

June 5, 2023

Sue Matthews
 Associate Vice Chancellor and Dean of Students
 Colleges, Housing and Educational Services

Re: 2022-2023 Student Fee Advisory Committee Funding Allocations

Dear Sue,

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 Equity in Mental Health Fees. 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 on behalf of SFAC, Vice Chancellor Akirah Bradley-Armstrong has approved the following one-time allocation to your division, consistent with the recommendations submitted by the SFAC.

Division /Unit	Department /Program	Author(s) of Proposal	Description	Fund Source & Award	Fund Source & Award	Total Award Amount
DSAS / CHES	College 9 and John R. Lewis College	Tim Barbour	Terry Freitas Commons and Food Pantry (minimum of wages)	20360 (M7) \$15,342.85	19986 (Equity in Mental Health) \$10,331.44	Total Allocation: \$25,674.29

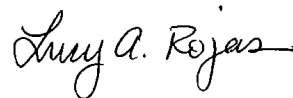
These funds are to be expended in the manner outlined in the funding proposal submitted by the author(s) by June 15, 2024. SFAC award funding will be provided on a reimbursement basis.

Financial requirements include:

- **All expenditures must be posted to the fund source provided (19900, 19986, 20000, 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 Affairs and Success Division to request reimbursement. Denise may be contacted at dtoni@ucsc.edu.
- Back up documentation is required in order to be reimbursed. Please submit the following documentation:
 - Copy of this award letter
 - Completed [reimbursement template](#)
 - Copy of ledgers reflecting expenditures
- Final Deadline for reimbursement is June 15, 2024. 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.
- More resources for awardees can be referenced on SFAC's [website](#).

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: Tim Barbour
Angela Cline
Denise Ilarina
SFAC