



**Additional Documentation for HEERF Quarterly Report
September 30, 2020**

Due to COVID-19, for Spring 2020, Summer 2020 and Fall 2020, Grays Harbor College was essentially on 100% remote operations, which significantly changed instructional modalities to remote instruction, except for Workforce Education courses that required in-person instruction. In addition, campus access procedures were established for situations necessitating employee access to campus. Faculty members were paid stipends to convert courses previously taught face-to-face/in-person to remote, online/distance learning. In order to support and ensure successful remote instruction and operations, staff devoted time for COVID-19 remote operations business continuity and contingency planning and related tasks. The costs for faculty stipends and related business continuity and contingency are below. These costs are summarily reported as “Other” in the HEERF Quarterly Report as of September 30, 2020.

Description	Amount
Remote Instruction Stipend	\$86,492
Remote Operations Business Continuity and Contingency Cost	
Instruction	\$110,038
Student Services	\$15,683
Human Resources	\$4,499
Institutional Research	\$2,782
Information Technology	\$107,679
Total	\$240,681
Grand Total Reported as “Other”	\$327,173