

WOX Grant Application Form for 2021

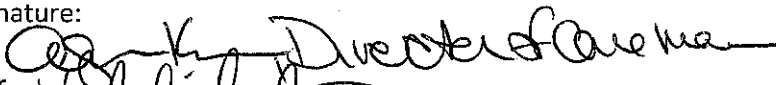
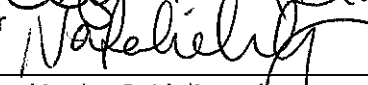
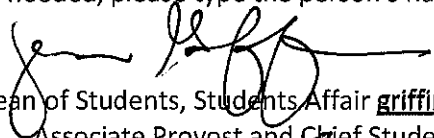
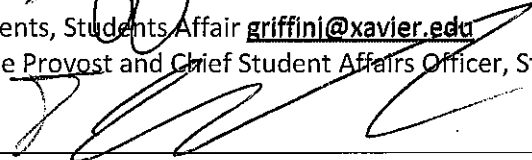
01/03/21

Use and completion of this Application Form is required for submission of your grant. Only Applications using this template will be considered for an award.

The completed WOX Grant Application must be emailed to meyerc13@xavier.edu and a paper copy with appropriate signatures mailed or hand delivered to Cyndi Meyer, Alumni Building ML 5430 by 5 pm **March 1, 2021**.

NOTE: Applicants are encouraged to seek proposal assistance through the Office of Grant Services. Please contact Sharl Howell by phone at 745-1904 or email at howells3@xavier.edu as early as possible and at least 5 business days before the due date.

PROPOSAL FOR WOX GRANT

Title of Proposed Project: The Store-Basic Needs Graduate Assistantship
Amount Requested: \$10,000
Name of each applicant, their position, and signature: Angie Kneflin, Director of Care Management  Natalia Weekly, Care Management Coordinator 
Add ALL appropriate signatures below as outlined in the Guidelines document for the WOX Grant Awards. For each approval needed, please type the person's name, title, email address, and <u>have them physically sign the Application.</u>  Jean Griffin Dean of Students, Students Affairs griffini@xavier.edu  Dr. Dave Johnson Associate Provost and Chief Student Affairs Officer, Student Affairs johnsond8@xavier.edu
Provide a brief abstract that clearly and concisely states the aim of your project, anticipated value for XU students and/or faculty, and the indicators of success: (maximum 350 words) The Store is Xavier's on-campus food pantry implemented in 2017 through SGA funding to improve food insecurity on campus. The Store is sustained through generous donations (monetary and supplies) from the Xavier and local Greater-Cincinnati community. The Store was managed by Care Management Services staff and volunteers through limited availability causing barrier inaccessibility to students. Care Management Services secured funding for a Basic Needs Graduate Assistant position for the 2021-2022 academic year. With the hiring of a graduate assistant, accessibility and awareness of The Store have increased significantly. The Store budget is currently utilized to maintain the daily operations of The Store; however, we have placed funds to support a graduate student for the next academic year. Care Management Services seeks funding from the Women of Excellence grant to maintain the continued momentum of initiatives and support the Store's growth under the consistent care of a graduate assistant. With the constant GA presence at The Store, utilization of The Store has increased 200%. The Store's success will be shown with quantitative data – the number of people who attend programs, number of non-perishables donated, number of people who will use the food pantry, number of people who will take the 2022 food insecurity survey. In addition, the success of this project will allow the Xavier food pantry to continue reducing the stigma on food insecurity through increased awareness and accessibility of The Store through community building, representation, and active engagement of the Xavier community.

NARRATIVE

Please provide a detailed project description (in #1) and answer the questions below (#2 - #8) Limit the length of your answers (including project description) to three single-spaced, typed pages.

1. Provide a detailed description of your project; what will take place, where, when, and who will be involved in the project, and the timeline. (maximum 1 page)

The Basics Needs Graduate Assistantship for Care Management Services will work collaboratively with the Director and Coordinator for Care Management Services using a solution-focused approach to assist students with a wide variety of needs and concerns. Additionally, the graduate assistant will oversee "The Store" Xavier University's food pantry operations. This position will alleviate the challenges and hardships of food insecurity on Xavier's campus.

Specific Duties Performed:

- Market and promote "The Store" to Xavier students dealing with food security, including traditional and social media marketing applications
- Market and promote "The Store" to faculty, administrators, and staff on campus
- Develop sustainability systems to decrease food waste and increase access to students facing food insecurity
- Work closely with crucial Xavier offices and volunteers to administrator "The Store."
- Establish and maintain community partnerships to receive consistent donations
- Coordinate volunteers, campus food drives, and all procedures relating to the operation of "The Store."
- Create and implement awareness programming related to food insecurity
- Coordinate intake and application process of those requesting food, assist these students in obtaining additional campus resources if needed
- Manage storage of dry and perishable goods
- Evaluate and assess efficiencies of "The Store."
- Create educational materials to assist students in applying for government benefits (SNAP, etc.).
- Conduct care meetings with students of concern to ensure continuity of services
- Provide administrative support to the Case Management Services, Residence Life, and Dean of Students Office, as necessary.
- Other duties as assigned

The Basic Needs Graduate Assistantship will be an academic year position from July 2022 to May 2023. The graduate student would hold 20 hours weekly.

2. How does this proposed project enhance the mission and purpose of Women of Excellence?

The graduate assistantship will directly enhance students' lives at Xavier University in several ways. First, the graduate assistant will provide educational opportunities to educate students and other campus community members about the significant global issue of hunger and food insecurity. More specifically, the graduate assistantship will increase students' awareness of the prevalence of food insecurity on college campuses in the U.S., particularly on the Xavier campus. In addition, the graduate assistantship will raise awareness of services available on campus for students who are experiencing food insecurity, including the Xavier food pantry. The graduate assistantship will also enhance students' lives at Xavier University by improving the student experience for those dealing with basic needs insecurities through stigma reduction and normalizing The Store's resources and services. With the support of Women of Excellence, this graduate assistantship will continue the growth in awareness and accessibility of The Store. Finally, combating food insecurity will

contribute to the University's retention efforts as increased efforts will positively impact Xavier students' academic well-being.

3. How will this project further the mission of Xavier University to "engage and form students intellectually, morally and spiritually, with rigor and compassion, toward lives of solidarity, service, and success?"

The Store Graduate Assistantship will focus directly on the engagement of the student population through program development. Our current graduate assistant developed an opportunity for service through an ambassador program to support the mission and goals of The Store. The Store ambassadors are undergraduate students passionate about increasing awareness of basic needs insecurity and The Store services. Students can volunteer through marketing, programming, and care of the Store weekly. The graduate assistant currently manages this new initiative. In addition, the graduate assistantship will facilitate various opportunities to engage students intellectually by providing education about the prevalence, contributing factors, and consequences of the significant global issue of hunger and food insecurity. Finally, through the various donation drives with Xavier and local community partners, students will have opportunities to serve and support fellow students experiencing food insecurity and hunger. This project will further the mission to engage students intellectually as The Store currently collaborates with several academic departments to engage students in semester projects to improve assessment, marketing, and operations of The Store.

4. Why is this project important? Does it address a gap within existing University programs?

In the Fall semester of 2016, students in a sociological research methods course, under the direction of Dr. Kandi Stinson, conducted a survey of Xavier undergraduates who were living off-campus or in on-campus apartments. The survey included 10 questions used by the USDA to measure the incidence of food insecurity. A total of 898 students (31.3% response rate) responded to the online survey. Overall, a disturbing 23.6% of respondents demonstrated some degree of food insecurity, including 12.7% food insecure without hunger and 10.9% food insecure *with hunger*. In addition, some students were at higher risk of food insecurity than others. Thirty-nine percent of Black students, 40% of Hispanic students, and 35% of first-generation students reported some degree of food insecurity.

Students who were food insecure were vulnerable to several other problems. The incidence of food insecurity was significantly related to other financial difficulties, including a higher incidence of experiencing difficulty paying rent, being unable to pay full rent, difficulty paying utility bills, borrowing from family or friends to pay bills, and moving in with others due to financial issues, when compared to food-secure students. Food insecurity was also significantly related to academic challenges. For example, 33% of food-insecure students without hunger and 65% of those with hunger, did not buy a required textbook due to financial difficulties, compared to 15% of food secure students. Thirty percent of food-insecure students without hunger and 48% with hunger reported missing class due to lack of food, compared to 11% of food secure students.

It was striking that food-insecure students were significantly more likely to say that they attended five or more campus events per semester because they depended on the free food provided (25% food insecure with hunger, 12% without hunger, 8% food secure). When asked about services they would likely use if available, food-insecure students, particularly those experiencing hunger, were most likely to say they would use services that provide direct access to food, including a campus food pantry.

In response to the survey results, a small pilot food pantry (The Store) was opened in Xavier Village apartments in May 2017. The survey results and pantry use clearly demonstrate significant need among Xavier students. However, from 2017- 2020, we recorded fewer students visiting The Store, less than 100 students. Location, consistent hours, and marketing were barriers to accessibility and awareness of the Store.

Through December of 2021, The Store was open on a limited basis, Fridays from 3-5pm and by individual appointment. As a result, care Management Services could secure a GA for The Store for the 2021/2022

academic year through COVID funding. Significant improvements have been made as a result of having this position.

- The Store was equipped with an All Card swipe system allowing students more accessibility in December of 2021. In addition, the Store is now open to students every day of the week from 8am to 11pm. As a result of the position and All Card access, store utilization has increased 200%.
- For the 2021/2022 academic year, The Store received corporate donations from Cincinnati Public Schools & UDF partnered with new organizations like Last Mile Food, St. Andrew's Episcopal Church, and Permabuds. In addition, significant contributions from staff in the Xavier Admissions, the Alumni, and Mail Center were also accepted.
- Donors have been able to provide supplies via Amazon Wish List.
- New academic partnerships have been formed with Marketing (Ashley Stadler Blank, Campus Marketing) and Computer Science (Liz Johnson, Exploratory). Previous academic partnership with Kandi Stinson and Michelle Early (Sociology and Library Services) for Food Insecurity Survey-2016, 2018, 2022.
- There are 3 Satellite Stores on campus, providing essentials to students across different campus offices.

5. What is the expected outcome of your project? How many people (faculty, staff, students) will be engaged in your project? If the project will continue beyond the Grant timeline, what are your plans for future funding?

Through the graduate assistantship responsibilities, all members of the Xavier Community will know at least one fact about food insecurity and that our campus has a food pantry. Of course, attendance at programs will vary, but each member of campus will be touched somehow.

The graduate assistant's continuous efforts to improve awareness and accessibility through partnership development and program engagement will increase donations from students, staff, faculty, alumni, and friends. Donations of items and monetary support will allow the pantry to grow and continue to meet the needs of our campus. In addition, current partnerships with local community members will be maintained to improve The Store's infrastructure during this project. With established community partners, future funding will support the development of the graduate assistantship, ambassadors, and infrastructure of The Store.

6. How will you measure the success of your project, if funded? What are the qualitative and quantitative measures that you will use to assess impact and effectiveness?

The Store's success will be measured with quantitative data – number of people who attend programs, number of non-perishables donated, number of people who will use the food pantry, number of ambassador program service hours, and number of community and academic partners established and maintained. In addition, qualitative data will be collected to ensure satisfaction with The Store's operations and highlight the impact of food-insecure students. Overall, the graduate assistantship will impact the Xavier community by reducing the stigma on food insecurity to grow awareness and accessibility of The Store through community building, representation, and active engagement of the Xavier community.

7. If your project is funded, how will the WOX Giving Circle be recognized as having played a role in the success / completion of your project? Give specific examples.

The Women of Excellence logo and name will be placed on all print materials distributed. The Women of Excellence Grant will be introduced and thanked at the beginning and conclusion of every program.

8. If you are applying for a 2-year grant, please explain why a 2-year award is important to the success of your project. **(Note: these are projects that will take 2 years to complete, not for 2 years of funding for the same project).**

BUDGET

What is the amount of funding requested?

Below please provide a **detailed** budget with justification/need for each itemized expense.

Women of Excellence Proposal 2022
Project Title: The Store Graduate
Assistantship
Project Team: Angie Kneflin, Natalia Weekly

Expense	Amount	WOX Request	The Store	Justification
Graduate Assistant Tuition Remission Fall & Spring \$670 x 18 credits	\$12,060	\$10,000	\$2,060	As the graduate assistant impacts the community positively, our goal is to relieve financial stress to help meet the basic needs of the graduate assistant so that the individual focuses on the development of The Store.
Graduate Assistant Working Hours 20 hours/ week x \$8.80 an hour x 35 weeks	\$6,160		\$6,160	The graduate assistant will oversee the daily operations of The Store. If funded, Care Management staff will work directly with On-Campus Student Employment Coordinator to establish the appropriate hourly wage and hiring of the student according to University policies.
Benefits 1% of gross pay	\$214.23		\$214.23	Fringe benefits for student worker. Estimated at 1% for the July and August and 10% for September-December.
TOTAL	\$18,434.23	\$10,000	\$8,434.23	

