View results

Respondent	
18	Casie Wheat

269:59
Time to complete

Program Information

1. Program or DASG Account Name: *

> Veterans Resource Center (VRC)

2. Is this a new DASG account? *

○ Yes

◉ No

3. Please enter your DASG Account Number: *

> 41-56910

Line Items (Object Codes)

DASG Accounts and Funding are divided into Line Items representing specific categories of usage (salary, supplies, food, services, etc.).
Line Items are identified with Object Codes in the DASG Accounting System, which are the equivalent of Account Codes in Banner.
The available Line Items and their Object Codes for this request are as follows:

- 2310 - Student Salary
- 3200 - Hourly Benefits (Required for Student Salary)
- 4010 - Supplies
- 4013 - Promotional Items
- 4015 - Food
- 4060 - Printing
- 5214 - Professional Services
- 5510 - Conference & Travel
- 5520 - Field Trips

4. What is the first Line Item you need to request funding for? *

○ 2310 Student Salary

◉ 4010 Supplies

○ 4013 Promotional Items

○ 4015 Food

○ 4060 Printing

○ 5214 Professional Services

○ 5510 Conference and Travel

○ 5520 Field Trips

4010 Supplies

No General Office Supplies

5. 4010 Supplies Amount *

Please round up to the nearest whole number.

150

Please enter a whole number

6. 4010 Supplies Description *

Purchase of A-Frames to post our directional signs. This A-Frames can be reused for future events.

7. What is the next Line Item you need to request funding for? *

○ 4013 Promotional Items

◉ 4015 Food

○ 4060 Printing

○ 5214 Professional Services

○ 5510 Conference and Travel

○ 5520 Field Trips

○ None

4015 Food

Not for Conference and Travel; for all Conference and Travel expenses, including meals, use Object Code 5510.
(Must adhere to district Administrative Procedure 6331, http://www.boarddocs.com/ca/fhda/Board.nsf/goto?open&id=AKVUKX7C7F98)

8. 4015 Food Amount *

Please round up to the nearest whole number.

> 3100

Please enter a whole number

9. 4015 Food Description *

> Veterans Career Fair - Request for food budget support - Food Truck - $3100 for 175 students

10. What is the next Line Item you need to request funding for? *

(●) 4060 Printing

( ) 5214 Professional Services

( ) 5510 Conference and Travel

( ) 5520 Field Trips

( ) None

4060 Printing

(Flyers, posters, programs, etc.)

11. 4060 Printing Amount *

Please round up to the nearest whole number.

> 200

Please enter a whole number

12. 4060 Printing Description *

> We'd like to print event signage to include: directional signs and event promotional signs

13. What is the next Line Item you need to request funding for? *

( ) 5214 Professional Services

( ) 5510 Conference and Travel

( ) 5520 Field Trips

(●) None

Request For Information (RFI)

Description:
Please provide comprehensive details about your program.
Public Disclosure:
Be advised that all documents and information submitted will be accessible publicly online.
Please redact any Personally Identifiable Information (PII).

14. Please provide a thorough description of your program. *

The De Anza Veterans Resource Center (VRC) is dedicated to providing student veterans and their dependents with services that support the attainment of their academic and career goals. Less than 5 years ago, the VRC opened as a dedicated space for veteran students to access a study lounge, food pantry, computers and free printing, and it is also the location of VRC employees. Veterans receive educational benefits after they separate from the military. The VRC has a dedicated two benefits certifying officials to ensure that our veterans are on track to receive their educational benefits as well as financial aid so that they can achieve their educational goals at De Anza College. In addition, the center has a dedicated counselor that helps each individual student to: 1) create an educational plan that aligns with federal and state compliance rules so that our veterans maintain their educational benefits eligibility; 2) become eligible for credit for prior learning; and 3) have access to personal counseling services and student services referrals. The VRC also provides STEM tutoring services. Additional student populations include: dependents of veterans, who are eligible for educational benefits, and military personnel who wish to take courses while on active duty.

Aside from assisting veterans with their educational benefits, the VRC also has a federally funded work study team that employs student veterans. These students, alongside the staff team maintains a monthly newsletter, and plans and hosts events to highlight resources for the population. Events in academic year 2026-27 will include
1) The College's Welcome Day's VRC Open House (counselor and certifying officials) & Main Quad Tabling to welcome new veterans, veteran dependents, and active military to De Anza.
2) Veterans Day Event & Veterans Resource Fair to honor veterans service to our community, and bring to campus services that community support services in the areas of: health, wellness, community service organizations (Rotary Club, American Legion, etc.), and more.
3) Career Fair to bring companies and organizations to campus that focus on hiring veterans and military affiliated students--but this event would be open to the general campus
4) Participation in the college's annual transfer day and career day
5) Transfer College Campus Visits
4) Transfer & Graduation Ceremony

15. What new services or features have been added since your last DASG RFI submission? *

Enter N/A if you have not submitted a DASG RFI before.

While this is our first annual request for funding, periodically, we have completed additional requests for funding to support our transfer & graduation ceremony.

16. Enrollment Overview *

- Provide the total number of active students and newly enrolled students for each of the past three years.
- Indicate how many of these students were retained for more than a quarter.
- Clarify whether your program is designed for a specific demographic or serves the entire De Anza population.
- If available, include a breakdown of racial demographics.

Annually we serve about 200 student veterans and dependents studying at De Anza with their Veterans Affairs (VA) federal educational benefits; and of that population, the majority identify as Asian American and Pacific Islander, and some of the population are adult learners (nontraditional college aged students). Because a veteran educational benefits are tied to specific federal and state requirements, our students typically persist to the next quarter. We offer dedicated staff and counselors to ensure that students have the opportunity to persist.

There is also a presence of veterans students on campus that do not utilize their educational benefits. This subset of the population may not use their benefits while at De Anza for various reasons such as: they are saving their benefits for their transfer institution; their benefits have been used already or have expired; or they are community members interested in lifelong learning opportunities. However, they are welcome in the VRC, and can partake in events--events which are typically open to all students.

17. Attach any relevant enrolment documents

Attachment Guidelines:
For accessibility, please ensure all attachments are submitted in their original filetype (Word, Excel, PowerPoint, etc.) or as PDFs with searchable text. Avoid submitting scanned documents, as signatures are not required for this digital submission.
Public Disclosure:
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No answer provided.

18. Program Marketing and Promotion *

- How does your program currently promote itself to the entire student body? What strategies and channels are used for outreach and advertising?
- Have you implemented specific efforts to engage and reach underserved student populations? If so, describe the methods and strategies used.
- If outreach to underserved students has been challenging, what obstacles does your program face in addressing this issue?
- Provide a detailed marketing plan for the current academic year, including any promotional materials you have used or plan to use.

> VRC primary operates outreach via email, discord, campuswide communications and via the Student Veterans of De Anza (SVDA) club. The student veteran population has been identified as an underserved population at both the college and state level, and the VRC is committed to serving the veterans student population to our best abilities.
>
> The events for the academic year 2026-27 as outlines in this funding request, will be marketed via email, discord, campuswide communications and by the SVDA.
>
> Resource:
> CCCCO - https://www.cccco.edu/-/media/CCCCO-Website/docs/vision2030/vision-2030-report.pdf
> De Anza - https://www.deanza.edu/strategic/draft2027/metrics.html

19. Reflection and Feedback *

- How does your program collect and utilize student feedback for improvement (e.g., pre-/post-surveys, focus groups)?
- Can you provide examples of feedback received?
- What actions have you taken to address these areas?

> The VRC collects student feedback informally from our work study student team, the SVDA club, as well as from our student in the center and the larger campus. Students do request support in the following areas: counseling, tutoring, food, school supplies, and employment and intern opportunities. Based on this feedback, the VRC plans to present the student engagement programming through the series of events, including the career fair that is described in this resource request.

20. Attach any relevant student feedback forms, surveys, etc.

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No answer provided.

21. Does your program offer any online services? *

- ◉ Yes
- ◯ No

22. Online Services *

- How has your program adjusted to offering services online?
- What strategies or tools have you implemented to ensure the quality of services remains high in a virtual environment?
- If your program hasn't yet transitioned online, what specific plans or steps are in place to provide online services in the future if necessary?

> The VRC offers online benefits certification assistance and counseling. These services are replications of in-person offerings, so that students do not have to come to campus for essential services that are required for educational benefits eligibility.

23. Sources of Funding *

- What are the current funding sources for your program (e.g., college funds, external income, grants)?
- Provide details for each source, including account numbers, account names, balances, and any specific purposes or restrictions tied to the funds.

> The college (2G0155, 240052, 2G0021), grants and donations (2F0156) fund the VRC's operational expenses. Some of these funds can be one-time funds which can only be spend for specific uses (i.e. establishment and maintenance of a center) or a stipulated by the Foothill-De Anza Foundation and donor's requirements.

Request For Information (RFI) - continued

Description:
This section ensures adherence to the DASG Budget Guiding Principles, which can be found at **www.deanza.edu/dasg/budget**
Public Disclosure:
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24. How does your program provide resources or support to help students achieve their academic and personal goals? (IMPACT) *

> By providing wrap around services in a dedicated center with dedicated staff and a counselor, the VRC hopes to serve the whole student by providing financial, academic, career and personal support resources so that students can achieve their vision of success.

25. What opportunities does your program offer for students to develop leadership skills and engage in civic activities or advocacy? (IMPACT) *

> In addition to our work study student employment program, the VRC also partners and raises awareness for our students to participate in events that support our community such as Santa Clara County Veterans Stand Down, Veterans Day services, American Legion participation, and more. Though participation with community events, our students have the opportunity to become agents of change and advocates for veterans within our community.
>
> Resource:
> https://vets.santaclaracounty.gov/2025-stand-down/2025-stand-down
> https://cupertinoveteransmemorial.org/
> https://americanlegionpost642.com/

26. How does your program support and promote student participation in co-curricular or extracurricular activities to enhance their overall college experience? (IMPACT) *

> The VRC offers onsite and offsite opportunities for students to engage in cocurricular and extracurricular activities such as Foothill's veterans fun run, college sponsored transfer campus visits and veterans focused events offered through organizations like the American Legion. By encouraging space to participate in such events, students have the opportunity to network and engage in our local community.

27. How does your program contribute to improving student retention by enhancing the quality of education and student engagement at De Anza College? (IMPACT) *

> The VRC contributes to improving student retention by offering specialized support services (counseling, tutoring, benefits certification, etc.) as well as a dedicated space on campus for our veteran students so to encourage community building, and ensuring student engagement on campus.

28. How does your program promote and ensure accessibility, equity, and inclusion for students from diverse backgrounds? (DEI) *

> The VRC ensures accessibility, equity and inclusion for all students by meeting them where they are; listening to their needs and offering a diverse array of services for the purposes of removing (or reducing) the barriers that impede their academic, financial and career goals.

29. What steps does your program take to incorporate environmentally sustainable practices in its operations or events? (ES) *

> The VRC is located in Seminar Building (SEM) 3. During recent renovations to SEM 3 prior to the opening of the VRC, the college committed to basic green building features including motion censored lighting so that the lights turn off when not in use; bathroom faucets that automatically shut off; and a regulated climate control.

30. Attach any other relevant documents

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Public Disclosure:
Be advised that all documents and information submitted will be accessible publicly online.
Please redact any Personally Identifiable Information (PII).

No answer provided.

Requester, Budgeter and Administrator Information

The Requester is the person completing this request form. The Requester and Budgeter are usually the same person but may be different.

For DASG Accounts, the Budgeter is the person directly responsible for managing the account for the program and their Administrator is the person overseeing them in relation to the DASG Account.
The Budgeter and Administrator cannot be the same person.

Signatures that are Required for Utilizing Funds
All future financial documents, forms, requests, requisitions require the signature of the Budgeter(s) responsible for managing the account for the program and their Administrator in relation to the DASG Account. The Budgeter(s) responsible for managing the account for the program and their Administrator in relation to the DASG Account shall sign designating it as an appropriate expenditure of DASG 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.

31. Are the Requester and Budgeter the same person? *

◉ Yes

○ No

32. **Budgeter's Name** *

Casie Wheat

33. Budgeter's Email Address *

wheatcasie@fhda.edu

34. Budgeter's Phone Number *

408-864-8642

35. Budgeter's Relationship to Project *

Supervisor

36. Budgeter's Position on Campus *

Supervisor, Basic Needs & Veterans

37. **Administrator's Name** *

Nazy Galoyan

38. Administrator's Email Address *

galoyannazy@fhda.edu

39. Administrator's Phone Number *

408-864-8292

40. Administrator's Relationship to Project *

Dean

41. Administrator's Position on Campus *

Dean of Enrollment Services, Outreach, Veterans & Basic Needs