# Student Services Fee

## Progress Report

Please fill in the gray boxes with the information requested

<table>
<thead>
<tr>
<th>Department Name:</th>
<th>Office of Student Financial Aid</th>
<th>Date:</th>
<th>12/22/2009</th>
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</thead>
<tbody>
<tr>
<td>Project Supported by Student Services Fee:</td>
<td>Student Scholarship Services Project (SSSP)</td>
<td>Project Type:</td>
<td>Staffing</td>
</tr>
<tr>
<td>Amount of Award:</td>
<td>70,500</td>
<td># Years Funded:</td>
<td>3 years</td>
</tr>
<tr>
<td>Contact Person:</td>
<td>Rebekah Salcedo</td>
<td>Contact Information:</td>
<td><a href="mailto:rsaledo@email.arizona.edu">rsaledo@email.arizona.edu</a> 520-621-5783</td>
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### Project Scope:
(In 2 sentences, describe the scope of the project being supported by the Student Services Fee including the student priorities that will be met)

The scope of the SSSP is to maximize UA student access to outside scholarships through outreach, student support, and a streamlined scholarship selection system. The SSSP enables UA students, who already receive more scholarships than any other student body within the state of Arizona, to be even more competitive in earning outside scholarship funds.

### Outcomes:
(What were the targeted outcomes and were they met? For example, the project was able to provide 20 additional students a month with counseling; 50 additional grad students were able to attend conferences; Safe Ride expanded its services by 20 hours a week. Please include data (graphs, budgets, numbers.)

The SSSP's long range goals are to meet the 09-10 student priorities of improved access to scholarship and financial aid information, on-campus job opportunities for students within various areas related to Student Affairs, and sustainability initiatives/programs. Additionally, the SSSP’s goals address the 08-09 student priorities of expanded learning support, enhancement of technology programs and online interactions, and increased access to funds for students.

The targeted outcome of the SSSP is to develop a web-based streamlined scholarship selection system for all UA students. To this end, the SSSP has already completed the basic programming stage for the interface. The SSSP interface includes an individualized Student Scholarship Profile that will match students to UA scholarships and outside scholarship opportunities without repetitive data entry or searching required. Students are able to track scholarships they are automatically being reviewed for as well as those they have already been awarded, apply directly to UA scholarships, and view outside scholarships for which they meet the criteria. The developing interface can be viewed at [http://devweb.em.arizona.edu/scholarshiplink/default.aspx](http://devweb.em.arizona.edu/scholarshiplink/default.aspx). For a demonstration of the interface, its current and future capabilities, please contact Rebekah Salcedo at rsaledo@email.arizona.edu or 520-621-5783.

In collaboration with Enrollment Management Systems Group (EMSG), the SSSP has plans to test the SSSP interface with a pilot group of students in Spring 2010. Upon completion of the pilot trial, the SSSP interface will be ready to go live for the UA student body as soon as the web design is completed. Unfortunately, at this time, there is no funding available for the design of the SSSP interface and the university wide go live will be delayed until additional funds become available. Although the SSSP has explored several design options (the UA AdCats, hiring a student web developer, collaborating with Student Affairs Marketing), each require funding in order to initiate the design process.

In addition to the ongoing development of the SSSP scholarship search interface, within its first five months of existence, the SSSP has sponsored one scholarship competition, selected a student designed logo, and created the Student Scholarship Services Project (SSSP) webpage [https://financialaid.arizona.edu/SSSP](https://financialaid.arizona.edu/SSSP). The SSSP has also created a Scholarship Specific listserv and SSSP Twitter account to notify students about scholarship tips and upcoming scholarship opportunities. The first SSSP listserv message is anticipated to go out in January of 2010 pending the completion of the listserv design template, contributed by Student Affairs Marketing.

The SSSP is also in the process of collecting data on outside donor scholarship recipients; a complicated process that involves reconfiguring fund tracking in order to better establish baseline data and track the impact of the SSSP.)
Student Response: (Summarize the impact this project has had on students, including the number of students served and/or the type of service provided)

The Fall 2009 Student Service Fee Survey clearly indicates that improved access to scholarships and financial aid information is a top priority for UA students. In order to address this student priority, the SSSP has made a concentrated effort to operate with the support and feedback of students. One of the first actions of the SSSP was to gather a focus group of students to ask them about their scholarship experience and what they felt would be helpful for other UA students applying for outside donor scholarships. Their feedback was utilized to design the SSSP logo scholarship competition, the SSSP listerv, and ideas for the SSSP interface. Not only is the SSSP logo, one of our main marketing tools, designed by a student, but one of the logo competition participants volunteered her design services to develop two different flash applications to be added to the SSSP webpage. The logo flash application has already been posted to the SSSP webpage (see webpage https://financialaid.arizona.edu/SSSP) and the SSSP Scholarship Quiz application will be posted once incentive funds become available to encourage UA students to visit the SSSP site and take the quiz. Many students have expressed interest in the SSSP, volunteering to be a part of the pilot group, future focus groups, scholarship promotional events, and any other special projects the SSSP is funded to undertake.

Attempts to Obtain Additional Funding: (Please provide attempts that have been made to obtain additional funding for this project outside of Student Services Fees including attempts to collaborate with other departments/units in order to sustain the project)

Since the initial funding of this project, the SSSP has collaborated with individuals and groups both within and outside the UA in order to ensure the most synergistic use of Student Services Fee dollars. Throughout the Fall 2009 semester, the SSSP coordinators met and consulted with owners of various database and scholarship search systems. For a timeline of the activities of the SSSP, please refer to the attached Chronology of the Student Scholarship Services Project.

Attempts to obtain additional funding outside the UA include an application in October to be awarded the National Scholarship Provider Association (NSPA) Scholarship Provider of the Year Award and an application to partner with the 2010 Census. The SSSP did not receive the NSPA award and is still awaiting a response to the 2010 Census grant application.

Within the UA community, the SSSP has plans to collaborate with, and has already received support in the form of time and services from many UA departments including EMSG, External Relations, the Alumni Association, Admissions, Career Services, Student Union Employment, and Student Union Marketing. Once the SSSP interface is live, we will begin coordinating with academic departments and University of Arizona Foundation to post all UA scholarships on the SSSP interface. The SSSP also plans to market through various UA Associations, such as the UA Parents and Family Program, and will begin to do so once promotional funds become available.

Other Funding Sources: (Provide a summary of other funding sources secured to maintain this project, if any, beyond the funding by Student Services Fees)

In addition to the SSF funding to staff the coordinator positions, the SSSP has been funded by the Office of Student Financial Aid (OSFA) and the in-kind donations of other University Departments.

Office of Scholarships and Financial Aid (OSFA): $7,501.63
In order to ensure that the SSSP meets and exceeds national scholarship program standards, it was determined that the University of Arizona should become a member of the National Scholarship Providers Association (NSPA). OSFA funded the NSPA Membership dues, and paid for Project Coordinator Rebekah Salcedo to attend the National Conference and the cost of $1,736.13. OSFA has also contributed $265.50 to project costs. $113.10 of this is funds spent at UA Bookstores, Fast Copy and Fast Design for a total of $343.10 to create signs and flyers for the SSSP. Other project costs include buying a flash drive to store all SSSP documents, and catering the SSSP Logo Recognition Ceremony and Vision Presentation.
OSFA has also provided over 100 management hours to the SSSP, funds for the $500 SSSP Logo Competition, and funds to hire a student interface designer for Fall 2009 for a total estimated contribution of $7,501.63 for Fall 2009, a 21% match to the Student Scholarship Fee funding.

**UA Departments: $18,440**
Throughout the Fall 2009 Semester, the SSSP has also secured over 214 hours of donated time from UA departments including EMSG, External Relations, the Alumni Association, Admissions, Career Services, Student Union Employment, and Student Union Marketing. The estimated value of this time and services is $10,930, a 31% match to the Student Scholarship Fee funding.

By combining the total funds allocated by the Office of Scholarships and Financial Aid with the estimated value of in-kind services donated by other UA departments, over $18,440 additional dollars have been invested into the SSSP for Fall 2009, a 52% match to the Student Scholarship Fee Funding. By the end of the 0910 year, we estimate that the funds the SSF allocated to the SSSP will have covered approximately 65% of the actual costs of the project.

The SSSP coordinators have worked hard to increase the value of Student Service Fee funding. It is encouraging that other departments are interested as demonstrated by their own investment in the project. Across campus, departments recognize the importance of assisting students in the area of funding through scholarships and are willing to partner with the Student Services Fee funding to provide this needed service to students.

*Provide: (Not Necessary in June Report)* The amount of the award spent to date, the use for the remainder of the year and highlight any projected unused balance.

The total amount allocated to the SSSP by the SSF funding was $70,500—$70,000 for salaries and $500 for signage annual for three years.

**Salaries: $32,404.86 spent**
As of December 27th, $32,404.86 of the salaries will have been spent. $30,913.29 towards Rebekah Salcedo’s salary and ERB and $1,491.57 towards Kenneth Downs’ salary and ERB. The salary funding for fall is divided with the majority of funds going towards Rebekah Salcedo’s coordination of the project. For Fall 2009 Kenneth Downs was paid for the equivalent of 4.6% of his time being designated for the SSSP.

The remaining $37,595.14 will be spent from 12/27/09 to 6/30/10 by increasing Kenneth Downs’ time designated for the project from 4.6% to approximately 33.6%. During the Spring 2009 semester, Kenneth’s expertise will be in greater demand as the SSSP interface prepares to go live.

**Signage: $210 spent**
The SSSP bought $210 worth of SSF Signs: 2 rolls stickers (qty 1,000 stickers @ $60 each), 2 static cling vinyl window labels ($5 each), 1 interior hanging sign ($80). Additional stand-alone SSF signage is not needed at this time. $290 of the funds for signage will be returned to the board.

At this point the SSSP does not have the funds to move forward as quickly as desired. We realize now that we did not ask for adequate funding in our Spring 2009 proposal. In addition to the funds for salaries and Student Services Fee signage, the project needs funds to pay a web designer for the SSSP interface to be ready to go live, incentive funds to motivate students to join our pilot study and feedback focus groups, advertising funds to promote the interface to students, and funds to hire students to input scholarship information onto the interface. Although we have already received a great deal of support from OSFA and other UA departments, at this time, no other funding from these sources is available. In our January proposal, we will be asking for funding for these line items in the next fiscal year. We will also be asking for funds to compensate the work of some of the departments who have donated their services to the project thus far including EMSG and Student Affairs Marketing. We realize and intend to prepare for the fact that departments with restricted budgets will not be able to continue donating their time and services to the SSSP as they have for Fall 2009.
In order to fully articulate the progress and potential of the SSSP, we would greatly appreciate the opportunity to give the Student Services Fee advisory board a live demonstration of the SSSP interface. To schedule this, please contact Rebekah Salcedo at rsalcedo@email.arizona.edu or 520-621-5783.

Submit Report: To JoLene Unruh via email attachment: jjunruh@email.arizona.edu
Progress reports are due twice each year: for projects funded FY 08-09, progress report is due by June 15, 2009. For projects funded FY 09-10, reports are due December 15, 2009 and again June 15, 2010.