



TO: Chief Student Services Officers
Chief Business Officers
Basic Needs Center Directors and Coordinators

FROM: Allison Beer, Dean of Student Services

RE: Classified Employee Food Pantry Access Pilot Program

This memorandum provides guidance regarding the implementation of [Assembly Bill \(AB\) 148](#) (2025-26 Higher Education Budget Trailer Bill) which establishes a two-year pilot program during fiscal years, 2026-27 and 2027-28, to provide California community college classified employees with access to campus-based food pantry services.

Background

The California State Legislature is directing \$8 million dollars for each fiscal year of the pilot from the [Classified Community College Employee Summer Assistance Program](#) (CCESAP) to supplement the California Community Colleges Basic Needs Coordinator Support and Center ongoing funding. CCESAP is a contributory program, supported in part by classified employees, designed to promote financial stability for eligible staff who do not receive year-round compensation.

Colleges will determine an approach to meet the requirements established in AB 148 while ensuring students remain the primary beneficiaries of campus food pantries.

Allocation

The Chancellor's Office will add the \$8 million of pilot funding to the existing \$43.5 million in ongoing Basic Needs Coordinator Support and Center for the effective years. The total pilot and ongoing funds will be allocated to colleges using the current Basic Needs Coordinator Support and Center funding formula, which provides all colleges with a base funding of \$130,000 plus a fair share amount of total student headcount and Pell recipients. Allocations will be distributed through the standard apportionment process and will be reflected in the Chancellor's Office Compendium of Allocations.

Recommendations for Implementation

Food pantry services available to students and classified employees may include but are not limited to access to the college's permanent food pantry or lockers, access to food distribution events, grocery store vendor cards, and/or on-campus meal vouchers. While this expansion reflects an important recognition of food insecurity among employees, campus food pantries are primarily established to support students experiencing basic needs insecurity.

As colleges implement AB 148, it will be important to ensure that expanded access does not reduce the availability of resources for students. Colleges should continue to prioritize student access to food pantry resources while thoughtfully expanding availability to classified employees.

To support a balanced approach, colleges are encouraged to consider the following strategies:

- Ensuring that pantry operations continue to meet the student demand as the primary objective.
- Aligning pilot implementation with available funding and operational capacity.
- Monitoring inventory levels and usage trends to prevent disruptions in student services.

Colleges may also consider defining access parameters for classified employees, such as:

- Designated service hours (e.g., a limited weekly time window), which may be separate from student access times.
- Limiting quantities or frequency of access, as necessary.

Colleges should create and make available clear and consistent guidance to both students and classified employees regarding access, hours of operation, and any applicable limitations to ensure equitable and consistent implementation.

Reporting

Colleges will be required to report the unduplicated number of classified employees who access the campus food pantries or receive alternative food security resources. Colleges will be required to establish a methodology for tracking the total number of unique classified employees who access food pantry and food security resources during each fiscal year of the pilot program.

The Chancellor's Office will administer a brief annual survey, following the end of each academic year. Additionally, the survey will include a question allowing colleges to indicate whether expanding food pantry services to classified employees has had any impact on the availability of resources for students.

Conclusion

AB 148 presents an opportunity to support the broader college community system while reinforcing a commitment to student basic needs. Colleges are encouraged to implement this policy in a manner that is thoughtful, balanced and preserves reliable access to food pantry services for students.

Additional guidance and opportunities for discussion will be provided as implementation progresses. For questions or technical assistance, please contact Student Services Specialist, Colleen Ganley, at CGanley@CCCCO.edu.

cc: Stacey Shears, Vice Chancellor of Student Services
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