

# DASB Budget Request 2021-2022

## For All Programs Excluding Athletics

Budget Request due to the Office of College Life by 4:00 pm Monday, November 9, 2020

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: "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: FA PAC Internship Program
2. Is this a new DASB account? Yes  No  DASB Account Number: 46-56405
3. Amount requested for 2020-2021 \$7,195.23
4. Total amount allocated for 2020-2021 \$5,385.00
5. How long has this program existed? 8 years
6. Number of students directly served in this program: 7 De Anza student interns presently  
***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: none  
Trust Accounts: none  
Fund 15 Accounts: none  
FHDA Foundation Accounts: none  
Grant Funded Accounts: none  
Other District Accounts: FA PAC and ASFC accounts  
Off-Campus/Off-District Accounts: none  
On-Campus Co-Sponsorships: none  
Off-Campus Co-Sponsorships: none
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)? We require all students enrolled in the internship program to pay the \$10 Student Body Fee and to be DASB Members.
9. What would be the impact if DASB did not completely fund this request? If DASB did not completely fund this request, the FA PAC Internship Program would not be able to train, develop, and support the number of students we'd like to through the program, and this, in turn, would reduce the capacity and efficacy of the program.
10. Total amount being requested for 2021-2022 (from page 3) \$7,766.28

## Student Payroll (2310)

MUST ALSO COMPLETE THE BENEFITS (3200) SECTION

	Job Title	# of emp. x \$ Per hr x # hrs/wk x # of wks	Cost
1.	<u>3 student interns</u>	<u>3 x \$17/hr x 5hrs/wk x 30</u>	<u>\$7,650.00</u>
		TOTAL:	<u>\$7,650.00</u>

## 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 interns</u>	<u>\$7,650 x 1.52%</u>	<u>\$116.28</u>
		TOTAL:	<u>\$116.28</u>

**Total amount requested (also complete line 10 at bottom of first page) \$7,766.28**

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

**Request For Information (RFI)**

	Question / Inquiry	Program Response
1.	Please provide a <b>thorough</b> description of your program (250 words max)	<p>The FA PAC Internship Program is a district-wide program encompassing both De Anza and Foothill Colleges. It is supported by DASB and ASFC; their allocations pay for a portion of student intern work.</p> <p>The FA PAC Internship Program is also supported by the Faculty Association Political Action Committee (FA PAC). The FA PAC pays for faculty supervisor stipends and for costs associated with student intern work beyond that allotted by DASB and ASFC.</p> <p>The FA PAC Internship Program is a collaborative effort by students and faculty who organize together to advance their collective interests. Faculty supervisors train students in advocacy work (grassroots organizing, campaigns and elections, and public policy); student interns gain hands-on experience in political organizing.</p> <p>The nature of the work reflects the school year, the election calendar, and the state budget/legislative cycle. In fall quarters, when there is an election, our work focuses on campaigns and initiatives. We also do voter education, registration, and voter mobilization. In winter and spring, we focus on the California state budget and legislation pertaining to community colleges. We advocate throughout for students, faculty, and our district. Given the change to March primaries, winter quarter is also now election season. In spring quarters, we recruit for the following academic year, and carry out ongoing work of the program.</p> <p>The current faculty supervisors at De Anza include Jim Nguyen, Danny Solomon, Bob Stockwell, and Nicky Yuen; at Foothill, Eric Reed, Kerri Ryer, Daphne Small, and Bill Ziegenhorn.</p>

	Question / Inquiry	Program Response
2.	<p>Please provide how many students are <b>actively engaged</b> in your program. Backing it up with data will help.</p>	<p>There are two ways students engage the FA PAC Internship Program.</p> <p>The most intense and direct engagement is by the interns themselves. The FA PAC Interns from De Anza (2020-2021) include: Ashley Aquino, Katherine Hernandez, Tejhasvi Jaikumar, Jeffrey Kasprow, Kimberly Lam, Kristal Padilla, and Anai Rosales.</p> <p>The FA PAC interns from Foothill (2020-2021) include: Jessica Lefevre, Julien Lombardo, Angel Montes Sanchez, Sienna Segura, Mariam Touni, Arjin Unlu, and Priya Vasu.</p> <p>This year's intern cohort is the largest yet. The FA PAC Internship Program was created in 2012. This is its 9<sup>th</sup> year. We estimate the total number of PAC interns in the program since the beginning to be around 100, with an increasing percentage coming for Foothill. We hope to continue to build-out our district wide participation, which will increase our capacity and impact.</p> <p>The second way students engage in the FA PAC Internship Program is through their involvement in the work of the program, either as volunteers or as allies in the organizing community at De Anza, Foothill, and beyond.</p> <p>Every quarter, the FA PAC Internship Program recruits and organizes a large number of De Anza (and Foothill) students. This quarter, given the fall election campaign, that number is greater than 150 student volunteers. In addition, this year the FA PAC Internship Program took lead in voter registration, education, and mobilization efforts, and garnered more than 2,000 student participants in the Why Voting Matters Contest.</p> <p>While it is hard to know the exact number of students impacted by our program, we know that nearly 100 student interns have been directly impacted over the years through their service in the program, and that the program has engaged thousands of De Anza College students over the years with its election and organizing activities.</p>

	Question / Inquiry	Program Response
3.	<p>Why is your program <b>important</b> and what is the <b>rationale</b> behind having this program on campus? (250 words max)</p>	<p>The FA PAC Internship Program is important because it is where students and faculty work together to advance our collective interests. Students learn and practice the strategies and tactics associated with advocacy, community organizing, public policy, and campaigns/elections, and gain hands-on experience in politics.</p> <p>The FA PAC Internship Program is a unique platform for advancing our interests. Student learning conditions are faculty working conditions. Students want and need a high-quality educational environment that is accessible, affordable, and that provides necessary support services. Faculty want and need resources and support to best promote student success. We need to engage in political struggle together if we are to ensure students, faculty, and our institutions get what they need to fulfill their mission.</p> <p>Since its inception, FA PAC student interns have fought for increases in financial aid and student services, community college funding (Propositions 30 &amp; 55, through public testimony to the SCFF Oversight Committee and CCC BOG meetings, and most recently through the Yes on Prop 15 campaign), and the election of state (Assembly and Senate) and local representatives (Board of Trustees) who are champions of community college students. FA PAC interns led the Student Representation Fee (SRF) campaign; contributed to the minimum wage campaign; organized voter registration and voter mobilization drives; conducted student trainings; led advocacy trips; and developed social media tools.</p> <p>The FA PAC Internship Program played a vital role in the Measures G&amp;H campaigns, and turned out more than 180 student volunteers. Thankfully, Measure G passed, making \$898 million available to the district, and student interns continue to organize and advance the campaign for the construction of affordable student and workforce housing at De Anza and Foothill through the Board of Trustees and various campus-level shared governance committees.</p>

	<b>Question / Inquiry</b>	<b>Program Response</b>
4.	How will your program expand students' perspectives and positively impact their lives and the community? (250 words max)	<p>The FA PAC Internship Program expands students' perspectives and positively impacts their lives and the community because it gives them the practical, hands-on training and experience needed to be effective organizers. It provides students the opportunity to engage in advocacy, community organizing, elections/campaigns, and public policy. Students broaden their horizons and learn by doing. Students also develop social networks, on campus and beyond. In addition, students are paid for their work, which benefits them directly. Employment through a paid internship program that advances the general interest is a positive for one's resume and career. By becoming effective advocates and political organizers, students gain efficacy in the fight for their interests. In doing so, they are more likely to be able to bring about positive change for their community.</p> <p>Two concrete, specific recent examples may illustrate this claim. In 2018-2019, the FA PAC Internship Program began gathering data on what we called a "Burden Census," a survey that asked students to identify those factors that have gotten in the way of their success. This census gave us a way to assess the needs of students, and to prioritize our work. One of the most striking needs reported had to do with housing insecurity and homelessness. Rates of homelessness/housing insecurity of 20% mirrored the statewide/national survey results among community college students. We decided to organize around this issue and build a campaign advocating for below-market-rate student and workforce housing. More recently, student interns began to organize against plans for budget reductions resting in part on section reductions. Through shared governance groups and at the Board of Trustees, FA PAC interns organized student voices to push back against them. We don't know if the affordable housing campaign and/or the resistance to section reductions will be successful, but we do know that without the organizing efforts of the FA PAC Internship Program, these issues would not be at the forefront of Board discussions.</p>

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.

The FA PAC Internship Program is constantly striving to improve itself. We regularly receive feedback from student interns. We've established quarterly assessments. This fall, we created the following survey.

First question: Has this program had a positive impact on campus? 10 of 10 "Yes" responses.

Second question: If you believe the program has had a positive impact on campus, please describe how.

[Responses as written; 9 of 10 responded.]

- voter education and registration
- The work we do has helped advocate for students who and who are not given a seat that the important tables.
- Allowed for more students to be aware of what's going on on campus and what they can do. I've noticed that more have been willing to offer their voices
- We have helped inform students of the upcoming elections and have offered how to get them registered and get them out to vote.
- We have aided in increasing voter registration due to Why Voting Matters contest and increasing the awareness of Props 15 & 16 among students by doing classroom presentations. We participate in BoT, IPBT & APBT meetings regarding affordable housing and section reductions/part time layoffs.
- I believe this program has brought awareness to students of the issues that are affecting community college students and faculty. As well, I believe that this program has created and made space for student activists that are part of this internship program, part of a leadership group, etc.
- This internship program (the FA-PAC) has encouraged a great number of both De Anza and Foothill students to join and support the FA-PAC fight for academic success and student justice. These students/volunteers transform into leaders every quarter before our eyes.
- It has increased student political engagement and provided opportunities to students.
- I believe the program is able to reach a high number of students and be able to give them awareness about political and district issues

Third question: Has the FA PAC Internship Program had a significant impact on you? 10 of 10 "Yes" responses.

Fourth question: If you believe the program has had a significant impact on you, please describe how. [Responses as written; 9 of 10 responded.]

- mentorship, community, education
- This internship helped me see a glimpse of politics the way I had never seen before. I learned small and large lessons that build me into the growing professional I am today.
- I've learned more about what's going on in my community and have been able to make better informed decisions as well as help organize
- I've only been an intern for 3 months but feel as if I have learned so much already from starting meetings to getting people organized for phone banking or text banking I've learned how to communicate as a leader with others and help provide support when needed.

- The program has allowed me to give back to the community by advocating for issues that I believe in and supporting campaigns/propositions that will have a positive impact in the society.
- This program has provided me with the tools and guidance to advocate for myself and others. It has given me many opportunities to not only be civilly engaged but it has allowed me to grow as an organizer and public speaker.
- To me, the FA-PAC internship program helped me actualize my political aptitude very early on in my college career. In my role as an intern and representative of the Pac, I have been able to meet incredible students and faculty advisors who share my same ambitions about promoting our campus needs and student justice for our district. Not only, has the FA-PAC done everything to making sure I feel supported as a student but during pandemic times, I have found myself getting inspired by the very students we recruit and inspire. Altogether, my experience working with the FA-PAC has made me even more passionate about being a Latina and wanting to make a change.
- It had provided me a big opportunity to assess my leadership skills and create an impact on this election by an effective contribution and collaboration with my peers. I get to be in charge and work on projects I would never get the work on if its not for FAPAC.
- I am able to further my experience within political advocacy and understand grassroot organization processes.

Would you recommend the FA PAC Internship Program to other students? 10 of 10 "Yes" responses.

If you would recommend the program to other students, please describe why. [Responses as written; 9 of 10 responded.]

- good internship opportunity
- I'd recommend this internship to students because though it's hard work and you sometimes don't win the things we fought for, you still gain a sense of leadership, self identity, and courage. I can't speak for all internships, but this one truly pushes you to become braver and more outspoken than you once were.
- The program allows for you to learn more, build relationships, and unify others in the community to make a change and stand up for what they believe is right
- I think the program would be a great way to help develop your skills in various areas not to mention you make new friends that help you out when you need it you can become more better at becoming a leader
- The program is a great way to gain hands-on experience in the political field and advocate for issues that directly impact students & faculty in the sister colleges.
- I would recommend this program because you can shape it to fit your lifestyle and goals. If you want to be heavily involved in committee, campaigns, etc., you can do that, as well you can also take a secondary role and support the intern leads. It really does expose you to local government structures and policies. All in all it makes you a better person and citizen.
- I mention what we do with great pride to everyone I speak to about the FA-PAC, so without a doubt, I would definitely encourage another student to join the program. Main reason why is because alone we will struggle to accomplish big tasks and that is why the program has a big group, because it is our duty to take the weight off one individual, instead we aim to accomplish small tasks in a great way.

	Question / Inquiry	Program Response
		<ul style="list-style-type: none"> <li>● Because students get to be engaged and get hands-on experiences on political grassroots work!</li> <li>● You are able to do rewarding work, educate other students, gain leadership skills, build a bond with advisors and the community, and gain experience in political advocacy.</li> </ul> <p>If there was one thing you could improve in the FA PAC Internship Program, what would it be? [Responses as written; 10 of 10 responded.]</p> <ul style="list-style-type: none"> <li>● Communication</li> <li>● Breaks! I think we need to formalize breaks into our program. Many of us are achievers with an almost endless amount of stamina. But we need to understand that taking breaks is okay, and it doesn't devalue you as a person/leader. If we can formally establish breaks, then I feel that there would be comfort in asking for breaks and mental check-ins. Also, I wish my mentor was more proactive in asking about me, but I think I, too, had to reach out as well. I want to believe that it was hard on both sides to reach out, but if we had established check-in meetings or formal breaks, then maybe I would have reached out.</li> <li>● I would like to see more check ins with the members to build a stronger relationship between mentors and interns</li> <li>● I think the intern ship is great the way it is there aren't any improvements that i would make cause its already effective in its own way and works great for everyone</li> <li>● Internal communication</li> <li>● One thing FA-PAC Internship could improve on is the team culture. At this point I feel as if we are disconnected from each other.</li> <li>● The internship was great. I would have better communications between the working groups. I know Covid derailed this but more bonding time or events outside of working to build a better team atmosphere.</li> <li>● To have a stronger social media presence (our social media subcommittee team is currently working on growing this effort)</li> <li>● I would love to have a more robust and clear guidance on assignments or tasks! It gets too abstract sometimes.</li> <li>● Have some (small ) in person meetings.</li> </ul>

	<b>Question / Inquiry</b>	<b>Program Response</b>
6.	<p>What are <b>all</b> your sources of funding? Please include funding from the college, any sources of income, any grants, and any other source. Has your program taken the initiative to search for other sources? (list ALL Account Numbers, Account Names, Account Balances, and Account Purposes/Restrictions)</p>	<p>The only other sources of funding we have for the FA PAC Internship Program is the FA PAC itself and the ASFC. The FA PAC budget is the result of voluntary monthly contributions by faculty PAC supporters. Its budget is separate and distinct from the Faculty Association. ASFC contributes to the PAC Internship Program by covering the cost of (most) Foothill interns.</p> <p>DASB funding is supplementary. We use FA PAC resources to complement funding from DASB and ASFC. For example, we currently have 8 De Anza student interns working as FA PAC interns. Hence, the budget allocation from DASB does not cover all the labor cost of interns, nor does it cover other expenses associated with the program (e.g., supervisor stipends, supplies, etc.), which is where the PAC budget fills in.</p> <p>Significantly, this year's funding for the PAC Internship Program expires in November 2020. In other words, the \$5,385 allocation covered the cost of 3 interns for September, October, and a part of November. Granted, this was a busy time with the election and therefore interns posted more hours. Nonetheless, the remainder of De Anza student intern pay will come from the PAC, as it does for student interns ineligible for student employment.</p>

	<b>Question / Inquiry</b>	<b>Program Response</b>
7.	<p>Go through the most recent DASB Budget Goals/DASB Budget Guiding Principles and explain how your program fits each of them or as many as possible. (250 words max) The DASB Budget Goals/DASB Budget Guiding Principles are available at <a href="http://www.deanza.edu/dasb/budget">www.deanza.edu/dasb/budget</a></p>	<p>The FA PAC Internship Program meets all the DASB budget goals for 2020-2021.</p> <p>The FA PAC Internship Program helps students succeed and achieve their academic and personal goals at De Anza; promotes leadership, diversity, civic engagement, campus community development, academic skills development, environmental sustainability and equity among all students; benefits students during the fiscal year of the budget; benefits DASB members; serves students efficiently while maintaining quality; demonstrates efficient and effective use of the previously allocated funds; promotes student retention by enhancing the quality of education at De Anza; and is a unique program that falls outside the purview of what should normally be funded by the college.</p> <p>When it comes to the DASB budget goal of generating revenue, we want to highlight the fact that the FA PAC Internship Program was chiefly responsible for the adoption of the SRF. The FA PAC Internship Program drafted the student ballot initiative creating the Student Representation Fee (SRF). Moreover, the FA PAC interns ran the campaign for it. They educated and mobilized student voters, and ultimately led the successful campaign creating the SRF and Fund 46.</p>
8.	<p>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)</p>	<p>There is no other program like ours on campus or at the district. While there are other internship programs on campus (e.g., through VIDA, the Equity Office, etc.), what is unique about the FA PAC Internship Program is that it is the only one that brings students and faculty together to advocate for the interest of students, faculty, staff, and community colleges.</p> <p>It is the only internship program where faculty supervisors train students in advocacy work and student interns gain hands-on experience in political organizing. Moreover, it is the only district-wide internship program, and the only one supported by DASB and ASFC. In addition, the FA PAC Internship Program is unique throughout the California Community College system. There are only two other districts that have comparable programs -- Los Angeles and San Diego. And, as it happens, we worked closely with the Los Angeles group on the Yes on Proposition 15 and 16 campaigns this fall.</p>

	<b>Question / Inquiry</b>	<b>Program Response</b>
9.	<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. (250 words max)</p>	<p>We advertise and promote the program through the FA PAC’s website; the Faculty Association website and <i>FA News</i>; the Political Science Departments’ Civic Engagement Projects list; the VIDA website and organizing circles; California Campus Camp; classroom presentations and volunteer recruitment activities; and through word of mouth and one-on-one outreach by interns during the recruitment of prospective interns.</p> <p>One of our priorities this year is to raise the profile of the FA PAC Internship Program through outreach with DASB and ASFC, and through the production of videos and engagement in social media.</p>
10.	<p>Explain how your program promotes equity on campus. (250 words max)</p>	<p>The FA PAC Internship Program promotes equity by promoting student advocacy skills. When students are able to advocate effectively, they are more likely to obtain the resources necessary to promote equity and social justice. We see our work as directly connected to the equity mission of the college. Our goal is to promote student efficacy so that their needs are met and the institution gets the resources it needs to fulfill its mission.</p> <p>Since fall 2019, the FA PAC Internship Program has been working diligently, along with the DASB and ASFC leadership, VIDA interns, and student volunteers to persuade the Board of Trustees to build below-market rate student and workforce housing at De Anza and Foothill. This is a campaign aimed at promoting equity in terms of access to housing.</p> <p>In winter 2020, the FA PAC Internship Program recruited and organized volunteers, engaged in registration, education, and voter mobilization campaigns, and engaged assembly/senate campaigns, as well as local initiatives, including the district’s bond measure and/or parcel tax campaigns. In February, interns attended California Campus Camp where De Anza and Foothill students met with students from all over the state who are organizing to advance social justice and equity. In March, the internship program attended the FACCC Advocacy and Policy Conference, where they networked with students, faculty, and policy makers to advance the equity agenda as it pertains to De Anza, Foothill, and California Community Colleges.</p>
11.	<p>Please indicate which object codes are critical for DASB to fund this year.</p>	<p>Both the student payroll and benefits object codes of the FA PAC Internship Program are critical for DASB to fund this year.</p>

	<b>Question / Inquiry</b>	<b>Program Response</b>
12.	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.	We have shifted entirely to a virtual program. All of our meetings are held via zoom. All of our organizing and electoral work has been conducted virtually. We will attend the California Campus Camp and FACCC Advocacy and Policy Conference, which will be conducted online this year. We'll recruit online through our various mechanisms and mediums. It is our sincere hope that by fall 2021 we'll be back on campus with the possibility of face-to-face organizing and instruction.

**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:	<u>Bob Stockwell</u>
Phone Number:	<u>831-239-4343</u>
Email:	<u>stockwellrobert@fhda.edu</u>
Relationship to Project:	<u>faculty advisor</u>
Position on Campus:	<u>Political Science Instructor</u>
Administrator’s Name:	<u>Elvin Ramos</u>
Phone Number:	<u>408-864-5302</u>
Email:	<u>ramoselvin@fhda.edu</u>
Relationship to Project:	<u>Division Administrator</u>
Position on Campus:	<u>Dean of Social Sciences and Humanities</u>