Build an Institutional Strategy to Support Basic Needs

Instructions: Use the following rubric and discussion questions to determine which tactics featured in the webconference are feasible for your current institutional needs.

	My Institution Should Prioritize This Tactic	Initial Observations *Elements you're already doing, ways to integrate this idea into your current work, challenges this idea may help solve, implementation hurdles, etc.*
Cultivate a Campus-Wide Referral Network		
411 Folder Incorporate information about basic needs insecurity and resources into existing informational folder for staff and faculty.	1 2 3 4 5 *Disagree* *Agree*	
Basic Needs Referral Postcard Distribute cards with essential information about resources for basic needs insecurity for frontline staff to give directly to students.	1 2 3 4 5	
Just-in-Time Email Campaign Send timely reminders to staff and faculty about how to refer students experiencing basic needs insecurity.	1 2 3 4 5	
Establish a Forward Action Plan		
Existing Efforts Inventory Audit existing efforts to support students' basic needs across campus.	1 2 3 4 5	
Basic Needs Security Survey Administer a standalone survey or add questions to an existing student survey to determine current levels of food and housing insecurity.	1 2 3 4 5	
Action Plan Formalize recommendations and next steps.	1 2 3 4 5	

Additional Notes

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Discussion Questions

1 To what extent does our campus community understand basic needs insecurity? How can we improve awareness?

2 Who are key frontline partners on our campus? How are we currently working with them to identify students struggling with basic needs? How can that be improved?

3 Do our key frontline partners have the information they need to refer students to appropriate resources?

4 Are there opportunities to survey our campus to better understand the size of this population? What metrics could we use to estimate the size?

5 Who needs to be brought together to discuss creating a formal plan to address basic needs insecurity?