



## Request for 2022-23 Funding Services and Activities Fee Committee

### BUDGET PROPOSAL CONTACT INFORMATION

Department Name:

Create Date:

Due Date:

Submitter Name:

UW Email Address:

Phone Number:

Department Head Approval:

Department Head:

Requested Amount:

### Departmental Information

#### STUDENT UTILIZATION

See pages below, proposal tool did not save content - SGS

#### CORE VALUES/MISSION ALIGNMENT

#### SAF-FUNDED PROGRAM OR SERVICES GOALS AND OUTCOMES

#### STUDENT UTILIZATION (COMPARISON OVER PAST 2 YEARS)

#### COLLECTION OF FEEDBACK & IMPROVEMENTS

#### SERVICE BENEFITS TO STUDENTS

### Staff Budget Requests

## SAFC Proposal Questions

### **Proposal title: First Generation Student Initiatives**

Proposal description: First Generation Student Initiatives (FG) seeks \$115,841 to cover the annual costs of providing resources and services that support the academic and personal success of first-generation students on the UW Tacoma campus, which make up 54% of the UWT student body.

#### **1) Student Utilization (comparison over past 2 years)**

*How many students utilize your services and how does that compare with the past two years? Please include the number of unduplicated students that attended SAF-funded programs and/or utilized SAF-funded services. It should include a demographic breakdown of the students your program(s) or service(s) impact. At the end of this web form, you will be given the opportunity to upload reports or other information to supplement your response to this question. [Limit of 500 Words]*

So far for the 2022-2023 academic year, FG has increased the number of students participating in quarterly cohort programs (First Gen Fellows and Financial Wellness) in comparison to 2021-2022 and 2020-2021. This academic year FG has expanded the number of participants by securing outside funding through partnerships for book stipends as well as streamlining communication and improving continuity with student-facing programming.

It is worth noting though that the last two years have had significant challenges that are not as prevalent this year. Navigating COVID, online fatigue, and an overall lack of student engagement due to UWT's commuter campus environment - have contributed to previous year's results. Nevertheless, COVID, seasonal illnesses, online fatigue, and removing barriers to engagement still exist, however, FG has taken historic and current feedback to maximize participation via hybrid programming (online and in-person). Scheduling early and communicating often has led to doubling attendance from Fall 2022 to Winter 2023 with both quarterly cohort programs.

Regarding numbers of unduplicated students, data will be shared in the Service Data chart attached in the proposal.

With the transition to Qualtrics and moving away from Catalyst, FG does not have access to socio-economic information or racial identity that is shared via student's Husky Net ID. FG does ask for class standing and major from participants. It should be noted that all quarterly cohort program participants identify as first generation.

Another thing FG is tackling this year is tracking the foot traffic in the FG office space located in the Mattress Factory. The FG team has a log in/ check in system, but it has had varying degrees of success with continuity and ease of

## **SAFC Proposal Questions**

access. On average, the FG office hosts 10 – 12 students per day that utilize the space for meetings, studying, conveying, eating, or socializing.

### **2) Core Values/Mission Alignment**

*How do the services and programs proposed above align with one or more of Charting Our Course, UW Tacoma's Strategic Plan and, if possible, identify the success indicators associated with the goal(s). Charting Our Course is available online here:*

*<http://www.tacoma.uw.edu/strategic-planning>. [Limit of 350 Words]*

#### **UWT Strategic Priority #1: Students**

FG is part of the campus initiatives that empower students to achieve their goals by fostering a sense of belonging and help them develop college success skills. FG helps to increase student awareness about the availability and accessibility of UW Tacoma resources, support and infrastructure. FG aligns with these goals by increasing participation of first gen students through high impact practices that increase self-efficacy, engagement, and well-being through quarterly cohort programming and annual signature events.

#### **UWT Strategic Priority #2: Communities:**

In partnership with Admissions, FG collaborates with the surrounding community by providing workshops to partnership school districts and community based organizations. FG is also a part of curriculum-to-career advisory group that involves stakeholders from UWT, Tacoma Community College, and a local community based organization (Degrees of Change) that seeks to strengthen not-for-credit internship experiences for first gen, economically marginalized and racially marginalized students. FG works with Career Development specifically to promote and host workshops that center on providing students with internship, job, and career opportunities during and post-graduation.

#### **UWT Strategic Priority #3: Scholarship:**

FG has been recognized at a national level by the NASPA Center for First Generation Student Success by gaining the designation of a First Gen Forward Institution and are sought out by other institutions for program design and implementation. MultiCare Endowed Fund for First Generation students has been established to provide broad-based financial support to undergraduate and/or graduate students at UW Tacoma. This will be converted into a scholarship to provide financial assistance for students studying in the sciences. We plan to deploy this in Fall 2023.

## SAFC Proposal Questions

### **UWT Strategic Priority #4: Equity:**

FG cohort quarterly programming, physical space, and signature events have taken steps to be more universally designed while asking for feedback to continually improve annually.

**UWT Strategic Priority #5: Vitality:** FG hosts signature events annually and quarterly that are open to the campus to honor and recognize the importance of first generation students, staff, faculty, and alumni contributions.

### **3) SAF-Funded Program or Services Goals and Outcomes**

*Describe your SAF-funded program or services goals for the current year and share any outcomes data you have on those goals thus far. In your response, please describe your efforts to collaborate with other campus offices to develop, promote, and sponsor programs for UW Tacoma students. At the end of this web form, you will be given the opportunity to upload reports or other information to supplement your response to this question. [Limit of 500 Words]*

#### **FG Workshop Series (9-11/qtr)**

Goal: Encourage scholastic, professional, and personal growth; focus on the development of academic skills, career development, & financial wellness.

- Collaboration: Academic Advising, Career Development, Financial Aid, Global Affairs, Milgard School of Business, PAWS, Student Advocacy, TLC, New Student & Family Programs, WSECU, and Sound Outreach.
- Hybrid (In-person and online) workshops provided for increased student, staff and community participation.

#### **Signature Events (3-4/qtr)**

Goal: Foster campus engagement opportunities, community building and validation of first generation identity.

- **Breakfast for Finals**
  - Collaboration: Pack Advisors, CSI, CEI
  - Goal: Provide encouragement, nourishment, and community
- **Welcome Back Brunch**
  - Collaboration: Pack Advisors, CSI, CEI
  - Goal: Provide support to new and returning students to campus, encouragement, and recommitments to educational goals
- **National First Generation College Celebration**
  - Collaboration: UW Tri-campus, Advancement, Media Services
  - Goal: Weeklong celebration showcasing of stories of first generation students, faculty, staff, and alumni

## SAFC Proposal Questions

- ***"We Are First-Generation" Photo & Story Campaign***

- Collaboration: Advancement, Media Services
- Goal: Highlight faculty, staff, students and alumni who are first generation; share experiences and strengths they contribute to UWT.

## Quarterly Cohort & Student-Facing Programming

- ***First Generation Fellows Cohort***

- Collaboration: Academic Advising, Global Affairs, Financial Aid, PAWS, TLC, Career Development, Student Advocacy & Support
- Goal: 20+ students per quarter. Cohort members benefit from various support programs and services; workshop series, attend monthly Lunch and Learns with first gen faculty, staff and other resources. Students earn up to a \$300 book stipend per quarter for meeting program requirements.

- ***Financial Wellness Cohort***

- Collaboration: WSECU, Sound Outreach, Financial Aid, Sound Outreach, Student Advocacy & Success, CEI, and Milgard School of Business
- Goal: 15+ students per quarter. Students learn basic financial wellness skills such as budgeting personal finances through workshops and 1-on-1 financial coaching sessions. Students earn up to a \$300 book stipend per quarter for meeting program requirements.

- ***Peer Success Mentors***

- Collaboration: TLC
- Goal: Train student employees to be NASPA Certified Peer Educators that provide 1-on-1 peer coaching to help discuss study habits, set academic goals and develop effective learning strategies; serve as motivational partners and provide information about other resources on campus.

- ***First Gen Newsletter***

- Goal: Weekly e-newsletter for all first gen cohort members with upcoming workshops, internships, jobs, and experiential learning opportunities.

- ***First Gen Advisory Board***

- Collaboration: Members comprised UWT faculty, staff, and alumni that provide expertise from these various lens': Academic Instruction, Academic Advising, Career Development, New Student & Family Programs, and Student Affairs

## **SAFC Proposal Questions**

- Goal: Engage in advocacy work for first generation students at UW Tacoma. Provide recommendations to program development; liaisons and advocates within respective areas at UWT; create awareness about factors that may impact first-generation students' academic success and their campus life experiences; serve as resources for staff and faculty across campus regarding issues related to students.

### **4) Student Utilization**

*How will these funds benefit students? [Limit of 250 Words]*

FG seeks funds to cover the costs of providing quarterly cohort programming, annual and quarterly signature events, resources, and services to support the academic and personal success of first generation students.

1. FG provides support and fosters a strong sense of community where first generation students are empowered and validated by the institution through engagement and outreach opportunities such as signature events, quarterly cohort programming, and pre-collegiate outreach efforts.
2. FG encourages student academic, professional, and personal growth by providing financial literacy and wellness programs, community building, peer support, scholarship awareness, and research opportunities.
3. FG connects students to appropriate offices, departments, staff, faculty, campus programming, off-campus resources, and prospective employers, through our academic, career and professional development workshops.
4. Through the FG office, we provide student staff with leadership development and on-campus job opportunities.
5. FG increases national visibility by leveraging the NASPA Center for First Generation Student Success while being recognized as a First Gen Forward Institution. This is the nation's first recognition program acknowledging higher education institutions for their commitment to first generation student success.
6. FG strengthens relationships and supports first generation students by advocating while seeking programmatic collaborations with UWT faculty, staff, and alumni.

### **5) Collection of Feedback & Improvements**

*What mechanisms do you have in place to collect feedback on your programs and/or services?  
What tools do you use to track which students benefit from your services (e.g. swipe cards, sign-*

## **SAFC Proposal Questions**

*in sheets, etc.)? How have you used this assessment data to improve your efforts? [Limit of 300 Words]*

For every hybrid workshop we host with FG quarterly cohort programs (First Gen Fellows and Financial Wellness), we use a bit.ly and QR code that syncs directly to Qualtrics – the approved survey tool for UWT purposes – to track student attendance and participation. Through the same Qualtrics tool, we send survey questions to participants at the conclusion of our cohort programs in order to improve and expand programming offerings.

With Financial Wellness specifically, it is a program requirement for students to do either a 1-page written reflection or 3-minute video recording reflection about their experience over the quarter. In addition to this reflection component, each student in the Financial Wellness cohort is required to do a Pre-Test Survey (before quarterly programming begins) and Post-Test Survey toward the end of the quarter. With this requirement, students articulate their learnings, and we use their results to document their progression to share in campus stakeholders and community partners.

With First Gen Fellows, a survey is shared at the conclusion of the quarterly cohort programming to both ask for feedback as well as ask for suggestions regarding future content or campus collaborators.

By having regular survey intervals with both cohorts, the FG teams takes that data and feedback to plan for future programming. Taking into consideration what can be done well as well as planning for the next quarter's content as well as relying on a national network of first generation professionals to implement best and promising practices, feedback loops with FG is essential to making the programming accessible and engaging for students.

### **6) Service Benefits to Students**

*What are the most meaningful and significant ways your programs or services benefit students? How do you know this? [Limit of 500 Words]*

For First Gen Fellows, the application student used to apply asks: "How can the First Gen Fellows cohort support you?" Amongst both the Fall 2022 and Winter 2023 applicants, there was an overwhelming ask for networking opportunities, support as a first generation student, and knowledge about campus resources. In addition, FG asked the following questions:

- What has been most challenging coming back from the pandemic?
- What has been most rewarding about the transition coming back from the pandemic?

## SAFC Proposal Questions

- What has the pandemic taught you?

In regards to meaningful and significant ways our programs benefit students, FG cultivated a network through the various collaborations across campus for students to tap into and help forge a community of first generation students, staff, and faculty that share tactics, opportunities, and strategies to be effective in and out of the classroom.

Below are some quotes pulled from survey's taken from students that participated with the cohort programming. These quotes summarize how FG has made meaningful and significant impact with students:

- "I enjoyed being able to engage with fellow First Gen members to create a safe space throughout campus."
- "The sense of community that First Gen creates is amazing along with everyone else that hangs out at that office."
- "Building a community offered to First Generation students, where I am able to relate to my personal experiences with other students means a lot to me."
- "A strength of First Gen is the sense of community and the people involved."

With regards to the Financial Wellness quarterly cohort, we asked students to share their thoughts and feedback via their reflections. Below are quotes that capture their takeaways and further evidence of making meaningful and significant impact:

- "Together, through this cohort we're breaking generational curses regarding poverty, money, and managing finances".
- "Before this cohort, I had no idea where my money was going, I just knew it was being spent on gas and food after my bills were paid. Now, I am more invested on making smarter choices when it comes to my money and not feed into impulse buying".
- I have been exposed to new information and tools to improve my financial wellness. I feel the sessions are very informative and convenient. With such a busy schedule, having such beneficial information neatly presented in an hour or less has made expanding my financial knowledge easier".
- "I feel much more prepared to handle my money because of this cohort".

These quotes capture the consensus and sentiment amongst students that FG has made significant and meaningful impacts. Another barometer is the successful recruitment and participation with students from Fall 2022 to Winter 2023.

Attendance has doubled from Fall 2022 to Winter 2023 and the FG team attributes current and previous first generation students and their word-of-mouth references, testimonies, votes of confidence in the programming offered, and learnings.



Category	Details	Amount Requested
Student Staff <sup>3</sup>	<b>For First Gen Fellow Leadership Development Coordinator 1</b> E001	
	Student Staff Wages:	<b>\$15,488</b>
	Fringe @ 21.5%:	<b>\$3,330</b>
Student Staff <sup>3</sup>	<b>For First Gen Fellow Leadership Development Coordinator 2</b> E002	
	Student Staff Wages:	<b>\$15,488</b>
	Fringe @ 21.5%:	<b>\$3,330</b>
Student Staff <sup>3</sup>	<b>For Financial Wellness Leadership Development Coordinator 1</b> E003	
	Student Staff Wages:	<b>\$15,488</b>
	Fringe @ 21.5%:	<b>\$3,330</b>
Student Staff <sup>3</sup>	<b>For First Gen Marketing Coordinator</b> E004	
	Student Staff Wages:	<b>\$15,488</b>
	Fringe @ 21.5%:	<b>\$3,330</b>
Student Staff <sup>3</sup>	<b>For First Gen Operations Assistant</b> E005	
	Student Staff Wages:	<b>\$15,488</b>
	Fringe @ 21.5%:	<b>\$3,330</b>
PERSONNEL TOTAL:		<b>\$94,091</b>

## Other Budget Requests

Category	Details	Amount Requested
Other Services	For speaker series, National First Gen celebration events, First Gen signature events and end of year celebrations. S001	<b>\$9,050</b>
Travel	For NASPA 1st Gen Conference. Travel expenses for student staff and pro staff. S002	<b>\$3,500</b>
Non-Food Supplies & Materials	For office supplies and computer software. S003	<b>\$1,850</b>
	For marketing and outreach materials (printing flyers and A frames). S004	<b>\$5,500</b>
Food	Food for workshops, cohort lunch and learns, and staff trainings. S005	<b>\$1,850</b>
SUPPLEMENTAL TOTAL:		<b>\$21,750</b>

PERSONNEL TOTAL:	\$94,091
SUPPLEMENTAL TOTAL:	\$21,750
<b>COMPLETE PROPOSAL TOTAL:</b>	<b>\$115,841</b>

**Supplemental Documents**



**FIRST GEN SERVICE DATA**



**FIRST GEN BUDGET PROPOSAL**



**FIRST GEN FULL NARRATIVE**