- The fund will have both an operations component and an endowed component.

**For more information,
contact Edward Davis II, Director of Advancement for the Division of Student Affairs and Enrollment Services
at 713-743-5390 or edavisg@uh.edu.**