



## Budget Request Form FY2016

*Department should complete one form for each individual request*

**Department:** Student Activities

**Program, Service, or Operation Requested**

Service-learning and Volunteer Services Support

SAFAB Use Only	
YES	NO

**General Description:**

Service-learning and volunteer programs are central elements of the Department of Student Activities Leadership and Service Center. Initiatives in this area focus on service-learning, volunteerism, and social justice. Our area touches both the curricular and co-curricular sides of the university as well as community partners in the Brazos Valley. We work with faculty colleagues to integrate service-learning in their course curriculum along with guiding students to locate service homes and learn from those experiences.

**Request Type:**     Full     Increase     One-Time     Partial/Matching

**Type of Funds Requested**     UAF     Other

**General Questions:**

***Why is this important to your department? How does this increase impact students, and what motivated this request (needs, strategic planning, etc.)?***

Service-learning is considered a high impact practice and is in alignment with the initiatives outlined in Texas A&M’s Quality Enhancement Plan (QEP). Every student must complete three high-impact practices as a result of the QEP. Our area is the central point that interfaces with local community partners in an effort to connect Aggie volunteers with agency needs in the Brazos Valley. Furthermore, we have hosted a service forum the past two years to bring together student leaders who have a service mission or service component tied to their organization. This has been an excellent forum for students to exchange ideas and potential partnerships.

***Is it part of your strategic plan? What will be the impact if not funded?***

Yes, securing funding to ensure the stability of these programs is in alignment with our strategic goals for the area, and without funding support, this will tremendously impact our community partners (e.g. non-profits) in the local area and student resources when locating service sites.

***How do other sources of funding (fundraising, sponsorship, reserves, etc.) been considered? Please explain.***

We have developed a comprehensive development brochure as well as made this need known to the Division of Student Affairs Development officer. The Department has hired a Development officer to focus on specific needs for our units. With this individual, we will continue to strategize about donors, grants, and other ways to seek funding. The programs are currently being supported from the reserve spending plan associated with this program.

Additionally, these service focused initiatives are funded through non-recurring/temporary funds. Three of our larger signature programs that are funded from this account are our annual Community Agency Breakfast, Volunteer Opportunities Fair, and Social Justice Week that total approximately \$5,000 annually. Supporting service-learning initiatives, recognition, and marketing for AggieServe are an additional \$1,250. The past two years we partnered with the Center for Teaching Excellence and Undergraduate Studies (US) on the Service-Learning Faculty Fellow program in an effort to train faculty in service-learning pedagogy. Undergraduate Studies and Pam Matthews in the Provost's office contributed \$15,000 that would be directed to faculty stipends. The Center for Teaching Excellence and US contributed \$15,000 for this upcoming year. While we have been successful in identifying funds the past two years for a service-learning focused initiative, we continue to seek new sponsorships to create financial stability in our other service-focused programming areas. All programs are assessed internally through outcomes specific to the Leadership and Service Center and Undergraduate Learning Outcomes.

- \$12,157 remains in the Volunteer Services Center account
- We typically use approximately \$5,000 - \$6,250 per year from this account annually. The increasing attendance at the Community Agency Breakfast and interest in service-learning has lead us to budget \$6,250 annually.

***What sort of input did you receive (student, faculty, staff, other) to determine this need?***

Annually, we have had 35-40 non-profit organizations attend our annual Volunteer Opportunities Fair, and 75-100 guests attend our Community Agency Breakfast, including community partners, faculty, staff, and current students. This is an excellent opportunity to network and provide resources so that we can better connect our faculty and students to needs in our local community.

**Volunteer Opportunities Fair**

- Community Partners:
  - 100% of survey participants from the Volunteer Fair reported that they made connections with students that they believe will result in committed volunteers (n=17).
- Students:
  - 97.5% of students shared that they learned about new opportunities that they did not know of prior to attending the Fair.
  - 75% of students responding to the survey shared that they will volunteer at one of the organizations represented at the fair (n=79). Over 300 students attended the fair in Fall 2014.

## Community Agency Breakfast

- Community Partner:
  - The breakfast provided me a “chance to meet other agencies and see how we can work together.” Another agency representative shared that they appreciated making connections with faculty.
  - 95% agreed to strongly agreed that they made valuable connections with representatives from other community agencies.
  - 70% agreed to strongly agreed that they made valuable connections with faculty.
- Faculty:
  - 100% of faculty participants agreed to strongly agreed that they made valuable connections with representatives from community agencies.
  - 100% shared that they will use AggieServe, our online service database, to locate service-learning opportunities for their courses.

### ***What actions have you implemented internally to address the identified need?***

In the past we used to pay for parking for the participants at the Volunteer Opportunities Fair, which was between \$700-\$900. We are no longer paying for parking. As mentioned previously, we have developed a comprehensive development brochure as well as made this need known to the Division of Student Affairs Development officer. The Department has hired a Development officer to focus on specific needs for our units. We will continue to strategize with this individual regarding donors, grants, and other ways to seek funding.

### ***Generally, what assessment tools will you use to evaluate this program/service?***

All of the programs and services we provide we work with Student Life Studies to gather assessment data. Typically, this is in the form of surveys, but we also gather data for our Service-Learning Faculty Fellow program through qualitative reflections and focus groups.

### **Funding Description:**

	Dollar Amount
<b>Total Estimated Cost</b>	
Service Learning and Volunteer Programs	\$21,250.00
Undergraduate Studies and Center for Teaching Excellence (Service-Learning Faculty Fellow Program)	-\$15,000.00
<i>Less Estimated Partial/Matching Funds (if applicable)</i>	
<b>TOTAL UAF INCREASE REQUEST</b>	<b>\$6,250.00</b>

SAFAB Comments/Notes: