

View results

Respondent

17 Anna Nguyen

07:01

Time to complete

Program Information

1. Program or DASG Account Name: \*

Office of Outreach - Promise Program

2. Is this a new DASG account? \*

Yes

No

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

3. 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

4. 4010 Supplies Amount \*

Please round up to the nearest whole number.

Please enter a whole number

5. 4010 Supplies Description \*

Our program hosts two annual events — the Fall Meet and Greet, which welcomes new and returning Promise students, and the End-of-Year Promise Celebration in Spring, recognizing graduating students who have earned a certificate, AA/AS/ADT, and/or are transferring to a four-year institution. Supplies for these events include a photo backdrop, props, table décor, table runners or cloths, certificates, certificate envelopes, and Promise stoles.

6. 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>)

7. 4015 Food Amount \*

Please round up to the nearest whole number.

1560

Please enter a whole number

8. 4015 Food Description \*

Provide light refreshments for both annual events — the Fall Meet and Greet and the Spring End-of-Year Promise Celebration. This amount is based on past invoices for these events.

9. 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

### 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).**

10. Please provide a thorough description of your program. \*

The De Anza College Promise provides new students with two years of free tuition (up to 15 units per quarter, excluding summer) and free transportation through the VTA SmartPass. To qualify, students must be California residents or AB 540 recipients, first-time college students, and enroll full-time (at least 12 units per quarter). Students are also required to maintain a minimum 2.0 GPA and have a household income below \$300,000 to remain eligible. Additionally, students must complete the FAFSA (Free Application for Federal Student Aid) or California Dream Act Application, listing De Anza College on the form.

Other program benefits include personalized counseling support and access to exclusive Promise events and workshops, which are announced through a dedicated Promise Canvas shell.

11. 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.

N/A

## 12. 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.

The De Anza College Promise Program is a vital initiative that promotes student access, equity, and success by removing financial barriers to higher education. By covering tuition costs and providing essential academic and personal support, the program empowers thousands of students each year - many of whom are first-generation college students, low-income/CCPG recipients, or from historically underrepresented communities.

Academic Year 2025–2026: 3,007 students (1,750 Year 1; 1,257 Year 2)

Academic Year 2024–2025: 2,940 students (1,692 Year 1; 1,248 Year 2)

Academic Year 2023–2024: 3,798 students (2,194 Year 1; 1,604 Year 2)

These figures demonstrate the program's continued reach and impact, ensuring that more students can pursue their educational goals without the burden of tuition costs.

## 13. 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:**

Be advised that all documents and information submitted will be accessible publicly online.

**Please redact any Personally Identifiable Information (PII).**

No answer provided.

## 14. 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.

We use a dedicated Promise Canvas shell to communicate with all students in the program, sharing important updates, announcements, and information about upcoming workshops. In addition, the De Anza Promise webpage on the college website provides students with current program details and resources.

## 15. 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?

We collect student feedback through surveys on topics of interest and use their input to shape workshops and program events.

## 16. Attach any relevant student feedback forms, surveys, etc.

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No answer provided.

## 17. Does your program offer any online services? \*

Yes

No

## 18. 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?

We began offering workshops via Zoom during the pandemic and have continued to provide this option for students who are unable to come to campus, whose schedules conflict with in-person sessions, or who prefer an online format. To ensure continued engagement and quality of service, we send regular reminders and updates through Canvas announcements.

## 19. 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.

De Anza College Promise is a financial aid program.

## 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](http://www.deanza.edu/dasg/budget)

**Public Disclosure:**

Be advised that all documents and information submitted will be accessible publicly online.

**Please redact any Personally Identifiable Information (PII).**

## 20. How does your program provide resources or support to help students achieve their academic and personal goals? (IMPACT) \*

The De Anza College Promise program provides both personal and academic counseling to support our students' success. We also offer warm handoffs to other programs and services based on each student's individual needs. In collaboration with the Financial Aid Office, our program helps ensure students remain eligible for the following year by assisting with FAFSA and/or CA Dream Act Application updates. Additional partnerships include coordinating study sessions with the Student Success Center and supporting the transfer process through the Transfer Center.

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

Through counseling and building rapport with students, we provide validation and encouragement that empower students to take academic risks, explore leadership opportunities, and engage in campus and civic activities with confidence.

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

The De Anza College Promise encourages students to enrich their college experience by exploring Learning Communities, support programs such as Math Performance Success and English Performance Success, student clubs, athletics, and more. Current Promise students serving as ambassadors in the Office of Outreach are also encouraged to participate in program activities, including workshops, presentations, and events.

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

The De Anza College Promise contributes to student retention by providing personalized academic and personal support that helps students navigate college successfully. Through counseling, workshops, program events, and connections to support services, students are encouraged to stay on track academically, explore opportunities for engagement, and build a sense of community. By fostering both academic success and a strong connection to campus life, the program enhances the overall quality of the student experience and supports continued enrollment and degree completion.

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

The De Anza College Promise works closely with Financial Aid to support student retention. If a student does not meet requirements, such as maintaining a 2.0 GPA or 12 units per quarter, we refer them to the Academic Awareness Program or Financial Aid to explore options for maintaining eligibility. Promise students who are also part of DSS receive unit accommodations to support their success.

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

The De Anza College Promise incorporates environmentally sustainable practices by conducting all advertising and communications online, eliminating the use of paper.

26. Attach any other relevant documents

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**Public Disclosure:**

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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.**

27. Are the Requester and Budgeter the same person? \*

Yes

No

28. Requester's Name \*

Anna Nguyen

29. Requester's Email Address \*

nguyenanna@fhda.edu

30. Requester's Phone Number \*

ext 8835

31. Requester's Relationship to Project \*

Counselor

32. Requester's Position on Campus \*

Counselor, Office of Outreach

33. **Budgeter's Name \***

Nazy Galoyan

34. **Budgeter's Email Address \***

galoyannazy@deanza.edu

35. **Budgeter's Phone Number \***

408.864.8327

36. **Budgeter's Relationship to Project \***

Dean

37. **Budgeter's Position on Campus \***

Dean, Enrollment Services

38. **Administrator's Name \***

Nazy Galoyan

39. **Administrator's Email Address \***

galoyannazy@fhda.edu

40. **Administrator's Phone Number \***

408.864.8327

41. **Administrator's Relationship to Project \***

Dean

42. **Administrator's Position on Campus \***

Dean, Enrollment Services