



DATE: December 18, 2020  
FROM: Cesar Gonzalez, Director of Veterans Resource Center  
TO: Dena Florez, Office Manager of Administration and Services, ASI  
CC: S. Gallegos  
SUBJECT: Veterans Resource Center Funding from ASI: December Report

The Veterans Resource Center (VRC) team appreciates the \$4,500 in funding provided by ASI for the fall semester. To date, we have expended \$3093.39. The funds were used to support purchase of VRC promotional items that were distributed to our military-connected students during our Thanksgiving Grab and Go event held on Thursday, November 19, 2020 on campus for curbside pick-up. Five essential items were purchased with the VRC logo printed on each item. These items were bundled in a drawstring bag. A total of sixteen bags were distributed to the military-connected students that participated.

We anticipate that these promotional items will last us for quite a while and we are working in identifying spring events to distribute more of these promotional items to our military-connected students. The following are a list of promotional items purchased and well as the quantity:

- Antibacterial Wet Wipes (200)
- Lip Balms (200)
- Reusable Cotton Face Masks (400)
- Hand Sanitizers (500)
- Drawstring Backpacks (350)

As I write this report, I realize we did not meet the goal of expending the \$4,500 in its entirety this fall due to the COVID-19 crisis. I respectfully request that the remaining fall funding be rolled forward into the spring allocation if at all possible. The Veterans Resource Center team is finalizing the spring semester program calendar. After that is complete, we will finalize our budget and identify how best to spend the remaining ASI funds. In addition, we will continue to offer virtual programming that helps military-connected students connect with career planning, resources, and educational information. We will also build upon the success of the fall semester programming that focused on community building by repeating some game nights and other social opportunities for military-connected students with assistance from the newly appointed ASI military-connected representative. Thank you for your support of the Veterans Resource Center. Please let me know if you have any questions or if you require additional information.