

2019-20 SparkPoint Center Annual Program Plan

I.A. Program Profile: Purpose

Describe the program(s) to be reviewed. What is the purpose of the program and how does it contribute to the mission of Skyline College?

Narrative

SparkPoint at Skyline College implements a suite of services led by a financial education and coaching model that is based on the Annie E. Casey Foundation's Centers for Working Families in order to mitigate poverty and increase college access and completion. The program's goal is to provide bundled services and resources that students and other non-enrolled community members use to achieve financial stability and self-sufficiency in pursuit of their educational and economic goals.

SparkPoint services include:

-Financial Education Workshops: Customized curriculum is available for classes, support programs and community organizations, as requested by faculty, staff and external partners.

-Individualized Financial Coaching: One-on-One appointments are available as requested by students and community members or as designated by partner program requirements (TRiO, Guardians Scholars Program, etc.) Topics include budgeting, savings, safe financial products, credit reports, debt, etc.

-Financial Game Plan (FGP): Workshops and one-on-one appointments are available to support Promise Scholars in completing the FGP document as a requirement for their program.

-Free Income Tax Preparation Assistance: Free tax services are available to students and community members as part of a partnership with the Accounting Program.

-Public Benefits Support: Support with benefits application pre-screening, processing and advocacy is available to students and community members through partnership with local Human Services Agencies.

-Community Resource Referrals: Information and referrals for off-campus resources are available to students and community members in the areas of housing, child care, health services, transportation, etc.

-Food Pantry: A "personal shopping experience" that is available to students and community members by walk-in or by appointment with a focus on fast and private grocery distribution.

-The Free Community Market: This weekly event provides free groceries to students and other community members in a farmers' market style with a goal of creating a fun and welcoming environment.

-SparkPoint Snacks: Free snacks attached to SparkPoint service information are available in baskets around campus with no registrations or sign ups required with a goal of addressing student food insecurity.

- The Legal Clinic:** Partnership with Paralegal Program, which offers free legal services and referrals to students and community members in the areas of immigration status, tenant rights, domestic abuse, and others.
- The Grove Scholars Program:** Scholarships, financial coaching and career counseling are available to students enrolled in Career and Technical Education programs.
- The Dream Center:** Support services area available for undocumented students and community members.

These services are vital for SparkPoint participants to achieve outcomes in four key areas: increasing income, improving credit, reducing debt, and building assets. Positive outcomes in these areas also have a positive impact on college access, persistence rates, and completion rates for all students, especially low-income and non-traditional students. In this way, the goals of SparkPoint contribute directly to Skyline College's mission to empower and transform a global community of learners, as well as its vision to inspire a global and diverse community of learners to achieve intellectual, cultural, social, economic and personal fulfillment.

Associated Objectives

[1164-Continue Free Immigration Legal Clinic](#)

I.B. Program Planning Team

Annual program planning is intended to be a collaborative process which promotes dialogue and reflection. Please identify all individuals who contributed to or shaped the narrative. Include names and the title or role of each person.

Narrative

Chad Thompson – Director for SparkPoint

Flor López – SparkPoint Coordinator/Financial Coach

Pamela Ortiz – Dream Center Program Services Coordinator

Raul Amaya – SparkPoint Staff Assistant

Kevin Eifler – SparkPoint Office Assistant

II.A. Analysis: Progress on Prior Program Objectives (Goals) and Activities

Describe the progress made on previously established program objectives (goals) including identification of achievements or areas in which further effort is needed. New programs which have not yet established CPR/APP objectives should discuss progress on program implementation or activities.

Narrative

Food Pantry and Free Community Market:

During the 2018/19 fiscal year the SparkPoint Food Pantry served 1,833 unique families, which was a 300% increase from the previous year. The pantry distributed 419,266 lbs of food valued at \$554,364.63, which is a roughly 400% increase from last year's total. We attribute this increase to the February 2019 launch of the weekly Free Community Market distribution. This food was distributed in 7,326 touchpoints, including Free Community Market drop-in shopping, food pantry shopping appointments and food pantry drop-in grocery bag pick ups.

As of April 30th of the 2019/20 fiscal year, the SparkPoint Food pantry has already served 1,775 unique families, which is a 90% increase compared to this time last year, which had already been a record high. This food was distributed in 7,204 touchpoints including food pantry appointments, food pantry drop-ins, and the Free Community Market. We attribute this increase to the continuation of the weekly Free Community Market weekly distribution through the summer and fall semester. However, the number of families served would have been much higher if we hadn't cancelled all grocery distributions on March 12th in accordance with COVID-19 health and safety guidelines and the shelter in place order. Continuing and improving the Free Community Market was one of our objectives from last year's annual plan.

Financial Coaching:

During the 2018/19 fiscal year SparkPoint Financial Coaches provided 754 financial coaching efforts, which was a 6% decrease from the previous year. We enrolled 175 clients and collected financial outcome data from 135 measurable clients, which was a 6% decrease from the previous year. We attribute these decreases to the lack of our second SparkPoint Coordinator/Financial coach and the SparkPoint team's focus on supporting the Free Community Market distribution in spring 2019.

As of April 30th of the 2019/20 fiscal year, our SparkPoint Financial Coaches has provided 93 financial coaching efforts, enrolled 110 clients and collected financial outcome data from 82 measurable clients.

Benefits Access:

During the 2018/19 fiscal year the SparkPoint Benefits office provided 296 benefits support services, which was a 148% increase from the previous year.

As of April 30th of the 2019/20 fiscal year the SparkPoint Benefits office provided 179 benefits support services, which is a 18.5% increase from last year. We attribute this increase to the inclusion of benefits access as a major program priority and the additional support of the SparkPoint Coordinator/financial coach in benefits services, as well as the whole SparkPoint team's effort to enroll students in the Food Grant Program since it's launch in January 2020.

Financial Game Plan:

The Financial Game Plan was not implemented in 2019/20 due to a restructuring of the Promise Scholars Program. A new strategy for supporting financial literacy and capability for the Promise Scholars is being designed in conjunction with the Promise Scholars Program team.

Dream Center- Foot Traffic:

The Dream Center launched in February 2017 in response to the needs of Skyline College undocumented student community. From its launch in April 2017 until April 2018, the foot traffic count for the Dream Center is over 500 individual visits. This is the first year tracking this metric, but monthly foot traffic has increased as awareness of the center has increased on campus.

During the 2018/19 fiscal year the Dream Center had 817 recorded visits, which is a 63% increase from our previous 12-month metric.

As of April 30th of the 2019/20 fiscal year the Dream Center has had 594 visits. However, the number recorded visits would have been much higher if the Dream Center had not closed on March 12th in accordance with COVID-19 health and safety guidelines and the shelter in place order.

Dream Center-California Dream Act Applications:

The Dream Center set a goal of supporting at least 50 students with submitting the California Dream Act application during the 2018/19 academic year. The Dream Center was able to reach that goal by supporting 54 students with submitting their applications.

However, in the 2019/20 fiscal year the Dream Center supported 44 students with the submitting the California Dream Act application. We attribute this decrease to increased concerns that students have around public charge and the overall political climate. These factors also contributed to a decrease in all California Dream Act Application submitted at Skyline College, which went from 175 in 2018/19 to 157 in 2019/20.

II.B. Analysis: Program Environment

Describe any recent external or internal changes impacting the program or which are expected to impact the program in the next year. Please include when the specified changes occurred or are expected to occur.

Narrative

In San Mateo County, home to some of the most affluent neighborhoods in California, one-fifth of the county's population struggles to make ends meet. In 2010, Skyline College became the first college in California to partner with United Way Bay Area (UWBA) and launch a SparkPoint Center in an effort to better serve these individuals and their families. Since then, community colleges throughout the bay area have launched SparkPoint Centers or partnered with existing SparkPoint Centers in an effort to replicate our model and serve their students and local community. UWBA has shifted the regional SparkPoint initiative to focus heavily on community college partnerships. The California Community College Chancellor's Office (CCCCO) has also shifted their focus to basic needs for students, which has led to regulations and funding related to addressing student food insecurity, housing security and financial wellness. Due to SparkPoint at Skyline College's role as a national leader in this field, we have consulted with UWBA and CCCCCO on several summits, conferences, project launches and initiatives in the bay area and throughout the state.

COVID-19 Update:

The COVID-19 global pandemic has affected all aspects of work and life for our program, college and community. The Skyline College campus was closed to students, faculty and staff starting on March 12, 2020, which severely lowered engagement in all services and forced us to make changes to how some services were being offered, while other services had to be cancelled altogether. As of April 30th, 2020, we are still under the shelter in place order and Skyline College still plans to keep the campus closed through summer. It is still uncertain if students would return to campus in fall 2020, but even if they do, there is a strong possibility that another shelter in place order could be issued in the coming year if there is a COVID-19 resurgence. This uncertainty makes planning for the 2020/21 year difficult, but it does require that we focus on adapting our programs and services for new safety guidelines and distance education modality.

Financial Game Plan:

The Financial Game Plan was not implemented in 2019/20 due to a restructuring of the Promise Scholars Program. A new strategy for supporting financial literacy and capability for the Promise Scholars is being designed in conjunction with the Promise Scholars Program team. This new strategy will endeavor to integrate some financial literacy topics into the Promise Scholars Program Counseling meetings.

Free Community Market:

The launch of the Free Community Market in February 2019 has dramatically impacted the rest of the Sparkpoint program. The Food Pantry operation schedule has shifted to coincide with the bulk grocery delivery. Staff time has been reallocated and staff schedules have shifted accordingly. This weekly event has grown consistently since its launch and has increased the visibility of SparkPoint program in the community and on campus. If the market continues to grow, additional staff time will need to be allocated to support it, which could be disruptive for other SparkPoint projects. The Free Community Market has raised a lot of goodwill with students, community and Skyline employees, which has helped SparkPoint create partnerships, but there has also been a significant amount of negative feedback from students and community members. Students have complained that the market is not fairly serving them compared to the community participants, while community participants have complained about students' preferential treatment.

United Way Bay Area Funding:

United Way Bay Area has been one of SparkPoint's oldest and largest donors. Unfortunately, their mission is starting to shift, which could result in small annual funding reductions in the short-term and larger funding reductions in the long term. COVID-19 could potentially impact UWBA funding as well, since the funders that support UWBA have also shifted their priorities to address this global pandemic.

SparkPoint Coordinator Staffing:

We did not have the funding to hire a second SparkPoint Coordinator/Financial Coach (either at short-term/temporary or permanent status). This limits our ability to grow our services and impact, while also putting us in a precarious and inflexible position. As a result, many of our outcomes financial coaching outcomes were not met this year due to our SparkPoint Coordinator needing to take medical leaves and SparkPoint not having the staffing to cover the workload.

Dream Center:

New "Public Charge" guidelines were implemented in February 2019, which created a lot of fear and added to mistrust that immigrant families feel towards government related agencies and what are perceived to be government agencies. Because Skyline is a public college, there is often a misunderstanding that financial aid and other supports that we provide are coming from the federal government and therefore something that could have negative repercussions for them if they access our services. Although we have done a lot of outreach to clarify that this is not the case, the fear that permeates the undocumented community is deeply seeded.

Sometime before the end of June 2020, the Supreme Court will decide on the possible full rescission of the Deferred Action for Childhood Arrivals (DACA)

program. This has been highly stressful for many Dream Center families and students whose income is based off having DACA. Additionally, the removal of the program could leave many vulnerable to detention/deportation. Numerous DACA recipients have stopped attending school and are focusing on working as much as possible and saving money in case they lose the legal right to work. If the program is removed, we could lose more students who can no longer afford to support themselves and/or their families.

Finally, 2020 is a presidential election year. Election years are normally very stressful for undocumented folks, but because the Trump presidency has been so strongly anti-immigrant, many students are feeling extreme distress with the upcoming election. In 2016, there was a significant drop in undocumented student college enrollment and if he is re-elected, it is possible that we may see a similar drop in 2020/2021.

Free Immigration Legal Clinic:

The Legal Clinic has been in operation for several years now, but it was historically structured as a class which allowed students to support clients during lab hours. This structure allowed the legal professional to be paid out of the instructional budget as faculty. However, some concerns about students in the class and a simultaneous request for additional Legal Clinic hours led us to shift the model so that the legal professional faculty provides clients with legal support outside of the classroom setting, which also impacted the budget.

Associated Objectives

[1126-Increase student participation in Migration Celebration Ceremony](#)

II.C. Analysis: Student Learning Outcomes (SLOs and PSLOs)

- (1) Instructional Programs Only: Describe what was learned from the assessment of course SLOs for the current and past year.
- (2) Student Service Programs Only: If PSLOs are being assessed this year (3-year cycle), describe what was learned. If no assessment was done because this is an off-cycle year, please state that this item is not applicable.

Narrative

In the 2018/2019 academic year, SparkPoint is supporting the following student learning outcomes:

PSLO: Students will engage SparkPoint services and resources by completing the SparkPoint Welcome Form and identifying SparkPoint services to pursue.
CRITERION: At least 250 students will complete Welcome Forms, identifying SparkPoint services to pursue.

RESULT: 1,085 SparkPoint participants completed welcome forms and identified desired SparkPoint services. (Measured by Efforts to Outcomes software.)

LESSONS LEARNED: The number of participants accessing all SparkPoint services is directly related to the number of students completing welcome forms. Maintaining strong outcomes in this area requires constant outreach on campus and special attention to program partnerships.

PSLO: SparkPoint clients who engage in Financial Coaching will improve their financial stability by identifying financial goals, creating a budget and taking up two or more SparkPoint Services.

CRITERION: At least 80% of Financial Coaching clients are taking up two or more SparkPoint Services.

RESULT: Criterion met 85% Financial Coaching Clients taking up two or more SparkPoint Services

LESSONS LEARNED: Financial Coaching Clients are more successful in achieving financial outcomes when taking up food pantry, public benefits programs and career coaching.

In the 2019/2020 academic year, SparkPoint is supporting the following student learning outcomes:

PSLO: Students will engage SparkPoint services and resources by completing the SparkPoint Welcome Form and identifying SparkPoint services to pursue.
CRITERION: At least 250 students will complete Welcome Forms, identifying SparkPoint services to pursue.

RESULT: N/A. 1,989 SparkPoint participants completed welcome forms and identified desired SparkPoint services. (Measured by Efforts to Outcomes software.)

LESSONS LEARNED: The number of participants accessing all SparkPoint services is directly related to the number of students completing welcome forms.

Maintaining strong outcomes in this area requires constant outreach on campus and special attention to program partnerships.

PSLO: SparkPoint clients who engage in Financial Coaching will improve their financial stability by identifying financial goals, creating a budget and taking up two or more SparkPoint Services.

CRITERION: At least 80% of Financial Coaching clients are taking up two or more SparkPoint Services.

RESULT: N/A. Data will be collected and entered after 6/30/120 (Measured by Exponent Case Management software.)

LESSONS LEARNED: Financial Coaching Clients are more successful in achieving financial outcomes when taking up food pantry, public benefits programs and career coaching.

III.A. Reflection: Considering Key Findings

Consider the previous analysis of progress achieved, program environment, and course-level SLOs or PSLOs (if applicable). What are the key findings and/or conclusions drawn? Discuss how what was learned can be used to improve the program's effectiveness.

Narrative

Food Pantry and Free Community Market:

Last year, we found that physical location and access was a concern for elderly food pantry participants with mobility issues and participants using public transportation. Our conclusion was that SparkPoint needed to launch a satellite distribution site closer to the bus stop and the center of campus. These findings were some of the factors considered during the planning for the Free Community Market, which launched in February 2019 as a satellite distribution location in the middle of campus.

The Free Community Market has been very successful in increasing access to students and community and it has increased the overall visibility of SparkPoint, which has increased engagement with all other SparkPoint services. We have not yet found the ideal registration, disbursement, volunteer and rollout processes, so we will continue to analyze, modify and improve with an emphasis on a positive participant experience for both students and community members. This increased workload to support the Free Community Market and the increased engagement in all other SparkPoint services has made it clear that additional coordination staffing (SparkPoint Coordinator/Financial Coach) is necessary to meet the need of the Skyline College students and surrounding community.

Financial Coaching:

To meet the financial coaching needs of Skyline College students and surrounding community, especially after the increased visibility and engagement caused by the Free Community Market, SparkPoint will need to hire a second permanent SparkPoint Coordinator/Financial Coach.

Benefits Access:

To increasing the number of benefits screenings and benefits applications submitted compared to 2018/19 outcomes, SparkPoint has developed a more intentional recruitment, training and on-boarding process for Benefits Office Student Assistants, but an additional SparkPoint Coordinator/Financial Coach will be necessary to have the intended impact on eligible low-income students accessing CalFresh and other public benefits programs.

III.B. Reflection: ISLOs

If your program participated in assessment of ISLOs this year:

(1) What are the findings and/or conclusions drawn?

(2) Does the program intend to make any changes or investigate further based on the findings? If so, briefly describe what the program intends to do.

Narrative

In 2019/20, SparkPoint will assess the same two SLOs as 2018/19, which are related to student engagement in SparkPoint services through completion of Welcome Forms and bundling of two or more services within financial coaching. Through financial coaching and uptake of multiple services, participants build social capital and practice positive behavioral economics towards the following four outcomes: 1) Improving Credit, 2) Decreasing Debt, 3) Increasing Savings, and 4) Building Assets. SparkPoint's SLOs are mapped specifically to the ISLOs of Effective Communication, Critical Thinking, and Lifelong Wellness.

Effective Communication:

Upon completion of the Welcome Form and interest cards (PSLO #1), participants are able to effectively identify and communicate their initial needs for SparkPoint services. Through uptake of services and engagement in financial coaching (PSLO #2), clients employ effective communication allowing for deeper exploration of participant needs and referrals.

Critical Thinking:

Both SparkPoint PSLOs map to the ISLO of Critical Thinking in that the students engage in activities which require deep self-reflection and critical thinking of internal and external factors which contribute to one's financial self-sufficiency. Through financial coaching, students work to develop budgets, requiring critical thinking around spending habits and flexible/inflexible monthly expenses. Students engaged in financial coaching also work to reduce debt and build credit, requiring them to think critically about the elements of credit (lenders, borrowers, credit reporting agencies) and how their present actions affect future opportunities and goals.

Lifelong Wellness:

Both SparkPoint PSLOs map to the ISLO of Lifelong Wellness in that the students must identify and communicate their initial personal needs for SparkPoint services. Through working with a financial coach students develop their ability to determine resources, and access appropriate services to address financial barriers and achieve financial stability. This financial stability ultimately leads to student persistence and overall academic success.

ISLOs were not assessed this year.

IV.A. Strategy for Program Enhancement: Continuation/Modification

Indicate whether the program is continuing implementation of the last CPR strategy or revising the strategy. Please describe the modifications if revisions are intended.

Note: Any new strategies should be linked to Institutional Goals through creation of objectives in the next section. If the program has not yet participated in comprehensive program review, an annual or multi-year strategy can be defined in this item.

Narrative

SparkPoint is continuing implementation with much of the last CPR strategy, but strategic components related to the Financial Game Plan and Dream Center have been added.

SparkPoint 2016 CPR Action Plan:

SparkPoint will continue to ensure campus leadership, and department heads are aware of SparkPoint's services and goals by presenting in Academic Senate, Student Services Leadership Team meetings, Classified Senate, and campus-wide professional development activities (Flex Days). In addition, SparkPoint will maintain and strengthen its campus networks in an effort to intentionally embed services into programs and campus forums in which low-income students are already involved. This includes the Disability Resource Center, TRiO, learning communities, Health Center, Psychological Services, Veterans' Center, Financial Aid, Learning Center, and EOPS. To support these efforts, SparkPoint staff will develop curriculum to inform and actively engage the campus community in SparkPoint's financial literacy work, offering avenues for varying levels of engagement. These strategies will continue to catalyze culture change across the campus by embedding services into existing systems and structures of the college.

SparkPoint will utilize the Exponent Case Management database (formerly Efforts-To-Outcomes database) as an assessment tool to monitor progress toward our PSLOs, Annual Program Plan and Skyline College's ISLOs, as well as its various grant reporting requirements. SparkPoint will continue efforts to integrate its assessment tools with those of the college in order to capture data that demonstrates the impact SparkPoint services have on student access, success, and completion. Collecting and analyzing this data will strengthen the program's evidence base and provide a database for evaluation. This data will also inform decision-making for continuous process improvement of the program's outreach and service provision.

The data analysis from this year's Comprehensive Program Review has highlighted some populations that SparkPoint has underserved in the past. Moving forward, SparkPoint staff will be more intentional about making services available for evening and weekend students by establishing special service hours that cater to their needs. By offering online financial education workshops and

resources, SparkPoint will also increase access for distance learners. Outreach strategies will also address SparkPoint's lack of male students and students under 28 years of age, by implementing a student ambassador program that features positive role models with whom the target population can identify.

New Strategy-Dream Center:

The Dream Center will address the fear and uncertainty of our local immigrant community by increasing awareness and understanding, while continually adapting services in the face of the growing anti-immigrant sentiment and hostile ever-changing national political climate. Trainings and workshops will educate the faculty and staff, while intentional events, a network of allies and specialized services will create a safe space for students and community members. Student workers, volunteers and club members will receive extensive training to ensure high quality services and precise data tracking.

New Strategy-Free Immigration Legal Clinic:

The Legal Clinic has been in operation for several years now, but it was historically structured as a class which allowed students to support clients during lab hours. This structure allowed the legal professional to be paid out of the instructional budget as faculty. However, some concerns about students in the class and a simultaneous request for additional Legal Clinic hours led us to shift the model so that the legal professional faculty provides clients with legal support outside of the classroom setting, which also impacted the budget.

New Strategy-Free Community Market

This weekly event provides free groceries to students and other community members in a farmers' market style with a goal of creating a fun and welcoming environment.

Last year, we found that physical location and access was a concern for elderly food pantry participants with mobility issues and participants using public transportation. These findings were some of the factors considered during the planning for the Free Community Market, which launched in February 2019 as a satellite distribution location in the middle of campus.

The Free Community Market has been very successful in increasing access to students and community and it has increased the overall visibility of SparkPoint, which has increased engagement with all other SparkPoint services. We have not yet found the ideal registration, disbursement, volunteer and rollout processes, so we will continue to analyze, modify and improve with an emphasis on a positive participant experience for both students and community members. This increased workload to support the Free Community Market and the increased engagement in all other SparkPoint services has made it clear that additional coordination staffing (SparkPoint Coordinator/Financial Coach) is necessary to meet the need of the Skyline College students and surrounding community.

New Strategy-SparkPoint Snacks

Sparkpoint Snacks launched in August of 2018 as a new strategy to address student food insecurity with an emphasis on reducing barriers to access. SparkPoint partnered with faculty, staff and administrators to place 13 baskets around campus, which are regular filled with healthy snacks attached to SparkPoint marketing materials. A secondary goal was to increase the visibility of SparkPoint's food access services and drive food insecure students to the food pantry and public benefits office.

Associated Objectives

[1164-Continue Free Immigration Legal Clinic](#)

[1126-Increase student participation in Migration Celebration Ceremony](#)

IV.B. Strategy for Program Enhancement: Action Plan and Resource Requests

Based on the most recent CPR and any desired modifications, develop an annual action plan with related resource requests. No narrative response will be entered in this section, but the objectives you create will be printed automatically in the APP report under this item.

- (1) To begin, click on PLANNING at the top of the page, then CREATE A NEW OBJECTIVE. To view previously created objectives, click PLANNING at the top of the page, then VIEW MY OBJECTIVE.
- (2) IMPORTANT! Make sure to associate each objective to this standard in the APP. Need help? Contact the PRIE Office for further instructions. Institutional Goals. Need help? Contact the PRIE Office for further instructions.

Narrative

Objective:

Maintain Grocery Distribution Service Numbers and Implement New Safety Guidelines

Maintain number of families served, individuals (both students and community members) served and pounds of food distributed by the food pantry and Free Community Market compared to 2019/20 outcomes while also adapting the model to COVID-19 safety guidelines. Implement drive through distribution and social distance food pantry model.

Action Steps:

- Purchase personal protective equipment (masks, gloves, etc.) and hand sanitizer for staff and volunteer use and implement new safety protocols for staff and volunteers (before 8/15/20).
- Survey participants to identify challenges and areas for growth for the food pantry and the Free Community Market (before 12/31/20).
- Update appointment booking system and participant data tracking process to more efficiently consolidate Food Pantry and Free Community Market data (before 8/15/20).

Resource Request: \$2,000

- Purchase electric pallet jack to facilitate grocery distribution set up
- Purchase personal protective equipment (masks, gloves, etc.) and hand sanitizer.

Objective:

Maintain Financial Coaching Outcomes

Increase number of financial coaching efforts, enrolled clients and measurable clients compared to 2019/20 outcomes.

Action Steps:

-Hire permanent SparkPoint Coordinator/Financial Coach

Resource Request: \$94,011

Estimated step 2 permanent SparkPoint Coordinator/Financial Coach salary \$60,960 plus benefits (54.219%).

Objective:

Increase Public Benefits Access

Benefits Access-Increasing number of benefits screenings and benefits applications submitted compared to 2019/20 outcomes.

Action Steps:

-Hire and train new student assistants for the Benefits Office.

Resource Request: N/A

Objective:

Increase Dream Center Foot Traffic

Dream Center-To maintain foot traffic count of 700 students and community members visiting the center for its various services during the 2020/21 academic year. (COVID-19 health concerns uncertainty)

Action Steps:

-Recruit/hire/train student assistants with passion and/or skills for supporting the Dream Center so that they can provide direct service and tracking.

Resource Request: \$5,460

A non-work study student assistant (possibly DACA recipient) to support the center in reception, basic services and foot traffic tracking when the PSC is not in the Dream Center. The estimated cost for a student assistant that does not receive work study is \$5,460 for the year.

Objective:

Support 50 students with submitting California Dream Act Application

Dream Center-To support at least 50 students with submitting the California Dream Act Application during the 2020/21 academic year.

Resource Request: N/A

Objective:**Increase student participation in Migration Celebration Ceremony**

Dream Center-To graduate 15 Skyline College students at the 2021 Migration Celebration.

Action Steps:

Recruit graduating students to participate in the Migration Celebration Ceremony. Connect students that have participated in the Migration Celebration with new Dream Center students to provide personal and academic guidance.

Resource Request: \$1,000

Funding for event Costs.

Objective: In addition to recognizing our students, this event will provide inspiration for current undocumented students who want to graduate/transfer in the future.

Objective:**Free Immigration Legal Clinic**

Dream Center-To continue the Free Immigration Legal Clinic with the non-course model.

Action Steps:

-Identify funding for the 2020/21 fiscal year for non-instructional hours for the paralegal instructor.

Resource Request: \$3,000

This funding will pay for non-instructional hours for the paralegal instructor.

Objective**Continue Providing SparkPoint Snacks Across Campus**

SparkPoint Snacks-To continue to address student food insecurity by providing snacks with extremely low barriers to access.

Action Steps:

-Identify funding for the 2020/21 fiscal year.

-Identify additional distribution locations.

-Purchase and distribute snacks on a weekly basis.

Resource Request: \$10,000

This funding can pay for all SparkPoint Snack purchases for the 2020/21 fiscal year, roughly 20,000 individual snacks.

Associated Objectives

880-Continue Providing SparkPoint Snacks Across Campus

1120-Continue Providing SparkPoint Snacks Across Campus

1121-Increase Dream Center Foot Traffic

873-Increase Dream Center Foot Traffic

871-Increase Financial Game Plan Document Completion

870-Increase Financial Game Plan Workshop Attendance

865-Increase Food Pantry Service Numbers

867-Increase Public Benefits Access

1125-Increase Public Benefits Access

1128-Maintain Financial Coaching Outcomes

866-Maintain Financial Coaching Outcomes

1124-Maintain Grocery Distribution Service Numbers and Implement New Safety Protocols

875-Support 50 students with submitting California Dream Act Application

1129-Support 50 students with submitting California Dream Act Application

Enhanced Budget with Objectives and Tasks

Enhanced Budget with Objectives of SparkPoint Center