



## **COVID-19 SPST Student Emergency Fund**

### **STUDENT APPLICATION**

The COVID-19 SPST Student Emergency Fund is intended to provide temporary financial assistance to current Saint Paul students who might be experiencing unusual financial strain as a result of the COVID-19 pandemic. Any Saint Paul student with a financial need as a result of the pandemic is eligible to apply for temporary emergency assistance. Funds can be used for food/food delivery, housing, childcare, gas, mental health, medical care, or other specified need. Students may apply multiple times with applications being fulfilled based upon funds available through June 26, 2020.

*To apply for emergency funds, please complete the application below. Emergency assistance will only be given to students who submit this form completely, and include supporting documentation demonstrating need.*

**Name:**

**Mailing Address:**

**City/State/Zip:**

**Phone:**

**Email:**

**Amount requested (up to \$500):**

**Funds are intended for (circle all that apply):**

Food/food delivery    Childcare    Housing    Medical Expenses/Mental Health Care    Transportation/gas

Other (please specify):

**When are funds needed?**

**In the space below, please tell us how your finances have been negatively impacted as a result of the COVID-19 pandemic and attach supporting documentation (receipts, furlough notice, bills, etc.) to demonstrate need. Please redact confidential details such as medication dispensed, SSN, birthdate, etc.**

**Supporting documents must be legible and include:**

- **Student's name and/or address**
- **Name and contact information of the issuing entity.**

- **Date of issue (between March 16, 2020 and June 26, 2020)**
- **Amount spent, owed, or due.**

*Please return this form to Dean Margaretta Narcisse at [margaretta.narcisse@spst.edu](mailto:margaretta.narcisse@spst.edu). The submission will be reviewed by the COVID-19 Student Emergency Fund committee. All donations will be disbursed to students by June 30, 2020. Please allow approximately 5 workdays for response to your application. Funds will be disbursed based upon funds through individual donations to the COVID-19 SPST Student Emergency Fund. Note that funds may be considered as income and may be subject to federal and/or state taxes.*