

**Alma Mater Society (AMS) of UBC Vancouver**  
**Budget Process – Additional Funding Proposal Request Form**

This form should be used by AMS department heads that are interested in receiving additional funding for projects in the subsequent fiscal year. Your submission must clearly outline: (1) what the additional funds would be used for, (2) measures of success of the proposal, (3) how much funding would this project need, and (4) how long you will need this proposal funded. The expectation is that you would be able to clearly outline how the additional funding would be broken down, the benefits and risks of the proposal, and be available for any follow-up questions.

Once completed, please submit this form to the Qualtrics form.

For any questions or concerns, please email the Associate Vice-President, Finance ([avpfinance@ams.ubc.ca](mailto:avpfinance@ams.ubc.ca)).

**SECTION A: YOUR INFORMATION**

<b>First name:</b> Ian	<b>Last name:</b> Stone
<b>Contact information:</b> <a href="mailto:services@ams.ubc.ca">services@ams.ubc.ca</a>	<b>Department:</b> AMS Services

**SECTION B: PROPOSAL INFORMATION**

**Please provide a comprehensive description on what your proposal is (200 words limit):**

Since the onset of the COVID-19 pandemic, food insecurity has become a larger than usual issue. As evidenced in our usage statistics for the Food Bank (Annex A), as well as in the fact that **another, separate initiative** had popped up on campus to address food insecurity (<https://ca.gofundme.com/f/ubc-foodbank-for-students>), students are in dire need of food and supplies. Some of the hardest hit are graduate students: with an already abysmally low income for their work ([https://bog3.sites.olt.ubc.ca/files/2019/11/0\\_2019.12\\_Graduate-Students-SocietyPres.pdf](https://bog3.sites.olt.ubc.ca/files/2019/11/0_2019.12_Graduate-Students-SocietyPres.pdf)), and more likely to have dependents that they must provide for (in comparison to undergraduates), we have been seeing these students at the AMS Food Bank at disproportionate levels. While the AMS Food Bank continues to provide service to as many as we can, our food purchasing budget cannot keep up with demand we have been seeing, especially for expensive items such as child diapers, formula, etc. Thus, we have identified that the AMS Child Care Bursary Fund, which was set up “to provide subsidies to Active Members for childcare expenses” but has a large sum sitting idle, can be used to help subsidize the purchase of food and childcare supplies for AMS members in need.

More specifically, we aim to make use of the fund to purchase supplies requested by individual families (a related example of how we would do this is outlined in Annex B), and “deliver” them to these families at the recently-established Community Food Hub at Acadia Park Residence.

**Please provide measures of success for your proposal (i.e. indicators that demonstrates how effectively the proposal is achieving its objective) (100 words):**

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Currently, the AMS Food Bank collects statistics on how many people use the Food Bank, if clients are single or have dependents, and other demographic information. Similarly, the current Community Food Hub collects info on how many people are in a client family, as well as testimonies of individuals of how the food and item donations help them. As an example, on November the 19<sup>th</sup>, the Community Food Hub served:

- Singles – 17
- Couples – 29
- Families (3-4) – 71
- Large Families (5+) – 21

Of those families, pre-requested child care packages (Annex C) were given out to over 40 families, which consisted of items such as diapers, formula, baby food, and so on. Some testimonies are as follows:

- a. "Thanks Jennifer. It is a tough year for myself and my husband as we couldn't get any job due to Covid. He even after years of experience couldn't even get co-op in summer not even a part time job. We really value all these efforts and feel blessed at the moment. This really helps in sharing some financial burden."
- b. "Thank you for arranging the food bank for the Acadia Community. I want to thank you. Our family finances are not good. I'm looking for a job. Please let me know if you come across any job vacancies".
- c. "God bless you for what you are doing. I had just started a new job when COVID hit. I have had one paycheque this entire year – for \$1,000. My family had been sending me some money, but my father died of COVID and now they are not able to anymore. I am a single mother with two kids, without this help I would have had to throw away all the money I saved for 15 years to pay tuition and get my dream of a Masters degree, and returned with my children to my country where COVID was skyrocketing at the time."
- d. "We are all eternally grateful to you. With all the academic and research work you have in your coffers, you decided to come to the aid of so many of us. We can't all thank you enough, especially my family. Words cannot express our heartfelt gratitude."
- e. "I am so glad, so glad for you. I used up all my savings to help my daughter and my grandson and now it's all gone. I don't know what we'd do without you."

As evidenced above, the purchase of food and supplies for families and individuals in need is very much appreciated and needed by the UBC community.

**What are the potential risks involved with your proposal, and how do you plan to mitigate risk? Please indicate if it is a pilot project. (100 words)**

**Potential risks for the allocation of this funding might consist of:**

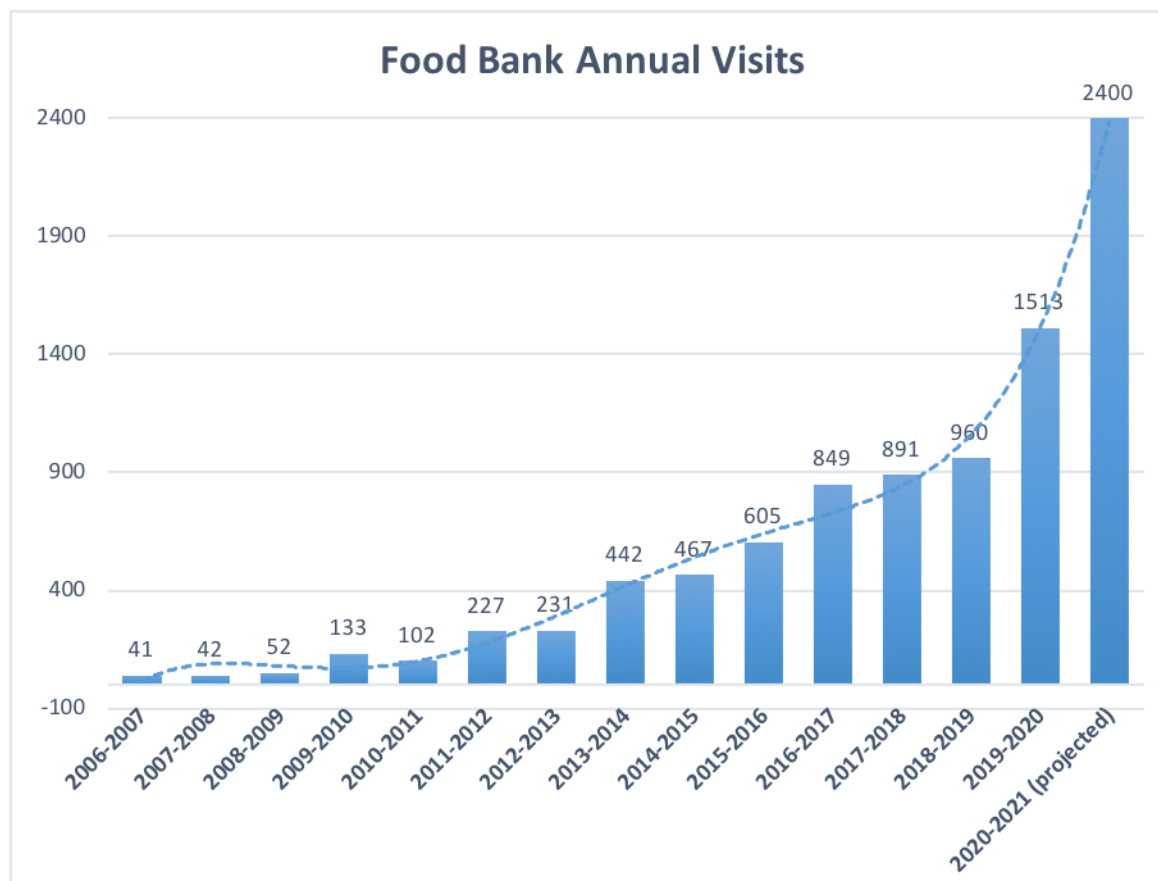
- Money not being used for its intended purpose. Mitigated by: as current operators of the AMS Food Bank, we have existing procedures to ensure all funds allocated for purchasing is account for, as well as accountability mechanisms to ensure that Council + AMS Executive are kept up to date on usage and spending in the department. Through the Student Services Manager, updates are made on usage to Council biannually, and through Quarterly Reports, spending information is provided to Council each financial quarter.

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<b>SECTION C: FUNDING INFORMATION</b>	
<b>Please provide a breakdown of the funding required:</b>	
<b>Total amount of funding requested: \$58,500</b>	<b>Contingency funding requested (only if required):</b>
Breakdown of the total funding: The Community Food Hub, starting in January 2021, will be operating on a 3 week on, 1 week off schedule (due to this Hub being supplied with food from the Greater Vancouver Food Bank). Average estimated spend per week (as provided by Professor Katz, who is operating the program at the moment) is \$1,500/week). $1,500 \times 52 \times 0.75 = \$58,500$	
<b>Please provide a timeline for how long you will need the funding for (e.g. 5 years or in perpetuity)</b>	
Timeline for funding: Request to have access to the funding until January 2022.	
Rationale for timeline: This community hub initiative came about as a response to COVID-19 and the disruption it caused to jobs. While it appears that a vaccine is on the way, it will still take much longer for economic recovery to occur more robustly, and thus we would like to liberally plan to operate the Community Food Hub (and thus purchase increased supplies for families) until January 2022.	

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Appendix A: Food Bank Usage – 2006-21



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**Annex B: Sample Collection Form for Child Care Supplies**

**CLOTHING REQUESTS**

Gender	Size	Name
Male	9-12 months	
Female	12-18 months	
Male	12-18 months	
Female	18-24 months	
Male	18-24 months	
	18-24 month snowsuit	
Female	2T	
Male	2T	
Female	3T	
	3T waterproof winter gloves and hat	
Male	3T	
Female	4T	
Male	3T-4T	
Male	4T	
Female	5	
Male	5	
Female	6-7	
Male	6-7	
	6X pants & Rain Jacket	
Male	8 XXL	
Male	Size 9-10	
Male	Snow boots size 9	
Female	Youth 14/16, or XS Ladies	
Gender neutral	3T Muddy Buddy, winter clothing, onesies	
Female	Rain Boots size 10 toddler	

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**Annex B continued**

**REQUESTS FOR OTHER ITEMS**

Item	Name
Stroller – 2 yr old male	
Bike – 2 yr old male	
Potty Trainers	
Baby gates x 2	
Kangaroo bag	
Nursing bag	
Baby Rocker	
Sippy Cups	
Breast Feeding Pillow	
Babyborn blankets & pillow	

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Annex C: Child Care Packages

