

Results for SAF Annual Proposal Form for the 2019-2020 Academic Year (By Participant)

Question	Response
Results for: ID# 18486331	Submission date: 1/17/2019 9:05 AM Total time: 20 minutes, 8 seconds
<i>Question:</i> Proposing Group (i.e. Career Services, Sustainability Club, Campus Events Board, etc.)	Health and Wellness Resource Center
<i>Question:</i> Department/Organization (i.e. Recreation and Wellness, First Year Pre-Major Programs, Student Engagement and Activities, School of Business, etc.)	HaWRC/Student Affairs
<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.	Marlee Fischer
<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.	marleef@uw.edu
<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.	425-352-5190
<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.	Rosemary Simmons/ Jama'l Chukueke
<i>Question:</i> Faculty/Staff Member Email Please provide the email of the faculty or staff member you discussed your request with.	res2014@uw.edu, chukueke@uw.edu
<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.	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 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 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; with plans to expand to other health services identified as priority needs of students. 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 had 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.

Additionally for the 2019-2020 year the Health Educators Reaching Out (HEROs) will be working at the HaWRC. This seemed like a natural alignment. The student body has been asking for services to be more integrated, be co-located, to decrease duplication of services, and to use student fees responsibly. The integration of the HEROs into the HaWRC meets all of these objectives while expanding the capacity of the HaWRC's health education and promotion efforts. The Health Promotion Program Manager position and the HEROs positions currently affiliated with Recreation and Wellness will transition to the HaWRC in fall of 2019. The Health Promotion Program Manger funding will be converted toward funding the HaWRC Manager position. The HERO's positions, salaries, and programming dollars will be transferred to the HaWRC as well for 2019-2020.

The HaWRC staff are excited to continue to expand and strengthen services to students for 2019-2020.

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. For the past four years ASUWB, students in NHS and IAS courses, and the general student body has 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 final report can be found online, [https://www.uwb.edu/getattachment/chancellor/campus-reports/UWB-Healthcare-Services-Task-Force-\(FINAL-REPORT-2017-8-31\).pdf](https://www.uwb.edu/getattachment/chancellor/campus-reports/UWB-Healthcare-Services-Task-Force-(FINAL-REPORT-2017-8-31).pdf) . The HaWRC was the recommendation of the Task Force for Phase I of health services on campus. This recommendation was supported by students and funded by SAF contingency money in spring of 2018.

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 2018 national research report indicated 36% of university students were food insecure in the 30 days preceding the survey, 36% of university students were housing insecure in the last year, and 9% of university students were homeless in the last year. <https://hope4college.com/wp-content/uploads/2018/09/Wisconsin-HOPE-Lab-Still-Hungry-and-Homeless.pdf> The HaWRC, United Way Benefits Hub, and Hope Lab collaborated in fall of 2018 and provided the food and housing insecurity survey to

UWB students. We will have results for UWB in spring quarter of 2019. The United Way Benefits Hub, a partner of the HaWRC, is a key provider of social services which address food, housing, and financial insecurity.

The HaWRC's central location in the ARC, hosting of the United Way Benefits Hub, 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 for new allocations. If this is a one time funding request, please note that in the description.

The HaWRC was funded through SAF long-term reserve funds which was a one-time request for 2018-2019. The total request was for \$125,000. However, Cascadia College bought into HaWRC which brought the total of UWB SAF funds to \$86,537 for 2018-2019.

The Student Affairs staff is aware of the limited SAF resources. Therefore Student Affairs departments collaborated to use existing SAF money and re-align those funds to support the HaWRC. Specifically, the Health Promotion Program Manager salary and benefits for 2018-2019 will be transitioned toward the funding request of the HaWRC Manager position for 2019-2020. The HERO's salary and benefits funding will be transferred to the request for the HaWRC 2019-2020 budget. None of these positions will be requested in the 2019-2020 Recreation and Wellness budget. Therefore these aren't "new funds", but transitioned funds. The HEROs and Health Promotion Program Manager also had an operating budget for programming, supplies, and photocopying. Those funds are also being transferred to the HaWRC SAF request for 2019-2020. UWB SAF provided \$139,619 in funds for the health promotion program manager, HEROs, and programming for 2018-2019. HaWRC is requesting \$174,711.00 for 2019-2020 to fund these health promotion services along with its social services hub, health services and community partnerships, and cross-campus collaborative wellness efforts.

Therefore we are using previously funded SAF positions and services in a more efficient and effective manner to enhance service delivery to students and repurpose past SAF funding to meet these objectives of enhanced, effective and efficient service delivery to students regarding health services and student well-being.

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 is in the process of establishing a comprehensive strategic plan in collaboration with its steering committee. It has identified four preliminary objectives and associated activities, including:

- 1) Increase awareness of wellness resources offered through the HaWRC
 - Create and share a comprehensive strategic plan for the HaWRC
 - 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, savings match program, public benefits enrollment)
 - Create a referral hub for on-campus and community wellness resources
- 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
- 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
- Convene a steering committee

To help develop and meet its goals, the HaWRC initiated a Steering Committee in December of 2018. The Steering Committee membership consists of UWB and Cascadia students, staff, and faculty. The committee has met twice thus far and will continue to meet on a monthly basis to guide the HaWRC development and advance student wellbeing on an institutional level. The committee membership has already identified several key strategic goals that align with the HaWRC's preliminary objectives.

These key strategic goals will continue to be developed and objectives will be solidified during the winter and spring quarters of 2019. Implementation to address these goals will occur in summer and fall of 2019. Assessment will continue to be done with all service delivery, workshops, and programs.

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, 36% of university students were food insecure in the 30 days preceding the survey, 36% of university students were housing insecure in the last year, and 9% 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 2018, 40% of first year students and 33% of transfer students came from low-income families. The United Way Benefits 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 2018 indicates that the following health issues negatively impacted students' academic performance in the last academic year: stress (33%), sleep difficulties (28%) and cold/flu/sore throat (16%). 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 44% of students were using a condom when they were sexually active and only 54% were using some form of contraception. Free sexual health supplies, and education offered by the HaWRC will also assist in increasing awareness, provide supplies, and increase safer sex practices among students.

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 new service to support UWB students.

Question:

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).

The HaWRC has only been open since the beginning of fall 2018 quarter, and is in the process of developing a comprehensive evaluation plan with detailed metrics to track evidence of service delivery, short-term outcomes, and long-term impact.

During its first quarter of operation (October – December 2018), the HaWRC served 70 unique students through individual appointments to address each student's unique needs.

UW Bothell: 56 appointments, 43 individuals
Cascadia: 35 appointments, 27 individuals
Total: 91 appointments, 70 individuals

Primary Service Total Services
Health Insurance 29 30
Financial Aid/Grants 22 21
Financial Coaching 15 23
Scholarships 7 11
Food Access 5 14
Housing 9 10
Utilities 4 7

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.

The HaWRC also tracks engagement through its programming. The Open House for the HaWRC was October 24, 2018 and had approximately 150 visitors. The November 2018 Flu Vaccine Clinic provided 25 flu shots to students, faculty, and staff. In January 2019, community-based organizations provided their first monthly HIV testing and sexual health education programming. The Free Tax Preparation Clinic opens January 15, 2019 to provide free tax preparation for any student who earns less than \$66,000 per year. The HaWRC will continue to track numbers, services provided, learning and health outcomes, and student feedback as we expand the services offered to students.

Question:

Additional Information (500 word count) If needed, please include any other information you feel is relevant to your request.

The HaWRC is engaging students, faculty, and staff across both campuses in its strategic planning to ensure that the objectives and services offered are tailored to our unique student body, including students who hold marginalized identities. This collaborative approach will ensure that the HaWRC promotes health equity and a systemic culture shift that furthers student wellbeing.

Question:

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).

1. Salary for the Manager for the HaWRC: Full-time professional staff member (40 hours per week for 12 months) - \$65,000.00
2. Salary for the supervisor of the HaWRC Manager: 10% of the supervisors salary - \$9,000.00
3. Merit increase for HaWRC Manager salary and Supervisor's salary: 3% merit - \$2,200.00
4. Student Wages for September Training for the HERO's: 4 HEROS X 40 hours X \$16.00/hour = \$5,120.00
5. Student Wages for Fall (September – December of 2019) for the HERO's: 4 HEROS X 15 hours X \$16.00/hour for 15 weeks = \$14,400.00
6. Student Wages for Winter and Spring (January – June of 2020) for the HERO's: 4 HEROS X 15 hours X \$16.60/hour for 24 weeks = \$23,904.00

Question:

Programming/Events Describe the funds you are requesting in detail below. Please put total dollar

No funds for programming or events is being requested.

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.

We have requested funds 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, nutrition, financial coaching, etc.), 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 \$11,500.

Question:

Facilities & 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.

N/A

Question:

Printing & 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.

This is still a relatively new department and service for students. Therefore we will need 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 the need to advertise and market HaWRC services across campus. The HaWRC is requesting \$1,500 this year. We see this price decreasing as the HaWRC educational library gets more established.

Question:

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.

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

Question:

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: <https://www.uwb.edu/finance/food-approvals> 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 rates are available at the following link: <http://finance.uw.edu/travel/meals#perdiem> Please put total dollar amount of food refreshments in the bottom of this box and on the spreadsheet.

Healthy food choices (snacks, fruit, vegetables, drinks, and paper products) for educational workshops and Wellness Fairs: \$2,000

Question:

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.

N/A

Question:

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

The HEROS will participate in Peer Health Education Certification and the HaWRC will participate in the Peer Health Educator Train the Trainer Certification through NASPA. The total cost for all certifications is \$1000.00.

<p>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: http://www.gsa.gov/portal/content/104877 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 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>Local and regional trainings and conferences for the HEROS and HaWRC Manager - \$1000.00</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. https://itconnect.uw.edu/service/campus-telephone-services/</p>	<p>N/A</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>N/A</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>174711.00</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: http://www.uwb.edu/studentaffairs/safc/safbylaws * 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, February 1, 2018 and Friday, February 8, 2018. Someone from my group will be available to attend a brief hearing scheduled during that time frame.</p>	<p>I Agree</p>

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