

May 17, 2019

MARY KNUDTSON  
Associate Vice Chancellor, Student Health and Wellness

Dear Mary:

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.<sup>1</sup> 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 Student Health Services, consistent with the recommendations submitted by the SFAC.

Division	Department / Program	Author(s) of Proposal	Description	Fund Source	Amount
Student Success	SHS/CAPS	Gary Dunn	CAPS Peer Educator Program	M7/20360	\$16,000

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:

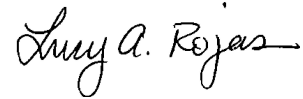
- All expenditures must be posted to the fund source provided (19900, 20000, or 20360).
- Funds will be transferred based on actual expenses up to the approved amount.
- When funds are expended, please contact Director Denise Ilarina with the Student Success Division to request reimbursement. Denise may be contacted at [dtoni@ucsc.edu](mailto: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.

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<sup>1</sup> 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.

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](mailto:larojas@ucsc.edu).

Sincerely,

A handwritten signature in black ink that reads "Lucy A. Rojas". The signature is written in a cursive style with a small dot above the 'i' in "Rojas".

Lucy A. Rojas  
Assistant Vice Chancellor & Chief of Staff

cc: Director Antonino  
Director Dunn  
Director Illarina  
SFAC