

## Results for SAF Annual Proposal Form for the 2020-2021 Academic Year (By Participant)

Results for: ID# 19398405		Submission date: 1/15/2020 5:11 PM
		Total time: 17 minutes, 34 seconds
Question	Response	
<p><i>Question:</i> Proposing Group (i.e. Career Services, Sustainability Club, Campus Events Board, etc.)</p>	Health and Wellness Resource Center	
<p><i>Question:</i> Department/Organization (i.e. Recreation and Wellness, First Year Pre-Major Programs, Student Engagement and Activities, School of Business, etc.)</p>	Health and Wellness Resource Center/Student Affairs	
<p><i>Question:</i> Contact Person This person will be the sole point of contact for any questions or additional information requests from the SAF Committee regarding your proposal.</p>	Rosemary Simmons	
<p><i>Question:</i> Contact Email This person will be the sole point of contact for any questions or additional information requests from the SAF Committee regarding your proposal. Please include a regularly checked email as the SAF Committee contacts groups primarily through email.</p>	res2014@uw.edu	
<p><i>Question:</i> Contact Phone Please include the phone number of the contact person. This person will be the sole point of contact for any questions or additional information requests from the SAF Committee regarding your proposal.</p>	425-352-3582	
<p><i>Question:</i> Faculty/Staff Member Please discuss your request with a staff or faculty member (i.e. Student Affairs Staff or faculty adviser) before submitting your request and include the name and title (i.e. John Smith, Club Adviser) of that individual. IMPORTANT: This person will also be listed as the budget owner. Please ensure the faculty or staff member understands they will be the budget owner and responsible for managing a SAF allocation. This person must be authorized in UW procurement and fiscal systems and familiar with university purchasing policies and processes.</p>	Rosemary Simmons	
<p><i>Question:</i> Faculty/Staff Member Email Please provide the email of the faculty or staff member you discussed your request with.</p>	res2014@uw.edu	
<p><i>Question:</i> Executive Summary of Your Proposal (500 word limit) Please provide a concise overview of the program, activity, or service for which you seek funding.</p>	<p>The Health and Wellness Resource Center (HaWRC) opened fall of 2018 to advance health equity for the UW Bothell and Cascadia College community. The HaWRC is a one-stop hub connecting students with on-campus and community resources to help students thrive. If balancing life, work, and college is getting in the way of a student's success or if a student is looking for support but isn't sure where to go – the HaWRC is a centralized location for in-person assistance, support, and resource connections to support holistic student wellness. Through a partnership with the United Way Benefits Hub, skilled navigators listen to students' questions and</p>	

concerns. The navigator can provide assistance with a variety of services right at the HaWRC such as FAFSA/WASFA and scholarship assistance, healthcare insurance enrollment, food and utility assistance, reduced fare bus pass, financial coaching, homelessness prevention & housing navigation, help paying for financial emergencies and free tax preparation (January - April).

The Health Educators Reaching Out (HEROs) are student employees of the HaWRC. All four HEROs receive training to be Certified Peer Health Educators prior to the beginning of the fall quarter. The HEROs provide educational workshops and health information to students. Research supports the efficacy of college students receiving education by their peers on many issues that are focal for college students. The HEROs focus this year has been on mental health, sexual health, and violence prevention.

The HaWRC also invites community-based organizations to provide on-campus health services directly to students, including: immunizations such as the flu vaccine; sexual and reproductive health services including HIV testing, sexual health education, and safer sex supplies of condoms, lube, and contraceptives; health fairs and screenings; blood drives. Referrals for on-line and in-person medical services and health education is also provided for a wide variety of medical needs including establishing care with a primary healthcare provider, dental care, contraceptive counseling, learning how to use your insurance, finding an off-campus mental health counselor, etc.

The HaWRC convened a joint-campus steering committee of students, faculty, and staff from UW Bothell and Cascadia to inform its strategic planning, advise how services can best meet the needs of the student body, and advance an institutional culture of wellness. The HaWRC has had an exciting, successful, and busy 1.5 years. The HaWRC staff are excited to continue to expand and strengthen services to students for 2020-2021.

*Question:*

Need for this Program/Service (500 word limit)  
Please describe the need for this program or service. Explicitly describe how this program directly and/or indirectly benefits the campus community? \* If possible, include any data that might support your proposal (i.e. surveys indicating a need for your initiative)

The HaWRC is a student-initiated program and service delivery department. From 2015 – 2018, students in NHS and IAS courses, and the general student body requested health services on campus, completed needs assessments, and gathered signed petitions regarding healthcare services on campus. All of these actions led to the ASUWB and Chancellor Healthcare Services Task Force being charged in the Spring of 2018. The Healthcare Services Task Force membership was made up of 9 students, 4 staff, and 3 faculty. The HaWRC was the recommendation of the Task Force for Phase I of health services on campus.

Health research has identified health

disparities due to institutional barriers to help-seeking for health services and education for minority and low-income individuals in the USA. Over fifty percent of UWB students are people of color, first generation college students or Pell-eligible students. The Hope Lab Survey was administered on campus fall 2018. UWB report indicates 34% of students were food insecure in the 30 days preceding the survey, 52% of students were housing insecure in the last year, and 12% of students were homeless in the last year. 60% of students at UWB experienced at least one of these forms of basic needs insecurity in the last year. The United Way Benefits Hub, a partner of the HaWRC, is a key provider of social services which address food, housing, and financial insecurity. An additional service that begins January 2020 is the Hopelink Mobile Market. The Mobile Market allows any student who makes less than \$3,100 per month to shop at the Mobile Market twice per month for fresh fruit, vegetables, dairy, meat and non-perishable goods. The HaWRC provided services to 3,894 students during the 2018-2019 academic year.

#### EDUCATION AND OUTREACH

student presentations on Benefits Hub Services 2,227  
workshops with incoming first-year and transfer students on violence prevention 1,522  
workshops with incoming first-year students on alcohol and marijuana 849  
on-campus information tables 572  
staff and faculty presentations 187  
financial workshop participants 128  
Wellness Fest for students 128

#### HEALTH SERVICES

Flu vaccines 25  
Students tested for HIV 37  
Contraceptives Distributed 3700+

#### BENEFIT HUB SERVICES

referrals to off-campus resources 11  
school expenses assistance 50  
homelessness prevention assistance 53  
savings reward program 60  
public assistance benefits enrollment 87  
financial coaching 99  
tax preparation 155\*\*  
\*\* for a total of \$175,467 in refunds

The HaWRC's central location in the ARC, hosting the United Way Benefits Hub, HEROS providing workshops and educational information, and collaboration with community-based organizations addresses many of the institutional barriers that have historically influenced health disparities and provides convenient services to address holistic wellness needs of busy students right here on campus.

#### Question:

New Request or Previously Funded (500 word limit) Has this request been funded in the past? If yes, please indicate what part of the proposal was previously funded by SAF and what is a request

The HaWRC was funded through SAF long-term reserve funds which was a one-time request for 2018-2019. The HaWRC was funded through SAF for 2019-2020. The total requested and

for new allocations. If this is a one time funding request, please note that in the description.

granted for 2019-2020 was \$174,711. The amount we are requesting for 2020-2021 is \$177,463. An increase of \$2,752. HaWRC staff will also request that Cascadia College continues to fund 1/3 of the HaWRC budget for 2020-2021, as they did for 2019-2020.

The only new request is for parking pass for the five AmeriCorps Associates of the United Way Benefits Hub, an additional request of \$3,060. The AmeriCorps Associates receive a monthly stipend of \$1,584 (pre-tax) per month. They work 40 hours per week which means they are earning \$9.90 per hour. Therefore, they can't afford parking on campus. The AmeriCorps Associates provide vital services to low income students on campus.

*Question:*

**Strategic Plan/5 Year Goals (500 word limit)**  
Please describe your strategic plan or description of your key strategic goals over the next five years.

The HaWRC has established a comprehensive strategic plan in collaboration with its steering committee. Four preliminary objectives have been identified and associated activities, including:

- 1) Increase awareness of wellness resources offered through the HaWRC
  - Increase knowledge of HaWRC services by students, faculty and staff to increase student utilization of services
  - Create and implement an outreach plan to increase utilization of services that reaches students, faculty, and staff via collaborative and coordinated multi-channel approaches
  
- 2) Increase access to wrap-around support services for students
  - Provide United Way Benefits Hub coaching and workshops
  - Provide other United Way programs (e.g. tax site, public benefits enrollment)
  - Provide Mobile Market for students to grocery shop twice per month
  - Create a referral hub for on-campus and community wellness resources
  - Provide Health Education Workshops and Groups
  - Violence Prevention and Advocate Program joined the HaWRC fall, 2019. Provide workshops and events which focus on violence prevention.
  
- 3) Increase access to health services for students
  - Coordinate on-campus access to health services in collaboration with community partners (e.g. vaccine clinics, health fairs, etc.)
  - Expand on-campus sexual health resources
  - Expand health services partnerships in response to identified student needs
  
- 4) Foster a systems-level culture shift that advances student wellbeing
  - Implement comprehensive data collection and assessment around student wellbeing strengths and challenges.
    - i. ACHA National College Health Assessment will be administered to students' winter quarter 2020
    - ii. The Healthy Minds Study (mental health) will be administered to

students' spring quarter 2020

- Integrate wellness in cross-curricular settings throughout UWB (e.g. into curriculum, social media, and online resources)
- Create a coordinated continuum of care for students (i.e. strengthen referral networks and service pathways to create seamless support without bouncing students around)
- Use social norming data and campaigns to increase students' awareness of peer behavior, reduce stigma, and promote help-seeking behavior
- Quarterly steering committee meetings with student, staff, and faculty representatives

*Question:*

Program Benefit Estimate number of students that will benefit from your proposed program/service (500 word limit). \* Indicate the benefits of your proposed program for students. \* Estimate how many currently enrolled students will likely benefit from your proposed service or program. \* Estimate the number of any other individuals (and indicate their affiliation) that might benefit from this service or program.

The HaWRC has the potential to benefit many students across UWB, particularly students of low socio-economic status and those facing systemic inequities impeding their wellness. As cited earlier in this proposal, 34% of university students were food insecure in the 30 days preceding the survey, 52% of university students were housing insecure in the last year, and 12% of university students were homeless in the last year. Students from high-income families who enter college are now 6x more likely than students from low-income families to graduate. In fall of 2019, 36% of first year students and 34% of transfer students came from low-income families. The United Way Benefits Hub within the HaWRC is specifically designed to assist these students with the social and economic barriers that could potentially interfere with their success in college and overall wellbeing. Refer to question 13 regarding assessment of these services.

The ACHA National College Health Assessment (NCHA) in Spring of 2019 indicates that the following health issues negatively impacted University students' academic performance in the last academic year: stress (36.5%), sleep difficulties (24.3%) and cold/flu/sore throat (16.4%). In a similar study conducted by Dr. Jody Early and HEROs, Hanna Ashagre, Charity Akhidenor, Olivia Lawson, of 185 UWB students from Winter of 2018, 33% of students reported that extreme stress negatively affected their academic performance in the past month and 71% of students reported sleeping less than 7 hours 2 - 5 days per week. Health promotion and prevention programs through the HaWRC will assist in reducing these numbers. The national NCHA survey also indicated that only 45% of students were using a condom when they were sexually active and only 51.5% were using some form of contraception. Free sexual health supplies, and education offered by the HaWRC also assist in increasing awareness, provide supplies, and increase safer sex practices among students. The ACHA National College Health Assessment (NCHA) will be administered to UWB students during winter, 2020 quarter. The Health Minds Study that looks at mental health

	<p>functioning will be administered to UWB students during spring 2020 quarter. This data will guide our decisions regarding services offered in the future and provide us the ability to have social norming campaigns using data from our students.</p> <p>The HaWRC and United Way Benefits Hub address many of the health and economic disparities that affect college student success at UWB. This is an essential program to support and grow as a service to support UWB students.</p>
<p><i>Question:</i> Financial and Operational Health (500 word limit) How do you plan to assess the program or service? Please describe any metrics or operational targets your unit uses to assess its financial and operational health? Describe the metrics, the metric targets and actuals of metrics. (E.g. student- student employee ratios, student-to-staff ratios, in-process measures).</p>	<p>The HaWRC served 3,894 students during 2018-2019. The detailed HaWRC data is documented in Question 9. The HaWRC developed a comprehensive evaluation plan with detailed metrics to track evidence of service delivery, short-term outcomes, and long-term impact when we opened fall 2018. All students served through the Benefits Hub complete an intake that assesses needs and also learning objectives. Utilization data is collected and the following is tracked per quarter through the University data base - demographics of who we are serving (class status, sex, race/ethnicity, income level) and their persistence quarter to quarter and ultimately graduation rates. This is a longitudinal study that will track degree success of UWB students who use Benefit Hub services. HEROs provide learning goals for each program and have participants complete survey at the end of each program.</p> <p>Fiscally, the HaWRC Manager and Director review the budget quarterly and have used the data to make decisions regarding future SAF budgets as we did this year. Additionally, we have sought funding from community organizations. United Way of King County pays for AmeriCorps Associates to provide the Benefits Hub services and provides money to increase the UWB Student Emergency Fund. EvergreenHealth provided \$10,000 to fund the Wellness Fest and Mental Health First Aid training for students, staff, and faculty.</p>
<p><i>Question:</i> Additional Information (500 word count) If needed, please include any other information you feel is relevant to your request.</p>	<p>NONE</p>
<p><i>Question:</i> Salary/Wages Describe the funds you are requesting in detail below. Benefits will be calculated on the spreadsheet accordingly. Please detail the number of positions, hours per week/salary, salary, etc. If there are differences or distinctions in positions, please explain. Please show your math; for example: (1 student working X# hours per week at \$X per hour for X weeks).</p>	<ol style="list-style-type: none"> <li>1. Salary for the Manager for the HaWRC: Full-time professional staff member (40 hours per week for 12 months) - \$65,000.00</li> <li>2. Salary for HaWRC Director, supervisor of HaWRC Manager: 10% of the supervisors salary - \$10,005.00</li> <li>3. Merit increase for HaWRC Manager salary and Supervisor's salary: 2% merit - \$1,502.00</li> <li>4. Student Wages for September 2020 Training for the HERO's: 4 HEROS X 80 hours X \$16.39/hour = \$5,245.00</li> </ol>

	<p>5. Student Wages for Fall (September – December of 2020) for the HERO's: 4 HEROS X 15 hours X \$16.39/hour for 15 weeks = \$14,751.00</p> <p>6. Student Wages for Winter and Spring (January – June of 2021) for the HERO's: 4 HEROS X 15 hours X \$17.00/hour for 24 weeks = \$24,480.00</p>
<p><i>Question:</i> Programming/Events Describe the funds you are requesting in detail below. Please put total dollar amount of programming/events in the bottom of this box. Please include in this box costs relating to security, honorarium, hospitality, and contracted costs, etc. Please put total dollar amount of programming/events in the bottom of this box and on the spreadsheet.</p>	<p>Programming or events is being requested. Some of these expenses may fit under "Other". These funds will be used for health care supplies (sexual health supplies such as condoms, dental dams, emergency contraceptives; oral hygiene care such as toothbrushes, floss, toothpaste; other hygiene products, etc.), health services (free clinics and health screenings), health education materials (sexual health, stress reduction, mental health, financial coaching, etc.), HERO educational workshops materials, and parking passes for community-based providers who come to campus to provide health screenings, vaccine clinics, and other services. The total request for these items is \$12,000.</p>
<p><i>Question:</i> Facilities &amp; Equipment Rentals/Set-Ups/Purchase Describe the funds you are requesting in detail below. If you require facilities or equipment rentals/set-ups/purchase, please indicate it here. Take into account custodial fees and clean up. If you need assistance with estimated costs, please speak to a staff/faculty member. Please put total dollar amount of facilities and equipment in the bottom of this box and on the spreadsheet.</p>	<p>NONE</p>
<p><i>Question:</i> Printing &amp; Photocopying Describe the funds you are requesting in detail below. Please put total dollar amount of printing/photocopying in the bottom of this box and on the spreadsheet.</p>	<p>The HaWRC requested \$1,500 for 2019-2020. We have kept our request the same for 2020-2021. We have used printing and copying to build the HaWRC resource library for students to use, educational materials to distribute to campus partners to increase student access to these materials, workshop materials, as well as advertise and market HaWRC services across campus.</p>
<p><i>Question:</i> Office Supplies Describe the funds you are requesting in detail below. Please put total dollar amount of office supplies in the bottom of this box and on the spreadsheet.</p>	<p>Paper, ink cartridges, sign holders, binders for educational material and resources, pens, pencils, notecards, A frames for campus posters, acrylic holders for flyers, business cards, etc.: Total request is \$1,500.00. We have kept the request the same amount as last year.</p>
<p><i>Question:</i> Food/Refreshments Describe the funds you are requesting in detail. Please indicate why food is necessary in your proposal. Review the food policy/food form for the University policies before asking for food. The Food Policy and Food Approval Form can be found in this link: <a href="https://www.uwb.edu/finance/food-approvals">https://www.uwb.edu/finance/food-approvals</a> Understand that food for normal meetings is not allowed. Describe below the reason you are requesting food and how it meets the food policy. Please ensure that you are in compliance with applicable per diem rates for meals. The per diem</p>	<p>Healthy food choices (snacks, fruit, vegetables, drinks, and paper products) for educational workshops and Wellness Fairs: \$2,000. The HaWRC programs serve all students and those students who are food insecure and benefit from food being offered during workshops and fairs.</p>

<p>rates are available at the following link:  <a href="http://finance.uw.edu/travel/meals#perdiem">http://finance.uw.edu/travel/meals#perdiem</a>  Please put total dollar amount of food refreshments in the bottom of this box and on the spreadsheet.</p>	
<p><i>Question:</i>  Transportation and Travel Describe the funds you are requesting in detail below for business travel (indicate in state/out of state, local travel, as well as type of transportation). Please note that flight bookings are done through the University. Please provide justification for out of state travel. Please put total dollar amount of transportation and travel in the bottom of this box and on the spreadsheet.</p>	<p>The transportation/travel requested is for campus parking passes for the year for 4 AmeriCorps Associates who work at the United Way Benefits Hub in the HaWRC. These associates provide such crucial services to students and this is the only support UWB provides.</p>
<p><i>Question:</i>  Professional Development Describe the funds you are requesting in detail below. Please indicate number of students, staff, and the dollar amount. This should include all costs associated with registration, air or ground travel, meals, lodging, per diem, etc. Please insure that you are in compliance with applicable per diem rates for meals. The rates are available at the following link: <a href="http://www.gsa.gov/portal/content/104877">http://www.gsa.gov/portal/content/104877</a> Please note that flight bookings are done through the University. Please provide justification for out of state travel. Please put the total dollar amount of professional development in the bottom of this box and on the spreadsheet.</p>	<p>The HEROS will participate in Peer Health Education Certification and the HaWRC staff will participate in the Peer Health Educator Train the Trainer Certification through NASPA. The total cost for all certifications is \$1000.00.</p> <p>The HaWRC Manager - \$1,500 for attendance at regional or national conferences and workshops pertaining to health and wellness, public health and health education. These professional development opportunities will keep the Manager current and allow them to bring new initiatives and best practices to HaWRC service delivery for students.</p>
<p><i>Question:</i>  Operations Describe the funds you are requesting in detail below. Please put the total dollar amount of telecommunications, business cards, computer purchases, equipment, new hire packages, etc. in the bottom of this box and on the spreadsheet. Phone lines should be calculated at \$10 per line per month.  <a href="https://itconnect.uw.edu/service/campus-telephone-services/">https://itconnect.uw.edu/service/campus-telephone-services/</a></p>	<p>None</p>
<p><i>Question:</i>  Other Please include any other expenses that don't fall under any of the above categories in detail. Please put the total dollar amount of other in the bottom of this box and on the spreadsheet.</p>	<p>None</p>
<p><i>Question:</i>  Total Amount Requested Please list your total amount requested, please make sure all line items are on the spreadsheet. Enter the total from the spreadsheet here. These numbers should match line item for line item.</p>	<p>177463</p>
<p><i>Question:</i>  Terms and Conditions By submitting this application, you are agreeing to the terms and conditions below: * I have read and agree with the terms and conditions of the SAF Bylaws: <a href="http://www.uwb.edu/studentaffairs/safc/safbylaws">http://www.uwb.edu/studentaffairs/safc/safbylaws</a>  * I understand that late applications will not be accepted, except at the discretion of the Committee, and completed applications include a narrative as well as a spreadsheet. Adjustments to the final total requested by any club, group, organization, or department will not be accepted. After a request has been submitted, it may not be reopened for alterations or changes. * I understand that hearings will be held between 8:30am and 11:30am, tentatively scheduled for Friday, January 31, 2020 and Friday, February 7, 2020. Someone from my group will be available to</p>	<p>I Agree</p>

attend a brief hearing scheduled during that time frame.

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Questions or comments?  
[Contact us](#) or email [catalysthelp@uw.edu](mailto:catalysthelp@uw.edu)

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