



SparkPoint

Program Review - Annual Update

2022 - 2023

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Student Services

1. Describe major accomplishments and challenges since the last program review cycle.

Accomplishments:

There have been several accomplishments since our last program review. The California Community Colleges Chancellor's Office (CCCCO) has awarded Cañada College with both one-time and ongoing funding to expand basic needs on campus through AB132. As a result of this mandate, SparkPoint at Cañada has been aggressively building up its basic needs around food insecurity and housing over the last 2 years. These efforts include re-opening the campus Food Pantry, recently launching a Free Groceries Food Distribution, delivering a Grab and Go meal program that evolved into the Safeway Gift Cards, the Tango Gift Cards (serving just under 350 students) and now the SAM Card where SparkPoint is serving over 520 students with \$150 monthly food cards that can be used at the Bookstore and the Grove. On the housing side, SparkPoint delivers a Rapid Response Hotel Stay Program that has housed 15 Cañada College students with hotel stays that range from 3 to 45 nights, and a Rental Assistance Program that has served over 12 students with the greater of 2 months of rent or up to \$3500 in aid. These efforts have been delivered in addition to the financial coaching and education that SparkPoint continues to deliver through Cañada Cash, SparkPoint's incentive program that builds financial capability through one-on-one financial coaching.

Challenges

There have been several challenges associated with rolling out the Basic Needs efforts at Cañada College and these primarily revolve around the need for additional staffing and space. Stocking, distributing, cleaning and setting up the pantry requires about 18-22 hours per week with support for the SAM card requiring around 4-6 hours per week. The Free Groceries Distribution requires another 5 hours per week and the Sam Card coordination requires about 7-10 hours per week to maintain. Support for Rental Assistance and the Rapid Response Hotel Stay would add another 4 hours per week bringing the total to just under a full time position. Space is another consideration. With the tremendous growth of the food pantry (we are serving over 180 families per week (unduplicated) and over 960 families monthly (duplicated), SparkPoint is in need of additional space to serve our clients and to store food and supplies.

2. What changes could be implemented to improve your program?

Changes needed to improve SparkPoint include:

1. Hiring a full time, permanent 1.0FTE Staff Assistant and securing additional space for the Cañada College Food Pantry. The additional Staff Assistant would oversee the day to day Food Pantry operations, support the team with Outreach to the campus and community, complement these efforts with supporting the Free Groceries at Cañada College weekly Distribution and help with maintaining the SAM Card. Additionally, this individual would support the SparkPoint Coordinators with clerical work around the Rapid Response Hotel Stay Program and Rental Assistance Programs.

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2. Securing additional space for the Food Pantry would allow the Pantry to meet the growing demand for increased food support, storage of additional food to meet this demand, decreased spoilage, and installation of additional refrigeration units to expand the life and variety of food stored and distributed.

3. Describe the impact to date of previously requested resources (staff, non-instructional assignment, equipment, facilities, research, funding) including both resource requests that were approved and were not approved. What impact have these resources had on your program/department/office and measures of student success or client satisfaction? What have you been unable to accomplish due to resource requests that were not approved?

SparkPoint was approved to hire an additional SparkPoint Coordinator to support expanding our basic needs efforts last year. However, this process was stalled but has recently resumed after and is once again in an active search phase. The inability to hire this position earlier has impacted our ability to re-open the Food Pantry and launch the Free Groceries Distribution sooner. It has also impacted our ability to promote and roll out the SAM Cards and expand expand Rental Assistance and Rapid Response Hotel Stay Programs due to lack of bandwidth. The expansion of the state mandated basic needs efforts has also impacted our ability to expand our financial coaching and education efforts.

4. How have these resources (or lack of resources) specifically affected disproportionately impacted students/clients?

SparkPoint is designed to serve individuals ranging from those in crisis to those who are prospering. However, the majority of individuals SparkPoint serves are individuals who find themselves in crisis, vulnerable and/or seeking the stability stage. These individuals are under-resourced, underrepresented and have historically been underserved. SparkPoint's goal is to support these individuals to stability, success and ultimately prosperity.

SparkPoint clients often face multiple challenges simultaneously and require additional support to access and achieve financial capabilities. Clients often have to address basic needs, such as hunger, homelessness, rental assistance, mental health support, legal assistance, and emergency aid. However, many individuals have normalized these insecurities, are unaware of resources available to them and / or are unsure about how to access resources. Many of our Undocumented students also find themselves also in need of limited resources since they are not eligible for many traditional supports.

The SparkPoint Coordinator will support students with these needs by providing "just in time" support, often on the same day. Ideally, SparkPoint is able to support a student so they can stay in school and continue their educational goals.

The SparkPoint Staff Assistant will support the SparkPoint Coordinators so that the Coordinators can expand outreach by performing class visits to spread the word and then deliver the one-on-one coaching while the Staff Assistant supports with the pantry, food distribution and provides clerical support for SparkPoint's hotel stay and rental assistance efforts.

5. State your Service Area Outcomes (SAOs) and/or Student Learning Outcomes (SLOs). Describe how your program assessed your SAOs and/or SLOs.

SAO1 - SparkPoint will serve 50 clients of which 40 will receive high-touch services.

Last year, SparkPoint served 36 clients with high touch services.

SAO2 - SparkPoint will provide pre/post surveys to measure SparkPoint impact.

Due to the pandemic, SparkPoint elected to focus on basic need rollouts and postpone surveys until the next cycle after the Districtwide survey on Food and Homelessness was completed so we could better understand client needs.

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SAO3 - SparkPoint will blend financial literacy into partner programs

SparkPoint has partnered with multiple programs on campus to expand financial literacy. However, working in a remote state has impacted our ability to connect with students.

6. Summarize the findings of your program's SAO/SLO Assessments. What are some improvements that have been, or can be, implemented as a result of SAO/SLO Assessment?

SparkPoint has had a tremendous impact on the financial capabilities of Cañada College students and their families. However, the SAOs have not been met due to staff shortages and a change in focus to building up basic needs efforts on campus. Moving forward, our SAOs will expand into supporting the basic needs of our students as well building their financial capabilities. However, this will require acquiring additional staffing to meet the increase in need to support both basic needs and financial literacy.

Supporting Information

SparkPoint - Goals and Resource Requests

Goals

Goal Status

1 - New (PR)

Goal Title

To address the' Basic Needs of Cañada College students.

Goal Description

SparkPoint will hire sufficient staffing to carryout increasing financial education and basic needs efforts. Hiring sufficient staff will provide the needed support to

1. Roll out SparkPoint's Basic Needs efforts which include expansion of the Food Pantry and Free Groceries Distribution
2. Support with managing the SAM Card Program
3. Expanding financial education services to iunder-resourced and marginalized individuals
4. Providing clerical support for the Hotel Stay Program and Rental Assistance.

Program Review Cycle When the Goal Begins

2022 - 2023

Who's Responsible for this Goal?

Adolfo Leiva, Dr. Wissem Bennani

Mapping

- CAN College Goals: (X - Selected)

CAN College Goals

- Community Connections: X
- Equity-Minded and Antiracist College Culture: X
- Student Access, Success and Completion: X

- CAN Strategic Initiative Topics: (X - Selected)

CAN Strategic Initiatives

- Create and sustain an inclusive, antiracist, and equity-minded campus culture: X
- Improve the financial stability of students: X

Resource Requests

Item Requested

SparkPoint Staff Assistant

Item Description

Hiring a SparkPoint Division Assistant

Status

New Request - Active

Type of Resource

Non - Instructional Personnel

Cost

\$117,861 (step 5, including 56% benefits)

One-Time or Recurring Cost?

Recurring Cost

SparkPoint - Goals and Resource Requests

Critical Question: How does this resource request support closing the equity gap?

This position supports closing the equity gap since it serves our most underrepresented and under-resourced community. By addressing basic needs (food and housing) it provides these students with financial peace of mind so they can focus on their academics. Ultimately, this is also an outreach strategy that leads towards students affording to enroll in more classes while increasing their success, retention and persistence.

Critical Question: How does this resource request support Latinx and AANAPISI students?

The overwhelming majority of students that this position will support are Latinx and AANAPISI students who may also be undocumented. By providing basic elements such as healthy and nutritious food, students can be more alert in class and not have to worry about having food for themselves and their families. Clients visiting the pantry often walk away with 80-90 lbs of food per visit. With the rising cost of food, this could save families \$600 per month in groceries. Not having to worry about the rising cost of food allows students to need to work less so they can focus more on school.

If requesting Personnel please complete the New Classified Hiring/Position Justification or the New Faculty Position Proposal Below.

NEW CLASSIFIED HIRING/POSITION JUSTIFICATION

Hiring Division/Department:

ESSP / SparkPoint

Position Title:

Staff Assistant

Is this position permanent?

Yes

Position Type

Full - Time

If Part-Time, what percentage of Full-Time is this position?

Full time

Provide # of months

12

Position: General Funds

basic needs funding

Allocation: External Funds

Basic Needs - Ongoing from the CCCCCO

Justification

1. Describe the specific needs for the position requested and the duties of this position in a brief statement.

This position meets the CCCCCO mandate of addressing food insecurity and will be fully funded through AB132.

Under the direction of the Director of SparkPoint, the Staff Assistant will oversee the day-to-day operation of the Food Pantry. Living in San Mateo County where the Self-Sufficiency Standard for a family of 4 is over \$132,000 per year is financially challenging for many of our students and their families. The demand for food pantry support has increased recently with the re-opening of the Food Pantry and Free Grocery Distribution, along with the roll out of Study Snacks throughout campus. This semester, the Food Pantry is serving over 130 (unduplicated) clients weekly and 960 (duplicated) clients monthly. SparkPoint has funded salaries, benefits and general expenditures for the pantry in the past using a combination of grants that have ended. SparkPoint's current discretionary funding for pantry expenditures has decreased and will not be able to cover the entire current annual cost. The Board of Trustees, the District and Cañada College have also expressed their commitment to addressing food insecurity for our students.

The Duties of this position will include

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1. Providing food pantry support which includes customer service, ordering, stocking, inventory control, food rotation, outreach, screening for public benefits, tabling, maintaining the pantry and assisting with workshops
2. Managing data entry by entering food pantry efforts into the SparkPoint database, running reports and submitting monthly reports to Second Harvest Food Bank.
3. Maintaining the Food Pantry to California Food Safety Standards
4. Training and supervising the work of students assistants
5. Referring students to campus and community resources
6. Supporting the monthly Community Markets and Study Snacks
7. Connecting students to food resources post- pandemic.
8. Supporting the SAM Card Program by reviewing, approving and tracking usage.
9. Providing clerical support with Rental Assistance and the Rapid Response Hotel Stay Program

2. Explain how this position aligns with and supports the mission and strategic goals of the college.

The position supports the college mission by providing healthy and nutritious food to students, along with, access to SparkPoint services, and equitable opportunities for them to achieve their transfer, career education, and lifelong learning educational goals. The position aligns with the **College's Strategic Goal #1** in that it minimizes financial barriers to success and leads them towards increased retention.

This position aligns with both our college values of Social Justice and Racial Equity, and also with Goal 1 (Student Access, Success and Completion), Goal 2 (Equity-Minded and Antiracist College Culture) and Goal 3 (Community Connections).

3. Explain how adding this position will strengthen the department or division.

Strengthening Student Success: This position will increase students' access to healthy and nutritious food. Students, staff and faculty will benefit from increased food pantry hours, expanded CalFresh enrollment efforts, and an increased connection to SparkPoint services. Student athletes, Promise students and the campus at large will also benefit from dedicated shopping hours and convenient access to financial coaching. Food insecure students will benefit from dedicated SAM Card support. These expanded services will increase student retention by reducing student hunger and food insecurity as a barrier to student success.

4. Explain how this work will be accomplished if the position is not filled.

If not filled: Food pantry efforts will not be able to meet the growing demand for additional support. With very little marketing, we have seen the need for food supports at a rate unseen before. Providing food to students is often a short-term solution. Effective strategies for addressing food and homelessness insecurities involves supporting them past the Food Pantry. Our staff is trained to deliver these higher levels of support but are unable to due to lack of bandwidth. SparkPoint staff will also not have the capacity to fully provide one-on-one financial coaching and education which is where we see actual financial capabilities grow. In summary, SparkPoint has the funding necessary and is poised to support students' with obtaining basic needs supports but needs the staffing to carry out current program and support with expanding to new and improved support mechanisms.

This position has been reviewed by the department or division and is recommended for hiring.

Dean / Director / Hiring Supervisor Name

Wissem Bennani

SparkPoint - Goals and Resource Requests

Date

10/19/2022

NEW FACULTY POSITION PROPOSAL

C. Program Vitality and Viability

D. What is the evidence of student demand to justify the proposed position?