

College Action Project Worksheet for New CAP Projects

Directions: Complete this worksheet for each new College Action Project. Email to Donna at dkragt@grcc.edu

CAP Number/Name: 1.3.6 – Strengthen our systems to better support students with food assistance and housing assistance.

CHAMPION: Lina Blair

1. Give a short **identifying title** (under 10 words) to this Action Project. Strengthen our systems to better support students with food assistance and housing assistance.
2. **Proposed CAP Team Members:** Sandy Gregory, Tracy Payne, Jennifer Smith, Misty McClure-Anderson, Anne Meilof, Mansfield Matthewson, Lyttron Burris, Christopher Remley, Holly Christopher, Frank Conner, Jim VanDokkumburg, Chris Sain, Kyezie Bwanangela
3. Describe the **purpose** of this project including a description of the associated activities. (100 words or fewer)

The purpose is to aid students in receiving proper nutrition and housing by providing assistance and resources to students. This will allow them to be able to focus on academics, thus increasing persistence. There are a number of “food pantries” on campus providing quick snacks and non-perishable items. We plan to efficiently market on-campus and off-campus food resources. Housing-related activities center on information gathering and dispersal of information of housing options around Grand Rapids. Specifically, we hope to help students with emergency housing and low income options, and assist students in identifying and registering for housing within their budget.

4. Describe the **goals** of this Action Project (in 100 words or fewer)
The goal of this College Action Project is to address student food and housing insecurity from a social justice perspective. We hope to reduce overall student need for food and housing assistance. We aim to address current student need by increasing campus resources and by increasing student access to/usage of campus and local resources.
 5. What **measurable criteria** will be used to confirm this project’s success?
 - Increase in number of pounds of food donated/stocked in food pantry and snack pantries
 - Increase usage of food pantry and snack pantries
 6. What **Indicators of Success** will this project most likely impact? Please indicate whether the project will directly or indirectly impact the measure.
 - Increase in usage of Student Alliance Food Pantry - Direct
 - Increase in student success and persistence – Indirect
 - Decrease in average rate of food insecurity and homelessness/housing insecurity among GRCC Students – Direct
 - Increase in access to and use of local food and housing resources - Direct
 7. What **personnel resources** are required to deliver the project successfully?
 - Increase in student labor and volunteers with food pantry/snack pantry stocking and food distribution
 - Potential position to assist students with access to resources
 8. What **additional resources** will be required to develop and/or sustain the project?
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Category	Cost	Explanation (one time or recurring)	Which budget will cover these costs?
Supplies	\$5,000	Little Free Snack Pantry Shelving and Stocking, awareness posters/publicity	
Training	\$1,000	Three trainings from off-campus resources	
Equipment			
Other	\$2,000 \$500	Kids Food Basket – MLK Day of Service @ GRCC Housing Fair	
TOTAL Cost Estimate	\$8,500		

9. Will this project require any **additional budget dollars** for the 17-18 academic year that have not already been secured? ___NO X Yes

If yes, please describe briefly: See items above. If not funded by alternate source, the CAP team will work to secure funding and donations from other sources.

10. Is this project **dependent on or related to** any other college action project? (Please explain)
No

11. List the **major activities** associated with this project when implementation begins? (Please explain)

12. Provide a 12-month work plan for this project:

Month	Activity	Person Responsible
August, 2017	- Organize and inform team members of CAP creation and goals - Begin tracking donations and distributed weight of food at Student Life Food Pantry	Lina Chris R.
September, 2017	- Compile and share research with CAP team – What’s happening at GRCC and other community colleges. - Update communications with students who use food pantry - Update Student Life housing page to reflect options and resources for low-income and	Lina Chris R. Lina

	housing insecure students	
October, 2017	- Training – CAP and Campus – Food justice and reducing the need. Possible presenters – Mike DeVivo and local partner - Explore partnerships for reduced cost/wholesale food purchasing	Lina
November, 2017	- Thanksgiving Food Drive – Advertise, collect, organize and distribute food to all campus food and snack pantries	CAP Team
December, 2017	- Housing insecurity and homelessness training with community resources	Lina
January, 2018	- MLK day – volunteer opportunity on campus, likely with Kids Food Basket	CAP Team – Student Life Staff
February, 2018	- Spring Food Drive – Advertise, collect, organize and distribute food to all campus food and snack pantries	CAP Team
March, 2018	- Evaluate CAP efforts and campus programs thus far – what’s happening and where do we go next? - Host housing fair	CAP Team
April, 2018	- Student Panel – open to GRCC community. Let’s hear from students who have experienced hunger and homelessness while at GRCC.	Lina
May, 2018	- Explore options for emergency funding, scholarships, and other financial assistance for housing insecure/homeless students.	CAP Team
June, 2018	- Models of Success for addressing food and housing insecurity – brainstorm and propose idea/cohesive model for increased support on campus.	CAP Team

13. When will your Team meet? Please provide **Team meeting dates** for August 2017 to June 2018. (NOTE: The SLT budget will cover team lunches on a monthly basis. Please call Donna to discuss.)

Mondays from 11am-1pm

September 18

October 9

November 6

December 4

January 22

February 12

March 12

April 9

May 14

June 11
