



Dear Utah Board of Higher Education,

As the Utah Student Association Board (USA), we take seriously our responsibility to represent and advocate for each student attending Utah's degree-granting institutions. One of our highest priorities and initiatives related to equity and meeting student basic needs is having access to free menstrual products on our campuses.

Our institutions are in varying stages of implementation of this initiative and have encountered different, unique barriers. We are thankful for the collaboration and willingness shown by so many of our institutional leaders thus far and hope for this to continue. Utah State University and Utah Valley University, for example, have fully funded and made the additions and alterations to existing product dispensers required to ensure free access to these products in their campus restrooms. They have also committed to funding the ongoing costs. At other institutions, some restrooms have dispensers that require payment for the products, and others don't have dispensers at all. Some institution administrators and staff have concerns regarding the one-time and ongoing costs related to providing these products for free. It is our opinion that the one-time "set-up" costs are marginal, as are the expected ongoing costs to provide the products.

USA recognizes that the direction, recommendations, and guidance from the Utah Board of Higher Education (UBHE) influences our institutions and helps to inform their individual efforts. We are also aware that part of the Board's Strategic Plan includes commitments to meeting student basic needs so students can persist through to degree/award completion and have a meaningful and successful student experience. We believe strongly that public and free access for students to menstrual products is a basic need, and we encourage the Board to reflect this in its efforts as it carries out its Strategic Plan.

We request the Board's endorsement of our initiative related to offering free menstrual products in campus restrooms across the system and would appreciate assistance in accomplishing this goal. Such measures could include working with the Utah Legislature, considering the advancement of [HB162](#), and/or in other ways such as partnering with organizations, like the Period Project, to better understand how our institutions can act quickly and carefully in their efforts to provide these products free of cost across all Utah higher education campuses.

The USA Board has confidence that the UBHE can continually support student success and positively impact equity and inclusion throughout the system by endorsing and supporting our efforts. We look forward to the anticipated collaboration and support ahead.

Sincerely,

Utah Student Association

Nouman Kante, USA President and SUUSA President
Penny Mills, USA Executive Vice President and DSUSA President
Lucas Stevens, USA Legislative Vice President and USUSA President
Lindsay Simons, SLCCSA President
Jess Wojciechowski, ASUU President
Bryson Pugh EUSA President
Karen Magaña, UVUSA President
Ben Ferney, WSUSA President
Paul Victor, BYUSA President
Tanner Marcum, UBHE Student Board Member

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Using Our Voice to Help Others

Brock Hardcastle



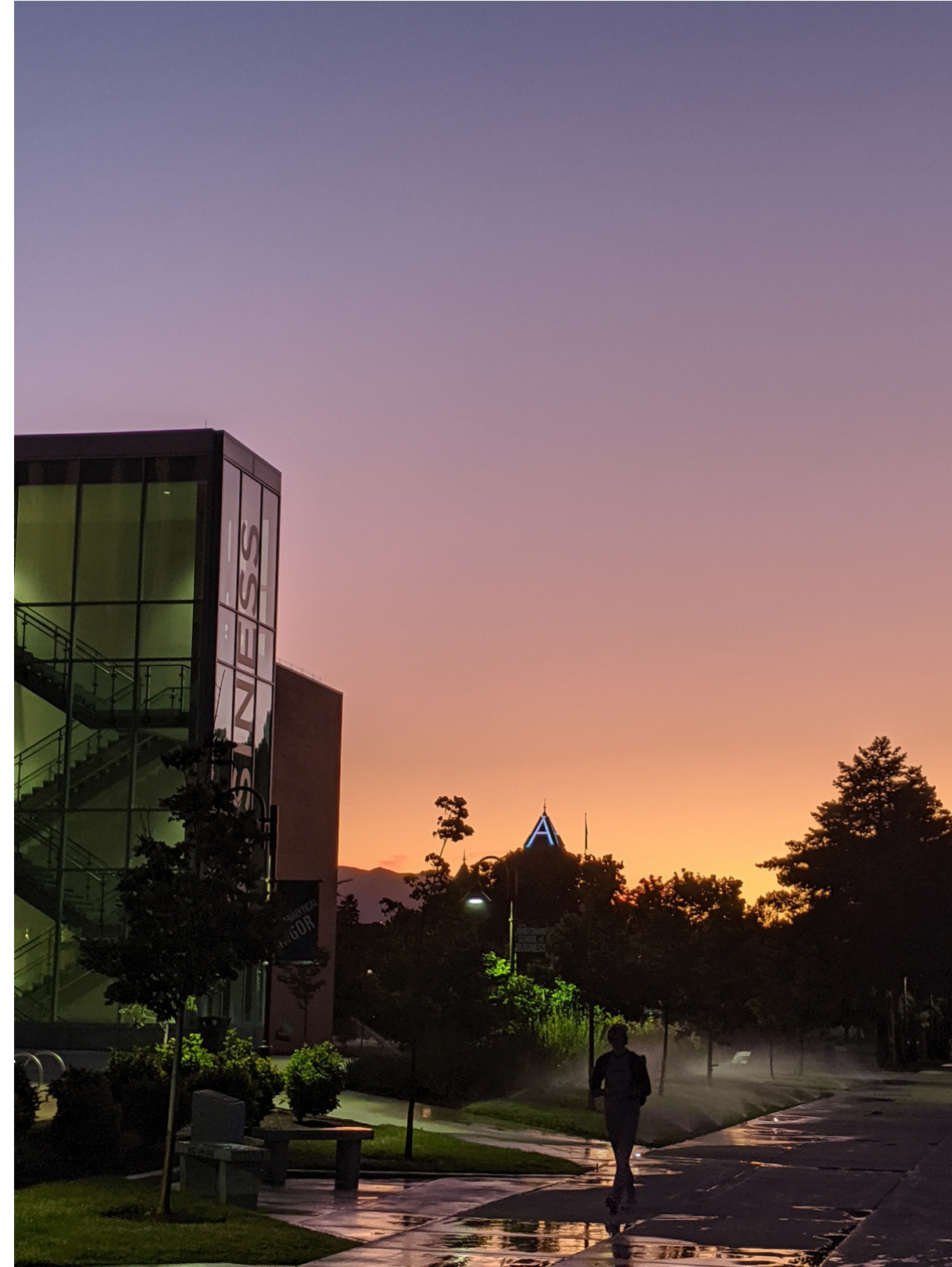
But first, who even are you?

Hi! My name is Brock Hardcastle. In 2020, I was elected as the Academic Senator for the Jon M. Huntsman School of Business at Utah State University. While I was campaigning for the position, a friend of mine who was the president of the Women in Business Association approached me about seeing if we could eliminate the cost of tampons and pads in female restrooms in the business building. I thought about my twin sister being caught without a tampon when she needed it most and became instantly passionate about making a change.

This is our business school

Fast forward a bit...

I went to work trying to find out who the key decision-makers in the process would be. After talking to the facilities coordinator for my college, I realized that I would have to scale up to a campus-wide level.



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Getting the Band Together

Our team wasn't very big, but each helped reach out to the important parties involved

Dr. James Morales

USU's VP of Student Affairs, managed admin collaboration

Megan Crosland

My USUSA Advisor, directed me to resources

Lianne Wappett

Professor, WIBA adviser, identified initial need



Step 1: Identify the Need

Do dispensers need to be replaced to allow for free access or can they be retrofitted to a no-cost system through a part replacement?

In our case, the current dispensers needed a part to be replaced with one that eliminated the need for quarters. Instruction manuals can probably be found online if you want to learn more about your dispensers!



https://www.webstaurantstore.com/documents/pdf/b_2706_instal.pdf



Step 2: Get Counting

You will need to know:

- How many dispensers are on campus
- How often they are refilled
- How much is spent on restocking the dispensers

We requested a count from our university's **facilities director**. It took a while to receive a response, so it's helpful to have administrators as part of your team to encourage them to get stuff done:)

Step 3: Calculate a Price Estimate

There are two calculations you will need to make:

1

UPFRONT COSTS

How much will it cost to convert the dispensers?

2

PERPETUAL COSTS

How much will it cost to restock the dispensers?.

Step 4: Find Funding

Ask an administrator where you can find funding for both the upfront and perpetual costs.

For us, we satisfied the upfront costs by sending in a proposal to the University Facilities Enhancement Fund. This is a fund set aside for students to request money to make improvements to different areas of campus life.

Dr. Morales took care of finding funding for the perpetual costs.



Step 5: Schedule Execution



Once you find funding, it's time to work with your campus's facilities department to schedule the actual execution of the project!

More Resources

[FreeTheTampons.org](#) - Has tons of materials to help others see the need for free tampons in public spaces, as well as [materials to guide you through the execution process](#)

[UI to Save Nearly \\$30,000... on Tampons](#)

Find Feminine Hygiene dispensers and manuals [here](#)