

SANTA CRUZ: DIVISION OF STUDENT SUCCESS

April 23, 2020

GWYNN BENNER
 Assistant Vice Provost and Managing Director,
 Student Success Equity Research Center

Dear Gwynn:

Re: 2019-2020 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 and Measure 7 Student Programs Fee. 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 the Student Success Equity Research Center consistent with the recommendations submitted by the SFAC.

Division	Department / Program	Author(s) of Proposal	Description	Fund Source	Amount
Student Success	SSERC	Gwynn Benner, Rebecca Covarrubias	Tackling first-generation student issues at UCSC: A student-led, student success equity participatory action research co-curricular approach <i>(Funding to be used for one year.)</i>	SSF/20000	\$25,000
				Total	\$25,000

These funds are to be expended in the manner outlined in the funding proposal submitted by the author(s) by June 1, 2021. SFAC award funding will be provided on a reimbursement basis.

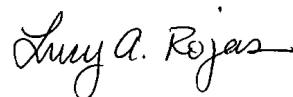
Please note that due to the COVID-19 situation, the SFAC recognizes that units may need to amend operational plans in accordance with guidance related to the crisis. Should any SFAC award recipient need to amend a request and/or ask for an extension to implement funds due to the COVID-19 crisis, please contact me directly to explore options and seek approval from the committee.

Financial requirements include:

- **All expenditures must be posted to the fund source provided (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, 2021. Any unspent funds will remain with the 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
Faculty Director Covarrubias
SFAC