

SANTA CRUZ: DIVISION OF STUDENT SUCCESS

May 17, 2019

SARAH LATHAM
Vice Chancellor, Business and Administrative Services

Dear Sarah:

Re: 2018-2019 Student Fee Advisory Committee Funding Recommendations

The Student Fee Advisory Committee (SFAC) was charged with reviewing funding proposals for the allocation of Student Services Fees, Measure 7 Student Programs Fee, and State Funds.¹ The committee employed a data-driven approach using established criteria and metrics to review proposals that were submitted by various campus community members. I am pleased to notify you that Vice Provost Jaye Padgett has approved the following one-time allocations to Business and Administrative Services Division, consistent with the recommendations submitted by the SFAC.

Division	Department / Program	Author(s) of Proposal	Description	Fund Source	Amount
BAS	Oakes College	Imelda Marco (a separate funding memo will be issued directly to the Oakes Senate)	Oakes Senate Projects (<i>\$3,000 for mural</i>)	SSF/20000	\$3,000
BAS	CHES	Mike Yamauchi-Gleason	Mental Health First Aid Training-Class Support (<i>Stipulation: SFAC requests that outreach and invitations to participate be extended to student organizations, and student groups in addition to RAs</i>)	SSF/20000	\$3,000
BAS	TAPS	Allison Johnson	Transit Special Events (<i>Funding for transportation to the Boardwalk Frolic only</i>)	SSF/20000	\$5,000
BAS	University Police	Alexandra Santini (a separate funding memo will be issued directly to A. Santini)	Basic Life Support (BLS) and Bleeding Control Classes for All! (<i>Funding for up to 200 students @ \$85 per student</i>)	SSF/20000	\$17,000
				Total	\$28,000

¹ In winter 2019, SFAC was assigned state funds (19900) to allocate through the current year's funding allocation process. These state funds were made available to the campus as a result of the State's Student Services Fee Buy-Back, in which the state bought out what would have been a Student Services Fee increase to students.

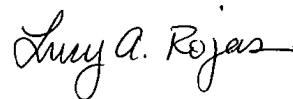
These funds are to be expended in the manner outlined in the funding proposal submitted by the author(s) by June 1, 2020. SFAC award funding will be provided on a reimbursement basis.

Financial requirements include:

- All expenditures must be posted to the fund source provided (19900, 20000, or 20360).
- Funds will be transferred based on actual expenses up to the approved amount.
- When funds are expended, please contact Director Denise Ilarina with the Student Success Division to request reimbursement. Denise may be contacted at dtoni@ucsc.edu.
- Back up documentation is required in order to be reimbursed. The following documentation may be submitted as back up to the request:
 - Copies of receipts, copies of ledgers with posted expenses, etc.
 - Please also include a copy of this award letter and the org to which funds are to be transferred to.
- Deadline for reimbursement is June 1, 2020. Any unspent funds will be returned to SFAC for future allocation.
- Any student groups that require funding to be released in advance of an event in order for that event to be approved, should contact me directly to coordinate the transfer of funds.

If you or your staff has questions about your allocation or reimbursement process, please do not hesitate to contact me at extension 9-1676 or via email at larojas@ucsc.edu.

Sincerely,



Lucy A. Rojas
Assistant Vice Chancellor & Chief of Staff

cc: Director Ilarina
Business and Finance Manager Johnson
Director Logan
Associate Vice Chancellor Matthews
Interim Sr. Director Ortiz-McGuire
Chief of Police Oweis
Sr. Director Yamauchi-Gleason
SFAC