

# **2021-22 Categorical Programs Allocation Report**

## **Volume 2**

## Contents

<b><u>Program Allocations</u></b>
1. <a href="#">Basic Needs Centers- Ongoing</a>
2. <a href="#">Basic Needs (One-time) – Phase 1</a>
3. Emergency Financial Aid Grants - <b>TBA</b>
4. <a href="#">Mental Health</a>
5. <a href="#">Retention and Enrollment Outreach</a>
6. LGBTQIA+ - <b>TBA</b>

**TO:** Chief Business Officers, Chief Student Services Officers

**FROM:** Rebecca Ruan-O'Shaughnessy, Vice Chancellor, Student Services and Support

**RE:** 2021-22 Basic Needs Centers and Staffing Support Allocations

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This guidance memo provides information about the ongoing funding to support Basic Needs Centers and Basic Needs Center staffing.

## Overview

Prior to the onset of the COVID pandemic, over half of California community college student survey respondents reported some form of basic needs insecurity (Goldrick Rabb, 2018). The COVID pandemic has exacerbated existing inequities, compounded basic needs insecurity for many California community college students and further hindered their educational success. Establishing and/or expanding basic need centers and services are important first steps to create a student-centered support ecosystem, and colleges should apply the Guided Pathways framework to proactively shift the burden of navigation to and coordination of student support services from students to institutions.

## Statutory Requirements

Senate Bill 129 (Budget Act of 2021) requires each California community college campus to establish and/or expand a Basic Needs Center and designate at least one staff person as the Basic Needs Coordinator to provide holistic, comprehensive basic needs services and resources to students to support their successful matriculation through the California community colleges system and beyond.

The Basic Needs Center is intended to be a one-stop, single location and point of contact for students to more easily access and gain awareness of basic needs services and resources. The colleges shall make a reasonable effort, when feasible, to locate all on-campus basic needs services and resources at the Basic Needs Center.

The Basic Needs Coordinator shall be a dedicated position solely focused on addressing the basic needs of students. The Basic Needs Coordinator responsibilities shall include:

- Coordinating with the campus financial aid office to ensure students are receiving the maximum aid available;
- Identifying, supporting and linking students to on- and off-campus housing, food, mental health and other basic needs services and resources;

- Developing on- and off-campus partnerships, including coordination with the local homelessness response system, to ensure that students have access to community based services;
- Ensuring that students receive support in accessing CalFresh and other public benefits for which they are likely eligible.

Key deliverable deadlines include:

- By February 1, 2022, colleges are required to develop and implement plans to identify and provide outreach to students, including nontraditional students and provide a readily accessible, student basic needs resource tab on the college website; and
- By July 1, 2022 colleges are required to establish and/or expand Basic Needs Centers on campus and designate a staff person as the Basic Needs Coordinator.

To review the full requirements related to this ongoing funding for the Basic Needs Center, please review [Assembly Bill-132 Postsecondary Education Trailer Bill](#), SEC. 15. Section 66023.5,

## Reporting

Colleges are required to provide the information listed below:

- A description and number of basic needs services and resources provided to the students, broken down by category.
- The number of students served by the basic needs services and resources.
- The socioeconomic and demographic backgrounds of these students.
- Challenges and best practices in the implementation of the basic needs services and resources.
- Enrollment, retention and completion rates of students who received basic needs services and resources.

The Chancellor's Office is currently developing a reporting mechanism, within the NOVA system and will be establishing one or more Basic Needs data elements within the Management Information System for colleges to report on activities, expenditures and student outcomes associated with these funds.

## Allocation Funding Formula

The total funding to create, expand and maintain the Basic Needs Centers and the Basic Needs Coordinators is \$30 million annually. In addition to the prohibited uses for Proposition 98 funds, this funding shall not be used for the administration or staffing of student financial aid programs.

The allocation funding formula includes a base amount of \$130,000 for every college. The remaining appropriation (\$15,050,000 in total) will be allocated to colleges based on the following:

- 50% of the remaining appropriation will be allocated based on total headcount; and

- 50% of the remaining appropriation will be allocated based on the number of students who received a Pell grant.

In addition to the statutory requirements listed above, please see below for important considerations when establishing the Basic Needs Center and determining sufficient staffing to best support student needs:

- “Basic needs” include but are not limited to housing, food and mental health services. Colleges should determine additional focus areas of student need, such as transportation, child care, health care, utility costs, and crisis intervention, and the appropriate level of staffing support, based on local data.
- It is critical that the design of the service delivery within the Basic Needs Center is built upon the student experience and focuses on removing student friction points relating to navigation, eligibility requirements, application, verification and access to the services.
- Explore the possibility of leveraging existing student support infrastructure and partnering with other student service programs on campus to ensure the delivery of holistic student support and maximize impact.
- Strengthen data collection and analytics capacity to strengthen evidence-based practice and engage in continuous improvement process.

The Chancellor’s Office is committed to providing additional guidance, resources and professional development to support the districts and colleges in their ongoing efforts to address students’ basic needs, improve student persistence and retention and ultimately advance student success. If you have any questions regarding this memo or the ongoing Basic Needs Centers and Staffing Support funding, please contact Colleen Ganley, Specialist, at [cganley@cccco.edu](mailto:cganley@cccco.edu) or Mia Keeley, Dean, Student Services and Special Programs, at [mkeeley@cccco.edu](mailto:mkeeley@cccco.edu).

## Attachments

1. Basic Needs Centers and Staffing Support College Allocations
2. [Basic Needs Resource Document](#)

cc: Aisha Lowe, Vice Chancellor, Educational Services and Support  
Marty Alvarado, Executive Vice Chancellor, Educational Services and Support  
Lizette Navarette, Vice Chancellor, College Finance and Facilities  
David O’Brien, Vice Chancellor, Government Relations



Attachment 1: Basic Need Centers and Staffing Support Allocations

2021-2022 Basic Needs Centers and Staffing Support	
College	Amount
Allan Hancock College	\$ 247,658
American River College	\$ 415,514
Antelope Valley College	\$ 319,238
Bakersfield College	\$ 434,880
Barstow College	\$ 179,904
Berkeley City College	\$ 185,140
Butte College	\$ 253,864
Cabrillo College	\$ 226,385
Cañada College	\$ 170,724
Cerritos College	\$ 406,959
Cerro Coso Community College	\$ 176,522
Chabot College	\$ 244,676
Chaffey College	\$ 374,546
Citrus College	\$ 276,238
City College of San Francisco	\$ 374,619
Clovis Community College	\$ 211,282
Coastline Community College	\$ 222,149
College of Alameda	\$ 181,076
College of Marin	\$ 173,452
College of San Mateo	\$ 187,378
College of the Canyons	\$ 306,694
College of the Desert	\$ 274,606
College of the Redwoods	\$ 187,405
College of the Sequoias	\$ 290,420
College of the Siskiyous	\$ 159,236
Columbia College	\$ 157,438
Compton College	\$ 197,284
Contra Costa College	\$ 196,957
Copper Mountain College	\$ 156,300
Cosumnes River College	\$ 275,807
Crafton Hills College	\$ 174,886
Cuesta College	\$ 232,878
Cuyamaca College	\$ 221,258
Cypress College	\$ 295,483
De Anza College	\$ 280,402
Diablo Valley College	\$ 282,864

<b>2021-2022 Basic Needs Centers and Staffing Support</b>	
<b>College</b>	<b>Amount</b>
East Los Angeles College	\$ 480,176
El Camino College	\$ 383,576
Evergreen Valley College	\$ 230,307
Feather River College	\$ 144,415
Folsom Lake College	\$ 207,293
Foothill College	\$ 251,944
Fresno City College	\$ 420,646
Fullerton College	\$ 401,463
Gavilan College	\$ 189,475
Glendale Community College	\$ 305,672
Golden West College	\$ 253,461
Grossmont College	\$ 292,261
Hartnell College	\$ 238,671
Imperial Valley College	\$ 256,562
Irvine Valley College	\$ 247,992
Lake Tahoe Community College	\$ 161,615
Laney College	\$ 230,406
Las Positas College	\$ 196,219
Lassen College	\$ 147,808
Long Beach City College	\$ 430,157
Los Angeles City College	\$ 312,230
Los Angeles Harbor College	\$ 214,135
Los Angeles Mission College	\$ 231,896
Los Angeles Pierce College	\$ 328,451
Los Angeles Southwest College	\$ 207,496
Los Angeles Trade-Tech College	\$ 285,799
Los Angeles Valley College	\$ 315,414
Los Medanos College	\$ 218,183
Madera	\$ 181,603
Mendocino College	\$ 175,020
Merced College	\$ 261,527
Merritt College	\$ 188,232
MiraCosta College	\$ 272,313
Mission College	\$ 194,973
Modesto Junior College	\$ 337,325
Monterey Peninsula College	\$ 198,270
Moorpark College	\$ 243,922
Moreno Valley College	\$ 235,717
Mt. San Antonio College	\$ 555,537
Mt. San Jacinto College	\$ 312,817

<b>2021-2022 Basic Needs Centers and Staffing Support</b>	
College	Amount
Napa Valley College	\$ 176,164
Norco College	\$ 229,538
Ohlone College	\$ 210,302
Orange Coast College	\$ 302,149
Oxnard College	\$ 218,365
Palo Verde College	\$ 154,863
Palomar College	\$ 334,816
Pasadena City College	\$ 426,574
Porterville College	\$ 188,752
Reedley College	\$ 207,404
Rio Hondo College	\$ 312,919
Riverside City College	\$ 383,403
Sacramento City College	\$ 342,809
Saddleback College	\$ 313,944
San Bernardino Valley College	\$ 282,547
San Diego City College	\$ 365,432
San Diego Mesa College	\$ 303,222
San Diego Miramar College	\$ 247,167
San Joaquin Delta College	\$ 314,440
San Jose City College	\$ 206,923
Santa Ana College	\$ 373,712
Santa Barbara City College	\$ 254,435
Santa Monica College	\$ 399,466
Santa Rosa Junior College	\$ 303,489
Santiago Canyon College	\$ 238,979
Shasta College	\$ 242,535
Sierra College	\$ 307,203
Skyline College	\$ 201,805
Solano Community College	\$ 206,882
Southwestern College	\$ 351,203
Taft College	\$ 185,060
Ventura College	\$ 250,588
Victor Valley College	\$ 299,112
West Hills College Coalinga	\$ 167,019
West Hills College Lemoore	\$ 188,431
West Los Angeles College	\$ 249,886
West Valley College	\$ 192,861
Woodland Community College	\$ 169,695
Yuba College	\$ 202,805



**TO:** Chief Business Officers  
Chief Student Services Officers

**FROM:** Rebecca Ruan-O'Shaughnessy  
Vice Chancellor, Student Services and Support

**RE:** 2021-22 Basic Need Services Support Allocations

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[Assembly Bill 132](#) (the Postsecondary Education Trailer Bill) provides \$100 million in one-time funding to help California community colleges provide comprehensive basic needs services to reduce equity and achievement gaps among traditionally underrepresented student populations across California. The Chancellor's Office will distribute this one-time funding in phases, with \$30M going out in Phase 1.

This memo provides: 1) an introduction to the Social Determinants of Educational Success Framework; 2) details about the distribution of \$30M system-wide in Phase 1; and 3) an overview of the Basic Needs Strategic Plan and reporting requirements.

### **1) Addressing Basic Needs through the Social Determinants Framework**

The unprecedented investment for student basic needs in the 2021-2022 State Budget provides essential support to the California Community Colleges existing efforts, however it is insufficient alone to address the full scope of our students' critical needs. Prior to the COVID-19 pandemic, approximately 50% of California community college students faced food insecurity, 60% faced housing insecurity, and 19% faced homelessness within the past year. A mid-pandemic survey, administered by the Student Senate for California Community Colleges indicated the pandemic exacerbated our students' basic needs insecurity: 67% of student reported higher levels of mental health distress, and 40% reported dealing with a loss of income resulting in their inability to pay for housing expenses. These needs, when unmet, easily and often lead to student crises and, without timely and significant intervention at an individual level, frequently leave students in extraordinarily difficult positions. Often these students are forced into unfortunate and unnecessary choices, to address their crisis or to continue enrolling in classes to complete their educational journeys within our institutions.

Thus, in an effort to support our colleges as they work to address student needs and respond to student crises, while at the same time removing structural inequities, the Chancellor's Office will utilize a Social Determinants of Educational Success framework to guide its basic needs system-



wide initiatives. Please refer to [the October 2022 Board of Governor’s Learning Session](#) for more details on the framework. In short, this framework identifies (1) financial stability, (2) health and mental health, and (3) support networks as the core social determinants of educational success. The Chancellor’s Office encourages colleges to consider these three core social determinants as they further develop their student-centered basic needs support infrastructure to achieve successful student outcomes. The Chancellor’s Office will provide an in-depth overview of the framework and answer questions in an upcoming webinar with details to be announced soon.

**2) Phase 1 Funding**

To magnify the impact of this one-time funding, the Chancellor’s Office is taking a phased approach to distributing these funds. The main goal of the Phase 1 funding is to provide the opportunity for local conversations and planning to pave the way for transforming the current collection of financial aid and basic needs programs into a student-centered support ecosystem that shifts the burden of navigation, application, and coordination from students to institutions and maximizes students’ access to and utilization of all available support services.

Phase 1 funding of \$30,000,000 was distributed in the 2021-22 Principle Apportionment Period One (P1). The allocation funding formula for this phase includes a base amount of \$150,000 for every college. The remaining balance, in the amount of \$12,750,000, was allocated to each college based on the formula below. Please see Attachment 1 for specific college allocation amounts.

	Allocation Amount	Funding Formula
	\$17,250,000	\$150,000 base amount for each college
	\$6,375,000	Fair share to each college based on total head count of students enrolled
	\$6,375,000	Fair share to each college based on total head count of students receiving Pell Grant
<b>TOTAL</b>	<b>\$30,000,000</b>	

**3) Strategic Plan and Reporting Requirements**

The distribution of additional phases of the one-time Basic Needs funding will depend on colleges’ satisfactory submission of a Basic Needs Strategic Plan. The Chancellor’s Office will provide colleges with a plan template and additional guidance in the near future.

The strategic plan document can assist with planning and should be used as a guide for colleges to respond to essential questions, including but not limited to:



- What are the structural barriers to developing a student-centered basic needs support ecosystem and how will the institution prioritize removing these barriers?
- Which core social determinant(s) of educational success does the institution plan to focus on proactively?
- Which basic needs intervention(s) does the institution plan to prioritize?
- What are the key institutional strategies planned to leverage related funding sources and existing programs?
- What are the intended outcomes and how will the institution determine success?

In the subsequent reports, the colleges will provide data points that are mandated by AB 132 and those that will help colleges track the progress and outcomes of the strategies they identify in the Plan to support continuous improvement. Colleges will report on:

- Progress on the strategies included in the strategic plan.
- A descriptive summary of how the funds were spent, including other funds used to supplement the allocated amount.
- Efforts enacted or in progress, that enable students to utilize Electronic Benefit Transfer on campus.
- Efforts to offer emergency housing or assistance with long-term housing arrangements.
- Campus efforts to leverage or coordinate with external state or local partners to address food and housing insecurity, student mental health and digital equity.

If you have any questions regarding this memo or the Basic Needs Support Services funding, please contact Colleen Ganley, Specialist, at [cganley@cccco.edu](mailto:cganley@cccco.edu) or Mia Keeley, Dean, Educational Services and Support, at [mkeeley@cccco.edu](mailto:mkeeley@cccco.edu).

### Attachments

3. Basic Needs Services Support College Allocations
4. Basic Needs Resource Document

cc: Aisha Lowe, Vice Chancellor, Educational Services and Support  
Marty Alvarado, Executive Vice Chancellor, Educational Services and Support  
Lizette Navarette, Vice Chancellor, College Finance and Facilities  
David O'Brien, Vice Chancellor, Government Relations

Basic Needs Services One-time (Phase 1)	
College	Amount
Allan Hancock College	\$ 249,677
American River College	\$ 391,880
Antelope Valley College	\$ 310,318
Bakersfield College	\$ 408,287
Barstow College	\$ 192,278
Berkeley City College	\$ 196,714
Butte College	\$ 254,934
Cabrillo College	\$ 231,655
Cañada College	\$ 184,501
Cerritos College	\$ 384,633
Cerro Coso Community College	\$ 189,412
Chabot College	\$ 247,150
Chaffey College	\$ 357,173
Citrus College	\$ 273,889
City College of San Francisco	\$ 357,236
Clovis Community College	\$ 218,860
Coastline Community College	\$ 228,066
College of Alameda	\$ 193,270
College of Marin	\$ 186,811
College of San Mateo	\$ 198,609
College of the Canyons	\$ 299,691
College of the Desert	\$ 272,507
College of the Redwoods	\$ 198,632
College of the Sequoias	\$ 285,904
College of the Siskiyous	\$ 174,768
Columbia College	\$ 173,245
Compton College	\$ 207,001
Contra Costa College	\$ 206,724
Copper Mountain College	\$ 172,280
Cosumnes River College	\$ 273,525
Crafton Hills College	\$ 188,026
Cuesta College	\$ 237,156
Cuyamaca College	\$ 227,312
Cypress College	\$ 290,194
De Anza College	\$ 277,417
Diablo Valley College	\$ 279,503
East Los Angeles College	\$ 446,661
El Camino College	\$ 364,824
Evergreen Valley College	\$ 234,977
Feather River College	\$ 162,212
Folsom Lake College	\$ 215,481

Foothill College	\$	253,308
Fresno City College	\$	396,228
Fullerton College	\$	379,977
Gavilan College	\$	200,386
Glendale Community College	\$	298,825
Golden West College	\$	254,593
Grossmont College	\$	287,464
Hartnell College	\$	242,064
Imperial Valley College	\$	257,220
Irvine Valley College	\$	249,960
Lake Tahoe Community College	\$	176,784
Laney College	\$	235,062
Las Positas College	\$	206,099
Lassen College	\$	165,087
Long Beach City College	\$	404,286
Los Angeles City College	\$	304,381
Los Angeles Harbor College	\$	221,277
Los Angeles Mission College	\$	236,324
Los Angeles Pierce College	\$	318,123
Los Angeles Southwest College	\$	215,653
Los Angeles Trade-Tech College	\$	281,990
Los Angeles Valley College	\$	307,078
Los Medanos College	\$	224,707
Madera College	\$	193,717
Mendocino College	\$	188,140
Merced College	\$	261,426
Merritt College	\$	199,333
MiraCosta College	\$	270,564
Mission College	\$	205,043
Modesto Junior College	\$	325,641
Monterey Peninsula College	\$	207,837
Moorpark College	\$	246,512
Moreno Valley College	\$	239,561
Mt. San Antonio College	\$	510,505
Mt. San Jacinto College	\$	304,878
Napa Valley College	\$	189,109
Norco College	\$	234,326
Ohlone College	\$	218,030
Orange Coast College	\$	295,840
Oxnard College	\$	224,861
Palo Verde College	\$	171,063
Palomar College	\$	323,515
Pasadena City College	\$	401,250

Porterville College	\$	199,773
Reedley College	\$	215,575
Rio Hondo College	\$	304,965
Riverside City College	\$	364,677
Sacramento City College	\$	330,287
Saddleback College	\$	305,833
San Bernardino Valley College	\$	279,234
San Diego City College	\$	349,452
San Diego Mesa College	\$	296,750
San Diego Miramar College	\$	249,261
San Joaquin Delta College	\$	306,253
San Jose City College	\$	215,167
Santa Ana College	\$	356,467
Santa Barbara City College	\$	255,418
Santa Monica College	\$	378,285
Santa Rosa Junior College	\$	296,976
Santiago Canyon College	\$	242,325
Shasta College	\$	245,337
Sierra College	\$	300,122
Skyline College	\$	210,831
Solano Community College	\$	215,133
Southwestern College	\$	337,398
Taft College	\$	196,645
Ventura College	\$	252,160
Victor Valley College	\$	293,267
West Hills College Coalinga	\$	181,362
West Hills College Lemoore	\$	199,501
West Los Angeles College	\$	251,565
West Valley College	\$	203,255
Woodland Community College	\$	183,628
Yuba College	\$	211,678

## Basic Needs Center Resources

*The following strategies are gathered from basic needs research and real colleges' approaches. This document is for informational purposes only; it is not intended to advocate or mandate any particular approach. Colleges are encouraged to use their local knowledge and data to select appropriate strategies. For more ideas and examples, see [Supporting Community College Students in Meeting Basic Needs \(California Community Colleges Health & Wellness\)](#).*

- Add staff capacity by creating or expanding the Basic Needs Liaison role to an office or team.
- Integrate a case management approach (Financial Aid, Health Centers, Counseling Centers) to ensure access to supports in real-time.
- Establish a dedicated workgroup or committee on campus comprised of administrators, faculty, staff, and students who are experiencing or have experienced basic needs challenges. ([The University of California's Next Phase of Improving Student Basic Needs](#))
- Review eligibility requirements that inherently create barriers to accessing services.
- Establish clear pathways with instructions on navigating services to reduce barriers to accessing services.
- Create an inviting webpage as a one-stop-shop for students experiencing challenges meeting their basic needs. Learn more: [Guide to Building an Effective College Student Basic Needs Webpage](#)
- Audit resources that are available on the campus and in the community. Put this information on an easy-to-access college webpage or app. Use this information to analyze gaps, as well. ([Addressing College Students' Basic Needs](#))
- Use welcoming, student-centric, non-stigmatizing language and imagery in your announcements, social media posts, or even [videos](#). For more language ideas, see [Supporting Community College Students in Meeting Basic Needs](#).
- Create simple postcards, bookmarks, stickers, etc. with information about where to learn more about available resources, and disseminate them to departments throughout campus—the library, gym staff, Financial Aid, etc. Encourage staff to share them with any students who may be struggling. ([Addressing College Students' Basic Needs](#))
- Use partnerships with entities on campus to outreach to students who are more frequently impacted by food and housing insecurity (e.g., EOPS, foster youth services, student parent groups, Black and African American student groups).
- Don't create a one-size fits all approach to outreach. Focus on improving the content and modality of outreach to students; ask students for feedback on what works.

(Strengthening Emergency Aid Programs: Lessons from the CARES Act and Higher Education Emergency Relief Fund)

Food Insecurity

- Leverage recent changes that expand CalFresh eligibility for students. Take advantage of the social media and promotional materials, and other general outreach provided by the [CalFresh Outreach \(CFO\) Resource Hub](#). Link to the [applications support](#) on the student portal, in the Financial Aid Office, and other high visibility areas for students.
- Provide and promote enrollment assistance for CalFresh. Incorporate pre-screening for benefits into existing services, such as counseling or orientation. ([College Ready, Hungry, and Homeless](#))
- When providing students with information about financial aid eligibility, also share information about CalFresh eligibility. ([The University of California's Next Phase of Improving Student Basic Needs](#))
- Start—or expand and improve—a food pantry on your campus. For detailed, step-by-step guidance, check out the College and University Food Bank Alliance (CUFBA) food pantry toolkits for [colleges](#) and [student governments](#).
- Offer snacks (e.g., energy bar) at various stations throughout campus, such as in the Veterans resource center, student services, or financial aid office.
- Establish a farmer’s market to offer fresh foods as part of your food pantry system.
- Survey your students to find out if there are gaps in the kinds of foods available at your pantry and/or local pantries, particularly related to “ethnic” foods.
- Establish a program to allow students to donate meal swipes. Swipe Out Hunger has an [Advocacy Toolkit](#) that provides detailed guidance, and the University of California Global Food Initiative released a [case study based on their implementation of the swipes program](#).
- Implement a text or email notification system to alert students when food is available after events have concluded. ([A Helping Hand](#))

Housing Insecurity

- For examples of large-scale, innovative housing strategies being implemented by California community colleges (e.g., tiny homes, transitional housing, residence halls), see [Affordability, Food, and Housing Access Taskforce: Addressing Housing Affordability Issues](#)
- Provide navigation services on campus to connect students with local programs, nonprofits, property owners and others who can provide affordable housing to students. ([College-Focused Rapid Rehousing](#))
- Disseminate information about utility discount programs (also called energy assistance programs). More information: [Lowering College Students’ Bills with Energy](#)

[Assistance Programs](#). Find out what discounts are offered by your local energy company: [CARE/FERA Program](#). A federally funded program, [Low-Income Home Energy Assistance Program](#), also offers one-time assistance.

- Provide lockers or closets for students to store belongings. ([A Helping Hand](#))
- Partner with local hotels or motels to provide emergency housing vouchers.

#### Other Items and Services

- Provide or partner with a local [clothing closet](#).
- Partner with financial or legal institution(s) to offer services such as drop-in legal advice, financial literacy coaching, and credit **building services. Avoid partnering with predatory banks/lenders, however.** [SparkPoint](#) is a good example of a model program. ([College Ready, Hungry, and Homeless](#))
- Partner with your local transit authority (or authorities) to provide free or reduced bus fare for students. [Affordability, Food, and Housing Access Taskforce: Addressing Affordable Transportation Needs](#) discusses several examples of California community colleges that have successfully done this.
- Remove or reduce parking fees for all students, or even just students who are eligible for specific financial assistance programs, such as CalWORKs. If your college issues parking citations, eliminate the practice of placing a hold on a student's record for unpaid citations. ([Affordability Taskforce](#))
- Hire staff that can provide case management with the expertise to supervise or oversee paid internships. Use lessons learned from community colleges that implemented psychological services intern programs. ([Highlights from the Field: Developing a Psychological Services Intern Program at Your Community College](#))
- Make other personal care items available at the campus clothing closet or food pantry: cold medicine, aspirin, menstrual hygiene products, soap, toothbrush and toothpaste, diapers, laundry detergent, towels ([example](#)).
- Partner with childcare programs to offer free or low-cost childcare services, such as the Child Care Access Means Parents in School (CCAMPIS) Program or Head Start or through a [campus child care center](#). Partner with local family resource centers to refer parenting students to community resources. ([Parenting While in College: Basic Needs Insecurity Among Students with Children](#))
- Move towards a trauma-informed and resilient-oriented college culture through staff and faculty training on systems and agency leadership approaches that embrace trauma-informed care. ([Trauma-Informed, Resilience-Oriented Leadership During a Pandemic](#))



**TO:** Chief Business Officers, Chief Student Services Officers

**FROM:** Rebecca Ruan-O'Shaughnessy, Vice Chancellor, Educational Services and Support

**RE:** 2021-22 Mental Health Services Support Allocations

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This guidance memo provides information about the ongoing Mental Health Services Support funding.

## Overview

[Senate Bill 129](#) (Budget Act of 2021) includes \$30M in ongoing local assistance funds to support expanding the availability of mental health services available to California community college students. Adequate campus-wide mental health resources for students can contribute to their academic success and retention. The COVID pandemic has highlighted the importance of continuity of services and flexibility of service delivery to meet the demand for care in this unprecedented and anxiety-inducing public health emergency. As campuses begin to reopen and resume in-person teaching and learning, colleges are strongly encouraged to utilize the ongoing funds to provide all students with access to mental health services while developing long-term plans to continue services post-pandemic.

## Allocation Funding Formula

The allocation funding formula includes a base amount of \$65,000 for every college. The remaining appropriation (\$22,525,000 in total) will be allocated to colleges based on the following:

- 75% of the remaining appropriation will be allocated based on total headcount; and
- 25% of the remaining appropriation will be allocated based on the number of students who received a Pell grant.

## Mental Health Services Support Funding Goals

Colleges should leverage the Guided Pathways framework to use these funds to design service delivery models that are student-centered and evidence-based so that students have equitable access to quality and affordable mental health continuum of services.

Colleges should also intentionally dedicate these funds to promote mental health equity across our system. For example, services should be provided in a culturally competent manner that reduces stigma to ensure that underrepresented and historically underserved student populations can readily

access services. Additionally, colleges should inform student support programs and faculty about the availability of services to students to ensure equitable access to services campus-wide.

Mental health support services, includes but are not limited to:

- Engaging in student-centered design process to establish and strengthen structures to enable and streamline the delivery of holistic support for students across the continuum, including mental health promotion, prevention, crisis / acute treatment, post-acute care and recovery;
- Providing campus-based training to faculty, staff and students regarding early identification, intervention and referral of students with mental health needs;
- Ensuring students receive all applicable internal and external support services because of the close linkage between mental health and other social determinants of educational success,
- Establishing partnership(s) with local county behavioral health departments, subcontractors of county behavioral health departments or community based organizations, with the goal of establishing appropriate referral processes for students in need of clinically appropriate mental health supports;
- Leveraging other community-based mental health resources, where available.

To assist colleges with developing strategic mental health services plans, the Chancellor's Office maintains many valuable resources on the [California Community Colleges Health & Wellness](#) website. The Chancellor's Office will also offer professional development to assist colleges with program implementation. Attachment 3 has mental health service resources and suggested best practices for colleges.

Please refer to the Chancellor's Office recently issued guidance memo, [ESS 21-100-002](#), which provides information regarding spending deadlines for Proposition 98 funds. Per the memo, although colleges may choose to fully spend down allocated Prop 98 funds beyond the year of allocation, colleges should do all possible to spend down the funds within the same year allocated to advance the intended purposes of the program.

## Reporting

Colleges will be required to submit an Expenditure and Activity Report annually. Additional information regarding reporting requirements will be forthcoming.

If you have any questions regarding this memo or the ongoing Mental Health Services Support funding, please contact Colleen Ganley, Specialist, at [cganley@cccoco.edu](mailto:cganley@cccoco.edu) or Mia Keeley, Dean, Student Services and Special Programs, at [mkeeley@cccoco.edu](mailto:mkeeley@cccoco.edu).



California  
Community  
Colleges

**MEMORANDUM**

November 9, 2021

ESS 21-100-005 | Via Email

## Attachments

1. Mental Health Services Support College Allocations
2. Mental Health Services Additional Resources

cc: Aisha Lowe, Vice Chancellor Educational Services and Support  
Marty Alvarado, Executive Vice Chancellor Educational Services and Support  
Lizette Navarette, Vice Chancellor College Finance and Facilities  
David O'Brien, Vice Chancellor, Government Relations

## Attachment 2: Mental Health Service Resource/Information List

Leverage community-based mental health resources: colleges should engage the county behavioral health department to address complex mental health needs of students.

- Establish partnerships with local and county drop-in centers for people with behavioral health conditions (more information: [Collaboration Toolkit and Co-locating Community-based providers to support the mental health needs of foster youth](#)).
- Develop referral pathways to county services for individuals with complex behavioral health needs (e.g., System of Care, co-occurring disorder services, detox and treatment services). More information: [Building a Sustainable Mental Health Referral Network](#).
- Provide on-campus enrollment support to students with low income who may be eligible for benefits and county services (e.g., [Covered California](#)).

Provide screening services to students receiving other health care services and provide linkages to services from the appropriate on- or off-campus mental health provider.

- Implement [PHQ-9](#) or other universal screening at all intake points (more information: [Innovative Depression Screening Tools to Support Suicide Prevention](#)).
- Install screening kiosks to connect students at risk to appropriate services and supports.
- Enhance access to information, services, and accommodations for students who have a mental health disability (more information: [DSPS for Students with Mental Health Disabilities](#)).
- Create a phone consultation protocol for campus health services to communicate with county staff regarding students with more severe mental health and substance use symptoms.

Ensure that underserved and vulnerable student populations receive culturally competent mental health services (including referral services).

- Provide culturally competent mental health services to racially and ethnically diverse student populations (e.g., [Asian American and Pacific Islander](#), [Latino](#), [African American](#) students or other student populations identified in equity related legislation; sample strategies: [Equity in Mental Health Framework](#)).
- Host on-site trainings focused on the mental health and wellness needs of priority populations, such as [SafeZone](#) (LGBTQ students) and [Welcome Home \(student veterans\)](#).
- Establish a one-stop-shop to connect foster youth and homeless students to mental health, basic needs, and financial aid services (more information: [Meeting Basic Needs to Support Students' Mental Health and Success](#)).

Reduce racial disparities in access to mental health services and to prevention, early intervention, and suicide prevention training.

- Enact ongoing data collection from students and providers (e.g., focus groups) about organizational cultural competence, and use learnings to inform service planning and delivery (more information: [Supporting Students from Diverse Racial and Ethnic Backgrounds](#)).
- Partner with campus programs and clubs serving diverse students (e.g., [Puente](#), [Umoja](#)) to integrate culturally appropriate mental health outreach.

- Integrate training about diverse students' mental health needs, access, and services into professional development days.

Develop and implement campus-based stigma reduction activities.

- Establish a [NAMI on Campus](#) or [Active Minds](#) chapter.
- Implement a peer program to run mental health and wellness activities (e.g., workshops).
- Participate in mental health awareness and promotion events (e.g., [Mental Health Matters Month](#), [Directing Change](#) film contest).

Implement education and training to faculty, staff and students on early identification, intervention and referral of students with mental health needs.

- Promote uptake of referral resources (e.g., [CCCCO Crisis Text Line toolkit](#), campus [Red Folder](#)) to encourage students to seek help.
- Hold mental health outreach and education trainings during student orientation (more information: [Campus Mental Health Basics](#)).
- Utilize and promote existing college oriented mental health resources including those available through the [JED Foundation](#) and the [JED Campus](#) program.
- Centralize accessible information about campus and community resources on college website.

## **Student Retention and Enrollment Outreach**

### Total Allocation

\$90,000,000

### 2021-22 Funding Formula

Each district allocation is a proportional distribution based on reported 2019-20 FTES (75%) and the decline in 2020-21 P2 FTES (25%).

### 2021-22 Spending Guidelines

Similar to the guidance issued in Spring 2021, districts should use these funds primarily to engage former community college students that may have withdrawn from college due to the impacts of COVID-19, as well as with current community college students that may be hesitant to remain in college and prospective students that may be hesitant to enroll in a community college due to COVID-19.

### Contact

For question, please contact Gina Browne at [gbrowne@cccco.edu](mailto:gbrowne@cccco.edu)

### Additional Resources

[2021 Immediate Action Budget Package memo](#)

<b>2021 22 Student Retention and Enrollment Outreach</b>	
<b>District</b>	<b>Amount</b>
Allan Hancock Joint CCD	\$ 860,166
Antelope Valley CCD	\$ 985,326
Barstow CCD	\$ 339,499
Butte-Glenn CCD	\$ 679,202
Cabrillo CCD	\$ 614,287
Cerritos CCD	\$ 1,193,582
Chabot-Las Positas CCD	\$ 1,414,436
Chaffey CCD	\$ 1,831,021
Citrus CCD	\$ 995,061
Coast CCD	\$ 2,938,205
Compton CCD	\$ 433,681
Contra Costa CCD	\$ 2,209,149
Copper Mountain CCD	\$ 210,435
Desert CCD	\$ 931,809
El Camino CCD	\$ 1,843,066
Feather River CCD	\$ 196,661
Foothill-DeAnza CCD	\$ 1,414,498
Gavilan Joint CCD	\$ 577,238
Glendale CCD	\$ 1,046,238
Grossmont-Cuyamaca CCD	\$ 1,558,928
Hartnell CCD	\$ 575,961
Imperial CCD	\$ 729,944
Kern CCD	\$ 1,387,633
Lake Tahoe CCD	\$ 194,899
Lassen CCD	\$ 207,299
Long Beach CCD	\$ 1,221,363
Los Angeles CCD	\$ 7,900,465
Los Rios CCD	\$ 2,899,819
Marin CCD	\$ 326,036
Mendocino-Lake CCD	\$ 422,013
Merced CCD	\$ 819,620
MiraCosta CCD	\$ 816,494
Monterey Peninsula CCD	\$ 639,134
Mt. San Antonio CCD	\$ 2,319,707
Mt. San Jacinto CCD	\$ 870,611
Napa Valley CCD	\$ 468,324
North Orange County CCD	\$ 2,213,466
Ohlone CCD	\$ 493,306
Palo Verde CCD	\$ 262,670
Palomar CCD	\$ 1,747,707
Pasadena Area CCD	\$ 1,910,428

<b>2021 22 Student Retention and Enrollment Outreach</b>	
<b>District</b>	<b>Amount</b>
Peralta CCD	\$ 1,653,868
Rancho Santiago CCD	\$ 1,974,079
Redwoods CCD	\$ 482,500
Rio Hondo CCD	\$ 1,066,759
Riverside CCD	\$ 2,332,392
San Bernardino CCD	\$ 1,093,414
San Diego CCD	\$ 3,330,720
San Francisco CCD	\$ 2,554,258
San Joaquin Delta CCD	\$ 1,156,756
San Jose-Evergreen CCD	\$ 1,083,766
San Luis Obispo County CCD	\$ 659,200
San Mateo County CCD	\$ 1,109,008
Santa Barbara CCD	\$ 1,027,311
Santa Clarita CCD	\$ 1,384,115
Santa Monica CCD	\$ 1,197,632
Sequoias CCD	\$ 829,411
Shasta-Tehama-Trinity CCD	\$ 533,820
Sierra Joint CCD	\$ 1,106,243
Siskiyou Joint CCD	\$ 351,783
Solano CCD	\$ 579,025
Sonoma County CCD	\$ 1,183,667
South Orange County CCD	\$ 1,852,907
Southwestern CCD	\$ 1,194,354
State Center CCD	\$ 2,686,927
Ventura County CCD	\$ 1,952,056
Victor Valley CCD	\$ 949,617
West Hills CCD	\$ 602,914
West Kern CCD	\$ 392,969
West Valley-Mission CCD	\$ 917,256
Yosemite CCD	\$ 1,369,343
Yuba CCD	\$ 692,543