

# DASG Budget Request 2023-2024

## For All Programs Excluding Athletics

Budget Request due to the Office of College Life by 4:00 pm Monday, November 7, 2022  
Applications and attachments must be typed and submitted via email to Dennis Shannakian at  
[ShannakianDennis@fhda.edu](mailto:ShannakianDennis@fhda.edu).

Please also copy the Administrator on the email.

Applications must be submitted as Word documents or searchable text PDFs (not scans; signatures are not required)

The Subject must be in the following format:

“DASG Budget Request - DASG Account/Program Name - DASG Account Number”

For Example: “DASG Budget Request - DASG Budget Committee - 41-51140”

Everything submitted will be publicly available online.

**Delete the Object Codes and lines within Object Codes you do not need.**

1. Program (Account) Name: Pride Center
2. Is this a new DASG account? Yes  No  DASG Account Number: \_\_\_\_\_
3. Amount requested for 2022-2023 \$ 0
4. Total amount allocated for 2022-2023 \$ 0
5. How long has this program existed? New program
6. Number of students directly served in this program: 400+  
**Please ACCURATELY and THOROUGHLY complete numbers 7 – 10 and use additional sheets if necessary.**
7. How have you been meeting or how do you plan to meet the budget stipulation of requiring that all students benefiting from DASG funds allocated to you have paid the \$10 DA Student Body Fee and are DASG Members (DASG Budget Stipulation # 1)? The Pride Center works very closely with DASG and our events will be advertised as being sponsored by DASG. We will have DASG Officers serving on our planning committees. We also have DASG clubs (specifically the LGBTQ+ Alliance) who use our space on a regular basis. We will work very hard to ensure the connection between the Pride Center and DASG is promoted by recognizing that this space is the result of student organizing and advocacy efforts that span decades.
8. What would be the impact if DASG did not completely fund this request? Without this funding we would not be able to employ students to support the work of our Pride Center and be able to expand our impact across campus. Additionally, we wouldn't be able to offer important events such as the Queer and Now Conference, Lavender Graduation, or the Pride Ball. These events are essential in uplifting queer visibility, creating LGBTQ+ awareness across the entire campus, and celebrating queer joy. While we are excited to have a new Pride Center space for day-to-day programming, we need these additional events to create a wider reach and a greater impact on campus-wide culture.
9. Total amount being requested for 2023-2024 (from page 3) \$28,154.82

**Delete the Object Codes and lines within Object Codes you do not need.**

### Student Payroll (2310)

MUST ALSO COMPLETE THE HOURLY BENEFITS (3200) SECTION

Must adhere to FHDA Student Pay Levels as stated at

<https://www.deanza.edu/financialaid/types/studentjobs.html>

	Job Title	# of emp. x \$ Per hr x # hrs/wk x # of wks	Cost
1.	<u>Pride Center Student Assistants (3 students)</u>	<u>3 students x \$19.87/hr x 10 hrs/wk x 30 wks</u>	
	<u>\$17,883.00</u>		
			<u>TOTAL: \$17,883.00</u>

### Hourly Benefits (3200)

#### MUST ALSO BE COMPLETED WHEN REQUESTING PAYROLL

Benefits rates can change each year. Please check rates before requesting the same amount as last year.

(1.52 % for Student Employees, 10.4 % for Casual Employees)

	Job Title	Total \$ x Percentage	Cost
1.	<u>3 Student Assistants</u>	<u>\$17,883.00 x 1.52%</u>	<u>\$271.82</u>
			TOTAL: <u>\$271.82</u>

### Supplies (4010)

(Non-capital as specified; NO general office supplies)

	Item	Intended Use	Cost
1.	<u>New Banner with Updated Logo</u>	<u>Outreach/Marketing</u>	<u>\$500</u>
2.	<u>T-shirts, flags, swag with Updated Logo</u>	<u>Outreach/Marketing</u>	<u>\$800</u>
			TOTAL: <u>\$1,300</u>

### Food/Refreshments (4015)

(Must adhere to district Administrative Procedure 6331,

<http://www.boarddocs.com/ca/fhda/Board.nsf/goto?open&id=AKVUKX7C7F98>)

	Item	Intended Use	Cost
1.	<u>Lunch</u>	<u>Queer and Now</u>	<u>\$1,000</u>
2.	<u>Dinner</u>	<u>Lavender Graduation</u>	<u>\$1,000</u>
3.	<u>Refreshments, Snacks</u>	<u>Pride Ball</u>	<u>\$500</u>
4.	<u>Coffee, Tea, Snacks</u>	<u>Trainings</u>	<u>\$200</u>
			TOTAL: <u>\$2,700</u>

### Printing (4060)

(Flyers, posters, programs, forms, etc.)

	Item	Intended Use	Cost
1.	<u>Queer and Now Conf Flyers, Posters, Programs</u>	<u>Flyers and programs</u>	<u>\$400</u>
2.	<u>Lavender Graduation</u>	<u>Flyers and programs</u>	<u>\$500</u>
3.	<u>Pride Ball</u>	<u>Flyers and programs</u>	<u>\$100</u>
			TOTAL: <u>\$1,000</u>

### Technical and Professional Services (5214)

(Limited Engagement/Independent Contractor Agreements, Consultants/Guest Speakers/Entertainment (list programs).

For contracted speakers the fee shall not exceed \$1,200 per speaker per event.

For performances the fee shall not exceed \$1,800 per performance.)

	Item	Intended Use	Cost
1.	<u>Queer and Now Conference Speakers</u>	<u>Speakers, Performers</u>	<u>\$2,000</u>
2.	<u>Lavender Graduation</u>	<u>Speakers, Photo Booth</u>	<u>\$1,500</u>
3.	<u>Pride Ball</u>	<u>DJ, Photo Booth</u>	<u>\$1,000</u>
			TOTAL: <u>\$4,500</u>

**Domestic Conference and Travel (5510)**

(Must adhere to district travel policies,  
<http://business.fhda.edu/policies-and-procedures/ff-travel-policy.html>,  
and DASG Limitation and Requirements from the DASG Finance Code)

	Item	Intended Use	Cost
1.	<u>CCC LGBTQ Summit</u>	<u>Education/Networking</u>	<u>\$500</u>
		TOTAL:	<u>\$500</u>

**Total amount being requested for 2023-2024 (also complete line 9 at bottom of first page)**

**\$ 28,154.82**

**Delete the Object Codes and lines within Object Codes you do not need.**

**Request For Information (RFI)**

	Question / Inquiry	Program Response
1.	<p>Please provide a <b>thorough</b> description of your program. Please describe the new services or features of your program that were implemented after you last submitted a DASG RFI. Explain how your program is unique. Are there any programs on campus that are similar or is there any duplication of services?</p>	<p>The De Anza Pride Center is a brand-new student serving center on campus. We provide a safe, supportive, and welcoming space for students across the gender and sexuality spectrum to build community, access resources, and connect to the support needed to thrive in their college experience. We offer LGBTQ+ focused workshops and events, free sexual health and personal hygiene resources, and as well as a safe place to study and be in community with other LGBTQ+ identifying students and allies.</p> <p>Through our partnerships with various campus and community-based resources, we are also able to facilitate referrals and identify support networks to impact student success both on and off campus. We are committed to uplifting and celebrating the diversity and intersectionality of the LGBTQ+ community, especially those groups who have been historically underrepresented. Additionally, the Pride Center provides guidance, through workshops and educational resources, to the larger campus community, in order to ensure that De Anza is welcoming and inclusive of all LGBTQ+ individuals.</p> <p>We are open Mon-Thurs from 9am-4:30pm and there is no other program on campus that is directly and holistically serving this population.</p>

	<b>Question / Inquiry</b>	<b>Program Response</b>
2.	How will your program expand students' perspectives and positively impact their lives and the community? (250 words max)	<p>Our program expands students' perspectives by offering LGBTQ+ centered educational and awareness raising programming. Through the Queer and Now Conference, we invite speakers and host events that provide intersectional representation to create a more expansive understanding of what it means to be LGBTQ+. It is important for LGBTQ+ students, as well as students who are not a part of this community, to see representation in campus-wide events and programming. Through the Lavender Graduation we celebrate our LGBTQ+ student community's academic and personal achievements. This serves as an inspiration to other LGBTQ+ students that they too can achieve academic success. The Pride Ball is a chance for us to uplift LGBTQ+ joy and celebrate the fabulousness of our community in a safe and powerful way. Collectively, these events allow students to see that they are not alone and feel affirmed in their unique identities.</p> <p>Our programs also center LGBTQ+ wellness, safety, and joy, which directly impacts students lives. A national survey of youth at school found that 81% of LGBTQ youth were verbally harassed and 44% were physically harassed because of their sexual orientation. Also LGBTQ+ youth are 4 times more likely to attempt suicide than their straight peers. Programs that center and celebrate LGBTQ+ identities on campus, work to change campus culture and ultimately create safer spaces for all students. These programs positively impact students' lives, as they create a sense of belonging and safety that is often lacking in larger societal spaces.</p>

	<b>Question / Inquiry</b>	<b>Program Response</b>
3.	<p>Go through the most recent DASG Budget Guiding Principles and explain how your program fits each of them or as many as possible. Please do not merely copy and paste the DASG Guiding Principles. The DASG Budget Guiding Principles are available at <a href="http://www.deanza.edu/dasg/budget">www.deanza.edu/dasg/budget</a></p>	<p>Our program helps students succeed and meet their academic and personal goals, because we center the social, emotional, safety and belonging needs of students. LGBTQ+ students need a safe space to build community and find connections to receive the support needed to reach their personal and academic goals.</p> <p>Our program promotes leadership, civic engagement, and student advocacy by employing students and training them to lead their peers in programming that directly impacts their lives.</p> <p>The Pride Center directly promotes diversity, equity, and inclusion by organizing events and programming that centers LGBTQ+ voices and experiences. Campus-wide surveys have identified LGBTQ+ representation and inclusion as a need, as voiced by numerous students.</p> <p>These programs are based on the current values and needs of De Anza students. They will all take place during the 2023-2024 fiscal year and benefit DASG Constituents. We will have DASG representatives on our planning committees and work closely with DASG student leaders to promote these events.</p> <p>Our programs directly impact student retention, as they build community and belonging amongst LGBTQ+ students who are a target population, as recognized in the recent Strengthening Institutions Program (SIP) grant that De Anza applied for and received. As mentioned in this grant, the LGBTQ+ student population has historically not been centered in campus wide retention efforts.</p>
4.	<p>Explain how your program advertises and promotes itself to all students. Has your program made extra effort to market and reach underserved students? If so, describe how. If not, describe what challenges your program faces in trying to do so. Provide a clear plan for the current academic year as well as any marketing material you will or have used.</p>	<p>Our program advertises and promotes through Discord, Instagram, the Communications Office, the Office of Equity, and through physical fliers on campus. As a new Center on campus, we need to create a more visible presence. We will soon have a permanent logo and would use the funding in this application to create that visibility through physical imagery, as well as large-scale events. We would create a large banner to hang outside of our space, as well as visually interesting posters and fliers to hang around campus. Our large-scale events would allow us to partner across Guided Pathways and Villages, as well as within departments and classes to reach the larger student body. Creating this larger presence on campus would allow for us to have a greater impact on students' lives, as well as the overall campus culture.</p>

	<b>Question / Inquiry</b>	<b>Program Response</b>
5.	Explain how your program promotes equity within the program and on campus. For example: equity training for all staff and student leaders, hiring from underrepresented communities, etc.	The Pride Center promotes equity within our programs by hiring from underrepresented communities, expanding knowledge and awareness, and promoting intersectional voices within the LGBTQ+ community. We promote equity on campus, by increasing the visibility of our LGBTQ+ student body, as well as staff and faculty. We create training on best practices to supporting LGBTQ+ students for staff/faculty and student leaders.
6.	How has your program adapted to providing its services online? Alternatively, please provide a clear plan for how your program would provide online services if needed in the future.	As a new Pride Center on campus, we have worked very hard to create both a physical and online presence for students. We have monthly events and programming that take place virtually. With additional support from Student Assistants, we'd be able to expand our online programming and be able to increase our marketing efforts to reach more students. We aim to have the Queer and Now Conference, as well as other programming available virtually to make sure that we are accessible to all students.
7.	Please indicate which object codes are critical for DASG to fund this year. Please do NOT list down all of the object codes.	<p>Student Payroll (2310) and Hourly Benefits (2300) are critical to fund for this year. We currently have 1 Program Coordinator running all programmatic, training, and event planning/coordination activities. Having paid student leaders will allow for the expansion of the work that is being developed during the 2022-23 school year. It will also create opportunities for underrepresented students to gain employment, as well as develop leadership skills.</p> <p>Additionally, Technical and Professional Services (5214) and Food/Refreshments (4015), will be imperative in order to expand our programmatic reach and physical presence on campus. The events that this funding will support have historical significance as well as current importance to continue to increase awareness, build community to impact retention, and celebrate the academic and personal achievements of LGBTQ+ students. Along the same lines, Supplies (4010) will be very crucial next year so that we can create a larger visual presence on campus and increase our visibility as a new student serving Pride Center.</p>

## Data Sheets/Attachments

Please attach supporting documents of the following questions and list the document names accordingly. Covering all the bullet points will be beneficial for our review process. IF attachment is not required or missing, please give your thorough answers below.

	Question / Inquiry	Document Name / Additional Response
1.	<p>ENROLMENT</p> <ul style="list-style-type: none"> <li>• Number of total AND new active students over the past 3 years</li> <li>• Number of enrolments retained (stayed for more than a quarter)</li> <li>• Number of students enrolled in online services</li> <li>• Does your program serve a certain demographic or the whole De Anza population?</li> <li>• Racial demographics (if possible)</li> </ul>	<p>We have not gotten our SARS system set up but we've been tracking daily attendance this quarter, which you can find in the attached spreadsheet labeled:</p> <ul style="list-style-type: none"> <li>• "Pride Center Sign In"</li> </ul>
2.	<p>STUDENT FEEDBACK</p> <ul style="list-style-type: none"> <li>• Attach student feedback forms, surveys, etc.</li> <li>• How has your program responded to suggestions made by students in the previous year?</li> </ul>	<p>We are a brand-new student Center on campus, so therefore our data is somewhat limited. This Center was created in response to student advocacy, which is documented in the recent report put together by the De Anza College Office of Institutional Research and Planning (IRP).</p> <p>We used this report in our program planning for the Fall Quarter, and we will continue to use it to guide our future planning efforts. In response to student feedback provided in this report, we've hosted awareness raising events, supported community building amongst LGBTQ+ identified students, organized mental health workshops focused on LGBTQ+ intersectionality, as well as partnered with Psychological Services to offer a weekly LGBTQ+ focused mental wellness group.</p> <p>See attached PDF report:</p> <ul style="list-style-type: none"> <li>• "2022-Winter-Spring-LGBTQ-Mental-Health-Qualitative-Study-Full-Report"</li> </ul>
3.	<p>FUNDING</p> <ul style="list-style-type: none"> <li>• List any funding from the college, sources of income, any grants, and any other source (include ALL Account Numbers, Account Names, Account Balances, and Account Purposes/Restrictions)</li> <li>• Attach account reports of all sources of funding</li> </ul>	<p>The Pride Center has received one time grant funding, in the amount of \$135,172, to be used over 5 years to establish a physical Pride Center space, create a LGBTQ+ focused learning community, and develop training and professional development for faculty/staff. The funding requested in this applications will be solely focused on student employment, programming, and events.</p>

	Question / Inquiry	Document Name / Additional Response
		Fund (121252) Org (232046) Account (8633 Other Categorical Programs)  See attached report: <ul style="list-style-type: none"> <li>• “Financial Summary Report - PDF Format_20221021_095432”</li> </ul>

**Signatures are not Required for this Application**

Signatures are not required for this application; however, the Administrator should still review and approve the application and should be copied on the email submitting the application. **The Budgeter and Administrator cannot be the same person.** Applications must be typed and submitted via email along with any attachments; applications must be submitted as Word documents or searchable text PDFs (not scans).

**Signatures that are Required for Utilizing Funds**

All future financial documents, forms, requests, requisitions require the signature of the budgeter(s) and the administrator responsible for the program of the account. The budgeter and administrator responsible for the program of the account shall sign designating this is an appropriate expenditure of DASG funds and in the best interest of the student body. Administrators are responsible for any expenditures exceeding budget allocations. **The Budgeter and Administrator cannot be the same person.**

**Budgeter and Administrator Information**

Budgeter’s Name: Jamie Pelusi

Phone Number: 510-504-0933

Email: pelusijamie@fhda.edu

Relationship to Project: I will be managing the project through my role as Faculty Coordinator

Position on Campus: Faculty Coordinator, Pride Center

Administrator’s Name: Alicia Cortez

Phone Number: (408) 864-8365

Email: cortezalicia@deanza.edu

Relationship to Project: Direct Supervisor

Position on Campus: Dean, Equity and Engagement Division