DASB Budget Request 2020-2021
For All Programs Excluding Athletics
Budget Request due to the Office of College Life by 4:00 pm Tuesday, November 12, 2019
Applications and attachments must be typed and submitted via email to Dennis Shannakian at
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: "DASB Budget Request - DASB Account/Program Name - DASB Account Number"
For Example: "DASB Budget Request - DASB 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: Extended Opportunities Programs and Services (EOPS)
2. Is this a new DASB account? Yes ☐ No x DASB Account Number: 41-56826
3. Amount requested for 2019-2020 $12,000
4. Total amount allocated for 2019-2020 $
5. How long has this program existed? 50 Years
6. Number of students directly served in this program: 749

   Please ACCURATELY and THOROUGHLY complete numbers 7 – 10 and use additional sheets if necessary.

7. List ALL other accounts and/or sources of income (list ALL **Account Numbers**, **Account Names**, **Account Balances**, and **Account Purposes/Restrictions**) also list ALL Co-Sponsorships for the Program; include anticipated future sources and co-sponsorships. Accounts and amounts will be verified.
   Failure to disclose ANY and ALL non-DASB Funding Sources will result in the immediate disqualification of your request and/or the freezing of your DASB Account if already approved.
   B Budget Accounts: $0
   Trust Accounts: $0
   Fund 15 Accounts: $0
   FHDA Foundation Accounts: EOPS Emergency Grants 844581/551000 $43390.62 Scholars Program $213,327.96
   Grant Funded Accounts: DA-EOPS 2EOPS1: $1,278,464   (18-19) ($ 256,848 Used for book services in 18-19
   Other District Accounts: DA-EOPS (Fund 14 District Contribution) $ 654,903. (Planned for 19-20)
   Off-Campus/Off-District Accounts: $0
   On-Campus Co-Sponsorships: $0
   Off-Campus Co-Sponsorships: $0
8. How have you been meeting or how do you plan to meet the budget stipulation of requiring that all students benefiting from DASB funds allocated to you have paid the $10 DA Student Body Fee and are DASB Members (DASB Budget Stipulation # 1)?   All EOPS students are DASB Members

9. What would be the impact if DASB did not completely fund this request?
      We would have to take resources from another program within our program which results in reduced support and services for some of our students.

10. **Total amount being requested for 2020-2021 (from page 3) $ 12,000**

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

<div align="center">

Supplies (4010)
(Non-capital, general office supplies or as specified)

</div>

Item	Intended Use	Cost
1. DAC Bookstore Rentals to Augment EOPS Book Vouchers		$12,000.00
	TOTAL:	$12,000.00

Total amount requested (also complete line 10 at bottom of first page) $ **12,000**

<div align="center">

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

</div>

Request for Information (RFI)

	Question / Inquiry	Program Response
1.	Please provide a **thorough** description of your program (250 words max)	The EOPS Scholars program provides support services to participants for the purpose of enhancing their retention and graduation rates, ensuring their attainment of career goals, facilitating their transfer from two-year to four-year colleges and fostering an institutional climate supportive to their successes. The program services promote an increase in the number of disadvantaged students who will successfully complete a program of study, with a selected goal, within a designated timeframe. The objectives included in this project were designed to build on the successes already achieved with the current EOPS Program at De Anza and goes far beyond anything done at De Anza before to close the equity achievement gap. The program has a strong foundation, and has developed a comprehensive set of services including academic advising, transfer/career planning and tutoring to be incorporated throughout a student's enrollment to encourage completion of their academic and personal goals.
2.	Please provide how many students are **actively engaged** in the program. Backing it up with data will help.	EOPS/CARE 2017-2018 **839** EOPS/CARE 2018-2019 **749** 2019-2020 Fall quarter we serving 588 students and to date have currently signed an additional 60 students for Winter quarter. Total at the time of this writing 648 students. We cannot provide documentation as names are confidential. I can provide documentation for the past two fiscal years.

3.	Why is your program **important** and what is the **rationale** behind having this program on campus? (250 words max)	The program is set-up where the institution has to support it and it comes with mandates that staff have to follow to ensure students are successful. Whereas, other programs on campus don't have this type of protection, but EOPS is a program that must remain supported any way possible. What is unique is because it is a categorical program EOPS students receive priority registration. The program has specific obligations that the students are required to meet and is designed to keep students on the correct pathway for goal completion. We serve students who are both academically and economically disadvantaged. We are dedicated to closing the equity gap surrounding completion and transfer rates among low income and academically disadvantaged students. Other programs have a much higher academic requirement for students to participate in their program that our students would not qualify for.
4.	How will your program expand students' perspectives and positively impact their lives and the community? (250 words max)	Recently at the CCCEOPS conference celebrating EOPS' 50th Anniversary, it was said that students who participate in the EOPS program are most likely to go into the following fields: medical, social work, and counseling. What this means is that students who participate in this program tend to go into service-oriented vocations that benefit whatever community they are a part of. EOPS is not just a program, but a community. Students learn how to prepare for transfer to a University and beyond, but also for those who do not transfer, they are prepared to go out into their own community with a sense of purpose and pride with what they have accomplished and learned during their time at De Anza. EOPS students participate in workshops together and begin to build a network that results in another level of support among peers. They all walk a similar path, but through this program, they find they don't have to walk that path alone.
5.	How is your program working to improve itself every year? Do you receive student feedback? Implementing a student survey and sharing the results with DASB will be beneficial for our review process.	EOPS provides two different surveys at the end of each year. One survey goes out to all EOPS Students and the other to those who are graduating or transferring. See attached.

6.	What are **all** of your sources of funding? Please include funding from the college, any sources of income, any grants, and any other source. If there are no other sources, has your program taken the initiative to search for other sources? (list ALL Account Numbers, Account Names, Account Balances, and Account Purposes/Restrictions)	EOPS is a state funded program (Categorical) The amount we have received over the last 2 years was approximate 1,278,424 per year. Guardian Scholars (Foster Youth) All Foster Youth who qualify for both the Guardian Scholars program and EOPS are supported by EOPS Funds EOPS Scholars Program (Donor Funded) We are consistently searching for new funding resources and this year have applied for a grant that would help our Scholar students. DA EOPS (Gen Fund) 114000 223003 643100 Proposed budget $387,438.28 (No print out available yet) DA EOPS 120031 223004 643100 $168,105.40 Currently DA CARE 120041 223005 643500 $35,148.02 Currently EOPS Emergency Grants: 844581 551000 999110 $43,390.62 DA EOPS Scholar Pilot Program 844612 551000 999200 $213,327.96 See Attached for print outs

7.	Go through the DASB budget goals for the current academic year and explain how your program fits each of them or as many as possible. (250 words max) The DASB budget goals are available at www.deanza.edu/dasb/budget	• EOPS/CARE staff members are advocates for students and committed to helping them achieve their educational goals • Students learn how to prepare for transfer to a University and beyond, but also for those who do not transfer, they are prepared to go out into their own community with a sense of purpose and pride with what they have accomplished and learned during their time at De Anza. EOPS students participate in workshops together and begin to build a network that results in another level of support among peers. • EOPS Serves Students throughout the fiscal year. • All EOPS students are DASB Members • EOPS students have strict requirements and benchmarks they have to meet in order to participate and remain within the program. These benchmarks are designed to ensure students meet their goals. • EOPS strived to go above and beyond in serving our students and providing support utilizing the resources provided. • EOPS strives to make the overall college experience as pleasant, effective, and as beneficial as possible for its students.
8.	Explain how your program is unique. Are there any programs on campus that are similar or is there any duplication of services? (250 words max)	There are other programs on campus that offer similar support, however as previously stated they have a much higher academic requirement for students to participate in their program that our students would not qualify for.
9.	Explain how your program advertises and promotes itself to the general student population. Provide a clear plan for the current academic year as well as any marketing material you will or have used. (250 words max)	It is in our program plan, (currently being developed for the state) that we are increasing our in reach of students throughout the campus. We have increased our participation in tabling events and have set-up a table on the quad and in the RSS building answering questions and reaching out to students. We currently have EOPS swag and flyers and hope to have established a pamphlet to be used by the end of this year. This will be a tool to provide students with more information than can be provided with a simple flyer.

| 10. | Explain how your program promotes equity on campus. (250 words max) | Our target group of students are underrepresented, academically and financially disadvantaged, and who suffer the greatest gap in graduation and college completion rates. The structure of the program provides students with the academic support, extended and targeted resources; financial support (including book vouchers and textbook rentals) that provides students the basic daily needs needed to be successful in college. A 2018 survey taken by our institutional research office with 2021 respondents showed that 60% of our students are transportation insecure, 58% of students are food insecure, and 18% are homeless. EOPS are low-income students and are representative of many of the key areas mentioned. Travel assistance (gas cards) helps students with competing obligations that include long commutes between home, school, and work. The food vouchers allow our students who fall into the rising group of students who are food insecure to receive sustenance to get throughout to avoid concentration issues or fatigue due to hunger.

Many students and others are under the misconception that EOPS is specifically for students of color, However, EOPS is open for any student who meets the economic and academic disadvantaged criteria. We are not beholden to any specific group or population. |
| --- | --- | --- |

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 DASB 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:	Marilyn Booye
Phone Number:	408-864-8952
Email:	booyemarilyn@fhda.edu
Relationship to Project:	Supervisor
Position on Campus:	EOPS Supervisor

Administrator's Name:	Michele Le Blue Burns
Phone Number:	408-864-8218
Email:	Leblueburnsmichele@fhda.edu
Relationship to Project:	Dean
Position on Campus:	Dean of Student Development

Approved by DASB Chair of Finance   (Produced by the Office of College Life - 11/14/2019)

Extended Opportunities Program & Services

EOPS

Priority Enrollment • Book Funds & Grants • Academic Planning, Career & Personal counseling
Advice & Assistance with Admission, Testing, Registration & Financial Aid Procedures
Transfer Assistance & University Application Fee Waiver

Eligibility

- Full-time Student- 12 units per qtr (or less if approved by your EOPS or DSS Counselor)
- Be a California resident or AB540 Student or DACA
- Have completed fewer than 105 quarter degree-appplicable units
- Be educationally **and** financially disadvantaged as defined by the CA State EOPS Guidelines:

Academic
Must have 1 or more of the following:

High school
- Did not: graduate with high school diploma, pass CAHSEE, or obtain a GED certificate
- Graduated high school with less than a 2.5 GPA
- Previously enrolled in remedial courses

College
- Does not qualify for the minimum level English or Math coursework applicable for your degree (i.e. English composition, Algebra)

Other
- 1st generation college student
- Member of an underrepresented group as defined in the college student equity plan
- Non-English is/was primary language spoken
- Former or current foster youth

Financial
Must have 1 or more of the following:

- Receiving TANF, SSI, or General Assistance
- Eligible for California College Promise Grant Program (CCPG Part B)

CCPG Part B 2019-2020 Income Standards

Family Size (Including Student	2017 Base year Income
1	$ 18,210 or less
2	$ 24,690 or less
3	$ 31,170 or less
4	$ 37,650 or less
5	$ 44,130 or less
6	$ 50,610 or less
7	$ 57,090 or less
8	$ 63,570 or less
Add $ 6,480 for each additional family member	

APPLICATION PROCESS

Checklist

- Applied to De Anza
- Selected a major (Not "undecided")
- Selected edu goal (transfer, obtain degree)
- Placement tests: Math & Eng/ESL
- Attended De Anza Orientation
- Check Eligibility Requirements above

Ready to Apply?

If the checklist is complete, head to EOPS with your photo ID to fill out an app! Staff help you with:

- EOPS 1-Page Application- Quick & easy!
- Supporting Documents if needed
- FAFSA or DREAM Act App in the De Anza system -OR- Bog Waiver app

Application info, updates, eligibility: **www.deanza.edu/eops.** Sign up on the interest list to be pre-screened.

EOPS Book Services

Eligibility for EOPS Book Funds

- met minimum program participation requirements.
- no more than one "no-show" for counseling/academic appointments.
- returned any books for classes dropped in the previous quarter, either to the college bookstore or to EOPS.
- returned or renewed any textbook or calculator borrowed in the previous quarter.
- completed the pre-registration check process.
- registered for twelve or more units (funds will be held until student is enrolled in 12+ units).

Students on Probation Status

- Considerations for book funds will be made on a case-by-case basis.
- Students on extended probation will not receive book funds.

Terms and Conditions for your EOPS Book Funds

- Book funds are valid through the 3rd Monday of the quarter.
- TEXTBOOKS ONLY. No duplicate textbook purchases.
- No cash back for unused amount.
- No cash refunds on books purchased with EOPS funds.
- All purchases are subject to DAC Bookstore policies.
- Books purchased are for classes enrolled in the current quarter at De Anza College.

Dropped Classes

- Books must be returned to the DAC Bookstore for any class dropped by the 3rd Monday of the quarter.
- Books must be returned to EOPS for any class dropped AFTER the 3rd Monday of the quarter.

FOOTHILL-DE ANZA
Community College District

Fund	Fund Description	Beginning Balance	Current YTD Revenues	Current YTD Expenses	Current YTD Transfers	Current Balance
844612	DA - EOPS - Scholars Pilot Program	209,889.36	4,000.00	-561.40	0.00	213,327.96

Current Fund Balance Report

Fiscal Year: 2020

Fund	Fund Description	Beginning Balance	Current YTD Revenues	Current YTD Expenses	Current YTD Transfers	Current Balance
120031	EOP&S (Part A & B) DA	0.00	461,511.00	-226,410.97	-66,105.40	168,994.63

Current Fund Balance Report

Fiscal Year: 2020

Fund	Fund Description	Beginning Balance	Current YTD Revenues	Current YTD Expenses	Current YTD Transfers	Current Balance
120041	CARE DA	0.00	41,208.05	-6,060.03	0.00	35,148.02

Current Fund Balance Report

Fiscal Year: 2020

Fund	Fund Description	Beginning Balance	Current YTD Revenues	Current YTD Expenses	Current YTD Transfers	Current Balance
844581	DA - EOPS Emergency Grants	43,211.12	2,100.00	-1,920.50	0.00	43,390.62

Home   Students   Courses   Student Services   Outcomes   Faculty & Staff

You are here : Data Mart > Student Services > EOPS/CARE Status

EOPS (Extended Opportunity Programs & Services) Status Report - Parameter Selection Area

Select State-District-College
Collegewide Search

Select District-College
Deanza

Select Term-Annual Option
Annual (Unduplicated Count)

Select Term
Annual 2018-2019;Annual 2(

View Report

Export To ->   ● Excel   CSV   Text   Records Per Page: 10   Simple Layout ● Advanced Layout

EOPS (Extended Opportunity Programs & Services) Status Report - Data & Format Area

Report Area

	EOPS Status			
	Annual 2017-2018		Annual 2018-2019	
	Student Count	Student Count (%)	Student Count	Student Count (%)
Deanza Total	30,126	100.00 %	28,386	100.00 %
EOPS and CARE participant	2	0.01 %	4	0.01 %
EOPS participant (excludes CARE participant)	839	2.78 %	749	2.64 %
Not an EOPS/CARE participant	29,285	97.21 %	27,633	97.35 %

Report Format Selection Area - Check field to include in the report

District Name   ✓ College Name   ☑ EOPS Status   ☐ Gender   Age Group   ☐ Ethnicity   Update Report

California Community Colleges Chancellor's Office
Student Enrollment Status Summary Report

	Annual 2017-2018	Annual 2017-2018	Annual 2018-2019	Annual 2018-2019
	Student Count	Student Count (%)	Student Count	Student Count (%)
Deanza	30,034	100.00 %	28,325	100.00 %

Report Run Date As Of : 10/30/2019 8:37:20 AM

2018-2019 EOPS Final Expenditures

District Foothill-Deanza

College De Anza College

Allocation and Matches

	Approved Budget	Current Allocation and Matches	Final Expenditures
Allocation	1,278,424	1278424	1,278,424
District Required Match	459,385	459385	458,278
Category C Obligation	201,743	201743	158,000
Book Expenditure	131,175	131175	256,848

1000 Academic Salaries

Subsidiary Object	Position Number	Category Percent			District Funds	EOPS Funds	
		A	B	C			
1210 EOPS/CARE Director	1	77	23	0	93,244	0	View Detail
1260 Counselor	11	0	100	0	0	60,013	View Detail
1260 Counselor	15	0	100	0	0	0	View Detail
1260 EOPS Assistant Director/Coordinator	2	25	75	0	137,862	0	View Detail
1430 Part-time Counselor	12	0	100	0	6,129	67,251	View Detail
TOTAL					237,235	127,264	

ADD AN ACADEMIC SALARIED POSITION