TO: Services and Activities Fee Committee
FROM: Stacey Reece, Director, Office of Student Rights and Responsibilities
       Interim Director, Office of Student Activities
DATE: February 14, 2011
SUBJECT: Budget Questionnaire for CARE

The following questions should be submitted to the Services and Activities Fee Committee 48 hours prior to your budget meeting. EMAIL them to asewufinancevp@ewu.edu or deliver them in hard copy to the Dean of Students Office in PUB 320.

These questions provide the basic information for the Committee to evaluate the request. All questions should be answered to the best of your ability and as completely as possible. Please answer each question individually. Programs may also submit an additional narrative outlining their proposal as well as any materials which will assist the Committee in its deliberations.

Budget Questions
1. Please provide an explanation of how the program plans to spend the budget in each line item of the SAF Allocation Budget Request Form, including an explanation of increases or decreases from the previous year’s request. Items that are vague, such as “contact services” should be clearly explained.

   The CARE budget has been a percentage-based budget in the past. This budget is also new to the Office of Student Rights and Responsibilities as of this last summer. It is our understanding that the CARE budget received money based on an assigned percentage. Due to this fact, it is hard to determine whether or not what we are requesting would be an increase or a decrease.

   For this year, we stuck to the line items that were available to us through the S&A budget spreadsheet.
For contracts, we asked for $4000.00. This would help support speakers to come to campus to provide education for the student population on intimate partner violence, stalking and sexual assault. It would also help support Green Dot 6 hour trainings and First Responder Trainings.

For travel, we asked for $1000.00. This would help support training for the Green Dot persuasive speeches and for professional development training for the victim advocacy through WCSAP or WSCADV.

For supplies, we asked for $6000.00. This would help support items needed to support the Green Dot trainings materials, promote the Green Dot message through purchasing promotional items, paper supplies, brochures, flyers, office supplies, copier supplies, First Responder training materials and manuals, and materials needed for various awareness months such as Sexual Assault Awareness month in April.

2. **How many students utilize the services and activities provided by your program? Describe how statistics are obtained and provide demographics on graduate, undergraduate, male, female or other categories you believe important and relevant to your unit.**

   Our violence prevention efforts reach across campus. We bring the message through First Step, Running Start, Orientation, The Don’t Cancel Your Class Program, Awareness Months (October, January, February, and April), and programming in the Residence Halls and for Sororities and Fraternities. We intentionally include LGBT students, International students, and Athletes. In most cases, our educational events include even numbers of men and women. We focus especially hard on freshmen and incoming students because they are at greater risk.

   The advocate keeps an excel spreadsheet of students she provides advocacy to, and she keeps another spreadsheet to track meetings, education, and outreach. Outreach includes time spent tabling or introducing her work to a new group of students. Education is a workshop provided in the classroom, for a group, or at a residence hall. Meetings are counted to track where collaboration occurs and to identify gaps in service.

   In 2009-2010 the advocate provided 82 educational workshops. She provided education to 2985 people, and did outreach with 1596 people. Seventy-seven people accessed advocacy services.

3. **Does your program provide employment opportunities for students? Please explain the nature of student employment within your unit, including total FTE and number of students employed.**

   This budget does not provide employment opportunity to students. The students who do work with the Victim Advocate are volunteers. They do it for their internship or because they have a desire to do violence prevention or advocacy.
4. **How do you gauge the effectiveness of the services and activities you provide to students?** Is student input collected and used in this process? If your unit has an advisory committee, in what capacity is it involved in your budgeting process?

We use an IRB approved post survey to gauge the effectiveness of the Green Dot 6-hour training. This tool measures satisfaction with the training and intent to use the green dot strategy among peers. We have a similar IRB approved post survey we can use after educational events. This survey measures intent to use or recommend the advocate if needed, and whether or not the program helped the listener to better understand the dynamics of power-based personal violence. The advocate also uses an IRB approved survey with person who sought advocacy.

When planning events or education, the advocate seeks input from members of the Green Dot Taskforce and from students on the Don’t Cancel Your Class Team or from students who work in Health Wellness and Prevention as peer educators.

5. **How do you ensure that student fees do not subsidize non-student uses?** If previous requests have included statistical analysis on this point, please provide similar analysis using this year’s demographics.

We only invest in projects related to violence prevention or support services. If there is no direct link to preventing sexual violence, partner violence or stalking, we will find other ways to pay for it. We will invest in projects that will help us grow programs that prevent violence or provide supportive services. For example, CARE funds helped send staff and students to get trained to implement the Green Dot Strategy.

6. **Have alternative (non-S&A Fee) funding sources been pursued to the fullest possible extent?** If yes, please elaborate. To what extent does your unit rely on earned income? How much of that revenue is obtained directly from students?

Prior to this summer, OSRR did not have access to the CARE budget to help promote sexual assault, intimate partner violence and stalking awareness education. The office used some of its ledger one and ledger two funds to help supply the Victim Advocate with the materials needed to promote these educational efforts. However, the funds did not cover what was needed to promote these efforts in an efficient manner.

In the past, OSRR has applied for an EWU Foundation mini grant in order to print sexual assault brochures. We have written two grant proposals from outside resources to try to get funding. We had sufficient funding under the Changing Campus Climate grant, but these funds were not renewed and have been unavailable since 2008. We are not eligible for renewal because we cannot prove that EWU provides sexual violence prevention education to all students through Orientation.
7. Are there any long-term obligations associated with this funding request? 
No.

8. Was your 2010-2011 S&A Fee allotment increased, decreased or unchanged from the 2009-10 budget? What was the overall impact on your organization and its ability to serve students? How closely did your actual expenditures align with the budget presented to last year’s Committee? 
It was increased based on the percentage allocation of the budget, which is tied into the level of enrollment of students.

CARE helps fund the Green Dot message of bystander intervention. It helps education students how to intervene and help their peers in situations in a manner that is non-violent. The budget also helps provide sexual assault, intimate partner violence and stalking awareness education to students.

9. What is the impact to service to students if your request is not funded or lowered? 
If the CARE budget is not approved it will seriously affect the violence prevention efforts we make at EWU. CARE money is used to provide prevention education around power-based personal violence (i.e. stalking, partner violence, and sexual violence). CARE funds are primarily used to implement the Green Dot Strategy, which involves three main components: giving persuasive speeches to as many people in as many settings as possible, training popular opinion leaders, and marketing the program as thoroughly as possible. To be effective we need resources to draw people in and in turn, send them out with items they can use to advertise the program and spread the philosophy. It is integral to the strategy to make Green Dot visibly in multiple formats across campus.

CARE funds also support the Violence Prevention Victim Advocate’s work. The Office of Student Rights and Responsibilities has limited resources. CARE funds help provide written materials, supplies that are used for events, and other training for students and staff. CARE funds were used to send staff to be trained to implement the Green Dot Strategy; without it, we may not have been able to implement the program.

10. What are three new initiatives for future years? 
The advocate would like to continue building the Don’t Cancel Your Class program. She would like to formalize a curriculum for training and provide the students with incentives that show gratitude for their volunteerism.

We would like to bring Dr Dorothy Edwards, creator of the Green Dot Strategy to EWU and have her train as many students and staff as possible in how to implement the Green Dot Strategy. Currently we have 7 people trained who can implement the program.

We would also like to use the CARE budget to continue to fund the efforts of the First Responders Training. This training will continue to teach faculty and staff how to assist students who identify as victims of intimate partner violence, stalking or sexual assault and will help them know how to refer students to the appropriate place.