

**BUDGET NEEDS ASSESSMENT APPLICATION**  
**Fall 2016**

Name of Person Submitting Request:	<b>Stacy Meyer</b>
Program or Service Area:	<b>Culinary Arts Program</b>
Division:	<b>Applied Technology, Transportation and Culinary Arts</b>
Date of Last Program Efficacy:	<b>2016</b>
What rating was given?	<b>Conditional</b>
Amount Requested:	<b>\$10,000.00</b>
Object Code:	<b>4700 and 4500</b>
Strategic Initiatives Addressed: (See <a href="http://www.valleycollege.edu/about-sbvc/office-of-president/college_planning_documents/documents/strategic-plan-report-working-doc-8-25-15-2.pdf">http://www.valleycollege.edu/about-sbvc/office-of-president/college_planning_documents/documents/strategic-plan-report-working-doc-8-25-15-2.pdf</a> )	1.5,1.6.1,1.6.2,1.8,1.9,1.9.1,1.9.2,1.10,1.10.1, 1.11, 1.12, 2.1, 2.2, 2.5.1, 2.5.1.1, 2.5.1.2, 2.5.2, 2.6.2, 2.6.3, 2.6.3.3, 2.8.2, 2.8.4, 2.8.8, 2.13

*Note: To facilitate ranking by the committee, please submit separate requests for each general area of budget augmentation needed. Do not request a lump sum to encompass many different areas.*

One-Time    XX                    Ongoing    X

Does program or service area have an existing budget?    Yes        No    XX

Are there alternative funding sources? (for example, Department, Budget, Perkins, Grants, etc.)

Yes        No    XX

If yes, what are they?

1. Provide a rationale for your request (Give a detailed explanation of why this budget increase is needed.)

The Culinary Department has been asked to open the Den once again. With this task we would like to ask for a one time budget augmentation of \$10,000.00 dollars. The Den has been closed now for 2 years. This means that the Den would need the espresso machine de-limed, all equipment serviced, a new filtering system purchased, all products purchased, the establishment cleaned top to bottom, opening cash and a budget to allow for purchasing coffee and food products for the entire year. The profits from the Spring will help to open the Den in the Fall. When the Den is open in the Fall the department chair will meet with Scott Stark and plan for a loan to run the Den from then and the future until it can hopefully become self-sustaining. The Den will also need a manager to run the business aspects. Students will staff the business. The hours of operation will be 8:00am -6:00pm.

2. Indicate how the content of the department/program's latest Efficacy Report and/or current EMP supports this request and how the request is tied to program planning. (Directly reference the relevant information from your latest Efficacy Report and/or current EMP in your discussion.)

In the description section of the EMP you will find. "The program also trains students on purchasing techniques, writing menus, food and labor cost, wines and spirits, catering, baking, small business management and human resources within the industry. Culinary math is also a large part of this program." The Den will allow for student success in an alternate venue. The students are very excited about opening the Den once again. Also within the department goals the Den is mentioned as a goal to open in Spring 2017.

3. Indicate any additional information you want the committee to consider (*for example, regulatory information, compliance, updated efficiency, student success data, or planning, etc.*).

Each Worker will have to have a Serve Safe Certificate or a Food Handlers Card. This will allow the students to learn an additional facet of the Hospitality and Food Service Sector. The San Bernardino Health Department will be inspecting this location regularly.

4. Indicate any related costs (including any ongoing maintenance or updates) and department/program plans to support those costs.

Continual purchasing of products, equipment service, and the occasional purchase of replacement equipment. The department will apply for Perkins Grant Funding to help with these costs, but for the most part it will be from the money the Den makes.

5. What are the consequences of not funding this budget request?

Without the onetime funding we will not be able to open the Den.