

Miller, Judith

From: Eastern Washington University
Sent: Wednesday, January 11, 2023 11:49 AM
To: Miller, Judith
Subject: New S&A Funding Request Submission
Attachments: 300044-EPIC-Budget-FY24-Summary-Do-Not-Edit.pdf

New S&A Funding Request received!

Requesting Organization

EPIC Adventures

Requester's Contact Information

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Budget Request and History

Attach Budget Request Spreadsheet (found at top of form)

- [300044-EPIC-Budget-FY24-Summary-Do-Not-Edit.pdf](#)

Please select which represents your request best?

FY23 Budget Request

Please provide a summary of your dept/prog/unit.

EPIC Adventures is a program in Student Engagement & Recreation, within the Division of Student Affairs. EPIC Adventures facilitates students' involvement in outdoor adventure education through two primary strategies: guided adventure trips and outdoor equipment rental service. The adventure trip services provided by EPIC Adventures cover a wide range of activities, duration, and skill level in order to meet the needs of a diverse student population. Services offered by EPIC Adventures increase likelihood for students to be more successful in the classroom through a variety of strategies. First, students who participate in adventure trip programs are more likely to develop a sense of community with their peers, who then can serve as a support system during personal challenges that are commonly experienced by college-aged students. Second, experiences gained during adventure trips are shown to improve confidence and perseverance in the classroom, and beyond. EPIC's rental equipment inventory has grown to include gear for most snow sports, whitewater activities, flat water activities, camping, climbing, mountain biking, and backpacking. This service encourages students to continue engaging with their peers in the outdoors, during times/days that fit their personal schedules.

How does your dept/prog/unit plan to spend the awarded funds?

The requested amount will support EPIC's current operating levels, primarily adventure trips and rental services. All trip registrations, certification courses, and gear rental services are subsidized to EWU students at 50% of the actual costs. Staff, faculty, and community members are permitted to rent equipment and participate in trips offered by EPIC at an unsubsidized rate. The awarded funding in wages (for student employees who manage trip registration, equipment rentals, and equipment

maintenance) will allow EPIC to hire skilled student staff with qualifications needed to properly maintain equipment. EPIC also is requesting funding to sustain the outdoor equipment inventory. Equipment must be retired based on age, wear and tear, and critical damages. This equipment inventory supports the outdoor trip activities and well as the equipment rental center. There are several items of equipment that are due for retirement, based on wear and tear. Other items requested by students have insufficient inventory to meet demand from students, such as rafts, and inflatable kayaks.

Did your dept/prog/unit receive funds in FY23?

Yes

If you answered yes to the previous question, please submit the total amount received.

170000

Salaries, Benefits, & Wages

Does your request include any staff salaries/benefits, and/or student wages?

Yes

How many UNDERGRADUATE student employees are being supported by S&A funding?

10

How many GRADUATE student employees are being supported by S&A funding?

0

How many CLASSIFIED staff are being supported by S&A funding?

0

How many ADMINISTRATIVE staff are being supported by S&A funding?

0

How many FACULTY staff are being supported by S&A funding?

0

Please confirm that you have budgeted for all salary increases, according to the Budget Assumptions outlined, and that number will be included in your direct expense figure when you build your budget

- Yes

Impact From Funding

How does your dept/prog/unit collaborate with other departments, programs, units?

Sustainability Program (Central Services): EPIC has been working with the Sustainability Coordinator to develop a non-motorized recreation trail system on approximately 130 acres of on-campus property. This development would enable EPIC to conduct skills courses such as cross-country skiing, mountain biking, snowshoeing, hiking, etc.
Student Clubs and Orgs: EPIC has collaborated with several student clubs and organizations to design custom adventure trips. EPIC has identified custom group trips as a large area for growth in programs. Current groups include several fraternities, sororities, sport clubs, and social clubs.
Academic Departments: EPIC has collaborated with the Geology department on several trips supporting their academic curricula, including canoeing at Bonnie Lake, rafting on the Yakima River, and mountain biking at the Cheney Wetlands. EPIC has also partnered with the Outdoor Recreation academic program to offer leadership workshops to EPIC participants.
EWU Catalyst: EPIC is working with the EWU Spokane campus to increase involvement with EPIC's adventure trips and gear rental services. EPIC has coordinated several trips for students attending classes in Spokane.

How does your dept/prog/unit collaborate with outside stakeholders?

Washington State Parks: EPIC works with the EWU climbing club to coordinate an annual cleanup of Dry Falls, which is managed by Washington State Parks. This park is heavily visited in the summer months and in need of support with picking up litter and debris each fall. This is community service oriented event, as well as an opportunity for the climbing club to connect with the local climbing community.
OutThere Monthly: OutThere Monthly is a local outdoor adventure newspaper which regularly features students, staff, and faculty from EWU. OutThere is a partner with EPIC's No Man's Land film tour event. OutThere helps generate public awareness of EPIC's trips and services, and is an advocate for community involvement in the outdoors.
Bower Climbing Coalition: EPIC participates in the "Crag Cleanup" event promoted by the Bower Climbing Coalition (BCC). The BCC is a non-profit organization based in Spokane that raises funds for the purpose of replacing old and damaged climbing

hardware at local climbing sites.

Inland Northwest Adaptive Initiative (INWA): EPIC Adventures participates in trainings coordinated with INWA. These trainings include adaptive climbing, nordic skiing, and paddling.

How does your dept/prog/unit contribute to the local/regional community?

Inland Northwest Adaptive Initiative (INWA): This partnership has also resulted in a collaborative relationship with INWA for hosting adaptive climbing sessions and adaptive kayaking sessions on campus. EPIC Adventures has recently garnered positive recognition in the Spokane community for our efforts with creating new adaptive outdoor program opportunities for disabled populations, specifically within the disabled veteran community.

Adventure Trips and Gear Rentals: EPIC Adventures has been approved to provide rental services to staff, faculty and community members when not being utilized by students. By offering these services to non-students, EPIC enhances EWU's brand in the local community, creates a stronger sense of community, and generates additional revenue.

Certifications: EPIC is a local hub for many industry standard certifications. EPIC hosts certification courses primarily to benefit student staff. However, community members are encouraged to sign up for EPIC courses as space allows. The result is new revenue coming to EPIC, as the non-students pay an unsubsidized rate for registration. It also positions EPIC to be an industry leader in the local community, which results in stronger potential for EWU student recruitment.

What impact(s) does this dept/prog/unit have on campus? Briefly describe the need for your dept/prog/unit. How does your dept/prog/unit support the mission and/or goals of EWU?

EPIC creates opportunities for EWU students to experience challenge, identify skills and learn strategies to overcome the challenge, and then reflect on this educational experience to apply it to future challenges. These opportunities are provided through fun, outdoor recreation and education activities. During the past year EPIC has been a leader in creating an environment for students to feel a part of the EWU community. Some unique ways EPIC has been able to accomplish student engagement include curb-side rentals, social distanced day trips, and discounted lift tickets at ski resorts. EPIC is committed to reaching out to our students through custom group trips with the residence halls, sororities and fraternities, and clubs and organizations.

How does your dept/prog/unit assess the effectiveness of your programs/services and how is it tracked?

EPIC administers a post-trip survey to all participants. This survey solicits feedback in the areas of trip-leader preparedness and conduct, program quality, and program offerings. Through this tool, EPIC has adjusted staff trainings and program features to meet the needs of changing student interests. EPIC also conducts a post-trip debrief with participants to understand learning that occurred during their trip, whether it be around learning a technical skill, more about a region, or about the community.

EPIC also meets with individual student staff to design training programs that meet their professional needs and interests. This training program ensures that student staff are placed in the ideal role for their current skill set, as well as where they would like to continue to grow.

Fusion is a tool that EPIC uses to collect data on participant involvement. It has the capacity to generate reports that include limited participant demographic data, and reports that help EPIC identify trends participation. This information helps EPIC make informed decisions on changes to trip offerings.

Financial Responsibility

What are the top funding priorities for your dept/prog/unit and is any of this funding for contracts? If so, how much?

1. Quality Outdoor Equipment - In order to properly manage risks during trips led by EPIC Adventures, the program must have quality equipment. Sub-par equipment, or lack of inventory, can result in compromised risk management practices during adventure trips.
2. Trip Expenses - Students rely on EPIC to secure transportation, lodging, and permits. EPIC makes every possible effort to provide an exemplary experience to EWU students, while still keeping their costs as low as possible.
3. Administrative Student Staff Wages - The funding request for student wages will ensure that EPIC is able to manage the record keeping process for trip registrations and gear rentals. This record keeping process is critical for proper planning for adventure trips. The student staff are also directly involved in maintaining and repairing EPIC's outdoor equipment inventory used during trip programs and rental services.
4. Training and Certifications - EPIC programs are conducted in areas with significant objective hazards. In order to manage the risks associated with EPIC trips, proper training and experience is required. Technology and industry best practices continue to evolve each year, and it is essential that EPIC staff stay current with these trends.

How does your dept/prog/unit track and manage your budgets to ensure financial sustainability?

EPIC Adventures consistently tracks and documents all expenses, exceeding University purchasing policies. Revenue generated by EPIC adventures, including on-line sales are documented and reported daily. Trip schedules are prepared based on the approved operating budget, with trip prices reflecting cost recovery goals determined by the S&A committee. Equipment rental prices reflect the maintenance and retirement cycle specific to each piece of equipment. Rental prices are adjusted annually as equipment costs change. EPIC works with industry partners to secure the lowest possible purchasing rates for new equipment. EPIC has also started consolidating equipment to reduce repetitive inventory levels.

How will you ensure that student fees do not subsidize non-student use?

Using the Fusion point of sale system, EPIC is able to verify current student status and offer subsidized programs and services to current students. Current EWU students receive a 50% subsidy on all trip registrations, certification courses, and rental services. Staff, faculty, and community members must pay the full, unsubsidized costs of equipment rentals and adventure trips.

Engagement

Please share the number of STUDENTS your dept/prog/unit serves annually.

625

Please share the number of FACULTY your dept/prog/unit serves annually.

10

Please share the number of STAFF your dept/prog/unit serves annually.

20

Please share the number of ALUMNI your dept/prog/unit serves annually.

0


Please share the number of OUTSIDE STAKEHOLDERS your dept/prog/unit serves annually.

75

Any additional information or considerations you would like the S&A Committee to have:

Since the program's inception more than 25 years ago, EPIC Adventures has established a national reputation as a leader in collegiate outdoor adventure programs. Many students continue to choose EWU as their institution of preference based on the available services provided by EPIC Adventures. The local community has grown connected to EPIC's certification courses and gear rental services. The staff at EPIC Adventures are proud to continue to set a high bar in outdoor leadership.

Acknowledgment

 I confirm that the details included in this budget request are accurate to the best of my knowledge and are fully aware of S&A Fee regulations.