

REIMBURSEMENT REQUESTS

Agency and Program Name **Apprenticeship and Nontraditional Employment for Women**
 Address **550 SW 7th St. #B305**
 City & ZIP **Renton, WA 98057**
 Program Contact Name **Kerstin Torrescano** Phone **425-390-7705**
 Email **kerstin@anewaop.org** Invoice Date **6/15/20**
 Costs below incurred from **4/1/20** to **6/30/20**
 Signature of Authorized Signer _____ Printed Name **Kerstin Torrescano**

	Contract ID#	Annual Award Amt	1st Qtr	Reimbursement Requests 2nd Qtr	3rd Qtr	4th Qtr	Balance Remaining
Auburn							\$0.00
Bellevue							\$0.00
Bothell							\$0.00
Burien	3190129	\$6,000.00	\$1,500.00	\$1,500.00			\$3,000.00
Covington	028-2019	\$5,060.00	\$1,265.00	\$0.00			\$3,795.00
Des Moines	19-018	\$13,872.00	\$3,468.00	\$3,468.00			\$6,936.00
Federal Way							\$0.00
Issaquah							\$0.00
Kenmore							\$0.00
Kent	CAG2019-130	\$10,000.00	\$2,500.00	\$2,500.00			\$5,000.00
Kirkland							\$0.00
Mercer Island							\$0.00
Redmond							\$0.00
Renton							\$0.00
Sammamish							\$0.00
SeaTac		\$5,202.00	\$1,300.50	\$1,300.50			\$2,601.00
Shoreline							\$0.00
Tukwila	19-059	\$3,468.00	\$867.00	\$867.00			\$1,734.00

Admin use only

Authorized Payment Amt: **1,300.50**

Authorization Code / Acct # **17684**

Authorized Signature / City

Date **7/20/20**

APPROVED FOR PAYMENT

BY **Kim Cooper**

DATE **7/20/20**

BARS# **001 000 10.505.10.41.012**

SERVICE UNIT 1

Service Unit 1: Training/Workshops/Classes

Measurement: Individual

Description: One 11 week training under the Trades Rotation Program (TRP) or the Apprenticeship Opportunity Program (AOP)
Training is an 11 week hands-on construction and soft skills instruction - for a total of 300 hours of training time.

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn						0	#DIV/0!
Bellevue						0	#DIV/0!
Bothell						0	#DIV/0!
Burien	2	2	1			3	150%
Covington	2	0	0			0	0%
Des Moines	4	1	0			1	25%
Federal Way	2	3	1			4	200%
Issaquah						0	#DIV/0!
Kenmore						0	#DIV/0!
Kent	4	4	2			6	150%
Kirkland						0	#DIV/0!
Mercer Island						0	#DIV/0!
Redmond						0	#DIV/0!
Renton						0	#DIV/0!
Sammamish						0	#DIV/0!
SeaTac	3	0	1			1	33%
Shoreline						0	#DIV/0!
Tukwila						0	#DIV/0!
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
TOTAL	17	10	5	0	0	15	

SERVICE UNIT 2

Service Unit 1: Employment Services

Measurement: Individual

Description: Individual assistance with applications, resumes, and interviewing.

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn						0	#DIV/0!
Bellevue						0	#DIV/0!
Bothell						0	#DIV/0!
Burien	2	0	0			0	0%
Covington	2	0	0			0	0%
Des Moines	4	1	1			2	50%
Federal Way	3	1	1			2	67%
Issaquah						0	#DIV/0!
Kenmore						0	#DIV/0!
Kent	4	2	1			3	75%
Kirkland						0	#DIV/0!
Mercer Island						0	#DIV/0!
Redmond						0	#DIV/0!
Renton						0	#DIV/0!
Sammamish						0	#DIV/0!
SeaTac	3	3	0			3	100%
Shoreline						0	#DIV/0!
Tukwila	2	0	1			1	50%
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
TOTAL	20	7	4	0	0	11	

SERVICE UNIT 3

Service Unit 1: Choose from drop down list

Measurement: Choose from drop down list

Description:

[illegible]

NARRATIVE

Burien – ANEW served one Burien residents this quarter. This individual was enrolled in 11-week pre-apprenticeship training. This student started training in June and is expected to graduate in August. The student has received support services for transportation and work clothing.

Covington – ANEW did not serve any residents from Covington in the second quarter of 2020.

Des Moines – ANEW served one Des Moines resident this quarter. This individual enrolled in AOP and received support services for household bills to help her through lack of work during COVID-19. This student is an active apprentice in the Sheet Metal trade.

Kent – ANEW served two Kent residents this quarter. One individual was enrolled in 11-week pre-apprenticeship training. This student started training in June and is expected to graduate in August. This student has received support services for work clothing. The other individual was enrolled in AOP and received support services for household bills to help him through lack of work during COVID-19. This individual is an active Cement Masons apprentice.

SeaTac – ANEW served one SeaTac resident. This individual was enrolled in 11-week pre-apprenticeship training. This student started training in June and is expected to graduate in August. The student has received support services for work clothing.

RESIDENTS

	Annual Goal	1st Qtr	Actual # of Residents		4th Qtr	YTD
			2nd Qtr	3rd Qtr		
Auburn						0
Bellevue						0
Bothell						0
Burien	4	2	1			3
Covington	4	0	0			0
Des Moines	8	2	1			3
Federal Way	5	4	1			5
Issaquah						0
Kenmore						0
Kent	6	3	3			6
Kirkland						0
Mercer Island						0
Redmond						0
Renton						0
Sammamish						0
SeaTac	3	3	1			4
Shoreline						0
Tukwila	2	0	1			1
Seattle						0
Other KC						0
Outside KC						0
Unknown						0
TOTAL	32	14	8	0	0	22

CITY LINE ITEM TABLES

BELLEVUE Line Item Table

***Back-up documentation required for line item expenses**

[illegible]

FEDERAL WAY Line Item Table


*Back-up documentation required for line item expenses

[illegible]

KENT Line Item Table


[illegible]

REIMBURSEMENT REQUESTS

Agency and Program Name **Asian Counseling and Referral Service**
 Address **3639 Martin Luther King Jr. Way S**
 City & ZIP **Seattle, WA 98116**
 Program Contact Name **Yoon Joo Han** Phone **206-695-7591**
 Email **yoonyooh@acrs.org** Invoice Date **7/20/20**
 Costs below incurred from **4/1/20** to **6/30/20**
 Signature of Authorized Signer  Printed Name **Yoon Joo Han**

	Contract ID#	Annual Award Amt	1st Qtr	Reimbursement Requests 2nd Qtr	3rd Qtr	4th Qtr	Balance Remaining
Auburn							\$0.00
Bellevue	GF172	\$61,142.00	\$14,044.80	\$16,213.11			\$30,884.09
Bothell							\$0.00
Burien	3190105	\$5,000.00	\$1,250.00	\$1,250.00			\$2,500.00
Covington							\$0.00
Des Moines							\$0.00
Federal Way							\$0.00
Issaquah							\$0.00
Kenmore							\$0.00
Kent		\$10,000.00	\$2,500.00	\$2,500.00			\$5,000.00
Kirkland		\$7,500.00	\$1,875.00	\$1,875.00			\$3,750.00
Mercer Island							\$0.00
Redmond							\$0.00
Renton		\$3,000.00	\$1,500.00	\$1,500.00			\$0.00
Sammamish							\$0.00
SeaTac		\$7,500.00	\$1,875.00	\$1,875.00			\$3,750.00
Shoreline							\$0.00
Tukwila							\$0.00

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Authorized Payment Amt: **1,875.00** Authorization Code / Acct # **18499**
 Authorized Signature / City **APPROVED FOR PAYMENT** Date **7/23/20**
 BY: 
 DATE: **7/23/20**
 BARS# **001.000.10.505.10.41.012**

2nd Qtr.
32%

SERVICE UNIT 1

Service Unit 1: Counseling (e.g., Mental Health, Domestic Violence, Substance Abuse, Housing, Employment)

Measurement: 60 minutes

Mental Health services include individual, family, group counseling, case

management, psychiatric evaluation, medication management, skill training,

Description: wellness/health activities, day activity service and other services provided by ACRS staff. Services are provided at the agency sites or in the community, either face to face or non face to face. Service unit is by hours of services.

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn						0	#DIV/0!
Bellevue	864	352	203			556	64%
Bothell						0	#DIV/0!
Burien	700	321	264			585	84%
Covington						0	#DIV/0!
Des Moines						0	#DIV/0!
Federal Way						0	#DIV/0!
Issaquah						0	#DIV/0!
Kenmore						0	#DIV/0!
Kent	4,000	2,008	1,084			3,092	77%
Kirkland	1,108	132	189			320	29%
Mercer Island						0	#DIV/0!
Redmond						0	#DIV/0!
Renton	92	558	295			853	927%
Sammamish						0	#DIV/0!
SeaTac	1,420	220	215			435	31%
Shoreline						0	#DIV/0!
Tukwila						0	#DIV/0!
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
TOTAL	8,184	3,591	2,250	0	0	5,841	

SERVICE UNIT 2

Service Unit 1: Choose from drop down list

Measurement: Choose from drop down list

Description:

[illegible]

Measurement: Choose from drop down list

[illegible]

Last 3 months, we have faced unforeseen multiple challenges in providing services to our community members due to COVID 19 pandemic. The agency has been closed except essential service, until recently with a limited capacity and all of our staff have been working remotely. We have gone LIVE with our new electronic health record system in late March remotely which poses a greater challenge to our staff. These are some highlights and challenges that we have been working on during the last quarter.

- We have been providing extensive health education related to COVID 19 virus to our vulnerable clients and their families since the breakout of COVID 19 pandemic. Our staff have been providing language specific COVID 19 information, offered masks and sanitizers, and helped with isolation and quarantine for those who have a positive test result. Our clients are vulnerable as many of our clients live in a very crowded housing condition and many of their family members in the same household are low wage, frontline workers who cannot afford to stay home. We have been tracking those with a positive test result to ensure their and their family's safety by increasing the level of health education, along with emotional and psychological support.

- Racism related to COVID 19 virus against Asian Pacific Islanders and Black Live Matters movement are affecting our clients' mental health condition as many have experienced trauma already. Our staff have been reaching out to our clients who are very much isolated and suffering via phone and limited telehealth and our services in these days are even more holistic and the whole person, whole health care. We are addressing their mental health condition of fear, anxiety, and uncertainty from COVID 19 on the top of their existing mental health issues, physical health related to COVID 19 and their existing chronic condition, and social determinants of health such as food security, access to financial assistance such as rental and cash assistance, and free cell phones.

- We have been providing the most essential services to the most vulnerable clients with isolation, joblessness, food insecurity and critical mental/physical health issues by delivering grocery bags and Senior Nutrition meals, offering rental and cash assistance, and outreach via phone and office based essential service.

- On our clients' side, many immigrant and refugee clients do not have a phone, smart phone, computer or access to internet and have limited digital literacy. For those who did not have a phone, we gave out a free phone to hundreds of clients using all existing resources and funding sources. We have been building up telehealth capacity and reducing digital barriers to accessing telehealth services for our clients.

- ACRS has provided on-site SCAN COVID 19 testing to nearly 100 Pacific Islander clients/families and essential operations staff to help address disproportionate impact of COVID on Pacific Islander communities and under counts of people of color.

- We went LIVE with EPIC, our new EHR system in late March remotely. We believed that EPIC will help us to promote integrated care with many functionalities. However, it has been extremely challenging to make EPIC work for the behavioral health side including workflow, data submission and transactions, tracking data and creating reports such as caseload, staff service hours, etc. as EPIC is designed for primarily primary care services based on fee for service. All staff including clinical, administrative, IT, finance, and support staff have been spending enormous time in learning, training and implementing a new EHR system. We are still in a steep learning curve and we are doing our best to

ensure the continuity of care as it will take a few months for us to be able to function at the current rate.

- We have noticed that the services for the residents in the City of Kirkland and SeaTac have been lowered than other cities. We will focus on reaching out to those who we were able to contact and ensuring their safety and wellbeing in this quarter.

RESIDENTS

	Annual Goal	1st Qtr	Actual # of Residents		4th Qtr	YTD
			2nd Qtr	3rd Qtr		
Auburn						0
Bellevue	75	99	16			115
Bothell						0
Burien	18	42	5			47
Covington						0
Des Moines						0
Federal Way						0
Issaquah						0
Kenmore						0
Kent	100	195	24			219
Kirkland	44	43	3			46
Mercer Island						0
Redmond						0
Renton	16	88	7			95
Sammamish						0
SeaTac	54	36	3			39
Shoreline						0
Tukwila						0
Seattle						0
Other KC						0
Outside KC						0
Unknown						0
TOTAL	307	503	58	0	0	561

CITY LINE ITEM TABLES

BELLEVUE Line Item Table

*Back-up documentation required for line item expenses

	Budget	Q1 Request	Q2 Request	Q3 Request	Q4 Request	Cumulative Requested	Balance Remaining
Personnel	\$61,142.00	\$14,044.80	\$16,213.11			\$30,257.91	\$30,884.09
Office/Ops						\$0.00	\$0.00
Purchased Svc						\$0.00	\$0.00
Communication						\$0.00	\$0.00
Travel/Training						\$0.00	\$0.00
Other						\$0.00	\$0.00
TOTAL	\$61,142.00	\$14,044.80	\$16,213.11	\$0.00	\$0.00	\$30,257.91	\$30,884.09

FEDERAL WAY Line Item Table

***Back-up documentation required for line item expenses**

[illegible]

KENT Line Item Table

[illegible]

REIMBURSEMENT REQUESTS

Agency and Program Na Catholic Community Services Emergency Assistance Program

Address 100 23rd Ave S

City & ZIP Seattle, WA 98144

Program Contact Name Kevin Hamel

Phone 206-376-2979

Email kevinh@ccsww.org

Invoice Date 7/15/20

Costs below incurred frc 4/1/20 to 6/30/20

Signature of Authorized
Signer



Printed Name Kevin Hamel

Contract ID#	Annual Award Amt	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Balance Remaining
Auburn	\$5,000.00	\$1,249.98	\$1,368.97			\$2,381.05
Bellevue	\$115,908.00	\$5,935.03	\$23,712.02			\$86,260.95
Bothell						\$0.00
Burien	\$13,500.00	\$3,375.01	\$3,555.26			\$6,569.73
Covington	\$9,350.00	\$2,110.69	\$1,462.20			\$5,777.11
Des Moines						\$0.00
Federal Way	\$9,000.00	\$1,959.98	\$2,334.22			\$4,705.80
Issaquah						\$0.00
Kenmore						\$0.00
Kent	\$10,000.00	\$2,500.00	\$1,986.98			\$5,513.02
Kirkland	\$5,000.00	\$1,174.98	\$970.18			\$2,854.84
Mercer Island						\$0.00
Redmond	\$11,569.95	\$3,054.96	\$2,017.92			\$6,497.07
Renton	\$8,600.00	\$2,149.97	\$1,792.67			\$4,657.36
Sammamish						\$0.00
SeaTac	\$10,000.00	\$2,500.00	\$1,888.00			\$5,612.00
Shoreline						\$0.00
Tukwila	\$22,700.00	\$4,812.49	\$4,137.22			\$13,750.29

Admin use only

Authorized Payment Am 1,888.00

~~* MOUT *~~

Authorization Code / Acct #

Authorized Signature / C

Date 7/20/20

APPROVED FOR PAYMENT

BY: Jim Cooper

DATE: 7/20/20

BARS# 001.000.10.505.10.41.012

SERVICE UNIT 1

Service Unit 1: Financial Aid

Measurement: Household

Description: The number of households assisted, without regard to funding source, with rental assistance, utility assistance, motel vouchers, bus tickets, gift cards, and emergency food bags.

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn	8	3	4			7	88%
Bellevue	50	8	20			28	56%
Bothell						0	
Burien	22	6	8			14	64%
Covington	16	4	2			6	38%
Des Moines		0				0	
Federal Way	15	4	5			9	60%
Issaquah						0	
Kenmore						0	
Kent	17	8	4			12	71%
Kirkland	8	2	2			4	50%
Mercer Island						0	
Redmond	15	5	3			8	53%
Renton	14	5	3			8	57%
Sammamish						0	
SeaTac	17	5	2			7	41%
Shoreline						0	
Tukwila	19	4	4			8	42%
Seattle		1	1			2	
Other KC						0	
Outside KC						0	
Unknown						0	
TOTAL	201	55	58	0	0	113	

SERVICE UNIT 2

Service Unit 1: Choose from drop down list

Measurement: Choose from drop down list

Description:

	Annual Goal	Actual Units, regardless of funding source				YTD
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn						0
Bellevue						0
Bothell						0
Burien						0
Covington						0
Des Moines						0
Federal Way						0
Issaquah						0
Kenmore						0
Kent						0
Kirkland						0
Mercer Island						0
Redmond						0
Renton						0
Sammamish						0
SeaTac						0
Shoreline						0
Tukwila						0
Seattle						0
Other KC						0
Outside KC						0
Unknown						0
TOTAL	0	0	0	0	0	0

SERVICE UNIT 3

Service Unit 1: Choose from drop down list

Measurement: Choose from drop down list

Description:

	Annual Goal	Actual Units, regardless of funding source				YTD
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn						0
Bellevue						0
Bothell						0
Burien						0
Covington						0
Des Moines						0
Federal Way						0
Issaquah						0
Kenmore						0
Kent						0
Kirkland						0
Mercer						0
Island						0
Redmond						0
Renton						0
Sammamish						0
SeaTac						0
Shoreline						0
Tukwila						0
Seattle						0
Other KC						0
Outside KC						0
Unknown						0
TOTAL	0	0	0	0	0	0

RESIDENTS

	Annual Goal	1st Qtr	Actual # of Residents			YTD
			2nd Qtr	3rd Qtr	4th Qtr	
Auburn	23	18	8			26
Bellevue	125	19	68			87
Bothell						0
Burien	33	14	18			32
Covington	53	18	2			20
Des Moines						0
Federal Way	32	9	8			17
Issaquah						0
Kenmore						0
Kent	17	24	7			31
Kirkland	4	2	4			6
Mercer Island						0
Redmond	14	11	7			18
Renton	25	11	7			18
Sammamish						0
SeaTac	25	8	2			10
Shoreline						0
Tukwila	19	10	5			15
Seattle		2	1			3
Other KC						0
Outside KC						0
Unknown						0
TOTAL	370	146	137	0	0	283

Second Quarter 2020

MOU South Cities Narratives:

Auburn

The second quarter of service provision was markedly different than our "normal" way of assisting Auburn residents. Due to the COVID-19 pandemic, and the resulting "stay home, stay healthy" order, we were forced to come up with new, and creative, ways of assisting residents with their rental and utility needs. At CCS, we designed a way for staff to work from home while still providing the highest level of aid to callers seeking financial assistance during this difficult time. We would estimate that there was at least a 30% increase in call volume due to income losses directly resulting from the pandemic. We are expecting to see increases in call volume like we have never seen before once the moratorium on evictions ends and residents are forced to deal with months of past due rent coming due and no way to cover those costs.

The EA program assisted a total of six households and 17 individuals. We spent a total of \$2527.21, of which \$850 was Auburn city funds. \$1677.21 was "other" funding. These funds prevented five evictions and one Utility shut off.

The EA program assisted a large family who had moved in together due to job losses caused by COVID-19. There were 6 adults and one minor living in a two bedroom apartment.

The EA program pledged \$1325.00 in "other" funding to prevent eviction.

AMI is undetermined with no income and same for Rent Burden.

Once businesses reopen the family hopes to be able to get by and stay together until moving apart is possible.

Burien

The second quarter of service provision was markedly different than our "normal" way of assisting Burien residents. Due to the COVID-19 pandemic, and the resulting "stay home, stay healthy" order, we were forced to come up with new, and creative, ways of assisting residents with their rental and utility needs. At CCS, we designed a way for staff to work from home while still providing the highest level of aid to callers seeking financial assistance during this difficult time. We would estimate that there was at least a 20% increase in call volume due to income losses directly resulting from the pandemic. We are expecting to see increases in call volume like we have never seen before once the moratorium on evictions ends and residents are forced to deal with months of past due rent coming due and no way to cover those costs.

The EA program assisted 6 households a total of 15 individuals. A total of \$2154.00 was spent to prevent 7 evictions and the shut off of one utility. Of this \$2154.00 was Burien Funding.

The EA program assisted an immigrant male, a single dad to prevent eviction. As with many others this quarter, he had lost work hours due to COVID-19 and business closures.

We were able to pledge \$280.00 in Burien City Funds to prevent eviction.

He was so grateful and open to all suggestions and resources.

With no current income Rent Burden and AMI could not be determined.

Covington

The second quarter of service provision was markedly different than our "normal" way of assisting Auburn residents. Due to the COVID-19 pandemic, and the resulting "stay home, stay healthy" order, we were forced to come up with new, and creative, ways of assisting residents with their rental and utility needs. At CCS, we designed a way for staff to work from home while still providing the highest level of aid to callers seeking financial assistance during this difficult time. COVID-19 factors did not show a significant increase in calls from Covington this quarter resulting from the pandemic. We are expecting to see increases in call volume like we have never seen before once the moratorium on evictions ends and residents are forced to deal with months of past due rent coming due and no way to cover those costs.

The EA program assisted 4 households a total of 18 individuals. Total spent was \$471.79, preventing the shut off of two utility accounts.

The EA program assisted a homeowner who had no income due to unemployment with his utility bill. It had accumulated to the point where he could not pay it at all and as soon as it was possible; his service would have been disconnected.

EA pledged \$300 Covington Funds.

AMI and RB could not be determined with no income.

We were able to assist him with finding benefits and assisted with job resources.

Federal Way

The second quarter of service provision was markedly different than our "normal" way of assisting Federal Way residents. Due to the COVID-19 pandemic, and the resulting "stay home, stay healthy" order, we were forced to come up with new, and creative, ways of assisting residents with their rental and utility needs. At CCS, we designed a way for staff to work from home while still providing the highest level of aid to callers seeking financial assistance during this difficult time. We would estimate that there was at least a 40% increase in call volume due to income losses directly resulting from the pandemic. We are expecting to see increases in call volume like we have never seen before once the moratorium on evictions ends and residents are forced to deal with months of past due rent coming due and no way to cover those costs. The EA program assisted 6 households, a total of individuals. A total of \$1400.00 was spent, all of which was Federal Way city funding. This enabled us to prevent 5 evictions.

The EA program assisted a family with eviction prevention. The mother as the only worker in the family has not worked due to closure of her workplace because of Covid-19.

The EA program was able to pledge \$300.00 Federal Way city funding to prevent eviction.

AMI and RB could not be determined with no income.

Client was also given other resources for financial assistance.

Kent

The second quarter of service provision was markedly different than our "normal" way of assisting Kent residents. Due to the COVID-19 pandemic, and the resulting "stay home, stay healthy" order, we were forced to come up with new, and creative, ways of assisting residents with their rental and utility needs. At CCS, we designed a way for staff to work from home while still providing the highest level of aid to callers seeking financial assistance during this difficult time. We would estimate that there was at least a 20% increase in call volume due to income losses directly resulting from the pandemic. We are expecting to see increases in call volume like we have never seen before once the moratorium on evictions ends and residents are forced to deal with months of past due rent coming due and no way to cover those costs.

The EA program assisted a total of 5 households a total of 12 individuals. We spent a total of \$1248.98, of this amount \$948.98 was Kent City funds and \$300.00 was other funding. We were able to prevent 4 evictions and prevent shut off of one family's utility.

The EA program assisted single mom with 2 children to prevent shut off of her PSE services.

EA was able to assist with \$198.98 Kent city funds to prevent disconnection.

AMI is 0% Rent Burden is undetermined as income is \$0

EA Case Manager gave the woman several resources for future assistance if needed.

Renton

The second quarter of service provision was markedly different than our "normal" way of assisting Renton residents. Due to the COVID-19 pandemic, and the resulting "stay home, stay healthy" order, we were forced to come up with new, and creative, ways of assisting residents with their rental and utility needs. At CCS, we designed a way for staff to work from home while still providing the highest level of aid to callers seeking financial assistance during this difficult time. We would estimate that there was at least a 20% increase in call volume due to income losses directly resulting from the pandemic. We are expecting to see increases in call volume like we have never seen before once the moratorium on evictions ends and residents are forced to deal with months of past due rent coming due and no way to cover those costs.

The EA program assisted 3 households a total of 7 individuals. A total of \$900.00 was spent to prevent 3 evictions.

The EA program assisted a single mom with three children to prevent eviction. The EA program was able to assist with \$300.00 Renton city funds to prevent eviction from taking place.

She is working full time but the job is new and she was behind due to being unemployed prior to this new job.

AMI is 33% and RB is 57%.

Several resources were given including Energy Assistance.

SeaTac

The second quarter of service provision was markedly different than our "normal" way of assisting SeaTac residents. Due to the COVID-19 pandemic, and the resulting "stay home, stay healthy" order, we were forced to come up with new, and creative, ways of assisting residents with their rental and utility needs. At CCS, we designed a way for staff to work from home while still providing the highest level of aid to callers seeking financial assistance during this difficult time. We would estimate that there was at least a 20% increase in call volume due to income losses directly resulting from the pandemic. We are expecting to see increases in call volume like we have never seen before once the moratorium on evictions ends and residents are forced to deal with months of past due rent coming due and no way to cover those costs.

The EA program assisted 4 households a total of 11 individuals. A total of \$1330.00 was spent to prevent 4 evictions.

EA was contacted by a single mother of 3 children who was at risk for eviction. She was recently separated and on TANF, income is less than rent and the wait for affordable housing is years long.

The EA program was able to assist her with \$280.00 towards one month rent and prevent eviction.

AMI was 17% and RB was 120%

Several resources were given for financial assistance.

Tukwila

During the second quarter, there were no specific problems that hindered the delivery of client services.

EA assisted 4 households, a total of 8 individuals. A total of \$1780.96 was spent to prevent 4 evictions.

EA received a referral from City of Tukwila to assist an elderly female with a past due power bill so that she could receive her Section 8 voucher after several years on waitlist.

EA was able to pay \$404.23 with Tukwila City Funds to clear account.

AMI is 20% and Rent Burden is 33%

CITY LINE ITEM TABLES

BELLEVUE Line Item Table

*Back-up documentation required for line item expenses

	Budget	Q1 Request	Q2 Request	Q3 Request	Q4 Request	Cumulative Requested	Balance Remaining
Personnel	\$35,412.95	\$3,125.03	\$2,663.28			\$5,788.31	\$29,624.64
Office/Ops						\$0.00	\$0.00
Purchased Svc	\$80,495.05	\$2,810.00	\$21,048.74			\$23,858.74	\$56,636.31
Communication						\$0.00	\$0.00
Travel/Training						\$0.00	\$0.00
Other						\$0.00	\$0.00
TOTAL	\$115,908.00	\$5,935.03	\$23,712.02	\$0.00	\$0.00	\$29,647.05	\$86,260.95

FEDERAL WAY Line Item Table


*Back-up documentation required for line item expenses

	Budget	Q1 Request	Q2 Request	Q3 Request	Q4 Request	Cumulative Requested	Balance Remaining
Personnel	\$4,500.00	\$1,124.98	\$934.22			\$2,059.20	\$2,440.80
Office/Ops						\$0.00	\$0.00
Purchased Svc	\$4,500.00	\$835.00	\$1,400.00			\$2,235.00	\$2,265.00
Communication						\$0.00	\$0.00
Travel/Training						\$0.00	\$0.00
Other						\$0.00	\$0.00
TOTAL	\$9,000.00	\$1,959.98	\$2,334.22	\$0.00	\$0.00	\$4,294.20	\$4,705.80

KENT Line Item Table

	Budget	Q1 Request	Q2 Request	Q3 Request	Q4 Request	Cumulative Requested	Balance Remaining
Personnel	\$5,000.00	\$1,250.00	\$1,038.00			\$2,288.00	\$2,712.00
Office/Ops						\$0.00	\$0.00
Purchased Svc	\$5,000.00	\$1,250.00	\$948.98			\$2,198.98	\$2,801.02
Communication						\$0.00	\$0.00
Travel/Training						\$0.00	\$0.00
Other						\$0.00	\$0.00
TOTAL	\$10,000.00	\$2,500.00	\$1,986.98	\$0.00	\$0.00	\$4,486.98	\$5,513.02

REIMBURSEMENT REQUESTS

Agency and Program Name **Catholic Community Services - Volunteer Services**
 Address 100 23rd Ave. S.
 City & ZIP Seattle, WA 98144
 Program Contact Name Belina Van Phone 206.328.6853
 Email BelinaV@ccsww.org Invoice Date 7/8/20
 Costs below incurred from 1/1/20 to 6/30/20
 Signature of Authorized Signer  Printed Name Belina Van

	Contract ID#	Annual	Reimbursement Requests				Balance
		Award Amt	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Remaining
Auburn		\$8,000.00	\$2,000.00	\$2,000.00			\$4,000.00
Bellevue	GF229	\$16,581.00	\$4,145.25	\$4,145.25			\$8,290.50
Bothell		\$5,157.00	\$1,289.25	\$1,289.25			\$2,578.50
Burien							\$0.00
Covington		\$2,500.00	\$625.00	\$625.00			\$1,250.00
Des Moines							\$0.00
Federal Way		\$11,000.00	\$2,750.00	\$2,750.00			\$5,500.00
Issaquah							\$0.00
Kenmore							\$0.00
Kent	CAG 2019-192	\$11,000.00	\$2,750.00	\$2,750.00			\$5,500.00
Kirkland	GF229	\$6,120.00	\$1,530.00	\$1,530.00			\$3,060.00
Mercer Island							\$0.00
Redmond	GF229	\$8,573.00	\$2,143.25	\$2,143.25			\$4,286.50
Renton		\$9,500.00	\$2,375.00	\$2,375.00			\$4,750.00
Sammamish							\$0.00
SeaTac		\$10,000.00	\$2,500.00	\$2,500.00			\$5,000.00
Shoreline							\$0.00
Tukwila							\$0.00

Admin use only

Authorized Payment Amt: 2,500.00

Authorization Code / Acct #

Authorized Signature / City

APPROVED FOR PAYMENT

Date 7/20/20

BY Kim Cooper

DATE 7/20/20

BARS# 001.000.10.505.10.41.012

SERVICE UNIT 1

Service Unit 1: Chore Services/In-Home Care

Measurement: 60 minutes

Chore Services include transportation for older adults and persons with disabilities to access basic needs, assistance with household chores, yard work, and minor

Description: home repair to help those individuals remain in their homes for as long as safely possible.

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn	653	222	234			456	70%
Bellevue	1,306	549	255			804	62%
Bothell	490	51	31			82	17%
Burien		125	173			298	
Covington	201	210	70			280	139%
Des Moines		0	14			14	
Federal Way	896	114	120			234	26%
Issaquah		1,569	1,121			2,690	
Kenmore		39	27			66	
Kent	904	160	173			333	37%
Kirkland	503	173	117			290	58%
Mercer Island		18	6			24	
Redmond	702	167	153			320	46%
Renton	775	357	362			719	93%
Sammamish						0	
SeaTac	816	101	193			294	36%
Shoreline		53	45			98	
Tukwila		211				211	
Seattle		1,081	714			1,795	
Other KC		238	119			357	
Outside KC						0	
Unknown		295	198			493	
TOTAL	7,246	5,733	4,125	0	0	9,858	

SERVICE UNIT 2

Service Unit 1: Choose from drop down list

Measurement: Choose from drop down list

Description:

	Annual Goal	Actual Units, regardless of funding source				YTD
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn						0
Bellevue						0
Bothell						0
Burien						0
Covington						0
Des Moines						0
Federal Way						0
Issaquah						0
Kenmore						0
Kent						0
Kirkland						0
Mercer Island						0
Redmond						0
Renton						0
Sammamish						0
SeaTac						0
Shoreline						0
Tukwila						0
Seattle						0
Other KC						0
Outside KC						0
Unknown						0
TOTAL	0	0	0	0	0	0

SERVICE UNIT 3

Service Unit 1: Choose from drop down list

Measurement: Choose from drop down list

Description:

	Annual Goal	Actual Units, regardless of funding source				YTD
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn						0
Bellevue						0
Bothell						0
Burien						0
Covington						0
Des Moines						0
Federal Way						0
Issaquah						0
Kenmore						0
Kent						0
Kirkland						0
Mercer Island						0
Redmond						0
Renton						0
Sammamish						0
SeaTac						0
Shoreline						0
Tukwila						0
Seattle						0
Other KC						0
Outside KC						0
Unknown						0
TOTAL	0	0	0	0	0	0

NARRATIVE

In response to COVID, Volunteer Services provides medical transportation, groceries/meals/essential items deliveries, phone check-ins, limited yard work, and limited minor home repairs.

AUBURN: A new volunteer delivered a care package filled with daily necessities and fun items to a client. While delivering, the volunteer noticed the yard was tremendously overgrown and asked if she could return to tend it. The volunteer returned the same day and with her husband to weed whack and mow the grass that was three feet high. The client was ecstatic!

BOTHELL: Ms. TS is in her 80s and lives alone. Since volunteers are not able to help with housework, TS was matched in the Phone Buddy program who will check in with TS regularly. TS previously shared she has had a hard time paying for bills and deals with memory problems that runs in the family. By matching her to a volunteer, Ms. TS will be connected to resources quickly as needed.

BELLEVUE: With COVID-19, grocery delivery has become a top request for clients. A client in her mid-60's was in need of weekly shopping. She was willing to go out herself but the carrying of the groceries was extremely difficult. A volunteer was matched with her that not only was willing to do the shopping for her but also deliver the groceries to her door.

COVINGTON: Once restrictions were lifted for yardwork, a new volunteer took her husband on a one-time basis to tackle the older, established yard of a couple who are in their nineties. The couple takes great pride in their yard and it had been unattended all winter. The volunteers mowed and trimmed and made a big dent in the overgrowth. And the one-time volunteer husband has now signed on as a volunteer to continue to help!

FEDERAL WAY: A client in her 80s has never had a yard project to tend to her overgrown yard and broken carport. In June, when limited yard work and limited minor home repairs were allowed, volunteers from the same family helped this client. They spent 7 hours on the yard and hauled off all debris. The client was delighted.

KIRKLAND: Living alone and with a recent injured wrist, Ms. OL called for the program's delivery services. A volunteer was able to make a food bank delivery that same day. Since the volunteer knew Ms. OL had an injured wrist and he was not able to go in the house, he took the time to put the food bank bag into bags that were light enough for Ms. OL to take into the house and put away with little effort.

REDMOND: Ms. PT, who is in her 80s, had been matched with a new volunteer for about a month. A volunteer who is 16 years old helped Ms. PT with grocery shopping and delivering those groceries. With the good weather arriving, Ms. PT needed help with yard work as well. The volunteer didn't hesitate to add yard work task to his duties. While he didn't have much experience, he enjoyed learning and providing yard care. The help is much appreciated by the client.

RENTON: A volunteer and client safely arranged to provide shopping trips without the client being in the car in response to the COVID pandemic. The client is able to walk to the store to pick out his groceries. He shares he only needs help with bringing the groceries home as they are heavy. The volunteer patiently waits while he shops and loads the items in her trunk. The volunteer drives the groceries to the client's home while the client walks home. She waits outside guarding the groceries while he makes several trips to bring groceries to his home. He has expressed how thankful he is for a volunteer being willing to drive his groceries home.

SEATAC: SEE THIRD PAGE

SEA-TAC: Mr. X is a former athlete who is battling cancer and has a heart disease. With his frail health, it is vital for him to have fresh and healthy food choices. With the Food Innovation Network partnership, he receives fresh cooked meals once a week. In one of the calls to check in on how the meal deliveries were going, Mr. X excitedly exclaimed, "This is awesome! I am excited. I can look forward to enjoying and what will come next!" He shared he appreciated and always excited to try the different ethnic meals and bold flavors that are being delivered.

Volunteer Services of Catholic Community Services

In the continuing response to COVID-19 pandemic, Volunteer Services (VS) temporarily narrowed the scope of service to delivering groceries/essential items/medications, providing rides to essential medical appointments, and calling clients to check-in. In May limited yard work was added to the list of allowed tasks, and in June limited minor home repairs were added, based on allowed activities for the current phase of the state reopening plan.

Volunteers are not currently providing in-home chore services. Regular services will be resumed when it is safe to do so, following the guidelines put forth by King County Public Health and the CDC.

Challenges:

- Due to the fact that many volunteers typically help clients with housework chores, and that VS typically has large group yard projects in the spring, the overall hours are lower than projected.
- Historically many group and yard projects occur during the summer and continues to the early fall. Given the uncertainty of when it will be safe for large groups to gather again, VS is unable to plan for yard projects as it normally would. VS is providing limited yard work provided by individual volunteers and small numbers of volunteers who reside in the same household.
- One of the challenges the VS team faces are many of the volunteers who have signed up to volunteer during the pandemic have indicated that they are furloughed, lost their jobs, or are only able to help during this time while they are working from home. The VS Team is strategizing ways to engage a portion of the new volunteers in order to not lose them in the near future.

Successes:

- While overall service hours are down due to the inability to help with in-home chores or large group projects, the VS staff has been working really hard to reach out to more clients to check in and ensure they have everything they need. To provide continuity in phone check-in clients, volunteers recruited to regularly call clients to let clients know there are volunteers available to check in more frequently, provide deliveries, medical appointments, and limited yard work and limited minor home repairs. As a result, the number of residents served is up.
- At the start of COVID-19 pandemic, many clients' families, friends, and neighbors reached out to them to provide support. This included out-of-state children of clients who bought online groceries for their parents or clients temporarily staying with their loved ones. Initially, this limited the number of clients VS was able to serve. However, with the on-going effort to call clients and identify needs, VS is able to serve clients who do not have the support of any friends, families, or neighbors.
- The number of medical appointments that volunteers are able to fulfill are increasing. At the start of COVID-19 pandemic, many doctor appointments were canceled as medical facilities pivoted to virtual or telehealth visits. Due to the pandemic, only 3 medical transportation requests were filled in March. Now we are providing up 20 medical appointment rides per month including individuals who need to go to chemotherapy.
- 4 volunteers who have volunteered in the past thought about our clients and the help they would need as a result of the pandemic, and have returned to the program to see how they might assist clients during this time.

Volunteer Services of Catholic Community Services

- After working with DSHS to ensure volunteers could legally and appropriately shop on a client's behalf with their EBT benefit card, more volunteers have been able to shop on behalf of their clients.
- A partnership with Food Innovation Network has allowed us to serve 12 clients and volunteers have delivered them over 500 hot and ready to eat meals.
- Volunteers are utilizing the food bank food drive through lines to ensure clients have plenty of food and other essential items at home.
- VS Team continues to participate in virtual outreach and community networking meetings. Community meetings include King County Mobility Coalition (general and sub-regions), the Regional Alliance for Resilient and Equitable Transportation (RARET), Puget Sound Regional Council (PSRC) Special Needs Transportation Committee, Auburn RoundTable, and Care Mobility Rewards Program (sub-meeting for King County Mobility Coalition).
- VS Outreach for Q1 includes: African American Elders Program, El Centro de la Raza, SE Seattle Senior Center, and Somali Community Center.

Required questions:

1. What are you planning for the next quarter? Do you have a plan for providing the contracted work?

The VS Team will continue their outreach work with the King County's senior centers and community centers to let community organizations know VS has volunteers who are willing to help with essential tasks. VS Team will continue to recruit and match volunteers to clients who are needing essential services including deliveries, phone check-ins, medical transportation, limited yard work and limited minor home repair.

2. If you are providing a service that is significantly different than the contracted service units, please describe that work, who is being served and/or other relevant details.

VS continues to provide essential tasks such as deliveries, phone check-ins, medical transportation, limited yard work and limited minor home repairs which are all a part of VS contracted services. Housework and laundry assistance will not be provided until it is safe to send volunteers into the home again, based on guidelines from Public Health and the CDC. VS continues to serve low-income seniors and adults with disabilities.

In Bothell, Redmond, Federal Way, SeaTac, and Kent, while VS has not met the 50% mark of service hours, VS has already exceeded the goals in serving clients for Bothell, Redmond, SeaTac, and Kent. Federal Way is one client from meeting its annual goal. VS has been checking in with clients to ensure they are connected with volunteers who can provide essential services as requested. The inability to have large group projects has impacted hours in these five cities. There were several projects that were canceled or could not be scheduled due to the COVID-19 pandemic. Federal Way, Redmond and Kent, had fewer hours due to housework not being performed, since volunteers are not currently helping in the home, based on guidelines from Public Health and the CDC.

RESIDENTS

	Annual Goal	1st Qtr	Actual # of Residents			YTD
			2nd Qtr	3rd Qtr	4th Qtr	
Auburn	11	8	13			21
Bellevue	22	18	25			43
Bothell	8	5	13			18
Burien		9	10			19
Covington	3	6	3			9
Des Moines			1			1
Federal Way	16	7	8			15
Issaquah		9	10			19
Kenmore		3	2			5
Kent	15	8	17			25
Kirkland	8	8	12			20
Mercer Island		1	1			2
Redmond	12	7	10			17
Renton	13	14	20			34
Sammamish						0
SeaTac	14	6	15			21
Shoreline		4	4			8
Tukwila		1				1
Seattle		72	62			134
Other KC		12	9			21
Outside KC						0
Unknown		1	1			2
TOTAL	122	199	236	0	0	435

CITY LINE ITEM TABLES

BELLEVUE Line Item Table *Back-up documentation required for line item expenses

	Budget	Q1 Request	Q2 Request	Q3 Request	Q4 Request	Cumulative Requested	Balance Remaining
Personnel	\$16,581.00	\$4,145.25	\$4,145.25			\$8,290.50	\$8,290.50
Office/Ops						\$0.00	\$0.00
Purchased Svc						\$0.00	\$0.00
Communication						\$0.00	\$0.00
Travel/Training						\$0.00	\$0.00
Other						\$0.00	\$0.00
TOTAL	\$16,581.00	\$4,145.25	\$4,145.25	\$0.00	\$0.00	\$8,290.50	\$8,290.50

FEDERAL WAY Line Item Table *Back-up documentation required for line item expenses

	Budget	Q1 Request	Q2 Request	Q3 Request	Q4 Request	Cumulative Requested	Balance Remaining
Personnel	\$11,000.00	\$2,750.00	\$2,750.00			\$5,500.00	\$5,500.00
Office/Ops						\$0.00	\$0.00
Purchased Svc						\$0.00	\$0.00
Communication						\$0.00	\$0.00
Travel/Training						\$0.00	\$0.00
Other						\$0.00	\$0.00
TOTAL	\$11,000.00	\$2,750.00	\$2,750.00	\$0.00	\$0.00	\$5,500.00	\$5,500.00

KENT Line Item Table

	Budget	Q1 Request	Q2 Request	Q3 Request	Q4 Request	Cumulative Requested	Balance Remaining
Personnel	\$11,000.00	\$2,750.00	\$2,750.00			\$5,500.00	\$5,500.00
Office/Ops						\$0.00	\$0.00
Purchased Svc						\$0.00	\$0.00
Communication						\$0.00	\$0.00
Travel/Training						\$0.00	\$0.00
Other						\$0.00	\$0.00
TOTAL	\$11,000.00	\$2,750.00	\$2,750.00	\$0.00	\$0.00	\$5,500.00	\$5,500.00

REIMBURSEMENT REQUESTS

Agency and Program Name Child Care Resources, Child Care Resources & Referral
 Address 1225 S Weller Street, Suite 300
 City & ZIP Seattle, WA 98144
 Program Contact Name Phoebe Sade Anderson Phone 206.239.1011
 Email anderson@childcare.org Invoice Date
 Costs below incurred from 4/1/20 to 6/30/20
 Signature of Authorized Signer *Phoebe Sade Anderson* Printed Name Phoebe Sade Anderson

	Contract ID#	Annual Award Amt	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Balance Remaining
Auburn	237050	\$6,288.00	\$1,572.00	\$1,572.00			\$3,144.00
Bellevue	GF181	\$43,340.00	\$10,835.00	\$10,835.00			\$21,670.00
Bothell							
Burien	3190111	\$4,000.00	\$1,000.00	\$1,000.00			\$2,000.00
Covington	237050	\$3,302.00	\$825.50	\$825.50			\$1,651.00
Des Moines							
Federal Way							
Issaquah	GF181	\$4,000.00	\$1,000.00	\$1,000.00			\$2,000.00
Kenmore	GF181	\$1,200.00	\$300.00	\$300.00			\$600.00
Kent							
Kirkland	GF181	\$5,000.00	\$1,250.00	\$1,250.00			\$2,500.00
Mercer Island							
Redmond							
Renton							
Sammamish							
SeaTac	237050	\$5,628.00	\$1,407.00	\$1,407.00			\$2,814.00
Shoreline	GF181	\$5,000.00	\$1,250.00	\$1,250.00			\$2,500.00
Tukwila	237050	\$5,500.00	\$1,375.00	\$1,375.00			\$2,750.00

Admin use only

Authorized Payment Amt: 1,407.00 * MOU Authorization Code / Acct #

Authorized Signature / City APPROVED FOR PAYMENT Date 7/20/20

BY: *Kim Cooper*

DATE: 7/20/20

BARS# 001.000.10.525.10.41.012

SERVICE UNIT 1

Service Unit 1: Information and Referral

Measurement: Contact

Description: The number of contacts by unique clients to access information, referrals, and consumer education by telephone or internet.

	Annual Goal	Actual Units, regardless of funding source				YTD
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn	40	29	47			76
Bellevue	220	93	53			146
Bothell		53	28			81
Burien	21	16	18			34
Covington	20	8	7			15
Des Moines		13	23			36
Federal Way		50	45			95
Issaquah	22	16	16			32
Kenmore	4	5	12			17
Kent		51	80			131
Kirkland	30	37	30			67
Mercer Island		2	4			6
Redmond		50	18			68
Renton		80	76			156
Sammamish		10	2			12
SeaTac	28	9	10			19
Shoreline	33	47	31			78
Tukwila	20	10	10			20
Seattle		515	368			883
Other KC		64	88			152
Outside KC		2339	1472			3811
Unknown		0	0			0
TOTAL	438	3497	2438	0	0	5935

SERVICE UNIT 3

Service Unit 3: Training/Workshops/Classes

Measurement: 60 minutes

Description: The number of hours of training offered by CCR to child care providers.

	Annual Goal	Actual Units, regardless of funding source				YTD
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn	14	3	16.5			19.5
Bellevue	235	34	40.5			74.5
Bothell		0	12			12
Burien	21	5	13.5			18.5
Covington	10	0	0			0
Des Moines		0	22.5			22.5
Federal Way		3	22.5			25.5
Issaquah	34	0	15			15
Kenmore	8	0	9			9
Kent		1.5	43.5			45
Kirkland	31	0	13.5			13.5
Mercer Island		0	3			3
Redmond		3	27			30
Renton		10	30			40
Sammamish		0	12			12
SeaTac	20	1.5	4.5			6
Shoreline	24	1.5	18			19.5
Tukwila	26	0	3			3
Seattle		49	197.5			246.5
Other KC		8	42			50
Outside KC		4	140.5			144.5
Unknown		0				0
TOTAL	423	123.5	686	0	0	809.5

SERVICE UNIT 2

Service Unit 2: Technical Assistance

Measurement: 60 minutes

Description: The number of hours of technical assistance provided via phone or in-person to child care providers or community members.

	Annual Goal	Actual Units, regardless of funding source				YTD
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn	15	1.75	5.25			7
Bellevue	100	14.25	4.25			18.5
Bothell		0	0.25			0.25
Burien	10	1	1.5			2.5
Covington	8	2	2			4
Des Moines		0.25	0.25			0.5
Federal Way		2.25	1.5			3.75
Issaquah	6	0.5	1.5			2
Kenmore	4	0.25	1.75			2
Kent		16	2.25			18.25
Kirkland	8	2	2.5			4.5
Mercer Island		0	0			0
Redmond		1	1			2
Renton		15.5	8.5			24
Sammamish		0	0.75			0.75
SeaTac	18	0.5	2.75			3.25
Shoreline	7	13.75	1.25			15
Tukwila	22	1.25	1.75			3
Seattle		56.5	36.25			92.75
Other KC		0.5	2.75			3.25
Outside KC		58.5	49.5			108
Unknown		0.25	1.5			1.75
TOTAL	198	188	129	0	0	317

We received a great response to the sessions and filled the majority of them. We reached participants in rural areas who don't typically attend our in-person trainings, had providers join our trainings for the first time, and had some providers take a training with us for the first time in years! We were able to offer some of the training sessions in Arabic, Spanish, and Somali.

Challenges for this quarter included not having the interpretation feature enabled in Zoom. Without this feature being enabled, we were not able to offer simultaneous interpretation during a virtual training. This feature was enabled in early July and we are excited to use it. Due to only being able to offer online trainings at this time, we have decided to offer training sessions that are 1.5 hour and 2 hours long. The hope is that these shorter sessions will allow trainings to feel like a conversation and to keep participants engaged. A consequence of this is that we will need to offer more trainings than in the past to meet our deliverables.

We will continue to offer online trainings. We will try additional marketing to providers in the sub-cities that have low turnout and ask coaches to market trainings to providers as well.

IR: The Child Care Aware of Washington Family Call Center has been nimble throughout the beginning stages of the COVID-19 pandemic and the subsequently renewing stay at home orders. The ability to work remotely has ensured there has been no disruption to the service we provide families, especially at this critical moment. The Call Center evolved services provided to families in King County by assisting families in the first step of the King County Emergency Childcare program application process for essential workers and navigating a continuously changing childcare landscape for all families. The partnership with King County gave essential workers free childcare at contracted childcare providers. The Call Center was instrumental in connecting essential workers to this service. The Call Center has stayed up to date on short term provider closures, helping families access childcare providers with current availability. Additionally, the Call Center staff provided trauma informed support for panicked families seeking childcare, financial assistance to pay for childcare, concerns regarding safety due to COVID-19, and navigating accessing COVID-19 related resources.

Some continuing themes we have heard from families during the COVID-19 pandemic:

- Essential workers calling to apply for the King County Emergency Childcare program for free childcare.
- Families planning to return to work needing to find childcare to be able to go to work, as the county moves into through the Safe Start phases. Families are stressed they may not be able to return to work if they don't have childcare in place.

- Families seeking childcare for school agers. The most commonly searched age group has largely been school agers 6-10 years old. Families have been frantically seeking all day care for their school agers as schools are closed until the fall.
- Families desperately seeking summer childcare, as their previous arrangements have fallen through. Many summer camps have decided to close this year.
- Families seeking COVID-19 financial aid resources for housing, utilities, food, medical, etc. beyond childcare assistance. We have heard from more families seeking non-childcare related emergency assistance than we did previously.
- In the last month specifically, we have started hearing from several families fleeing domestic violence situations and either newly experiencing homelessness or concerned about losing housing after eviction moratoriums end.

TA: Successes: This has been an interesting and hard time in the life of a childcare provider. The pandemic has changed the way things were and will be. We have been reaching out to providers for support if they need it. We are calling the providers who have remained open to see how they are doing and if they need anything. We have been updating their vacancy openings monthly and seeing if they need any supplies. If they need any supplies (bleach, cleaning & sanitizing wipes, gloves, paper towels, toilet paper, hand sanitizer, masks etc.), we have been delivering them to their homes and centers. They are very grateful for the supplies and for the monthly calls. We are also letting providers know that the rules and regulations have not changed because of the pandemic. We are reminding them that they still need to make sure everything is current (background checks, safety regulations and good quality care for children). We have been sending out information about how to social distance with the children in their care. Along with tips on social distance activities and ways to show children how and why they use masks.

We have been informing the providers that remained open about grants that are or were available to them. One of the providers we supported with one of the grants was so grateful because she said she would not have been able to do it without assistance. This provider is not enrolled in EA and tends to need support. She has been very verbal about how far she has come and embraces the support we give her. She has really improved in quality care and is so happy we keep in contact with her.

Some of the providers that did not want support in the past are happy to have it now. We are still doing pre-licensing work even during a pandemic.

Challenges: We have had a lot of challenges this quarter and last due to the pandemic we all are experiencing. Some of the providers closed their businesses and a lot remained open. Getting children and keeping children enrolled has been a challenge due to the stay home order and people being fearful of the virus. Another barrier has been a lot of families are working from home so they are not in need of childcare or cannot afford it during this time. Also, a lot of the Family Childcare providers have elderly family members living with them, so they decided to close their business during this time for the safety of their loved ones. We will continue to reach out to the providers that remained open and will send some guidance to the ones that have decided to reopen.

TR: Due to COVID-19, the Professional Development Team has created a series of COVID-19 Conversations on emergent topics for child care providers and have offered them as free, live trainings led over Zoom. Topics have included, "How to talk to children about COVID-19," "Sanitation: What? Why? How?" "The Importance of Self-Care," "Supporting Mixed-Age Groups," "Coping with Stress," "Providing Virtual Supports to Families and Children," and more. We offered trainings at various times throughout the day, including evenings and weekends.

We have been incredibly busy responding to the needs of our communities in King and Pierce counties around COVID 19:

- Our entire staff spent the first two weeks of the COVID outbreak building a remote phone system to maximize our call center to meet a wave of families and child care providers who were in absolute crisis. A call center team of five tripled overnight, becoming a trained and equipped team of 15 to respond to families, caregivers, school districts and community agencies. As community need skyrocketed in those first weeks, we were there to help.
- We delivered emergency supplies to over 500 child care providers from every corner of King and Pierce Counties – diapers, baby wipes, cleaning supplies, hand sanitizer, hand soap, and face masks.
- Our coaches reach out each week to 2,300 child care providers, helping them put new measures in place, adapting their care to include school age children, and helping them stay open.
- In partnership with the City of Seattle and King County, we are supporting first responders and essential personnel in finding and paying for child care. The funding we have raised through All In Seattle helped us fill the gaps that these public dollars could not cover. With this effort, we have funded care for 298 children for up to three months.
- We are engaging in a similar partnership with Pierce County to provide roughly 300 children of families impacted by COVID with childcare for the entire three months of summer.
- When the state announced relief funding for child care providers, our team answered 1,000 calls and helped over 700 providers submit their applications.
- We continue to help coordinate relief for providers, as we know their financial concerns are deep and wide and surpass the state funding availability (look for our July newsletter for more information).

Moving into the next phase of our response to this pandemic, our priority is keeping child care providers, the vast majority of which are independently-owned small businesses with razor-thin to no profit margins, alive. As of today, 23% of child care programs are closed, and those that are open are serving an average of only 1/3 of their families. This means most, if not all programs still operating are not making enough revenue to cover expenses, and for some, to pay their mortgage or rent on their home.

RESIDENTS

	Annual Goal	1st Qtr	Actual # of Residents		4th Qtr	YTD
			2nd Qtr	3rd Qtr		
Auburn	40	29	47			76
Bellevue	220	93	53			146
Bothell		53	28			81
Burien	21	16	18			34
Covington	20	8	7			15
Des Moines		13	23			36
Federal Way		50	45			95
Issaquah	22	16	16			32
Kenmore	4	5	12			17
Kent		51	80			131
Kirkland	30	37	30			67
Mercer Island		2	4			6
Redmond		50	18			68
Renton		80	76			156
Sammamish		10	2			12
SeaTac	28	9	10			19
Shoreline	33	47	31			78
Tukwila	20	10	10			20
Seattle		515	368			883
Other KC		64	88			152
Outside KC		2339	1472			3811
Unknown		0	0			0
TOTAL	438	3497	2438	0	0	5935

CITY LINE ITEM TABLES

BELLEVUE Line Item Table

***Back-up documentation required for line item expenses**

	Budget	Q1 Request	Q2 Request	Q3 Request	Q4 Request	Cumulative Requested	Balance Remaining
Personnel	\$43,340.00	\$10,835.00	\$10,835.00			\$21,670.00	\$21,670.00
Office/Ops						\$0.00	\$0.00
Purchased Svc						\$0.00	\$0.00
Communication						\$0.00	\$0.00
Travel/Training						\$0.00	\$0.00
Other						\$0.00	\$0.00
TOTAL	\$43,340.00	\$10,835.00	\$10,835.00	\$0.00	\$0.00	\$21,670.00	\$21,670.00

FEDERAL WAY Line Item Table

***Back-up documentation required for line item expenses**

	Budget	Q1 Request	Q2 Request	Q3 Request	Q4 Request	Cumulative Requested	Balance Remaining
Personnel						\$0.00	\$0.00
Office/Ops						\$0.00	\$0.00
Purchased Svc						\$0.00	\$0.00
Communication						\$0.00	\$0.00
Travel/Training						\$0.00	\$0.00
Other						\$0.00	\$0.00
TOTAL							

KENT Line Item Table

[illegible]

REIMBURSEMENT REQUESTS

Agency and Program Name **Des Moines Area Food Bank**
 Address **22225 9th Ave S (Mailing: PO Box 98788)**
 City & ZIP **Des Moines, WA 98198**
 Program Contact Name **Kristi Van Gasken** Phone **(206) 878-2660**
 Email **dmafb@hotmail.com** Invoice Date **7/28/20**
 Costs below incurred from **4/1/20** to **6/30/20**
 Signature of Authorized Signer *Barb Houston-Shimizu* Printed Name **Barb Houston-Shimizu**

	Contract ID#	Annual Award Amt	Reimbursement Requests				Balance Remaining
			1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn							\$0.00
Bellevue							\$0.00
Bothell							\$0.00
Burien							\$0.00
Covington							\$0.00
Des Moines		\$39,000.00	\$9,750.00	\$9,750.00			\$19,500.00
Federal Way							\$0.00
Issaquah							\$0.00
Kenmore							\$0.00
Kent							\$0.00
Kirkland							\$0.00
Mercer Island							\$0.00
Redmond							\$0.00
Renton							\$0.00
Sammamish							\$0.00
SeaTac		\$40,000.00	\$10,000.00	\$10,000.00			\$20,000.00
Shoreline							\$0.00
Tukwila							\$0.00

Admin use only

Authorized Payment Amt: **10,000 -**

Authorization Code / Acct #

Authorized Signature / City

Date **988**

APPROVED FOR PAYMENT

BY *Kim Cooper*

DATE **7/27/20**

BARS# **001.600.10.505.10.41.012**

7/27/20

SERVICE UNIT 1

Service Unit 1: Food

Measurement: Pound of food

Description: Food is measured in terms of the number of pounds served. (Since meals are estimated to be 1.2 lbs per meal, the equivalent number of meals can also be estimated from this number.)

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn		1,534	1,358			2,892	#DIV/0!
Bellevue						0	#DIV/0!
Bothell						0	#DIV/0!
Burien		6,243	10,605			16,848	#DIV/0!
Covington						0	#DIV/0!
Des Moines	97,077	256,304	261,631			517,935	534%
Federal Way		10,148	21,000			31,148	#DIV/0!
Issaquah						0	#DIV/0!
Kenmore						0	#DIV/0!
Kent		61,448	55,740			117,188	#DIV/0!
Kirkland						0	#DIV/0!
Mercer Island						0	#DIV/0!
Redmond						0	#DIV/0!
Renton		670	3,134			3,804	#DIV/0!
Sammamish						0	#DIV/0!
SeaTac	69,894	93,896	90,318			184,214	264%
Shoreline						0	#DIV/0!
Tukwila		1,941	3,291			5,232	#DIV/0!
Seattle		5,108	10,187			15,295	
Other KC		4,058	3,710			7,768	
Outside KC		2,017	7,314			9,331	
Unknown						0	
TOTAL	166,971	443,367	468,288	0	0	911,655	

SERVICE UNIT 2

Service Unit 1: Food

Measurement: Individual

Description: The second service unit is the number of total individuals served. This figure includes all visits for regular food bank service, as well as extra services such as weekend backpacks, cooking class (participants receive a second food bank visit), emergency visits, etc.

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn		32	26			58	#DIV/0!
Bellevue						0	#DIV/0!
Bothell						0	#DIV/0!
Burien		221	203			424	#DIV/0!
Covington						0	#DIV/0!
Des Moines	2,249	5,968	4,710			10,678	475%
Federal Way		220	402			622	#DIV/0!
Issaquah						0	#DIV/0!
Kenmore						0	#DIV/0!
Kent		1,276	1,067			2,343	#DIV/0!
Kirkland						0	#DIV/0!
Mercer Island						0	#DIV/0!
Redmond						0	#DIV/0!
Renton		14	60			74	#DIV/0!
Sammamish						0	#DIV/0!
SeaTac	1,619	2,301	1,555			3,856	238%
Shoreline						0	#DIV/0!
Tukwila		57	63			120	#DIV/0!
Seattle		179	195			374	
Other KC		147	71			218	
Outside KC		65	140			205	
Unknown						0	
TOTAL	3,868	10,480	8,492	0	0	18,972	

SERVICE UNIT 3

Service Unit 1: Food

Measurement: Bundle of items

Description: The final service unit is the number of weekend backpacks served. Backpacks providing two days worth of kid-friendly foods are distributed weekly through nine local schools.

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn						0	#DIV/0!
Bellevue						0	#DIV/0!
Bothell						0	#DIV/0!
Burien		99				99	#DIV/0!
Covington						0	#DIV/0!
Des Moines		715	0			715	#DIV/0!
Federal Way		9				9	#DIV/0!
Issaquah						0	#DIV/0!
Kenmore						0	#DIV/0!
Kent		22				22	#DIV/0!
Kirkland						0	#DIV/0!
Mercer Island						0	#DIV/0!
Redmond						0	#DIV/0!
Renton						0	#DIV/0!
Sammamish						0	#DIV/0!
SeaTac	1,049	428	0			428	41%
Shoreline						0	#DIV/0!
Tukwila		18				18	#DIV/0!
Seattle		79				79	
Other KC		68				68	
Outside KC		25				25	
Unknown						0	
TOTAL	1,049	1,463	0	0	0	1,463	

**Des Moines Area Food Bank
2nd Quarter 2020 Narrative**

After an initial surge in March, our service numbers have settled back to lower levels. We served an average of 972 families per month in the first quarter and 845 families a month in the second quarter. Strikingly, however, the number of unduplicated individuals is considerably up over the first six months of last year: Des Moines up 33.4%, Kent up 20.5%, Seatac up 13.9% and Other up 224% for a total increase of 40.9%.

We are on target to meet some services such as regular food bank visits, lbs of food, and summer meals. We do not expect to meet goals for backpack service, after-school meal service, or college pantry service as those programs were suspended in mid-March in response to COVID-19 and we are not confident that school-based programs will begin again until late fall or even after the new year.

This quarter, we have had to make considerable investment in additional refrigeration due to the large amount of excess product from restaurants upon closure, trade mitigation commodities and farm to food pantry efforts. Disruptions in the flow of food are striking; the amount of extra milk in the system, in particular, is extraordinary. We have been flooded with donations and stretched thin with cold storage limitations, which adds hours of extra food handling to every day. Luckily, we have been able to utilize City of Des Moines refrigeration space as well as cooler space at North Hill Elementary School, but this is not a long-term solution. Integrating community donations into the food stream is a challenge because we do not have enough people to sort food on a regular basis and then we are having to store the food that won't fit into our current service model for the future. At the same time, with SNAP support, unemployment support and extra food distribution points at local churches and other sites, we are now seeing fewer clients and are having trouble pushing enough food through the distribution system. Now, we are starting to see donations (e.g. emergency produce boxes) that were not distributed elsewhere coming to us and that is adding to the problem both in terms of refrigeration space and distribution. (We have learned that one partner food bank has had to spend hundreds of dollars in dumping fees to deal with all the undistributed produce being foisted on them.)

While we are flush with food now, we are concerned about what will happen after extra SNAP and unemployment benefits as well as moratoriums on evictions and other protections sunset. With our area so dependent on SeaTac Airport and the economy tied to travel (hotels, restaurants, etc.), we anticipate that many jobs will not return to previous levels for a long time. At the same time, it is expected that the government trade mitigation products are expected to end in December, which will be a big loss to our donation stream.

We have received a significant amount of support through the Washington State Department of Agriculture EFAP/CARES funding, so that has been very helpful. We have one more round of CARES funding and then the extra support should scale back.

After implementing aggressive safety measures in early March (limiting the number of clients in the line inside to ten, having everyone wash hands upon entering the building and use hand sanitizer when moving from room to room, requiring social distancing, requiring and providing masks, pre-bagging dry/canned goods and basic produce items based on a client order form to speed service and limit touch, limiting options of goods in the food bank to speed service, and initiating an on-line ordering system for pick-up service), we have added onto these safety measures this quarter by: 1) adding senior hours; 2) increasing air circulation; and 3) contact tracing. We are currently working to add safety barriers to protect volunteers.

A big challenge has been the loss of so many volunteers who are seniors that left at the beginning of March to shelter at home. For the first two weeks, it was 4-5 people trying to do the work of 30. Community members have since taken their place but we are concerned about what will happen if many of those helpers go back to work while seniors continue to stay at home. We have been working around the clock and staff is stretched thin. Training is a challenge in this fast-paced and ever-changing environment so we are all just doing the best we can. We appreciate extra help from City of Des Moines workers with unloading our weekly delivery from Food Lifeline as well as help with personal protection products.

Your support is most needed and appreciated at this time, when so many people who never envisioned having to come to the food bank find themselves at our doors.

RESIDENTS

	Annual Goal	Actual # of Residents				YTD
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn		18	20			38
Bellevue						0
Bothell						0
Burien		86	142			228
Covington						0
Des Moines	2249	1963	872			2835
Federal Way		107	285			392
Issaquah						0
Kenmore						0
Kent		519	250			769
Kirkland						0
Mercer						0
Island						0
Redmond						0
Renton		8	37			45
Sammamish						0
SeaTac	296	866	372			1238
Shoreline						0
Tukwila		32	48			80
Seattle		25	121			146
Other KC		29	26			55
Outside KC		21	26			47
Unknown						0
TOTAL	2545	3674	2199	0	0	5873

REIMBURSEMENT REQUESTS

Agency and Program Name Domestic Abuse Women's Network
 Address P O Box 1449
 City & ZIP Kent, WA 98032
 Program Contact Name Angela Dannenbring Phone 253-893-1605
 Email angelad@dawnrising.org Invoice Date 7/14/20
 Costs below incurred from 4/1/20 to 6/30/20 \$3,250
 Signature of Authorized Signer *Zinka* Printed Name Zinka Galusic

	Contract ID#	Annual Award Amt	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Balance Remaining
Auburn		\$5,000.00	\$1,250.00	\$1,250.00			\$2,500.00
Bellevue							\$0.00
Bothell							\$0.00
Burien							\$0.00
Covington	027-2019	\$1,000.00	\$250.00	\$250.00			\$500.00
Des Moines							\$0.00
Federal Way							\$0.00
Issaquah							\$0.00
Kenmore							\$0.00
Kent		\$5,000.00	\$1,250.00	\$1,250.00			\$2,500.00
Kirkland							\$0.00
Mercer Island							\$0.00
Redmond							\$0.00
Renton							\$0.00
Sammamish							\$0.00
SeaTac		\$2,000.00	\$500.00	\$500.00			\$1,000.00
Shoreline							\$0.00
Tukwila							\$0.00

Admin use only

Authorized Payment Amt:

Authorization Code / Acct #

1057

Authorized Signature / City

Date

7/20/20

APPROVED FOR PAYMENT

BY *Lynn Cooper*

DATE 7/27/20

BARS# 001.000.10.505.10.41.012

0%
2nd Qtr.

SERVICE UNIT 1

Service Unit 1: Counseling (e.g., Mental Health, Domestic Violence, Substance Abuse, Housing, Employment)
 Measurement: Visit

Description:

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn	25					0	0%
Bellevue						0	#DIV/0!
Bothell						0	#DIV/0!
Burien			1			1	#DIV/0!
Covington	3					0	0%
Des Moines						0	#DIV/0!
Federal Way						0	#DIV/0!
Issaquah						0	#DIV/0!
Kenmore						0	#DIV/0!
Kent	90		1			1	1%
Kirkland						0	#DIV/0!
Mercer Island						0	#DIV/0!
Redmond						0	#DIV/0!
Renton		1				1	#DIV/0!
Sammamish						0	#DIV/0!
SeaTac	35	0	0			0	0%
Shoreline						0	#DIV/0!
Tukwila						0	#DIV/0!
Seattle		3				3	
Other KC						0	
Outside KC						0	
Unknown						0	
TOTAL	153	4	2	0	0	6	

SERVICE UNIT 2

Service Unit 1: Choose from drop down list

Measurement: Choose from drop down list

Description:

[illegible]

SERVICE UNIT 3

Service Unit 1: Choose from drop down list

Measurement: Choose from drop down list

Description:

[illegible]

NARRATIVE

The Domestic Abuse Women's Network prevention programming is reduced due to COVID-19. This quarter, our support focused on curriculum creation, end of the year support to students to Highline School Districts, and cultivating additional relationships with Kent School District. Due to the reduction of students and remote school; our prevention work has focused in the area of community presentations, versus, exact numbers of individuals served in communities. As we move toward the next quarter; we will continue to provide prevention work to students, businesses, and promoting and creating training materials for families. Our prevention advocates continue to see an increase in youth requested services for advocacy. We are reviewing how to best serve this age group as they request support.

RESIDENTS

	Annual Goal	Actual # of Residents				YTD
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn		0	0			0
Bellevue		0	0			0
Bothell		0	0			0
Burien		0	1			1
Covington		0	0			0
Des Moines		0	0			0
Federal Way		0	0			0
Issaquah		0	0			0
Kenmore		0	0			0
Kent		0	1			1
Kirkland		0	0			0
Mercer Island		0	0			0
Redmond		0	0			0
Renton		1	0			1
Sammamish		0	0			0
SeaTac		0	0			0
Shoreline		0	0			0
Tukwila		0	0			0
Seattle		3	0			3
Other KC		0	0			0
Outside KC		0	0			0
Unknown		0	0			0
TOTAL	0	4	2	0	0	6

CITY LINE ITEM TABLES

BELLEVUE Line Item Table

***Back-up documentation required for line item expenses**

[illegible]

FEDERAL WAY Line Item Table

*Back-up documentation required for line item expenses

[illegible]

KENT Line Item Table

[illegible]

REIMBURSEMENT REQUESTS

Agency and Program Name HealthPoint Primary Dental Care
 Address 955 Powell Ave SW
 City & ZIP Renton 98057
 Program Contact Name Joseph Adriano Phone 323-523-5632
 Email jadriano@healthpointchc.org Invoice Date 7/10/20
 Costs below incurred from 4/1/20 to 6/30/20
 Signature of Authorized Signer *David* Printed Name Joseph Adriano

	Contract ID#	Annual Award Amt	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Balance Remaining
Auburn							\$0.00
Bellevue	GF184	\$38,343.00	\$9,585.75	\$9,585.75			\$19,171.50
Bothell							\$0.00
Burien	023-2019	\$5,000.00	\$1,250.00	\$1,250.00			\$2,500.00
Covington	023-2019	\$5,000.00	\$1,250.00	\$1,250.00			\$2,500.00
Des Moines	023-2019	\$8,000.00	\$2,000.00	\$2,000.00			\$4,000.00
Federal Way	023-2019	\$23,000.00	\$5,750.00	\$5,750.00			\$11,500.00
Issaquah	GF184	\$5,000.00	\$1,250.00	\$1,250.00			\$2,500.00
Kenmore	GF184	\$3,000.00	\$750.00	\$750.00			\$1,500.00
Kent	CAG2019-112	\$15,000.00	\$3,750.00	\$3,750.00			\$7,500.00
Kirkland	GF184	\$16,000.00	\$4,000.00	\$4,000.00			\$8,000.00
Mercer Island							\$0.00
Redmond	GF184	\$25,000.00	\$6,250.00	\$6,250.00			\$12,500.00
Renton	023-2019	\$7,500.00	\$1,875.00	\$1,875.00			\$3,750.00
Sammamish	GF184	\$4,000.00	\$1,000.00	\$1,000.00			\$2,000.00
SeaTac	023-2019	\$5,000.00	\$1,250.00	\$1,250.00			\$2,500.00
Shoreline							\$0.00
Tukwila	023-2019	\$5,000.00	\$1,250.00	\$1,250.00			\$2,500.00

Admin use only

Authorized Payment Amt:

1,250.00

Authorization Code / Acct #

Authorized Signature / City

Date 7/20/20

APPROVED FOR PAYMENT

BY:

Kym Cooper

DATE:

7/20/20

BARS#

001.000.10.565.10.41.012

SERVICE UNIT 1

Service Unit 1: Dental Care

Measurement: Appointment

Description: A dental visit providing oral health care delivery.

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn						0	
Bellevue	178	226	80			306	172%
Bothell						0	
Burien	24	138	24			162	675%
Covington	24	58	21			79	329%
Des Moines	24	315	111			426	1775%
Federal Way	109	1,625	474			2,099	1926%
Issaquah	24	62	28			90	375%
Kenmore	14	187	48			235	1679%
Kent	72	3,101	1,006			4,107	5704%
Kirkland	77	570	190			760	987%
Mercer Island						0	
Redmond	120	765	206			971	809%
Renton	36	535	219			754	2094%
Sammamish	19	72	17			89	468%
SeaTac	24	183	73			256	1067%
Shoreline						0	
Tukwila	24	247	51			298	1242%
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
TOTAL	769	8,084	2,548	0	0	10,632	

SERVICE UNIT 2

Service Unit 1: Choose from drop down list

Measurement: Choose from drop down list

Description:

	Annual	Actual Units, regardless of funding source				YTD
	Goal	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn						0
Bellevue						0
Bothell						0
Burien						0
Covington						0
Des Moines						0
Federal Way						0
Issaquah						0
Kenmore						0
Kent						0
Kirkland						0
Mercer						0
Island						0
Redmond						0
Renton						0
Sammamish						0
SeaTac						0
Shoreline						0
Tukwila						0
Seattle						0
Other KC						0
Outside KC						0
Unknown						0
TOTAL	0	0	0	0	0	0

SERVICE UNIT 3

Service Unit 1: Choose from drop down list

Measurement: Choose from drop down list

Description:

	Annual Goal	Actual Units, regardless of funding source				YTD
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn						0
Bellevue						0
Bothell						0
Burien						0
Covington						0
Des Moines						0
Federal Way						0
Issaquah						0
Kenmore						0
Kent						0
Kirkland						0
Mercer Island						0
Redmond						0
Renton						0
Sammamish						0
SeaTac						0
Shoreline						0
Tukwila						0
Seattle						0
Other KC						0
Outside KC						0
Unknown						0
TOTAL	0	0	0	0	0	0

RESIDENTS

	Annual Goal	1st Qtr	Actual # of Residents		4th Qtr	YTD
			2nd Qtr	3rd Qtr		
Auburn						0
Bellevue	48	129	53			182
Bothell						0
Burien	9	78	19			97
Covington	9	30	13			43
Des Moines	9	187	71			258
Federal Way	41	986	300			1286
Issaquah	9	32	15			47
Kenmore	2	99	36			135
Kent	27	1889	641			2530
Kirkland	29	311	126			437
Mercer Island						0
Redmond	44	438	147			585
Renton	13	304	135			439
Sammamish	7	37	13			50
SeaTac	9	107	44			151
Shoreline						0
Tukwila	9	116	29			145
Seattle						0
Other KC						0
Outside KC						0
Unknown						0
TOTAL	265	4743	1642	0	0	6385

NARRATIVE

As with all society, COVID-19 impacted HealthPoint throughout Q2. Shelter-in-place orders and fear of contracting COVID-19 have indeed led patients to refrain from visiting, such that visits year-to-date are 65% of pre-pandemic projections. However, the need has not vanished, and patients continue to seek care. From 4/1/2020-6/30/2020, we had just under 50,000 visits; 31,000 or 62% were telehealth visits.

Before Q2, the CDC recommended canceling dental visits except in cases of emergency. Thus, oral health visits were down nationwide and locally as the COVID-19 crisis keeps people away from seeking care they would otherwise have sought. The CDC revised these recommendations in mid-June, leaving it to dental providers to understand local public health guidelines to determine how to return to service provision.

To address the need to provide urgent and emergency care while heeding the requirements for social distancing, HealthPoint rapidly deployed telephone visits, followed by telehealth/video visits by the beginning of Q2. In accordance with guidance from the American Dental Association and the CDC, from March to 6/1/2020, we provided only urgent/emergent in-person care and virtual care at our dental clinics in Bothell, Midway, Tukwila, Kent, and Auburn. The Federal Way and Redmond clinics provided virtual dental services only. This includes telephone and teledentistry. At these two latter sites, referrals were made to the closest site for in-person care if necessary. Redmond dental clinic patients were referred to Bothell, while Federal Way dental clinic patients were referred to the closest sites among Midway, Kent, Auburn, or Tukwila.

On 6/1/2020, Federal Way and Redmond dental clinics re-opened to in-person care in addition to the other 5 sites. All sites continue to provide virtual visits as their first line of triage and care. Due to continued PPE shortages, our appointment slots are limited and thus we still prioritize urgent dental care. We are working to bring back patients who have unfinished multi-step treatments. We also provide outreach calls to patients who have existing treatment plans, active or potential infections, and children to determine if they should be scheduled for a visit. To promote patient and staff safety, we are installing air scrubbers with HEPA filters at all 7 sites to help filter the air. We are working diligently to source more gowns and N-95 masks so we can create for access for our patients.

As a result, visits are down when contrasted with Q2 2019. Across the share1app cities overall, Q2 2020 visits were 22% of visit levels in Q2 2019. Q2 2020 visits from residents in specific cities were as high as over 30% of Q2 2019 levels for Issaquah and Renton, but below 15% of Q2 2019 levels for Burien and Kenmore. However, the number of visits per month by residents of the share1app cities has been increasing over the course of Q2 from 570 total visits in April, to 674 in May, and to 1,304 in June. While HealthPoint has been returning to provide more in-person dental services as the months pass, we are far from our pre-pandemic levels.

CITY LINE ITEM TABLES

BELLEVUE Line Item Table

*Back-up documentation required for line item expenses

	Budget	Q1 Request	Q2 Request	Q3 Request	Q4 Request	Cumulative Requested	Balance Remaining
Personnel						\$0.00	\$0.00
Office/Ops						\$0.00	\$0.00
Purchased Svc						\$0.00	\$0.00
Communication						\$0.00	\$0.00
Travel/Training						\$0.00	\$0.00
Other	\$38,343.00	\$9,585.75	\$9,585.75			\$19,171.50	\$19,171.50
TOTAL	\$38,343.00	\$9,585.75	\$9,585.75	\$0.00	\$0.00	\$19,171.50	\$19,171.50

FEDERAL WAY Line Item Table

*Back-up documentation required for line item expenses

	Budget	Q1 Request	Q2 Request	Q3 Request	Q4 Request	Cumulative Requested	Balance Remaining
Personnel						\$0.00	\$0.00
Office/Ops						\$0.00	\$0.00
Purchased Svc						\$0.00	\$0.00
Communication						\$0.00	\$0.00
Travel/Training						\$0.00	\$0.00
Other	\$23,000.00	\$5,750.00	\$5,750.00			\$11,500.00	\$11,500.00
TOTAL	\$23,000.00	\$5,750.00	\$5,750.00	\$0.00	\$0.00	\$11,500.00	\$11,500.00

KENT Line Item Table

	Budget	Q1 Request	Q2 Request	Q3 Request	Q4 Request	Cumulative Requested	Balance Remaining
Personnel						\$0.00	\$0.00
Office/Ops						\$0.00	\$0.00
Purchased Svc						\$0.00	\$0.00
Communication						\$0.00	\$0.00
Travel/Training						\$0.00	\$0.00
Other	\$15,000.00	\$3,750.00	\$3,750.00			\$7,500.00	\$7,500.00
TOTAL	\$15,000.00	\$3,750.00	\$3,750.00	\$0.00	\$0.00	\$7,500.00	\$7,500.00

REIMBURSEMENT REQUESTS

Agency and Program Name **HealthPoint Medical Care**
 Address 955 Powell Ave SW
 City & ZIP Renton 98057
 Program Contact Name Joseph Adriano Phone 323-523-5632, pers. cell
 Email jadriano@healthpointchc.org Invoice Date 7/10/20
 Costs below incurred from 4/1/20 to 6/30/20
 Signature of Authorized Signer *[Signature]* Printed Name Joseph Adriano

	Contract ID#	Annual Award Amt	1st Qtr	Reimbursement Requests 2nd Qtr	3rd Qtr	4th Qtr	Balance Remaining
Auburn							\$0.00
Bellevue	GF186	\$41,452.00	\$10,363.00	\$10,363.00			\$20,726.00
Bothell							\$0.00
Burien	024-2019	\$10,000.00	\$2,500.00	\$2,500.00			\$5,000.00
Covington	024-2019	\$5,000.00	\$1,250.00	\$1,250.00			\$2,500.00
Des Moines	024-2019	\$7,500.00	\$1,875.00	\$1,875.00			\$3,750.00
Federal Way	024-2019	\$14,000.00	\$3,500.00	\$3,500.00			\$7,000.00
Issaquah	GF186	\$7,000.00	\$1,750.00	\$1,750.00			\$3,500.00
Kenmore	GF186	\$7,000.00	\$1,750.00	\$1,750.00			\$3,500.00
Kent	CAG2019-112	\$15,000.00	\$3,750.00	\$3,750.00			\$7,500.00
Kirkland	GF186	\$16,000.00	\$4,000.00	\$4,000.00			\$8,000.00
Mercer Island							\$0.00
Redmond	GF186	\$29,000.00	\$7,250.00	\$7,250.00			\$14,500.00
Renton	024-2019	\$9,500.00	\$2,375.00	\$2,375.00			\$4,750.00
Sammamish							\$0.00
SeaTac	024-2019	\$10,000.00	\$2,500.00	\$2,500.00			\$5,000.00
Shoreline							\$0.00
Tukwila	024-2019	\$5,000.00	\$1,250.00	\$1,250.00			\$2,500.00

Admin use only

Authorized Payment Amt: 2,500.00 * MOU * Authorization Code / Acct #

Authorized Signature / City

Date 7/20/20

APPROVED FOR PAYMENT

BY

DATE

BARS#

[Signature]

7/20/20

001.000.10.565.10.41.92

SERVICE UNIT 1

Service Unit 1: Medical Care

Measurement: Appointment

Description: A face-to-face visit with a primary care provider for medical care.

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn						0	
Bellevue	156	483	546			1,029	660%
Bothell						0	
Burien	43	554	533			1,087	2528%
Covington	20	183	160			343	1715%
Des Moines	22	1,137	948			2,085	9477%
Federal Way	55	5,600	5,044			10,644	19353%
Issaquah	27	93	90			183	678%
Kenmore	27	354	362			716	2652%
Kent	60	10,632	9,112			19,744	32907%
Kirkland	63	1,123	1,026			2,149	3411%
Mercer Island						0	
Redmond	113	1,243	1,023			2,266	2005%
Renton	37	3,427	3,831			7,258	19616%
Sammamish						0	
SeaTac	43	958	708			1,666	3874%
Shoreline						0	
Tukwila	20	649	536			1,185	5925%
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
TOTAL	686	26,436	23,919	0	0	50,355	

SERVICE UNIT 2

Service Unit 1: Choose from drop down list

Measurement: Choose from drop down list

Description:

	Annual Goal	Actual Units, regardless of funding source				YTD
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn						0
Bellevue						0
Bothell						0
Burien						0
Covington						0
Des Moines						0
Federal Way						0
Issaquah						0
Kenmore						0
Kent						0
Kirkland						0
Mercer Island						0
Redmond						0
Renton						0
Sammamish						0
SeaTac						0
Shoreline						0
Tukwila						0
Seattle						0
Other KC						0
Outside KC						0
Unknown						0
TOTAL	0	0	0	0	0	0

SERVICE UNIT 3

Service Unit 1: Choose from drop down list

Measurement: Choose from drop down list

Description:

	Annual Goal	Actual Units, regardless of funding source				YTD
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn						0
Bellevue						0
Bothell						0
Burien						0
Covington						0
Des Moines						0
Federal Way						0
Issaquah						0
Kenmore						0
Kent						0
Kirkland						0
Mercer Island						0
Redmond						0
Renton						0
Sammamish						0
SeaTac						0
Shoreline						0
Tukwila						0
Seattle						0
Other KC						0
Outside KC						0
Unknown						0
TOTAL	0	0	0	0	0	0

RESIDENTS

	Annual Goal	1st Qtr	Actual # of Residents		4th Qtr	YTD
			2nd Qtr	3rd Qtr		
Auburn						0
Bellevue	55	331	317			648
Bothell						0
Burien	14	323	273			596
Covington	6	103	82			185
Des Moines	7	715	501			1216
Federal Way	17	3738	2990			6728
Issaquah	10	62	69			131
Kenmore	10	253	221			474
Kent	21	6888	5305			12193
Kirkland	22	773	610			1383
Mercer Island						0
Redmond	40	856	654			1510
Renton	11	2046	2015			4061
Sammamish						0
SeaTac	14	549	366			915
Shoreline						0
Tukwila	6	430	287			717
Seattle						0
Other KC						0
Outside KC						0
Unknown						0
TOTAL	233	17067	13690	0	0	30757

NARRATIVE

As with all society, COVID-19 impacted HealthPoint throughout Q2. Shelter-in-place orders and fear of contracting COVID-19 have led patients to refrain from visiting, such that visits year-to-date are 65% of pre-pandemic projections. However, the need has not all vanished, and patients continue to seek care. From 4/1/2020-6/30/2020, we had just under 50,000 visits; 31,000 or 62% were telehealth visits.

When COVID-19 emerged in Washington in January, HealthPoint staff pivoted to developing our response to COVID-19 through a specially formed task force. This included ramping up testing capabilities, telehealth capacity, and establishing policies for conserving personal protective equipment (PPE) and infection control. By Q2, we had testing facilities at seven of our sites: Auburn, Bothell, Kent, Midway, Renton (2 sites), and Tukwila. We revised triage and infection control protocols to keep patients seeking COVID-19 tests (and any patient with respiratory symptoms) separate from all other patients.

Our testing infrastructure and flow is designed to promote patient safety, provides for follow-up once test results came in, and maintains an operating environment to promote safety of staff as well. By the end of Q1, HealthPoint tested 400 people. About 16% of tests were positive for COVID-19. By the end of Q2, over 4,000 were tested. Of these, 579 (14%) tested positive; 43 (1%) were hospitalized and discharged.

We have found that telehealth is crucial to maintaining HealthPoint operations and helping us to continue to serve our patients. It helps to curb the potential spread of COVID-19, promotes the safety of patients and staff, and provides an alternative mode of care for patients who want to keep their distance. Still, if a patient must visit in person, we take precautions to keep patients safe. Patients with respiratory symptoms are kept separate from those without such symptoms. Furthermore, we maintain logistical awareness of our PPE supply levels and our staff undergo training on how to properly don and doff their PPE. Because supplies are low worldwide, proper conservation procedures were instituted by our task force.

While our clinics remain open with safety measures, visits are down when contrasted with Q2 2019. Across the share1app cities of North and East King County overall, Q2 2020 visits were 67% of visit levels in Q2 2019. Among the share1app cities of South King County, Q2 2020 visits were 69% of their Q2 2019 levels. Q2 2020 visits from residents in specific cities were as high as over 80% of Q2 2019 levels for Bellevue and Renton, but as low as 47% of Q2 2019 levels for Burien. This continues the trend we saw emerging in Q1 as the COVID-19 crisis grew.

Our task force keeps up with the latest research on SARS-COV2 and the edicts of public health authorities. We are monitoring the rapidly evolving situation that began in mid- to late June as COVID-19 cases have surged across Arizona, California, and Oregon. We are concerned with PPE supplies, especially smaller sizes of N95 masks. PPE levels may fluctuate as the pandemic changes. We wait to see how this surge and the re-opening economy will impact our testing capacity and are planning for various contingencies to respond as the pandemic develops. We expect that we must make testing available for our patients, as well as for the broader low-income community who are not yet served by a health center.

CITY LINE ITEM TABLES

BELLEVUE Line Item Table

*Back-up documentation required for line item expenses

	Budget	Q1 Request	Q2 Request	Q3 Request	Q4 Request	Cumulative Requested	Balance Remaining
Personnel						\$0.00	\$0.00
Office/Ops						\$0.00	\$0.00
Purchased Svc						\$0.00	\$0.00
Communication						\$0.00	\$0.00
Travel/Training						\$0.00	\$0.00
Other	\$41,452.00	\$10,363.00	\$10,363.00			\$20,726.00	\$20,726.00
TOTAL	\$41,452.00	\$10,363.00	\$10,363.00	\$0.00	\$0.00	\$20,726.00	\$20,726.00

FEDERAL WAY Line Item Table

*Back-up documentation required for line item expenses

	Budget	Q1 Request	Q2 Request	Q3 Request	Q4 Request	Cumulative Requested	Balance Remaining
Personnel						\$0.00	\$0.00
Office/Ops						\$0.00	\$0.00
Purchased Svc						\$0.00	\$0.00
Communication						\$0.00	\$0.00
Travel/Training						\$0.00	\$0.00
Other	\$14,000.00	\$3,500.00	\$3,500.00			\$7,000.00	\$7,000.00
TOTAL	\$14,000.00	\$3,500.00	\$3,500.00	\$0.00	\$0.00	\$7,000.00	\$7,000.00

KENT Line Item Table

	Budget	Q1 Request	Q2 Request	Q3 Request	Q4 Request	Cumulative Requested	Balance Remaining
Personnel						\$0.00	\$0.00
Office/Ops						\$0.00	\$0.00
Purchased Svc						\$0.00	\$0.00
Communication						\$0.00	\$0.00
Travel/Training						\$0.00	\$0.00
Other	\$15,000.00	\$3,750.00	\$3,750.00			\$7,500.00	\$7,500.00
TOTAL	\$15,000.00	\$3,750.00	\$3,750.00	\$0.00	\$0.00	\$7,500.00	\$7,500.00

REIMBURSEMENT REQUESTS

Agency and Program Name **Highline Area Food Bank**
 Address **P O Box 66427** **18300 4th Ave. So.**
 City & ZIP **Burien Wa. 98166** **Burien Wa. 98148**
 Program Contact Name **Mike Werle** Phone **206-433-9900**
 Email **thefbman@aol.com** Invoice Date **7/13/2020**
 Costs below incurred from **4/1/2020/** to **6/30/2020**
 Signature of Authorized Signer *Mike Werle* Printed Name **Mike Werle**

Contract ID#	Annual Award Amt	Reimbursement Requests				Balance Remaining
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn						\$0.00
Bellevue						\$0.00
Bothell						\$0.00
Burien	3190106	\$18,000.00	\$4,500.00	\$4,500.00		\$9,000.00
Covington						\$0.00
Des Moines						\$0.00
Federal Way						\$0.00
Issaquah						\$0.00
Kenmore						\$0.00
Kent						\$0.00
Kirkland						\$0.00
Mercer Island						\$0.00
Redmond						\$0.00
Renton						\$0.00
Sammamish						\$0.00
SeaTac	167	\$12,000.00	\$3,000.00	<u>\$3,000.00</u>		\$6,000.00
Shoreline						\$0.00
Tukwila						\$0.00

Admin use only

Authorized Payment Amt: **3,000 -**

Authorization Code / Acct # **1667**

Authorized Signature / City

Date **7/20/20**

APPROVED FOR PAYMENT

BY *Kym Cooper*

DATE **7/20/20**

BARS# **001.000.565.10.41.912**

SERVICE UNIT 1

Service Unit 1: Food

Measurement: Pound of food

Description: Totall pounds of food distributed to all clients

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn						0	#DIV/0!
Bellevue						0	#DIV/0!
Bothell						0	#DIV/0!
Burien	77,000	150,564	180,137			330,701	429%
Covington						0	#DIV/0!
Des Moines						0	#DIV/0!
Federal Way						0	#DIV/0!
Issaquah						0	#DIV/0!
Kenmore						0	#DIV/0!
Kent						0	#DIV/0!
Kirkland						0	#DIV/0!
Mercer Island						0	#DIV/0!
Redmond						0	#DIV/0!
Renton						0	#DIV/0!
Sammamish						0	#DIV/0!
SeaTac	180,000	56,845	68,765			125,610	70%
Shoreline						0	#DIV/0!
Tukwila						0	#DIV/0!
Seattle						0	
Other KC		28,566	25,273			53,839	
Outside KC						0	
Unknown						0	
TOTAL	257,000	235,975	274,175	0	0	510,150	

SERVICE UNIT 2

Service Unit 1: Food

Measurement: Individual

Description: These are unduplicated individuals served.

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn						0	#DIV/0!
Bellevue						0	#DIV/0!
Bothell						0	#DIV/0!
Burien	300	1,767	524			2,291	764%
Covington						0	#DIV/0!
Des Moines						0	#DIV/0!
Federal Way						0	#DIV/0!
Issaquah						0	#DIV/0!
Kenmore						0	#DIV/0!
Kent						0	#DIV/0!
Kirkland						0	#DIV/0!
Mercer Island						0	#DIV/0!
Redmond						0	#DIV/0!
Renton						0	#DIV/0!
Sammamish						0	#DIV/0!
SeaTac	900	654	294			948	105%
Shoreline						0	#DIV/0!
Tukwila						0	#DIV/0!
Seattle						0	
Other KC		230	302			532	
Outside KC						0	
Unknown						0	
TOTAL	1,200	2,651	1,120	0	0	3,771	

SERVICE UNIT 3

Service Unit 1: Food

Measurement: Individual

Description: Number of duplicated individuals receiving food.

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn						0	#DIV/0!
Bellevue						0	#DIV/0!
Bothell						0	#DIV/0!
Burien	2,500	3,936	3,372			7,308	292%
Covington						0	#DIV/0!
Des Moines						0	#DIV/0!
Federal Way						0	#DIV/0!
Issaquah						0	#DIV/0!
Kenmore						0	#DIV/0!
Kent						0	#DIV/0!
Kirkland						0	#DIV/0!
Mercer Island						0	#DIV/0!
Redmond						0	#DIV/0!
Renton						0	#DIV/0!
Sammamish						0	#DIV/0!
SeaTac	4,000	1,298	1,024			2,322	58%
Shoreline						0	#DIV/0!
Tukwila						0	#DIV/0!
Seattle						0	
Other KC		803	484			1,287	
Outside KC						0	
Unknown						0	
TOTAL	6,500	6,037	4,880	0	0	10,917	

Well we are now in what appears to be the middle of this wonderful adventure. We have more food that I've ever seen and less people have been coming in on a regular basis. Starting In June we allowed clients to come in for a full second visit during the month and I was suprised by how few took us up on the offer. It seems that there is a lot of food available out there for people to access and many have told us this. I had 2 clients that came in last week, both hadn't been here since Feb. and they said they didn't feel the need too because they had been getting food from other sources. We are expecting a new refer and freezer to show up any day as I got a \$10,000 grant to purchase them. This should help some with cold storage as we have been getting a lot of cold food that the Government has been purchasing that has not been getting bought by resturants lately. My volunteer base has been a little thin lately as still most of my regulars have not come back and a lot of the volunteers that stepped up at the beginning of the virus have been getting called back to work over the last 6 weeks. We have totally revamped our distribution system to deal with this thing. Our clients now sign in on a clip board that is by the front door and then are asked to wait in their car or at least social distance in the parking lot. I call them in one at a time, ask them to wash their hands while I check their Tempature using a non - contact Thermometer. I have 1 check in person working around the corner from us in the corner checking them in and then handing me their ticket that says how many in their household. The client then is told to not touch anything inside the building. Hopefully they show up wearing a face mask but if not we offer them one. Signs went up last week saying they were required to come in the building but since it started we have been asking folks to wear them and most have been. Over the last 2 weeks everyone has been showing up with a face mask on. We had a number of folks from the community making masks for us as well as to have available for our clients. I still have about 400 left from my shipment from King County to pass out if needed. We finally got a shipment from Bargreens resturant supply of face shields and cleaning supplies so I think we are in good shape for the long haul which it is looking like it is going to last for a while. All of our grocery stores seem to be back to normal now with some stuff coming from them in mass quantity at times. I've been very fortunate that all but 2 of my daily pick up drivers has come back now to volunteer. They don't stick around and help with distribution like they used to but at least they're covering the pick up stuff. We paid the 3 regular volunteers who kept coming during this because they were putting in so many extra hours over the last 3 months over what they nornally have done. The supply chain of trying to purchase food is still a little out of whack. Stores are still calling to see if they are able to substitute food we order because of supply chain issues. But overall we have not really run out of anything we normally have on hand. Thank you both again for your support and for checking in with us during these strange days we've been experiencing lately.

RESIDENTS

	Annual Goal	1st Qtr	Actual # of Residents		4th Qtr	YTD
			2nd Qtr	3rd Qtr		
Auburn						0
Bellevue						0
Bothell						0
Burien	300	1767	524			2291
Covington						0
Des Moines						0
Federal Way						0
Issaquah						0
Kenmore						0
Kent						0
Kirkland						0
Mercer Island						0
Redmond						0
Renton						0
Sammamish						0
SeaTac	900	654	294			948
Shoreline						0
Tukwila						0
Seattle						0
Other KC		230	302			532
Outside KC						0
Unknown						0
TOTAL	1200	2651	1120	0	0	3771

CITY LINE ITEM TABLES

BELLEVUE Line Item Table

***Back-up documentation required for line item expenses**

[illegible]

FEDERAL WAY Line Item Table

*Back-up documentation required for line item expenses

[illegible]

KENT Line Item Table

[illegible]

REIMBURSEMENT REQUESTS

Agency and Program Name **Hospitality House**
 Address **1419 SW 150th St**
 City & ZIP **Burien, WA 98166**
 Program Contact Name **Sheenah Randolph** Phone **206-242-1860**
 Email **sheenahr.hospitalityhouse@gmail.com** Invoice Date **7/15/20**
 Costs below incurred from **4/1/20** to **6/30/19**
 Signature of Authorized Signer _____ Printed Name **Sheenah Randolph**

	Contract ID#	Annual Award Amt	1st Qtr	Reimbursement Requests 2nd Qtr	3rd Qtr	4th Qtr	Balance Remaining
Auburn							\$0.00
Bellevue							\$0.00
Bothell							\$0.00
Burien		\$15,000.00	\$3,750.00	\$3,750.00			\$7,500.00
Covington							\$0.00
Des Moines		\$14,000.00	\$3,500.00	\$3,500.00			\$7,000.00
Federal Way		\$10,000.00	\$2,500.00	\$2,500.00			\$5,000.00
Issaquah							\$0.00
Kenmore							\$0.00
Kent	CAG-2019-140	\$10,000.00	\$2,500.00	\$2,500.00			\$5,000.00
Kirkland							\$0.00
Mercer Island							\$0.00
Redmond							\$0.00
Renton							\$0.00
Sammamish							\$0.00
SeaTac		\$10,000.00	\$2,500.00	\$2,500.00			\$5,000.00
Shoreline							\$0.00
Tukwila	19-002	\$7,500.00	\$1,875.00	\$1,875.00			\$3,750.00

Admin use only

Authorized Payment Amt: **2,500--**

Authorization Code / Acct # **12794**

Authorized Signature / City _____

Date **7/20/20**

APPROVED FOR PAYMENT

BY **Kim Cooper**

DATE **7/20/20**

BAR# **001.000.5e5.10.41.012**

SERVICE UNIT 1

Service Unit 1: Shelter

Measurement: Bed night

Description: One night of shelter

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn		69	54			123	
Bellevue		69	102			171	
Bothell		0	0			0	
Burien	160	150	297			447	279%
Covington		0	0			0	
Des Moines	122	11	0			11	9%
Federal Way	100	121	0			121	121%
Issaquah		0	0			0	
Kenmore		0	0			0	
Kent	124	71	124			195	157%
Kirkland		0	0			0	
Mercer Island		0	0			0	
Redmond		0	0			0	
Renton		0	0			0	
Sammamish		0	0			0	
SeaTac	125	74	82			156	125%
Shoreline		0	0			0	
Tukwila	63	33	9			42	67%
Seattle		148	50			198	
Other KC		0	0			0	
Outside KC		19	139			158	
Unknown						0	
TOTAL	694	765	857	0	0	1,622	

SERVICE UNIT 2

Service Unit 1: Food

Measurement: Meal

Description: Meal = 2 meals a day

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn		138	108			246	
Bellevue		138	204			342	
Bothell		0	0			0	
Burien		300	594			894	
Covington		0	0			0	
Des Moines	122	22	0			22	18%
Federal Way	100	242	0			242	242%
Issaquah		0	0			0	
Kenmore		0	0			0	
Kent		142	248			390	
Kirkland		0	0			0	
Mercer Island		0	0			0	
Redmond		0	0			0	
Renton		0	0			0	
Sammamish		0	0			0	
SeaTac		148	164			312	
Shoreline		0	0			0	
Tukwila		66	18			84	
Seattle		296	100			396	
Other KC		0	0			0	
Outside KC		38	278			316	
Unknown						0	
TOTAL	222	1,530	1,714	0	0	3,244	

SERVICE UNIT 3

Service Unit 1: Case Management

Measurement: 90 minutes

Description: Individualized client case planning - housing & barrier focused

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn		9	7			16	
Bellevue		9	14			23	
Bothell		0	0			0	
Burien		21	42			63	
Covington		0	0			0	
Des Moines	28	1	0			1	4%
Federal Way		17	0			17	
Issaquah		0	0			0	
Kenmore		0	0			0	
Kent	21	10	18			28	133%
Kirkland		0	0			0	
Mercer Island		0	0			0	
Redmond		0	0			0	
Renton		0	0			0	
Sammamish		0	0			0	
SeaTac		10	11			21	
Shoreline		0	0			0	
Tukwila		4	1			5	
Seattle		21	3			24	
Other KC		0	0			0	
Outside KC		2	19			21	
Unknown						0	
TOTAL	49	104	115	0	0	219	

In order to best serve our clients during COVID-19, we have implemented numerous changes in our shelter. We are thankful that every client, staff member, and volunteer has remained healthy – we have no Covid-19 cases to report.

The most significant programmatic change, was the decision to not exit clients who would have timed out. Typically, our program affords clients a 90-day stay. We recognized employment and housing searches were severely impacted by the shelter in place mandate. With the entire community at a standstill, it did not seem fair or in anyone's best interest to exit clients if they did not have housing. This additional time and care has led to an increase in housing placement for our residents. The last of the clients on extension will be moving out this week.

With many of our clients utilizing extensions, the actual number of clients served is lower than what is typical within a quarter. Our bed night utilization average for the quarter is 7.8 clients per night. While we strive to have all nine beds filled every night, it is not always possible. In the second quarter, we had eight scheduled clients cancel or no call/no show for their intake which seems to have at least a causal link to COVID-19 apprehensions regarding entering a shelter. This is higher than average and greatly impacts our bed night utilization.

Beyond our general bed night utilization, we have exceeded service targets for our city contracts with the exception of the City of Des Moines. Our call log does not reflect any calls from the City of Des Moines in the second quarter. I am uncertain as to why given we have had an increase in calls from our surrounding cities since COVID-19.

For the third quarter, we will continue to prioritize clients from our supporting cities. We will ensure our program remains fluid and responds to external factors in real time.

Quarter 2 Client Success Story:

Margie is an African American woman, who became homeless after living in a situation where her roommate had become volatile and violent towards her. Margie left when it became too much to handle. She packed up her few belongings and fled. She called different shelters and while she waited she stayed wherever she could find – a night with friends or in her car.

Margie came to Hospitality House stressed out, exhausted and on edge. She reported suffering from bouts of Depression recently triggered by her life being in disarray. However, she had already taken steps in addressing her mental state by seeking out counseling support. While Margie had a clear idea of what she was wanting to accomplish while at Hospitality House, she did not hide the fact that she was overwhelmed. Living with 8 other clients is no easy feat at best of times. But living with 8 other clients during a shelter-in-place order, as well as navigating racial tensions in the Nation made things particularly difficult for Margie. Margie had to take things day by day, moment by moment.

There was an identifiable fire in Margie that indicated to Staff – she was willing to do what it took to see her happy ending. Margie had come with some government assistance – monthly stipends for both food and personal needs. Now having a home base, Margie was able to search for a home in her budget. Margie's case manager heard her needs and desires and got to work immediately. Margie's case manager directed her to housing program and guided her to apply for Coordinated Entry for All as well as Rapid Rehousing. These were all strategic moves to expedite the process of getting Margie into

housing. Each week Margie came back and had completed all her goal work. She worked hard each day, every week – ensuring that she had done everything she could without leaving anything to chance.

That is why it was a huge celebration during Margie's 11th week, when she announced she was accepted into the Capitol Hill Housing. Margie's apartment was everything she wanted. Her success and starting of a new chapter is everything Hospitality House works so hard to help provide our Residents. We are just so honored that Margie entrusted us to walk alongside her on this journey.

RESIDENTS

	Annual Goal	1st Qtr	Actual # of Residents		4th Qtr	YTD
		2nd Qtr	3rd Qtr			
Auburn		2	1			3
Bellevue		1	1			2
Bothell		0	0			0
Burien	6	4	3			7
Covington		0	0			0
Des Moines	3	1	0			1
Federal Way	4	4	0			4
Issaquah		0	0			0
Kenmore		0	0			0
Kent	3	4	2			6
Kirkland		0	0			0
Mercer Island		0	0			0
Redmond		0	0			0
Renton		0	0			0
Sammamish		0	0			0
SeaTac	5	2	2			4
Shoreline			0			0
Tukwila	3	1	1			2
Seattle		5	4			9
Other KC			0			0
Outside KC		1	3			4
Unknown						0
TOTAL	24	25	17	0	0	42

CITY LINE ITEM TABLES

BELLEVUE Line Item Table *Back-up documentation required for line item expenses

	Budget	Q1 Request	Q2 Request	Q3 Request	Q4 Request	Cumulative Requested	Balance Remaining
Personnel						\$0.00	\$0.00
Office/Ops						\$0.00	\$0.00
Purchased Svc						\$0.00	\$0.00
Communication						\$0.00	\$0.00
Travel/Training						\$0.00	\$0.00
Other						\$0.00	\$0.00
TOTAL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

FEDERAL WAY Line Item Table *Back-up documentation required for line item expenses

	Budget	Q1 Request	Q2 Request	Q3 Request	Q4 Request	Cumulative Requested	Balance Remaining
Personnel	\$10,000.00	\$2,500.00	\$2,500.00			\$5,000.00	\$5,000.00
Office/Ops						\$0.00	\$0.00
Purchased Svc						\$0.00	\$0.00
Communication						\$0.00	\$0.00
Travel/Training						\$0.00	\$0.00
Other						\$0.00	\$0.00
TOTAL	\$10,000.00	\$2,500.00	\$2,500.00	\$0.00	\$0.00	\$5,000.00	\$5,000.00

KENT Line Item Table

	Budget	Q1 Request	Q2 Request	Q3 Request	Q4 Request	Cumulative Requested	Balance Remaining
Personnel	\$10,000.00	\$2,500.00	\$2,500.00			\$5,000.00	\$5,000.00
Office/Ops						\$0.00	\$0.00
Purchased Svc						\$0.00	\$0.00
Communication						\$0.00	\$0.00
Travel/Training						\$0.00	\$0.00
Other						\$0.00	\$0.00
TOTAL	\$10,000.00	\$2,500.00	\$2,500.00	\$0.00	\$0.00	\$5,000.00	\$5,000.00

REIMBURSEMENT REQUESTS

Agency and Program Name **KC Sexual Assault Resource Ctr, Comprehensive Sexual Assault Advocacy Svcs**
 Address **707 S. Grady Way, Ste 300**
 City & ZIP **Renton, WA 98057**
 Program Contact Name **Comprehensive Sexual Assault Services** Phone **425-282-0358**
 Email **finance@kcsarc.org** Invoice Date **7/22/20**
 Costs below incurred from **4/1/20** to **6/30/20**
 Signature of Authorized Signer See "Reimbursmt SIGNED" 2nd purple tab on this Excel file Printed Name **Anne Mace-Deines**

City	Contract ID#	Annual Reimbursement Requests				Balance Remaining
		Award Amt	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr
Auburn		\$20,000.00	\$4,921.80	\$5,121.94		\$9,956.26
Bellevue	GF201	\$78,171.00	\$20,593.12	\$21,249.66		\$36,328.22
Bothell		\$0.00	\$0.00			\$0.00
Burien		\$8,000.00	\$1,968.72	\$2,048.77		\$3,982.51
Covington		\$5,576.00	\$1,372.21	\$1,428.00		\$2,775.79
Des Moines		\$4,308.00	\$1,060.16	\$1,103.27		\$2,144.57
Federal Way		\$20,000.00	\$4,921.79	\$5,121.93		\$9,956.28
Issaquah		\$9,100.00	\$2,275.00	\$2,275.00		\$4,550.00
Kenmore		\$3,245.00	\$811.25	\$811.25		\$1,622.50
Kent	CAG2019-143	\$25,000.00	\$6,250.00	\$6,250.00		\$12,500.00
Kirkland		\$19,760.00	\$4,940.00	\$4,940.00		\$9,880.00
Mercer Island		\$4,000.00	\$1,000.00	\$1,000.00		\$2,000.00
Redmond		\$16,587.00	\$4,146.75	\$4,146.75		\$8,293.50
Renton	19-115	\$32,000.00	\$7,874.87	\$8,195.09		\$15,930.04
Sammamish		\$0.00	\$0.00			\$0.00
SeaTac		\$5,000.00	\$1,230.44	\$1,280.47		\$2,489.09
Shoreline		\$8,000.00	\$2,000.00	\$2,000.00		\$4,000.00
Tukwila		\$8,632.00	\$2,124.27	\$2,210.65		\$4,297.08

Admin use only

Authorized Payment Amt: 7/23/20 Authorization Code / Acct #

Authorized Signature / City 001.000.10.505.10.41012 Date 7/23/20

Calculated Total	\$267,379.00	\$67,490.38	\$69,182.78	\$0.00	\$0.00	\$130,705.84
Renton Lead	103,516	\$25,474.26	\$26,510.12			\$51,531.62
Kent	25,000	\$6,250.00	\$6,250.00			\$12,500.00
Bellevue - Lead	138,863	\$35,766.12	\$36,422.66			\$66,674.22
Total	267,379	\$67,490.38	\$69,182.78	\$0.00	\$0.00	\$130,705.84
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

SERVICE UNIT 1

Service Unit 1: Advocacy

Measurement: 60 minutes

Description: Legal & General Advocacy Services provided in English & Spanish for child, youth & adult victims of sexual violence & their families. Services help victims navigate the criminal justice system, access needed services, gain skills to support their loved ones who have been victimized.

	Annual	Actual Units, regardless of funding source					%
	Goal	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	YTD	Achieved
Auburn	179	482	219			701	392%
Bellevue	678	258	346			604	89%
Bothell		45	13			58	
Burien	73	78	98			176	241%
Covington	50	63	51			114	228%
Des Moines	39	93	81			174	446%
Federal Way	179	367	232			599	335%
Issaquah	81	76	67			143	177%
Kenmore	29	13	14			27	93%
Kent	225	353	284			637	283%
Kirkland	178	134	134			268	151%
Mercer Island	36	18	15			33	92%
Redmond	149	148	118			266	179%
Renton	287	465	177			642	224%
Sammamish		23	13			36	
SeaTac	44	117	52			169	384%
Shoreline	72	31	42			73	101%
Tukwila	77	32	42			74	96%
Seattle		558	482			1,040	
Other KC		411	618			1,029	
Outside KC		523	489			1,012	
Unknown		709	506			1,215	
TOTAL	2,376	4,997	4,093	0	0	9,090	

SERVICE UNIT 2

Service Unit 1: Choose from drop down list

Measurement: Choose from drop down list

Description:

	Annual Goal	Actual Units, regardless of funding source				YTD
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn						0
Bellevue						0
Bothell						0
Burien						0
Covington						0
Des Moines						0
Federal Way						0
Issaquah						0
Kenmore						0
Kent						0
Kirkland						0
Mercer Island						0
Redmond						0
Renton						0
Sammamish						0
SeaTac						0
Shoreline						0
Tukwila						0
Seattle						0
Other KC						0
Outside KC						0
Unknown						0
TOTAL	0	0	0	0	0	0

SERVICE UNIT 3

Service Unit 1: Choose from drop down list

Measurement: Choose from drop down list

Description:

	Annual Goal	Actual Units, regardless of funding source				YTD
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn						0
Bellevue						0
Bothell						0
Burien						0
Covington						0
Des Moines						0
Federal Way						0
Issaquah						0
Kenmore						0
Kent						0
Kirkland						0
Mercer Island						0
Redmond						0
Renton						0
Sammamish						0
SeaTac						0
Shoreline						0
Tukwila						0
Seattle						0
Other KC						0
Outside KC						0
Unknown						0
TOTAL	0	0	0	0	0	0

Q2 2020 South Cities Pooled Contract Narrative

City of Tukwila: Allie is 5 years old and has been in childcare part-time during the pandemic. Her parents are in the medical field and so have continued to work. On one occasion, when playing with the daycare worker, Allie asked the adult childcare provider if she knew what sex is. The worker was alarmed at the question and asked Allie how she knows the word? As the story came out, it became clear that just prior to the shutdown, the family was visiting relatives and a distant relative of the mom's was present and exposed Allie to pornography. At the point of calling for services, this was the full disclosure and it was not believed that Allie was physically touched. Carolyn, her mom, called KCSARC and asked what she should do. Mom was given information about how to talk to her child, but she felt ill prepared. She was offered Parent Education services and it was a great relief to her that a service like this exists. For the next 8 weeks, Carolyn learned about child sexual abuse. The session on offender grooming strategies was eye opening. The sessions on how to talk to Allie about "Ok and not OK touching" was the most relevant at the moment. The parent educator explained how to talk to kids about touching in a very non-threatening manner. She was able to practice how these conversations can take place over time and within naturally occurring moments throughout her interactions with her kids. She learned the importance of teaching kids the anatomical words for body parts as well as private areas of the body that is not OK for people to touch without permission. Week by week, Carolyn learned the information in session, went home and taught it to her husband, and together they have had several conversations with Allie and their other kids about touching rules and body parts. Now, it seems as natural as talking about crossing the street and bike helmet safety. They were surprised to see that as they talked about it in regular, every day conversations, their kids did not seem surprised or bothered. But rather absorbed the information like any other piece of new information that kids are constantly learning about. Carolyn commented that the 8 hours she has spent in parent education has been one of the most important things she has ever done!

City of SeaTac: Amanda was sexually assaulted 3 years ago and has been thinking about it constantly since she heard her rapist moved back to town. She called the Resource Line to learn that she can still report the crime if she wanted to. She was connected with a Legal Advocate and received assistance reporting the crime. The Legal Advocate kept her informed as the case proceeded through investigation and accompanied her to interviews. When the Governor announced the stay home orders, Amanda was worried that her case would be stalled. The Legal Advocate let her know that all work is still being done even though in person activity was altered. Finally, after a couple months had passed, the Legal Advocate let her know that the prosecutor's office planned on filing charges. She had a Zoom meeting with the Prosecutor's Office that her Legal Advocate set up. She was relieved to know that because the offender was a flight risk, he was being held in jail and the prosecutor filed a no contact order. As time passed, she heard on the news inmates were being released due to COVID worries in the jail and prison system. Her Legal Advocate stepped into action to try to get information about whether or not her offender was on the release list. After sever phone calls, the Legal Advocate was told that he would remain incarcerated and that his bail had actually been increased, so he would likely not be able to make bail. Amanda has stated numerous times that she would not have been able to deal with the complexity of the system if not for her Legal Advocate. She still has a bit of a wait, but she feels safe knowing the offender is in jail.

City of Des Moines: KCSARC did not receive any calls from the South Correctional Entity (SCORE) during the quarter, and KCSARC's Q2 Des Moines Service Summary Report does not include any callers from SCORE.



King County
Sexual
Assault
Resource
Center

SeaTac Service Summary

Reporting Period: 04/01/2020 - 06/30/2020

New Clients this period: 9

Total Clients this period: 31

Total Clients YTD: 42

Client Counts

Service	Adult	Child	Period Totals	YTD Totals	New (In Period)
General Advocacy: Adult	5	1	6	9	5
General Advocacy: Case Management	0	1	1	1	0
General Advocacy: Child Advocacy	0	2	2	8	2
General Advocacy: Parent Education	0	2	2	3	2
Legal Advocacy	6	16	22	30	3
Medical Advocacy	0	0	0	1	0
Resource Line: Crisis Intervention	2	0	2	2	2
Resource Line: Information & Referral	3	0	3	6	3
Therapy	1	0	1	3	0
Therapy: PHP Phone Screen	0	0	0	1	0
Totals:	17	22	39	64	17

Contact Hours

Service	Adult	Child	Period Totals	YTD Totals	Qtrly Advocacy Hrs Total
General Advocacy: Adult	2.17	0.83	3.00	8.42	52
General Advocacy: Case Management	0.00	0.17	0.17	1.50	
General Advocacy: Child Advocacy	0.00	3.83	3.83	11.67	
General Advocacy: Parent Education	0.00	3.42	3.42	5.67	
Legal Advocacy	14.50	25.50	40.00	139.50	
Medical Advocacy	0.00	0.00	0.00	0.08	
Resource Line: Crisis Intervention	0.92	0.00	0.92	0.92	
Resource Line: Information & Referral	0.25	0.00	0.25	0.75	
Therapy	0.83	0.00	0.83	14.00	
Therapy: PHP Phone Screen	0.00	0.00	0.00	0.17	
Totals:	18.67	33.75	52.42	182.67	

Contact Counts

Service	Adult	Child	Period Totals	YTD Totals
General Advocacy: Adult	18	8	26	73
General Advocacy: Case Management	0	2	2	7
General Advocacy: Child Advocacy	0	32	32	100
General Advocacy: Parent Education	0	8	8	15
Legal Advocacy	96	204	300	573
Medical Advocacy	0	0	0	1
Resource Line: Crisis Intervention	3	0	3	3
Resource Line: Information & Referral	3	0	3	7
Therapy	5	0	5	34
Therapy: PHP Phone Screen	0	0	0	2
Totals:	125	254	379	815

RESIDENTS

	Annual Goal	1st Qtr	Actual # of Residents			4th Qtr	YTD	% Achieved
Auburn	63	145	24				169	268%
Bellevue	121	84	24				108	89%
Bothell		18	6				24	
Burien	38	44	20				64	168%
Covington	15	26	7				33	220%
Des Moines	22	47	7				54	245%
Federal Way	55	129	30				159	289%
Issaquah	23	34	9				43	187%
Kenmore	7	9	2				11	157%
Kent	71	139	29				168	237%
Kirkland	41	67	15				82	200%
Mercer Island	8	8	4				12	150%
Redmond	35	29	9				38	109%
Renton	86	171	23				194	226%
Sammamish		16	2				18	
SeaTac	14	33	9				42	300%
Shoreline	17	20	4				24	141%
Tukwila	24	20	5				25	104%
Seattle		350	164				514	
Other KC		169	49				218	
Outside KC		290	102				392	
Unknown		376	165				541	
TOTAL	640	2224	709	0	0		2933	

CITY LINE ITEM TABLES

BELLEVUE Line Item Table

***Back-up documentation required for line item expenses**

	Budget	Q1 Request	Q2 Request	Q3 Request	Q4 Request	Cumulative Requested	Bal* see budget change request below
Personnel	\$102,578.00	\$27,668.40	\$28,594.24			\$56,262.64	\$46,315.36
Office/Ops	\$2,720.00	\$497.87	\$167.26			\$665.13	\$2,054.87
Purchased Svc						\$0.00	\$0.00
Communication	\$786.00	\$219.54	\$145.37			\$364.91	\$421.09
Travel/Training						\$0.00	\$0.00
Other-Indirect Cost	\$32,779.00	\$7,380.31	\$7,515.79			\$14,896.10	\$17,882.90
TOTAL	\$138,863.00	\$35,766.12	\$36,422.66	\$0.00	\$0.00	\$72,188.78	\$66,674.22

FEDERAL WAY Line Item Table

*Back-up documentation required for line item expenses

[illegible]

KENT Line Item Table

[illegible]

REIMBURSEMENT REQUESTS

Agency and Program Name Literacy Source - ESOL and Family Literacy
 Address 3200 NE 125th St.
 City & ZIP Seattle, 98125
 Program Contact Name Rae Levine Phone 206-782-2050
 Email rael@literacysource.org Invoice Date 7/2/20
 Costs below incurred from 4/1/20 to 6/30/20
 Signature of Authorized Signer Printed Name Rae Levine

	Contract ID#	Annual Award Amt	1st Qtr	Reimbursement Requests 2nd Qtr	3rd Qtr	4th Qtr	Balance Remaining
Auburn							\$0.00
Bellevue							\$0.00
Bothell							\$0.00
Burien							\$0.00
Covington							\$0.00
Des Moines							\$0.00
Federal Way							\$0.00
Issaquah							\$0.00
Kenmore							\$0.00
Kent							\$0.00
Kirkland							\$0.00
Mercer Island							\$0.00
Redmond							\$0.00
Renton							\$0.00
Sammamish							\$0.00
SeaTac		\$30,000.00	\$10,000.00	\$10,000.00			\$10,000.00
Shoreline							\$0.00
Tukwila							\$0.00

Admin use only

Authorized Payment Amt: 10,000 --

Authorization Code / Acc #

12791

Authorized Signature / City

APPROVED FOR PAYMENT

Date

7/20/20

BY: RumCooper

DATE: 7/20/20

BARS# 001.000 10.505 10.41.012

SERVICE UNIT 1

Service Unit 1: Training/Workshops/Classes

Measurement: 60 minutes

Description: Number of hours of instructional classroom hours provided to clients.

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn						0	#DIV/0!
Bellevue						0	#DIV/0!
Bothell						0	#DIV/0!
Burien						0	#DIV/0!
Covington						0	#DIV/0!
Des Moines						0	#DIV/0!
Federal Way						0	#DIV/0!
Issaquah						0	#DIV/0!
Kenmore						0	#DIV/0!
Kent						0	#DIV/0!
Kirkland						0	#DIV/0!
Mercer Island						0	#DIV/0!
Redmond						0	#DIV/0!
Renton						0	#DIV/0!
Sammamish						0	#DIV/0!
SeaTac	260	66	102			168	65%
Shoreline						0	#DIV/0!
Tukwila						0	#DIV/0!
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
TOTAL	260	66	102	0	0	168	

SERVICE UNIT 2

Service Unit 1: Child Care

Measurement: 60 minutes

Description: Number of hours of childcare provided during ESOL class for adults.

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn						0	#DIV/0!
Bellevue						0	#DIV/0!
Bothell						0	#DIV/0!
Burien						0	#DIV/0!
Covington						0	#DIV/0!
Des Moines						0	#DIV/0!
Federal Way						0	#DIV/0!
Issaquah						0	#DIV/0!
Kenmore						0	#DIV/0!
Kent						0	#DIV/0!
Kirkland						0	#DIV/0!
Mercer Island						0	#DIV/0!
Redmond						0	#DIV/0!
Renton						0	#DIV/0!
Sammamish						0	#DIV/0!
SeaTac	260	66	0			66	25%
Shoreline						0	#DIV/0!
Tukwila						0	#DIV/0!
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
TOTAL	260	66	0	0	0	66	

SERVICE UNIT 3

Service Unit 1: Choose from drop down list

Measurement: Choose from drop down list

Description:

	Annual	Actual Units, regardless of funding source				YTD	
	Goal	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn						0	#DIV/0!
Bellevue						0	#DIV/0!
Bothell						0	#DIV/0!
Burien						0	#DIV/0!
Covington						0	#DIV/0!
Des Moines						0	#DIV/0!
Federal Way						0	#DIV/0!
Issaquah						0	#DIV/0!
Kenmore						0	#DIV/0!
Kent						0	#DIV/0!
Kirkland						0	#DIV/0!
Mercer Island						0	#DIV/0!
Redmond						0	#DIV/0!
Renton						0	#DIV/0!
Sammamish						0	#DIV/0!
SeaTac						0	#DIV/0!
Shoreline						0	#DIV/0!
Tukwila						0	#DIV/0!
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
TOTAL	0	0	0	0	0	0	

Due to COVID-19, we shifted our spring class to a remote model. While most of our classes at Literacy Source moved to Zoom, our class in SeaTac became a combination of WhatsApp video calls and picture/text messaging (for 'turning in' homework assignments), worksheet packets sent weekly by mail to students' homes, and a regularly updated blog with videos, activities and other resources to support what we were working on in our video call class sessions (see www.SeaTacESOL.blogspot.com for examples). This model was used to accommodate varying levels of digital skills and access among the students. All of the students already had, and regularly used, WhatsApp prior to us moving to remote classes, which gave us one less hurdle to manage in the shift in instruction. There were 17 students who regularly participated in the class this spring (including 4 new students) and, while we all missed our in-person class, this model seemed to work well for most of them. Unfortunately, having a remote model meant that we were unable to offer childcare as we traditionally have and that proved to be a barrier for some students as they were trying to manage having their children at home and supporting them in their remote schooling as well as focusing on their own work studying English.

This spring our theme was shopping and food. Our readings and spelling words supported the content we were practicing surrounding names of foods, types of packaging (e.g. a box of cereal vs a can of soup), pricing (e.g. \$1.79/lb. vs \$2/each), likes/dislikes and recipes. One great result of each student being in their own home was that they could walk through their kitchens and show/tell us what they had. This was a great way to practice language 100% relevant to their lives and to see students in an environment completely comfortable to them.

RESIDENTS

	Annual Goal	1st Qtr	Actual # of Residents		4th Qtr	YTD
			2nd Qtr	3rd Qtr		
Auburn						0
Bellevue						0
Bothell						0
Burien						0
Covington						0
Des Moines						0
Federal Way						0
Issaquah						0
Kenmore						0
Kent						0
Kirkland						0
Mercer Island						0
Redmond						0
Renton						0
Sammamish						0
SeaTac	70	21	2			23
Shoreline						0
Tukwila						0
Seattle						0
Other KC						0
Outside KC						0
Unknown						0
TOTAL	70	21	2	0	0	23

CITY LINE ITEM TABLES

BELLEVUE Line Item Table

***Back-up documentation required for line item expenses**

[illegible]

FEDERAL WAY Line Item Table

***Back-up documentation required for line item expenses**

[illegible]

KENT Line Item Table

[illegible]

REIMBURSEMENT REQUESTS

Agency and Program Name Lutheran Community Services NW - Refugees NW Community Program
 Address 4040 S. 188th St #100
 City & ZIP SeaTac, 98188
 Program Contact Name Amy Lloyd Wagner Phone 206.816.3241
 Email alloydwagner@lcsnw.org Invoice Date 7/13/20
 Costs below incurred from 4/1/20 to 6/30/20
 Signature of Authorized Signer *Jennifer Monteleone* Printed Name Jennifer Monteleone

	Contract ID#	Annual Award Amt	1st Qtr	Reimbursement Requests 2nd Qtr	3rd Qtr	4th Qtr	Balance Remaining
Auburn							\$0.00
Bellevue							\$0.00
Bothell							\$0.00
Burien	3190112	\$5,000.00	\$1,250.00	\$1,250.00			\$2,500.00
Covington							\$0.00
Des Moines							\$0.00
Federal Way							\$0.00
Issaquah							\$0.00
Kenmore							\$0.00
Kent							\$0.00
Kirkland							\$0.00
Mercer Island							\$0.00
Redmond							\$0.00
Renton							\$0.00
Sammamish							\$0.00
SeaTac		\$49,000.00	\$12,500.00	\$12,500.00			\$24,000.00
Shoreline							\$0.00
Tukwila	19.047	\$10,000.00	\$2,500.00	\$2,500.00			\$5,000.00

Admin use only

Authorized Payment Amt: 12,500. -

Authorization Code / Acct # 2385

Authorized Signature / City

Date 7/20/20

APPROVED FOR PAYMENT

BY: *Kim Cooper*

DATE: 7/20/20

BARS# 001.000.505.10.41.012

SERVICE UNIT 1

Service Unit 1: Outreach

Measurement: Individual

The Back to
School Fair

Description:

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn		4	0			4	11
Bellevue		11	0			11	15
Bothell		0	0			0	0
Burien	27	0	0			0	6
Covington		0	0			0	2
Des Moines		25	0			25	78
Federal Way		29	0			29	130
Issaquah		0	0			0	0
Kenmore		0	0			0	2
Kent		25	0			25	175
Kirkland		0	0			0	1
Mercer Island		0	0			0	0
Redmond		0	0			0	3
Renton		3	0			3	19
Sammamish		0	0			0	0
SeaTac	439	91	0			91	255 21%
Shoreline		0	0			0	3
Tukwila		19	0			19	66
Seattle		21	0			21	70
Other KC		1	0			1	6
Outside KC		7	0			7	21
Unknown		18	0			18	19
TOTAL	466	254	0	0	0	254	

SERVICE UNIT 2

Service Unit 1: Information and Referral

Measurement: One-on-one session
Increased
knowledge

Description:

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn		5	25			30	#DIV/0!
Bellevue		4	1			5	#DIV/0!
Bothell		0	0			0	#DIV/0!
Burien	50	8	7			15	30%
Covington		0	9			9	#DIV/0!
Des Moines		69	54			123	#DIV/0!
Federal Way		136	77			213	#DIV/0!
Issaquah		0	0			0	#DIV/0!
Kenmore		1	3			4	#DIV/0!
Kent		175	182			357	#DIV/0!
Kirkland		1	1			2	#DIV/0!
Mercer Island		0	0			0	#DIV/0!
Redmond		2	11			13	#DIV/0!
Renton		12	33			45	#DIV/0!
Sammamish		0	0			0	#DIV/0!
SeaTac	774	214	64			278	36%
Shoreline		3	3			6	#DIV/0!
Tukwila	0	76	19			95	#DIV/0!
Seattle		0	35			35	
Other KC		0	45			45	
Outside KC		0	14			14	
Unknown		0	12			12	
TOTAL	824	706	595	0	0	1,301	

SERVICE UNIT 3

Service Unit 1: Training/Workshops/Classes

Measurement: Individual
Community
connection

Description:

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn		16	13			29	#DIV/0!
Bellevue		0	0			0	#DIV/0!
Bothell		0	0			0	#DIV/0!
Burien	23	0	0			0	0%
Covington		7	11			18	#DIV/0!
Des Moines		17	7			24	#DIV/0!
Federal Way		33	16			49	#DIV/0!
Issaquah		0	0			0	#DIV/0!
Kenmore		0	0			0	#DIV/0!
Kent		33	71			104	#DIV/0!
Kirkland		14	0			14	#DIV/0!
Mercer Island		0	0			0	#DIV/0!
Redmond		9	7			16	#DIV/0!
Renton		17	26			43	#DIV/0!
Sammamish		0	0			0	#DIV/0!
SeaTac	1,050	166	6			172	16%
Shoreline		0	5			5	#DIV/0!
Tukwila	199	9	0			9	5%
Seattle		4	1			5	
Other KC		0	6			6	
Outside KC		8	0			8	
Unknown		0	0			0	
TOTAL	1,272	333	169	0	0	502	

Lutheran Community Services NW Q2 Report 2020

Lutheran Community Services NW has been dedicated to the communities of South King County for over 12 years through the Angle Lake Community Resource Center. We have helped thousands of people access resources and receive services that improve individual and family health, self-sufficiency, and connection to community. While the COVID-19 pandemic has changed the manner in which we deliver services, we continue to serve the community in real time, with a focus on overall physical and emotional stability.

As reported in Q1, due to COVID-19, in order to keep our staff and clients safe, Lutheran Community Services NW placed all staff within our agency on work remote status, transitioning the vast majority of our services to phone, telehealth, and virtual environments.

The case management needs of our clients have increased significantly as the impacts of COVID-19 (specifically loss of employment) were felt within our community. During the first three weeks of April, our Angle Lake CRC staff served clients over the phone, providing referrals, helping guide them in filing unemployment claims, and connecting clients to partners who could help them sign up for health insurance and other basic needs resources. Additionally, to expand our ability to provide client assistance support, Angle Lake CRC staff were able to secure a \$25,000 COVID-19 Rapid Response grant from the Seattle Foundation to support client basic needs, including rental and utility assistance.

From April 16, 2020 through June 30, 2020, we provided rental and utility assistance to 37 residents in South King County. With requests for food and hygiene items growing daily, the Angle Lake Community Resource Center developed a more robust food and hygiene pantry to help stabilize clients. Through the months of May and June we were able to distribute food to households representing 716 people. We also distributed food to refugee elders that were unable to leave their homes. Clients in all three cities received emergency food bags tailored to the populations that we serve, including fresh produce. As these families pick up food, our Angle Lake CRC team asks about other basic needs, and have been able to distribute much needed hygiene items, diapers, toilet paper, masks and gloves.

Recognizing that our clients are not receiving COVID-19 public health education in their preferred language, we are distributing this information to clients when they pick up food and hygiene items from the Angle Lake CRC. COVID-19 public health education is vital to the communities that we serve, as they have been disproportionately affected by the virus.

What are you planning for the next quarter? Do you have a plan for providing the contracted work?

For Q3 we plan to continue to provide contracted work in the following ways:

- On July 9 we expanded our ability to provide fresh food items to our clients through a partnership with Food Lifeline who will provide 50+ boxes of food each week.
- In August we are scheduled to onboard a new Angle Lake CRC Manager who will be focused on increasing our food and basic needs distribution.

- LCNSW has secured an additional \$50,000 in COVID-19 direct client assistance funds through the Seattle Foundation that will be allocated to clients in need, largely for rental and utility assistance.
- We will continue to partner with Westside Baby to distribute diapers to clients.
- We will be growing our congregational and community outreach to help us keep our food and hygiene pantry stocked. Even if clients receive SNAP or COVID-19 related food assistance through the state, these funds cannot be used to purchase toothpaste, soap, shampoo, etc.
- We will continue to provide resource and referral services over the phone for clients experiencing crisis.
- We will be planning opportunities to increase virtual education, including training on how to use virtual/telehealth tools.

We anticipate that these services, covered in our contracts as service units 2 and 3, will continue and even increase as the needs of the community grow due to COVID-19 impact. What used to take case managers an hour to assess, is now taking 2 to 3 hours, and sometimes more. This new way of service delivery is adjusting the numbers of clients we are able to process in a day, comparatively.

In Q3, the major event we expect to produce is the Back to School Fair, covered by service unit 1 in our contract. To continue to support Stay at Home orders as well as social distancing protocols we have decided to change the way we offer support to the kids of SeaTac. We will be working closely with the Highline Schools Foundation to adjust the delivery of the event while still providing a level of support to students in SeaTac no matter what the school looks like next year.

If you are providing a service that is significantly different than the contracted service units, please describe that work, who is being served and/or other relevant details.

While most of the services that we are providing around basic needs are services already covered in our contracted service units, the level of direct client assistance will increase considerably due to COVID-19. We expect that the impacts of unemployment will continue, with families needing access to rental and utility assistance, along with food and hygiene items. It is LCSNW's goal to be able to walk alongside neighbors experiencing crisis with as many resources as possible. While some of these client assistance funds are specifically for clients who are refugees and asylees, over half of the funds are open to any client that resides in King County.

****We have included a few photos of the food that is being distributed to clients on the following page.**



RESIDENTS

	Annual Goal	1st Qtr	Actual # of Residents		4th Qtr	YTD
		2nd Qtr	3rd Qtr			
Auburn		11	4			15
Bellevue		15	1			16
Bothell		0	0			0
Burien	100	6	6			12
Covington		2	0			2
Des Moines		78	18			96
Federal Way		130	29			159
Issaquah		0	0			0
Kenmore		2	1			3
Kent		175	48			223
Kirkland		1	1			2
Mercer Island		0	0			0
Redmond		3	0			3
Renton		19	8			27
Sammamish		0	0			0
SeaTac	976	255	31			286
Shoreline		3	0			3
Tukwila	199	66	9			75
Seattle		70	24			94
Other KC		6	9			15
Outside KC		21	6			27
Unknown		19	8			27
TOTAL	1275	882	203	0	0	1085

CITY LINE ITEM TABLES

BELLEVUE Line Item Table

***Back-up documentation required for line item expenses**

[illegible]

FEDERAL WAY Line Item Table


***Back-up documentation required for line item expenses**

[illegible]

KENT Line Item Table

[illegible]

REIMBURSEMENT REQUESTS

Agency and Program Name Multi-Service Center - Rent & Emergency Assistance
 Address P.O. Box 23699, 1200 S 336th St
 City & ZIP Federal Way, 98093
 Program Contact Name Trish Crocker Phone (253) 835-7678 ext 112
 Email trishc@mschelps.org Invoice Date 7/13/20
 Costs below incurred from 4/1/20 to 6/30/20
 Signature of Authorized Signer  Printed Name Beth Lancaster, Finance Director

	Contract ID#	Annual Award Amt	1st Qtr	Reimbursement Requests 2nd Qtr	3rd Qtr	4th Qtr	Balance Remaining
Auburn	GF-19-2025	\$15,000.00	\$3,750.00	\$3,750.00			\$7,500.00
Bellevue							\$0.00
Bothell							\$0.00
Burien							\$0.00
Covington							\$0.00
Des Moines	19-026	\$7,667.00	\$5,484.96	\$743.09			\$1,438.95
Federal Way				Invoiced Separately			\$0.00
Issaquah							\$0.00
Kenmore							\$0.00
Kent				Invoiced Separately			\$0.00
Kirkland							\$0.00
Mercer Island							\$0.00
Redmond							\$0.00
Renton		\$9,000.00	\$2,624.46	\$0.00			\$6,375.54
Sammamish							\$0.00
SeaTac		\$25,000.00	\$5,000.00	\$10,000.00	5,000.-	COVID-19 billed separately	\$10,000.00
Shoreline							\$0.00
Tukwila				Invoiced Separately			\$0.00

Admin use only

Authorized Payment Amt:

Authorization Code / Acct #

3545

Authorized Signature / City

Date

7/20/20

APPROVED FOR PAYMENT

BY: Kim Cooper

DATE: 7/20/20

BARS# 001.000.565.10.41.012

SERVICE UNIT 1

Service Unit 1: Financial Aid

Measurement: Voucher

Description: Financial Aid = one voucher – can include payment on behalf of an individual toward their rent, utilities, bus tickets, motel vouchers. An individual can receive more than one of the above.

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn	10	12	4			16	160%
Bellevue						0	
Bothell						0	
Burien						0	
Covington						0	
Des Moines	15	12	3			15	100%
Federal Way		0				0	
Issaquah						0	
Kenmore						0	
Kent		59	51			110	
Kirkland						0	
Mercer Island						0	
Redmond						0	
Renton	13	5	0			5	38%
Sammamish						0	
SeaTac	21	11	11			22	105%
Shoreline						0	
Tukwila	48	12	11			23	48%
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
TOTAL	107	111	80	0	0	191	

NARRATIVE

Simona, a resident of SeaTac, applied for MSC rental assistance in June. She had stable employment as a housekeeper and had recently lost her income due to COVID-19. She was behind in her rent for the month of June. Other than needing support for rent, Simona shared with MSC staff that her husband had been hospitalized for COVID-19. In addition to assisting her to catch up with her rent, MSC staff also provided her with resources for employment, food, and mental health. Upon following up with the family, MSC staff were pleased to find out that Simona's husband had recovered from COVID-19.

In Q2, MSC served an additional 50 individuals from various South King County cities directly impacted by COVID-19 with funds from Seattle Foundation. MSC is looking to expand its services by utilizing CDBG funds from various cities to provide assistance to households in those cities who have been directly impacted by COVID-19. In order to increase our effectiveness and expand our outreach efforts, MSC staff have started reaching out to agencies and organizations who have historically not been able to provide emergency assistance type services in their communities. We are hoping that building these strong partnerships will have lasting positive impacts for the communities we serve. We also hope to increase accessibility to our services in multiple languages and formats to make our services more targeted. We are confident that we will be able to effectively utilize City funds to support households who are in need during these very unpredictable times.

Although our offices are closed to the public, staff have been provided with equipment to work remotely without it impacting our service delivery. One of the biggest challenges at this time is getting requested documentation from both customers and landlords which could impact our ability to serve them and process payment in a timely manner. We recognize that we are behind with Renton voucher distribution, but are confident that we will be able to meet our annual goals for services to Renton residents in need by the end of the year. MSC staff have made connections with the local McKinney Vento Liaison as well as RSD's Native Education Coordinator for referrals.

RESIDENTS

	Annual Goal	1st Qtr	Actual # of Residents			4th Qtr	YTD
			2nd Qtr	3rd Qtr			
Auburn	20	28	8				36
Bellevue							0
Bothell							0
Burien							0
Covington							0
Des Moines	20	24	7				31
Federal Way		0					0
Issaquah							0
Kenmore							0
Kent		104	110				214
Kirkland							0
Mercer Island							0
Redmond							0
Renton	24	6	0				6
Sammamish							0
SeaTac	31	16	26				42
Shoreline							0
Tukwila	48	27	23				50
Seattle							0
Other KC							0
Outside KC							0
Unknown							0
TOTAL	143	205	174	0	0		379

CITY LINE ITEM TABLES

BELLEVUE Line Item Table

***Back-up documentation required for line item expenses**

[illegible]

FEDERAL WAY Line Item Table

***Back-up documentation required for line item expenses**

[illegible]

KENT Line Item Table

[illegible]

REIMBURSEMENT REQUESTS

Agency and Program Name **Multi-Service Center - Shelter & Transitional Housing**
 Address P.O. Box 23699, 1200 S 336th St
 City & ZIP Federal Way, 98093
 Program Contact Name Maju Qureshi Phone (253) 838-6810
 Email majuq@mschelps.org Invoice Date
 Costs below incurred from **4/1/20** to **6/30/20**
 Signature of Authorized Signer Printed Name Beth Lancaster, Finance Director

	Contract ID#	Annual Award Amt	1st Qtr	Reimbursement Requests 2nd Qtr	3rd Qtr	4th Qtr	Balance Remaining
Auburn		\$8,000	\$2,000.00	\$2,000.00			\$4,000.00
Bellevue							\$0.00
Bothell							\$0.00
Burien		\$4,500	\$1,125.00	\$1,125.00			\$2,250.00
Covington							\$0.00
Des Moines							\$0.00
Federal Way		\$30,000	\$7,500.00	\$7,500.00			\$15,000.00
Issaquah							\$0.00
Kenmore							\$0.00
Kent							\$0.00
Kirkland							\$0.00
Mercer Island							\$0.00
Redmond							\$0.00
Renton		\$8,000	\$2,000.00	\$2,000.00			\$4,000.00
Sammamish							\$0.00
SeaTac		\$6,500	\$1,625.00	\$1,625.00			\$3,250.00
Shoreline							\$0.00
Tukwila		\$4,000	\$1,000.00	\$1,000.00			\$2,000.00

Admin use only

Authorized Payment Amt:

Authorization Code / Acct #

Authorized Signature / City

Date

APPROVED FOR PAYMENT

BY

DATE

BARS#

Kim Cooper

7/27/20

001.000.10.565.10.41.012

SERVICE UNIT 1

Service Unit 1: Case Management

Measurement: Contact

Description: Number of contacts with resident household member(s).

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn	23	10	24			34	148%
Bellevue						0	
Bothell						0	
Burien	15	34	36			70	467%
Covington						0	
Des Moines		12	12			24	
Federal Way	84	99	72			171	204%
Issaquah						0	
Kenmore						0	
Kent		74	96			170	
Kirkland						0	
Mercer Island						0	
Redmond						0	
Renton	23	48	12			60	261%
Sammamish						0	
SeaTac	19	0	0			0	0%
Shoreline						0	
Tukwila	12	16	12			28	233%
Seattle		8	12			20	
Other KC						0	
Outside KC		37	15			52	
Unknown						0	
TOTAL	176	338	291	0	0	629	

SERVICE UNIT 2

Service Unit 1: Shelter

Measurement: Bed night

Description: Number of individuals staying for one bed night in the shelter

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn	450	361	990			1,351	300%
Bellevue						0	
Bothell						0	
Burien	250	420	270			690	276%
Covington						0	
Des Moines		270	270			540	
Federal Way	350	550	1,625			2,175	621%
Issaquah						0	
Kenmore						0	
Kent		1,703	335			2,038	
Kirkland						0	
Mercer Island						0	
Redmond						0	
Renton	450	810	540			1,350	300%
Sammamish						0	
SeaTac	370	0	0			0	0%
Shoreline						0	
Tukwila	225	265	450			715	318%
Seattle		145	450			595	
Other KC						0	
Outside KC		741	564			1,305	
Unknown						0	
TOTAL	2,095	5,265	5,494	0	0	10,759	

SERVICE UNIT 3

Service Unit 1: Transitional Housing

Measurement: Bed night

Description: Number of individuals staying for one bed night in transitional housing

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn						0	
Bellevue						0	
Bothell						0	
Burien						0	
Covington						0	
Des Moines						0	
Federal Way	350	513	540			1,053	301%
Issaquah						0	
Kenmore						0	
Kent						0	
Kirkland						0	
Mercer Island						0	
Redmond						0	
Renton						0	
Sammamish						0	
SeaTac						0	
Shoreline						0	
Tukwila						0	
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
TOTAL	350	513	540	0	0	1,053	

NARRATIVE

Howard was referred to MSC's Men's Housing Program by REACH. Howard had been incarcerated for many years and was finally being released after serving time. Howard has actively participated in his recovery and has successfully complied with probation requirements during his residency at the house. MSC staff are working with Howard to find him volunteer opportunities until he is ready and prepared to enter employment. Prior to incarceration, Howard worked in the food and service industry. He is passionate about education and hopes to mentor at-risk young adults to prevent them from entering the vicious cycle of the school to prison pipeline. Howard is hoping to move in to his own apartment by the end of the year.

During the pandemic, MSC staff have continued to provide services to customers in our shelter and men's housing programs while observing public health guidelines. We have been fortunate to have received donations for masks, which we have been able to distribute to our customers in need. One of the major challenges has been to encourage customers to be mindful of allowing visitors in their units during this time and to limit their social interactions with those outside of their household.

RESIDENTS

	Annual Goal	1st Qtr	Actual # of Residents			YTD
			2nd Qtr	3rd Qtr	4th Qtr	
Auburn	12	.	0			0
Bellevue						0
Bothell						0
Burien	7	5	0			5
Covington						0
Des Moines		3	0			3
Federal Way	21	14	1			15
Issaquah						0
Kenmore						0
Kent		22	3			25
Kirkland						0
Mercer Island						0
Redmond						0
Renton	12	9	0			9
Sammamish						0
SeaTac	10	0	0			0
Shoreline						0
Tukwila	6	5	0			5
Seattle		5	0			5
Other KC						0
Outside KC		11	3			14
Unknown						0
TOTAL	68	74	7	0	0	81

CITY LINE ITEM TABLES

BELLEVUE Line Item Table

***Back-up documentation required for line item expenses**

[illegible]

FEDERAL WAY Line Item Table

***Back-up documentation required for line item expenses**

[illegible]

KENT Line Item Table

[illegible]

REIMBURSEMENT REQUESTS

Agency and Program Name Navos-Children, Youth & Family Outpatient Counseling
 Address 1210 SW 136th St
 City & ZIP Burien, WA 98166
 Program Contact Name Sonja Whitaker Phone 206-257-6651
 Email sonja.whitaker@navos.org Invoice Date 7/15/20
 Costs below incurred from 4/1/20 to 6/30/20
 Signature of Authorized Signer Sonja Whitaker Printed Name Sonja Whitaker

	Contract ID#	Annual Award Amt	1st Qtr	Reimbursement Requests 2nd Qtr	3rd Qtr	4th Qtr	Balance Remaining
Auburn							\$0.00
Bellevue							\$0.00
Bothell							\$0.00
Burien							\$0.00
Covington							\$0.00
Des Moines							\$0.00
Federal Way							\$0.00
Issaquah							\$0.00
Kenmore							\$0.00
Kent							\$0.00
Kirkland							\$0.00
Mercer Island							\$0.00
Redmond							\$0.00
Renton							\$0.00
Sammamish							\$0.00
SeaTac	1078	\$30,000.00	\$7,500.00	\$7,500.00			\$15,000.00
Shoreline							\$0.00
Tukwila							\$0.00

Admin use only

Authorized Payment Amt: 7,500.-

Authorization Code / Acct # 1078

Authorized Signature / City

Date 7/20/20

BY: [Signature]

DATE: 7/20/20

BARS# 001.000, 10.305.10.41.012

SERVICE UNIT 1

Service Unit 1: Counseling (e.g., Mental Health, Domestic Violence, Substance Abuse, Housing, Employment)

Measurement: 60 minutes

Description: Individual and/or family mental health therapy to address mental health diagnosis.

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn						0	#DIV/0!
Bellevue						0	#DIV/0!
Bothell						0	#DIV/0!
Burien						0	#DIV/0!
Covington						0	#DIV/0!
Des Moines						0	#DIV/0!
Federal Way						0	#DIV/0!
Issaquah						0	#DIV/0!
Kenmore						0	#DIV/0!
Kent						0	#DIV/0!
Kirkland						0	#DIV/0!
Mercer Island						0	#DIV/0!
Redmond						0	#DIV/0!
Renton						0	#DIV/0!
Sammamish						0	#DIV/0!
SeaTac	150	13	11			24	16%
Shoreline						0	#DIV/0!
Tukwila						0	#DIV/0!
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
TOTAL	150	13	11	0	0	24	

SERVICE UNIT 2

Service Unit 1: Choose from drop down list

Measurement: Choose from drop down list

Description:

[illegible]

SERVICE UNIT 3

Service Unit 1: Choose from drop down list

Measurement: Choose from drop down list

Description:

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn						0	#DIV/0!
Bellevue						0	#DIV/0!
Bothell						0	#DIV/0!
Burien						0	#DIV/0!
Covington						0	#DIV/0!
Des Moines						0	#DIV/0!
Federal Way						0	#DIV/0!
Issaquah						0	#DIV/0!
Kenmore						0	#DIV/0!
Kent						0	#DIV/0!
Kirkland						0	#DIV/0!
Mercer Island						0	#DIV/0!
Redmond						0	#DIV/0!
Renton						0	#DIV/0!
Sammamish						0	#DIV/0!
SeaTac						0	#DIV/0!
Shoreline						0	#DIV/0!
Tukwila						0	#DIV/0!
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
TOTAL	0	0	0	0	0	0	

NARRATIVE

During first quarter 2020 Navos Child and Family Therapists delivered mental health services to 3 youth in the Sea-tac community. These youth received services to address symptoms of trauma, depression, anxiety and symptoms of attention deficit hyperactivity disorder. Therapists work not only with the youth but also provide case management services (e.g., housing, food, basic needs.) The goal is for the youth to be able to continue to attend school and thrive socially and emotionally. Many of the youth served have significant life stressors (e.g., homelessness, caregiver drug use, lack of supervision in the home, history of sexual and physical abuse.) It is important to note that these youth would not be receiving these services if it were not for the SeaTac grant that helps to subsidize the cost of providing these services.

Quarter 2 (April-June) - has been entirely under COVID, so our primary source of referrals for new clients - the Highline schools that are located in SeaTac - have been out. Looking ahead to summer 2020, when school closure continues, Navos will seek ways to connect with grant eligible students who need services. As general limits on community services continue, some of the sites where it might be possible to connect with youth are closed. Navos continues to serve all our clients remotely, via phone and video conference systems.

RESIDENTS

	Annual Goal	1st Qtr	Actual # of Residents		4th Qtr	YTD
			2nd Qtr	3rd Qtr		
Auburn						0
Bellevue						0
Bothell						0
Burien						0
Covington						0
Des Moines						0
Federal Way						0
Issaquah						0
Kenmore						0
Kent						0
Kirkland						0
Mercer Island						0
Redmond						0
Renton						0
Sammamish						0
SeaTac	10	3	2			5
Shoreline						0
Tukwila						0
Seattle						0
Other KC						0
Outside KC						0
Unknown						0
TOTAL	10	3	2	0	0	5

CITY LINE ITEM TABLES

BELLEVUE Line Item Table

***Back-up documentation required for line item expenses**

[illegible]

FEDERAL WAY Line Item Table

***Back-up documentation required for line item expenses**

[illegible]

KENT Line Item Table

[illegible]

REIMBURSEMENT REQUESTS

Agency and Program Name **New Roots Fund**
 Address **1610 S. King Street**
 City & ZIP **Seattle, WA 98144**
 Program Contact Name **Greg Hope** Phone **206-910-1644**
 Email **greg.m.hope@gmail.com** Invoice Date **7/10/20**
 Costs below incurred from **4/1/20** to **6/30/20**
 Signature of Authorized Signer _____ Printed Name **Greg Hope**

	Contract ID#	Annual Award Amt	1st Qtr	Reimbursement Requests 2nd Qtr	3rd Qtr	4th Qtr	Balance Remaining
Auburn							\$0.00
Bellevue							\$0.00
Bothell							\$0.00
Burien							\$0.00
Covington							\$0.00
Des Moines							\$0.00
Federal Way							\$0.00
Issaquah							\$0.00
Kenmore							\$0.00
Kent							\$0.00
Kirkland							\$0.00
Mercer Island							\$0.00
Redmond							\$0.00
Renton							\$0.00
Sammamish							\$0.00
SeaTac		\$12,000.00	\$3,593.07	\$2,973.11			\$5,433.82
Shoreline							\$0.00
Tukwila							\$0.00

Admin use only

Authorized Payment Amt: **2,973.11** Authorization Code / Acct # **18490**
 Authorized Signature / City _____ Date **7/24/20**

APPROVED FOR PAYMENT

BY: *Ken Cooper*

DATE: **7/24/20**

RARS# **001.000.10.565.10.41.012**

2nd Qtr.
76%

SERVICE UNIT 1

Service Unit 1: Training/Workshops/Classes

Measurement: Day

Description: New Roots Fund conducted a one day business planing and business startup workshop at Zoomr

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn						0	#DIV/0!
Bellevue						0	#DIV/0!
Bothell						0	#DIV/0!
Burien						0	#DIV/0!
Covington						0	#DIV/0!
Des Moines						0	#DIV/0!
Federal Way						0	#DIV/0!
Issaquah						0	#DIV/0!
Kenmore						0	#DIV/0!
Kent						0	#DIV/0!
Kirkland						0	#DIV/0!
Mercer Island						0	#DIV/0!
Redmond						0	#DIV/0!
Renton						0	#DIV/0!
Sammamish						0	#DIV/0!
SeaTac	17	4	3			7	41%
Shoreline						0	#DIV/0!
Tukwila						0	#DIV/0!
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
TOTAL	17	4	3	0	0	7	

SERVICE UNIT 2

Service Unit 1: Outreach

Measurement: Visit

Description: New Roots employees visited individual business owners, Library, and community centers and distributed marketing and recruitment material in Seatac

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn						0	#DIV/0!
Bellevue						0	#DIV/0!
Bothell						0	#DIV/0!
Burien						0	#DIV/0!
Covington						0	#DIV/0!
Des Moines						0	#DIV/0!
Federal Way						0	#DIV/0!
Issaquah						0	#DIV/0!
Kenmore						0	#DIV/0!
Kent						0	#DIV/0!
Kirkland						0	#DIV/0!
Mercer Island						0	#DIV/0!
Redmond						0	#DIV/0!
Renton						0	#DIV/0!
Sammamish						0	#DIV/0!
SeaTac	30	20	15			35	117%
Shoreline						0	#DIV/0!
Tukwila						0	#DIV/0!
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
TOTAL	30	20	15	0	0	35	

SERVICE UNIT 3

Service Unit 1:

Measurement:

Description:

	Annual Goal	Actual Units, regardless of funding source					
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	YTD	
Auburn						0	#DIV/0!
Bellevue						0	#DIV/0!
Bothell						0	#DIV/0!
Burien						0	#DIV/0!
Covington						0	#DIV/0!
Des Moines						0	#DIV/0!
Federal Way						0	#DIV/0!
Issaquah						0	#DIV/0!
Kenmore						0	#DIV/0!
Kent						0	#DIV/0!
Kirkland						0	#DIV/0!
Mercer Island						0	#DIV/0!
Redmond						0	#DIV/0!
Renton						0	#DIV/0!
Sammamish						0	#DIV/0!
SeaTac						0	#DIV/0!
Shoreline						0	#DIV/0!
Tukwila						0	#DIV/0!
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
TOTAL	0	0	0	0	0	0	

NARRATIVE

New Roots Fund is reached out to 15 more business in Seatac and conducted a zoom class on business planning. We expect to start or strengthen at least four businesses by the end of the project period.

RESIDENTS

	Annual Goal	1st Qtr	Actual # of Residents			4th Qtr	YTD
			2nd Qtr	3rd Qtr			
Auburn							0
Bellevue							0
Bothell							0
Burien							0
Covington							0
Des Moines							0
Federal Way							0
Issaquah							0
Kenmore							0
Kent							0
Kirkland							0
Mercer Island							0
Redmond							0
Renton							0
Sammamish							0
SeaTac	17	4	3				7
Shoreline							0
Tukwila							0
Seattle							0
Other KC							0
Outside KC							0
Unknown							0
TOTAL	17	4	3	0	0	0	7

CITY LINE ITEM TABLES

BELLEVUE Line Item Table

***Back-up documentation required for line item expenses**

[illegible]

FEDERAL WAY Line Item Table

***Back-up documentation required for line item expenses**

[illegible]

KENT Line Item Table

[illegible]

REIMBURSEMENT REQUESTS

Agency and Program Name **PARTNER IN EMPLOYMENT**
 Address 21400 INTERNATIONAL BLVD, SUITE 302
 City & ZIP SEATAC, WA 98198
 Program Contact Name Hien Kieu Phone 206-429-3824
 Email hien@partnerinemployment.org Invoice Date 7/15/2020
 Costs below incurred from 4/1/2020 to 6/31/2020
 Signature of Authorized Signer Printed Name Hien Kieu

	Contract ID#	Annual Award Amt	1st Qtr	Reimbursement Requests 2nd Qtr	3rd Qtr	4th Qtr	Balance Remaining
Auburn							\$0.00
Bellevue							\$0.00
Bothell							\$0.00
Burien	3190122	\$10,000.00	\$2,500.00	\$2,500.00			\$5,000.00
Covington							\$0.00
Des Moines							\$0.00
Federal Way							\$0.00
Issaquah							\$0.00
Kenmore							\$0.00
Kent							\$0.00
Kirkland							\$0.00
Mercer Island							\$0.00
Redmond							\$0.00
Renton	CAG-19-105	\$7,500.00	\$1,875.00	\$1,875.00			\$3,750.00
Sammamish							\$0.00
SeaTac		\$74,000.00	\$18,500.00	\$18,500.00			\$37,000.00
Shoreline							\$0.00
Tukwila		\$13,500.00	\$3,375.00	\$3,375.00			\$6,750.00

Admin use only

Authorized Payment Amt: 18,500.-

Authorization Code / Acct # 18489

Authorized Signature / City

Date 7/20/20

APPROVED FOR PAYMENT

BY: Hien Kieu

DATE: 7/20/20

BARS# 001.000.10.505.10.41.012

SERVICE UNIT 1

Service Unit 1: Case Management

Measurement: Individual

Description: Employment Case Management Services includes: Intake, needs/barrier assessment, resource connections, ESL classes, job readiness, job search, placement, retention and on-going case management. (Residents may request employment services but not require case management)

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn						0	#DIV/0!
Bellevue						0	#DIV/0!
Bothell						0	#DIV/0!
Burien	5	7	0			7	140%
Covington						0	#DIV/0!
Des Moines						0	#DIV/0!
Federal Way						0	#DIV/0!
Issaquah						0	#DIV/0!
Kenmore						0	#DIV/0!
Kent						0	#DIV/0!
Kirkland						0	#DIV/0!
Mercer Island						0	#DIV/0!
Redmond						0	#DIV/0!
Renton	4	2	1			3	75%
Sammamish						0	#DIV/0!
SeaTac	30	12	3			15	50%
Shoreline						0	#DIV/0!
Tukwila	7	16	13			29	414%
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
TOTAL	46	37	17	0	0	54	

SERVICE UNIT 2

Service Unit 1: Case Management

Measurement: Individual

Description: The number of unduplicated residents enrolled in homeless prevention case management services.

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn						0	#DIV/0!
Bellevue						0	#DIV/0!
Bothell						0	#DIV/0!
Burien						0	#DIV/0!
Covington						0	#DIV/0!
Des Moines						0	#DIV/0!
Federal Way						0	#DIV/0!
Issaquah						0	#DIV/0!
Kenmore						0	#DIV/0!
Kent						0	#DIV/0!
Kirkland						0	#DIV/0!
Mercer Island						0	#DIV/0!
Redmond						0	#DIV/0!
Renton						0	#DIV/0!
Sammamish						0	#DIV/0!
SeaTac	7	1	3			4	57%
Shoreline						0	#DIV/0!
Tukwila						0	#DIV/0!
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
TOTAL	7	1	3	0	0	4	

SERVICE UNIT 3

Service Unit 1: Choose from drop down list

Measurement: Choose from drop down list

Description:

[illegible]

General Update for ALL CITIES: Since the beginning of March, when Covid-19 hit our nation. Partner in Employment has been at the forefront of serving the immigrant and refugee communities who struggled to meet their basic needs as they were most vulnerable to the pandemic. PIE has shifted all of our work into responding to community needs. We have been dealing predominantly with unemployment services and rental assistance as people were being laid off from work and needed help navigating the complicated systems of unemployment as well as figuring out how they're going to pay rent and stay in their home.

To date, we have served almost 700 individuals and families, and provided almost 800 in services that includes: unemployment applications, referral and resource navigation, job applications and rental assistance. We provided rental assistance services to over 33 families, ensuring their housing stability during this crisis. We will continue to serve our communities with all of their needs to obtain economic stability through employment services, unemployment services, rental assistance and other social services during the pandemic and crisis against black lives. Since earlier this month we have been both working remotely and in one-on-one appointment in the office as needed. We are also working toward the logistics of safely reopening our offices while ensuring the safety of our staff and residents.

We are also excited to launch our new paid summer youth employment program dedicated to serving immigrant and refugee youth of color ages 16-24 who are at risk of entering the juvenile justice system. The youths employed through this program will work at job sites located within City of Tukwila Parks, City of Burien Parks and City of Seattle Parks to conduct park forest restoration. In addition to working in the parks they will learn about green jobs/green careers, forest restoration and habitat restoration.

Below are resident success stories for each city:

Renton: -Musaka was first introduced to PIE through an outreach event whereby lengthy discussion was had with him to learn more about programs and services PIE offers to assist refugees and immigrants. He told us about his journey to USA as well as problems he is undergoing here in Renton WA such as unemployment, housing, lack of skills and immigration issues. On January 2019 Musaka was enrolled into one of the programs that was sought best fit for him to reduce his barriers which is Career ready program an aerospace manufacturing training. He was helped go through the program and complete successfully with all support services needed met with including transportation where he was helped fixed his car so that he attends the class on time, helped with supports such gas cards, one on one case management, referrals to free immigration attorneys to resolve his immigration headache. Client completed the 10 wks training program in 2019 and acquired completion certificate and subsequently enrolled into job search in the manufacturing industry but career navigator has to struggle finding him a job since most of the employers turned down almost every application sent due to his immigration status but finally PIE managed placing him a job that pays over the minimum wage with good benefits, now Musaka supports his family and able to pay the rent without any late fees. After retaining his employment over a year with necessary retentions services offered, he was exited from Career Ready

program as successful completion of the program and Musaka now supports and stands on his own feet unlike before.

SeaTac: Aisha lives with her parents and three younger siblings in an apartment in SeaTac, she first came to PIE and enrolled in our youth program SSPP, at age 18.

Now, 19-year-old Aisha works in ABM Janitor as a lead. She earned that job through the skills and connections she made through her consistent attendance of PIE Youth Enrollment programs. In addition to her job, Aisha attends Highline High School, takes classes, has an internship and teaches classes at her local mosque. The professional skills she's learned in the last one and a half years—like time management—benefit the ambitious high school senior now and will help her continue to be successful in the future. The Youth program's two components—youth employment and young enrollment activities empowerment—have set Aisha on a path different from anyone else in her family. Growing up in Ethiopia, Aisha's mother was not allowed to go to school past fourth grade. She has encouraged Aisha to take advantage of the opportunities available right up the street from their apartment, and pushed her to keep attending for her entire high school career. "My mother has been a big support for me," Aisha said. "I want to go to college for myself first, and for my mother as well—for her to know I'm trying to get to a point where she hasn't gotten to. "Aisha appreciate the support PIE has been giving her. She says there were times she was financial and morally disappointed but PIE has come to her rescue and supported in terms of paying repairing her broken car and also paying her car insurance and car payments.

"I would say she's definitely more outspoken," Abdishakur, PIE's Youth Support Credible Messenger, said. "She's very resourceful. She is a leader. I'm really excited to see what's next for Aisha." Aisha has been with PIE since 2019. She came in with she was 18 years old and she's proof of what we do here in our youth programs.

Aisha's comment on PIE's pgao: "The PIE youth program provided a lot of skills for me that I've learned over the past four years. I've gained other skills from getting it my first job here."

Tukwila: Abshira was laid off from her housekeeping job due to COVID-19. Our case manager was able to help her apply for unemployment, she was finally paid after a while of navigating the system, we helped her get a janitorial job with ABM IND, she was able to save enough month to pay three months of rent in advanced.

Another resident, Ali was homeless and in need of a job, PIE helped him secure a security guard position with Liberty Securities, lifting him out of homelessness and into a stable home

RESIDENTS

	Annual Goal	1st Qtr	Actual # of Residents		4th Qtr	YTD
			2nd Qtr	3rd Qtr		
Auburn						0
Bellevue						0
Bothell						0
Burien		7	0			7
Covington						0
Des Moines						0
Federal Way						0
Issaquah						0
Kenmore						0
Kent						0
Kirkland						0
Mercer Island						0
Redmond						0
Renton		2	1			3
Sammamish						0
SeaTac		12	3			15
Shoreline						0
Tukwila		16	13			29
Seattle						0
Other KC						0
Outside KC						0
Unknown						0
TOTAL	0	37	17	0	0	54

CITY LINE ITEM TABLES

BELLEVUE Line Item Table

***Back-up documentation required for line item expenses**

[illegible]

FEDERAL WAY Line Item Table


*Back-up documentation required for line item expenses

[illegible]

KENT Line Item Table

[illegible]

REIMBURSEMENT REQUESTS

Agency and Program Name SafeFutures Youth Center - Case Management
 Address 6337 35th Avenue SW
 City & ZIP Seattle 98126
 Program Contact Name Daniel Rhee Phone 206-938-9606x102
 Email daniel@sfyc.net Invoice Date 7/14/20
 Costs below incurred from 3/1/20 to 6/30/20
 Signature of Authorized Signer  Printed Name Sorya Svy

Contract ID#	Annual Award Amt	Reimbursement Requests				Balance Remaining
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn						\$0.00
Bellevue						\$0.00
Bothell						\$0.00
Burien	\$10,000.00	\$2,500.00	\$2,500.00			\$5,000.00
Covington						\$0.00
Des Moines						\$0.00
Federal Way						\$0.00
Issaquah						\$0.00
Kenmore						\$0.00
Kent						\$0.00
Kirkland						\$0.00
Mercer Island						\$0.00
Redmond						\$0.00
Renton						\$0.00
Sammamish						\$0.00
SeaTac	15641	\$16,000.00	\$4,000.00	\$4,000.00		\$8,000.00
Shoreline						\$0.00
Tukwila						\$0.00

Admin use only

Authorized Payment Amt: 4,000-

Authorization Code / Acct # 1564

Authorized Signature / City

Date 7/20/20

BY:

DATE:

BARS#

APPROVED FOR PAYMENT



7/20/20

001.000.505.10.41.012

SERVICE UNIT 1

Service Unit 1: Case Management

Measurement: 60 minutes

Description: Number of hours proven to be effective in providing a support system for a moderate to high-risk youth at risk of academic failure and involved with gangs and/or juvenile justice system. Each youth receives weekly sessions.

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn						0	#DIV/0!
Bellevue						0	#DIV/0!
Bothell						0	#DIV/0!
Burien	365	90	95			185	51%
Covington						0	#DIV/0!
Des Moines						0	#DIV/0!
Federal Way						0	#DIV/0!
Issaquah						0	#DIV/0!
Kenmore						0	#DIV/0!
Kent						0	#DIV/0!
Kirkland						0	#DIV/0!
Mercer Island						0	#DIV/0!
Redmond						0	#DIV/0!
Renton						0	#DIV/0!
Sammamish						0	#DIV/0!
SeaTac	500	120	125			245	49%
Shoreline						0	#DIV/0!
Tukwila						0	#DIV/0!
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
TOTAL	865	210	220	0	0	430	

SERVICE UNIT 2

Service Unit 1: Choose from drop down list

Measurement: Choose from drop down list

Description:

[illegible]

SERVICE UNIT 3

Service Unit 1: Choose from drop down list

Measurement: Choose from drop down list

Description:

	Annual Goal	Actual Units, regardless of funding source					
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	YTD	
Auburn						0	#DIV/0!
Bellevue						0	#DIV/0!
Bothell						0	#DIV/0!
Burien						0	#DIV/0!
Covington						0	#DIV/0!
Des Moines						0	#DIV/0!
Federal Way						0	#DIV/0!
Issaquah						0	#DIV/0!
Kenmore						0	#DIV/0!
Kent						0	#DIV/0!
Kirkland						0	#DIV/0!
Mercer Island						0	#DIV/0!
Redmond						0	#DIV/0!
Renton						0	#DIV/0!
Sammamish						0	#DIV/0!
SeaTac						0	#DIV/0!
Shoreline						0	#DIV/0!
Tukwila						0	#DIV/0!
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
TOTAL	0	0	0	0	0	0	

RESIDENTS

	Annual Goal	Actual # of New Residents				YTD
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn		3				3
Bellevue						0
Bothell						0
Burien	6	29	4			33
Covington						0
Des Moines		2				2
Federal Way		8				8
Issaquah						0
Kenmore						0
Kent		1				1
Kirkland						0
Mercer Island						0
Redmond						0
Renton						0
Sammamish						0
SeaTac	10	10	0			10
Shoreline						0
Tukwila		7				7
Seattle		55	10			65
Other KC						0
Outside KC						0
Unknown						0
TOTAL	16	115	14	0	0	129

Case Management for the City of SeaTac

During the months of April, May, and June, current Case Manager, Marc Bautista has been working with 6 youth; 6 male and 2 females. He is working with youth who are in between the ages of 16-19. In addition, SafeFutures is serving 4 additional youth in SeaTac through its other funding sources.

With COVID-19 affecting many low-income families in SeaTac, SFYC has seen, not only increasing amounts of need, but also the needs of each families snowballing as rent and other payments get backed-up and as the stress-level in each household takes a toll. This has caused some youth to regress and SFYC staff have had to work harder to keep their morale up and attach them to positive activities preventing their involvement in negative behaviors or youth violence.

SFYC also secured emergency financial assistance funding from the Seattle Foundation and has been providing rental assistance, food and basic needs assistance, and other emergency relief to youth and families.

In the past three months, Marc has been a valuable asset to his community and youth. These past 3 months have taken a huge turn with challenging COVID-19 barriers and obstacles in our communities. During these times, Marc has continued to offer resources throughout his social media including housing, food banks, health assistance, etc. Our youth and communities have also struggled with media and protesting regarding George Floyd. With many of Marc's youth angry and upset with the current situation that has taken place throughout our city, Marc has consistently supported those in need. Marc is aware that during times like these, he will be in the front line helping and supporting students in need.

An 18-year-old male was enrolled last year in Marc's caseload due to negative behavior, attitude, and negative influences. Since last quarter, he has been enrolled into Southwest Youth & Family Services Credit Retrieval Program. During COVID-19, his girlfriend is currently pregnant. With COVID-19 and the obstacles he has faced in becoming a father, he has put his foot towards getting a job at Southcenter Chipotle to provide for his family. With a baby on the way, it has put a toll on his mental health and his academics. Marc has consistently connected with him regarding how SeaTac funding can benefit him and his family. Currently, Marc is focusing on providing funds for his family. Once his youth feel financially stable, Marc will focus his time and energy towards a GED program for the summer. Marc is aware that his youth has to work to provide for his family, but he will continue to focus on the end goal and that is to graduate.

An 18-year-old male who has been working with Marc for the past four years has finally graduated from SWYFS Credit Retrieval Program. Marc has consistently supported his youth throughout the four years and has pushed his youth to finally make it to the finish line. The last three weeks, his youth needed to complete 20 assignments in order to graduate on time. Marc and his youth would facetime once a week to complete any missing assignments. And with the help of his case manager, he was able to graduate on time. For this upcoming summer, he has mentioned to Marc of interning for SFYC. His dream job is to become a case manager and has stated he would like it if SFYC could start a program to become an intern. Marc and Tevin will collaborate with SWYFS to support their internship program. SWYFS has created a program to pay youth to be involved in our programs and this could be a really good way to support our youth in need.

The 16-year-old male was needing a male mentor in order to enroll in Washington Youth Academy last year. After COVID-19, Their academy operations were suspended which led him back in town. Since then, his youth has slowly stopped communicating with Marc. Marc isn't sure if it's due to COVID-19 or other reasons. Marc has reached out to his old brother who is also in Marc's Caseload. He has mentioned that he's been out of the house frequently and not aware of his location. Marc has also reached out, but also gets the same response. With his older brother, Marc enrolled him into SWFYFS Credit Retrieval Program and During COVID-19, it created an environment with no motivation to complete his assignments through online classes. Because of the pandemic, his youth lost hope in his education and had to put his priority towards working at the moment. Marc is currently looking for summer programs and GED programs for the next following year. Marc is aware that during times like these, being financially stable is an obstacle our people of communities are currently facing. Even with \$100 gift cards, it wasn't enough.

A 15-year-old male who needed a male role model was enrolled last year. This quarter he has been needing support in his academics. During COVID-19, Marc's youth has been doing his assignments remotely and Marc

has offered his time to tutor if needed. He has been doing well especially through the pandemic. Marc is excited to see him grow and become a new individual compared the year before.

A 15-year-old female was also enrolled by Ms. Rizza. She also has a history of illegal activities and court Marc has delivered her \$100 gift card and noticed his youth is doing well. Marc has checked in and she is still doing well. She is excited for the next school year but a bit overwhelmed by what school will look like in the future.

During these past months, it has created many barriers and obstacles during this pandemic for Marc. Marc notices there are families needing support, also youth needing help. But there isn't enough communication if the youth would ask for help. With many agencies posting on social media, including Marc posting weekly resources, he still struggles if it's helping or not.

CITY LINE ITEM TABLES

BELLEVUE Line Item Table

*Back-up documentation required for line item expenses

[illegible]

FEDERAL WAY Line Item Table


***Back-up documentation required for line item expenses**

[illegible]

KENT Line Item Table

[illegible]

REIMBURSEMENT REQUESTS

Agency and Program Name **Sound Generations Meals on Wheels**
 Address **2208 2nd Ave Ste 100**
 City & ZIP **Seattle 98121**
 Program Contact Name **Adam Porter** Phone **(206) 727-6242**
 Email **adamp@soundgenerations.org** Invoice Date **7/8/20**
 Costs below incurred from **4/1/20** to **6/30/20**
 Signature of Authorized Signer  Printed Name **Joanne Donahue**

	Contract ID#	Annual Award Amt	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Balance Remaining
Auburn		\$10,800.00	\$2,700.00	\$2,700.00			\$5,400.00
Bellevue	GF246	\$15,545.00	\$3,886.25	\$3,886.25			\$7,772.50
Bothell		\$0.00					\$0.00
Burien		\$7,000.00	\$1,750.00	\$1,750.00			\$3,500.00
Covington		\$2,712.00	\$678.00	\$678.00			\$1,356.00
Des Moines		\$3,250.00	\$812.50	\$812.50			\$1,625.00
Federal Way		\$16,000.00	\$4,000.00	\$4,000.00			\$8,000.00
Issaquah		\$7,200.00	\$1,800.00	\$1,800.00			\$3,600.00
Kenmore		\$500.00	\$125.00	\$125.00			\$250.00
Kent		\$0.00					\$0.00
Kirkland		\$10,000.00	\$2,500.00	\$2,500.00			\$5,000.00
Mercer Island		\$0.00					\$0.00
Redmond		\$3,377.00	\$844.25	\$844.25			\$1,688.50
Renton		\$13,000.00	\$3,250.00	\$3,250.00			\$6,500.00
Sammamish		\$0.00					\$0.00
SeaTac		\$10,000.00	\$2,500.00	\$2,500.00			\$5,000.00
Shoreline		\$5,000.00	\$1,250.00	\$1,250.00			\$2,500.00
Tukwila		\$8,894.00	\$2,223.50	\$2,223.50			\$4,447.00

Admin use only

Authorized Payment Amt:

Authorization Code / Acct #

Authorized Signature / City

APPROVED FOR PAYMENT

Date

7/20/20

BY

DATE

BARS#



7/20/20

001.000.505.10.41.012

SERVICE UNIT 1

Service Unit 1: Food

Measurement: Meal

Description: Meal = one home-delivered meal to a home bound senior.

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn	2,049	6,131	6,689			12,820	626%
Bellevue	2,833	1,792	1,947			3,739	132%
Bothell	0	1,127	1,054			2,181	
Burien	1,392	3,612	3,490			7,102	510%
Covington	515	337	506			843	164%
Des Moines	62	977	1,348			2,325	3750%
Federal Way	3,036	5,724	5,785			11,509	379%
Issaquah	1,367	707	835			1,542	113%
Kenmore	96	273	535			808	842%
Kent	0	7,638	5,951			13,589	
Kirkland	1,907	1,747	2,604			4,351	228%
Mercer Island	0	378	403			781	
Redmond	640	1,275	1,809			3,084	482%
Renton	2,466	6,478	7,224			13,702	556%
Sammamish	0	124	446			570	
SeaTac	1,897	2,272	3,073			5,345	282%
Shoreline	954	2,263	3,029			5,292	555%
Tukwila	1,688	1,485	2,020			3,505	208%
Seattle		59,579	68,183			127,762	
Other KC		3,882	5,508			9,390	
Outside KC		0	0			0	
Unknown		0	0			0	
TOTAL	20,902	107,801	122,439	0	0	230,240	

SERVICE UNIT 2

Service Unit 1: Choose from drop down list

Measurement: Choose from drop down list

Description:

	Annual Goal	Actual Units, regardless of funding source				YTD
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn						0
Bellevue						0
Bothell						0
Burien						0
Covington						0
Des Moines						0
Federal Way						0
Issaquah						0
Kenmore						0
Kent						0
Kirkland						0
Mercer Island						0
Redmond						0
Renton						0
Sammamish						0
SeaTac						0
Shoreline						0
Tukwila						0
Seattle						0
Other KC						0
Outside KC						0
Unknown						0
TOTAL	0	0	0	0	0	0

SERVICE UNIT 3

Service Unit 1: Choose from drop down list

Measurement: Choose from drop down list

Description:

	Annual Goal	Actual Units, regardless of funding source				YTD
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn						0
Bellevue						0
Bothell						0
Burien						0
Covington						0
Des Moines						0
Federal Way						0
Issaquah						0
Kenmore						0
Kent						0
Kirkland						0
Mercer						0
Island						0
Redmond						0
Renton						0
Sammamish						0
SeaTac						0
Shoreline						0
Tukwila						0
Seattle						0
Other KC						0
Outside KC						0
Unknown						0
TOTAL	0	0	0	0	0	0

This second quarter of 2020 we continued to navigate issues surrounding the coronavirus (COVID-19), prioritizing volunteer, staff, and client safety, while continuing to provide Meals on Wheels, an essential service, to some of the most vulnerable members of our community. The 20 community/senior centers our satellite sites are located at continued to allow MOW access, and a few have staff that are covering activities volunteers typically do. We've received an influx of interest in getting onto the MOW program during this pandemic. April was the highest total number of meals delivered in the month of April in the last 10 years. We continued having our two part-time client service coordinators work additional hours, all while working remotely. We also continued to utilize 3 Sound Generations Hyde Shuttle program staff drivers to assist at our warehouse and with MOW deliveries. We are practicing recommended social distancing and no contact at deliveries where possible. We received a large donation of supplies from Bartell's and we were able to send disposable masks, gloves, and disinfectant spray to our sites. We also received a donation of 2000 reusable masks from the City of Seattle/Seattle Projects, which were distributed to MOW clients throughout the county.

We released our new menu on April 1st. The feedback has been very positive. One participant, 92 years of age, when recently asked by one of our assessors how he was enjoying the meals said; "If they were any better I wouldn't be able to stand it". When asked if he has any favorites he shared; "Well, yes I do, all of them". Our program is unique, even in comparison to other Meals on Wheels programs, as we offer choice with a total of 29 meal selections on our main menu, including vegetarian and vegan options, plus we have a Halal menu and a Kosher menu. Our Registered Dietician/Nutrition Manager has received several referrals and inquiries from participants to review the best options based on specific dietary needs. Copies of our new menus can be viewed on our website; www.soundgenerations.org.

Our Meals on Wheels Outreach Specialist transitioned to being the Brand Ambassador for our organization. As he was out in the community representing MOW, he naturally shared information on other programs here at Sound Generations. In June he resumed community outreach efforts, visiting retail and medical facilities and placing brochures, throughout the county.

We added a part time volunteer coordinator position and our new hire started on May 6th. This position was added to better support our 20 satellite sites and 320 volunteers. Having someone dedicated to this role has already been of great help to the program, getting supplies out to volunteers, connecting with new and existing volunteers, preparing for the move of our Burien site, and much more.

In April, during a phone assessment with a couple of MOW participants, our assessor discovered that their microwave was no longer working and the couple shared that the oven was not safe for them to use. They were saving for a microwave but in the mean time they were thawing their meals and eating

them cold. Our assessor connected with Sound Generations Pathway's Information and Assistance program and they were able to send the clients gift cards to Fred Meyer to purchase a new microwave. In the first 6 months of 2020 we submitted 259 direct referrals through our Salesforce program to Sound Generations Pathways Information and Assistance program, helping connect MOW participants to additional resources.

The daughter of one of our MOW participants shared, regarding her 83 year old mother and how she is feeling about the MOW program; "She's so happy with it! It's the kind of food she likes. She wasn't eating much before and can't prepare any meals on her own that aren't already put together. She was losing weight and now she looks better and healthier. It saved her life. For a woman who complains about a lot, she is thrilled with it!"

We appreciate your support and partnership, especially during this challenging time. Thank you on behalf of our team, our organization, our Meals on Wheels participants and those that care for them.

At Sound Generations we take full responsibility in supporting equitable and inclusive environments. We stand against Racism, we stand for Change, we stand for Peace, we stand for Diversity and we stand for Acceptance!

RESIDENTS

	Annual Goal	1st Qtr	Actual # of Residents		4th Qtr	YTD
		2nd Qtr	3rd Qtr			
Auburn	6	74	14			88
Bellevue	8	28	14			42
Bothell	0	16	2			18
Burien	4	46	3			49
Covington	3	9	2			11
Des Moines	2	15	5			20
Federal Way	9	79	10			89
Issaquah	4	8	4			12
Kenmore	1	5	3			8
Kent	0	83	10			93
Kirkland	5	30	7			37
Mercer Island	0	8	2			10
Redmond	2	24	8			32
Renton	8	88	13			101
Sammamish	0	4	4			8
SeaTac	6	36	6			42
Shoreline	3	38	14			52
Tukwila	5	18	10			28
Seattle		723	168			891
Other KC		76	30			106
Outside KC		0	0			0
Unknown		0	0			0
TOTAL	66	1408	329	0	0	1737

CITY LINE ITEM TABLES

BELLEVUE Line Item Table *Back-up documentation required for line item expenses

	Budget	Q1 Request	Q2 Request	Q3 Request	Q4 Request	Cumulative Requested	Balance Remaining
Personnel						\$0.00	\$0.00
Office/Ops						\$0.00	\$0.00
Purchased Svc						\$0.00	\$0.00
Communication						\$0.00	\$0.00
Travel/Training						\$0.00	\$0.00
Other	\$15,545.00	\$3,886.25	\$3,886.25			\$7,772.50	\$7,772.50
TOTAL	\$15,545.00	\$3,886.25	\$3,886.25	\$0.00	\$0.00	\$7,772.50	\$7,772.50


FEDERAL WAY Line Item Table *Back-up documentation required for line item expenses

	Budget	Q1 Request	Q2 Request	Q3 Request	Q4 Request	Cumulative Requested	Balance Remaining
Personnel						\$0.00	\$0.00
Office/Ops						\$0.00	\$0.00
Purchased Svc						\$0.00	\$0.00
Communication						\$0.00	\$0.00
Travel/Training						\$0.00	\$0.00
Other	\$16,000.00	\$4,000.00	\$4,000.00			\$8,000.00	\$8,000.00
TOTAL	\$16,000.00	\$4,000.00	\$4,000.00	\$0.00	\$0.00	\$8,000.00	\$8,000.00

KENT Line Item Table

[illegible]

REIMBURSEMENT REQUESTS

Agency and Program Name **Sound Generations / Volunteer Transportation**
 Address **2208 2nd Avenue**
 City & ZIP **Seattle WA 98121**
 Program Contact Name **Suma Mondal** Phone **206-727-6246**
 Email **sumam@soundgenerations.org** Invoice Date **7/13/20**
 Costs below incurred from **April** to **June**
 Signature of Authorized Signer  Printed Name **Joanne Donohue**

	Contract ID#	Annual	Reimbursement Requests				Balance
		Award Amt	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Remaining
Auburn		\$5,500.00	\$1,375.00	\$1,375.00			\$2,750.00
Bellevue	GF248	\$20,179.00	\$5,044.75	\$5,044.75			\$10,089.50
Bothell							\$0.00
Burien		\$5,000.00	\$1,250.00	\$1,250.00			\$2,500.00
Covington		\$500.00	\$125.00	\$125.00			\$250.00
Des Moines		\$2,500.00	\$625.00	\$625.00			\$1,250.00
Federal Way		\$9,000.00	\$2,250.00	\$2,250.00			\$4,500.00
Issaquah							\$0.00
Kenmore		\$500.00	\$125.00	\$125.00			\$250.00
Kent		\$12,000.00	\$3,000.00	\$3,000.00			\$6,000.00
Kirkland		\$6,120.00	\$1,530.00	\$1,530.00			\$3,060.00
Mercer Island							\$0.00
Redmond		\$6,896.00	\$1,724.00	\$1,724.00			\$3,448.00
Renton		\$3,000.00	\$750.00	\$2,250.00			\$0.00
Sammamish							\$0.00
SeaTac		\$2,000.00	\$500.00	\$500.00			\$1,000.00
Shoreline		\$4,000.00	\$1,000.00	\$1,000.00			\$2,000.00
Tukwila		\$2,860.00	\$715.00	\$715.00			\$1,430.00

Admin use only

Authorized Payment Amt:

Authorization Code / Acct #

Authorized Signature / City

Date

SERVICE UNIT 1

Service Unit 1: Transportation

Measurement: One-way trip

Description: Transportation = one way trip, involving rides to and from medical appointments, eye exams, and doctor prescribed/advised activities linked to physical health

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn	1,000	173	102			275	28%
Bellevue	1,200	243	130			373	31%
Bothell	0	0	0			0	#DIV/0!
Burien	280	54	32			86	31%
Covington	140	39	18			57	41%
Des Moines	300	69	20			89	30%
Federal Way	900	154	43			197	22%
Issaquah	0	28	3			31	#DIV/0!
Kenmore	240	31	4			35	15%
Kent	900	294	242			536	60%
Kirkland	860	173	55			228	27%
Mercer Island	0	0	0			0	#DIV/0!
Redmond	1,192	162	45			207	17%
Renton	222	385	141			526	237%
Sammamish	0	12	4			16	#DIV/0!
SeaTac	100	110	84			194	194%
Shoreline	850	153	27			180	21%
Tukwila	170	20	17			37	22%
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
TOTAL	8,354	2,100	967	0	0	3,067	

SERVICE UNIT 2

Service Unit 1: Transportation

Measurement: Miles

Description: Miles = number of miles supported by VTS volunteer drivers to and from medical appointments, eye exams, and doctor prescribed/advised activities linked to physical health

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn	23,000	3,135	1,832			4,967	22%
Bellevue	14,000	3,003	1,237			4,240	30%
Bothell	0	0	0			0	#DIV/0!
Burien	4,424	764	492			1,256	28%
Covington	2,900	627	217			844	29%
Des Moines	5,500	1,346	556			1,902	35%
Federal Way	12,700	2,574	866			3,440	27%
Issaquah	0	338	63			401	#DIV/0!
Kenmore	3,900	452	50			502	13%
Kent	17,000	5,251	4,786			10,037	59%
Kirkland	10,000	1,841	447			2,288	23%
Mercer Island	0	0	0			0	#DIV/0!
Redmond	17,106	2,709	591			3,300	19%
Renton	2,860	4,866	1,713			6,579	230%
Sammamish	0	173	37			210	#DIV/0!
SeaTac	1,760	1,546	1,160			2,706	154%
Shoreline	9,400	1,536	377			1,913	20%
Tukwila	2,600	302	237			539	21%
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
TOTAL	127,150	30,463	14,661	0	0	45,124	

SERVICE UNIT 3

Service Unit 1: Choose from drop down list

Measurement: Choose from drop down list

Description:

[illegible]

Halfway through the year, the pandemic continues to have an impact in our community in addition to local efforts to advocate for social justice. Beginning of the second quarter our numbers were lower due to an overwhelming cancellation rate as a result of the coronavirus pandemic. Many clients chose/are choosing not to go to their appointments or are doing telephone or online appointments. Starting June our numbers picked up as more doctors' offices open up after the shutdown. Also our drivers are slowing coming back to do their volunteer duties. Overall Volunteer Transportation has been impacted by COVID-19. Many medical offices have closed or are limiting the number of patients they see. However, we still have been able to fill the vast majority of rides. We filled 95% of on-time ride requests though we need to have more drivers in the eastside. Uber continues to help us reduce the number of rides we deny our clients each month.

The most recent obstacle that we have to overcome in general is finding ways around the lack of drivers for clients needing escorts. One strategy that we have implemented is the use of networking with clients. Some of them are able to coordinate with their family, friends, or members of their community to go with them during appointments where VTS provides the transportation via Uber Health. Additionally, we have temporarily suspended our deadline day, and are now taking additional requests, that would have previously been considered late. This has allowed us to complete rides that typically would have been too short notice. We expect service level to grow slowly until medical offices are reopened. At that point, we expect to see a large surge in ride requests, as many of the rides that were cancelled have been postponed to a later date.

We have been offering our volunteer drivers sanitizing/PPE supplies. We are also offering extra masks for the clients. The drivers are reminded to wear masks and make sure the clients are also wearing masks while scheduling rides over phone. We have shared resources and urged to follow the recommended guidelines on hygiene practices, if feeling sick, maintaining social distancing, etc., also links for frequently asked questions.

No staff has been laid off in our program due to the effect of the pandemic. Our staff are continuing to operate and perform their usual duties. Our outreach and recruitment staff person is unable to visit events or places like normally would do. We found different projects and have assigned the staff to recruit volunteers and coordinate Hopelink food bag deliveries to the homebound clients in the city of Kirkland and Bellevue. With the help of Hyde Transportation we are delivering meals to Auburn and Renton residents.

We do have plan to streamline our program/service and promote the most efficient use of resources. With the goal of serving more senior riders from the underserved communities to live independently and reduce social isolation by giving them the freedom to schedule essential medical and non-medical rides through Driving Companion Program (DCP), we plan to expand the DCP partnering with Community based Organizations. The main barriers that are consistent for the underserved communities are cost, transportation service, and language. The seniors are dependent on other family members or public transportation for essential visits to Grocery, Shopping, Food Bank and Meal

programs, Senior and Community Centers, Social Events, Bank, Utilities, Work, Volunteering, Library, Legal Assistance, Social Services and Personal Care. Most of the time family members are at work during day time and public transportation isn't close to where they live or doesn't have access to all the places they need to visit. Not being able to drive or not having access to a vehicle/ lack of money is no longer be an obstacle to be active and independent as access to transportation options is critical to individuals' quality of life. DCP is a free service that empowers older adults to recruit drivers from their informal networks giving them the freedom to schedule essential non-medical rides. We solicit input through relationships with CBO partners who are connected to the priority communities and focus populations.

RESIDENTS

	Annual Goal	1st Qtr	Actual # of Residents			YTD
			2nd Qtr	3rd Qtr	4th Qtr	
Auburn	78	34	8			42
Bellevue	90	47	5			52
Bothell	0	0	0			0
Burien	51	20	3			23
Covington	12	7	2			9
Des Moines	35	17	1			18
Federal Way	75	25	4			29
Issaquah	0	5	0			5
Kenmore	15	7	2			9
Kent	120	49	7			56
Kirkland	65	32	3			35
Mercer Island	0	0	0			0
Redmond	75	30	7			37
Renton	18	52	13			65
Sammamish	0	3	1			4
SeaTac	8	11	5			16
Shoreline	65	28	2			30
Tukwila	20	6	2			8
Seattle						0
Other KC						0
Outside KC						0
Unknown						0
TOTAL	727	373	65	0	0	438

CITY LINE ITEM TABLES

BELLEVUE Line Item Table

*Back-up documentation required for line item expenses

	Budget	Q1 Request	Q2 Request	Q3 Request	Q4 Request	Cumulative Requested	Balance Remaining
Personnel	\$7,741.00	\$1,935.25				\$1,935.25	\$5,805.75
Office/Ops	\$2,176.00	\$544.00				\$544.00	\$1,632.00
Purchased Svc	\$1,091.00	\$272.75				\$272.75	\$818.25
Communication	\$6,493.00	\$1,623.25				\$1,623.25	\$4,869.75
Travel/Training	\$2,678.00	\$669.50				\$669.50	\$2,008.50
Other						\$0.00	\$0.00
TOTAL	\$20,179.00	\$5,044.75	\$0.00	\$0.00	\$0.00	\$5,044.75	\$15,134.25

FEDERAL WAY Line Item Table


*Back-up documentation required for line item expenses

[illegible]

KENT Line Item Table

[illegible]

REIMBURSEMENT REQUESTS

Agency and Program Name Southwest Youth and Family Services
 Address 4555 Delridge Way SW
 City & ZIP Seattle 98106
 Program Contact Name Heather Hallman Phone 206-937-7680
 Email hhallman@swyfs.org Invoice Date 7/15/20
 Costs below incurred from 4/1/20 to 6/30/20
 Signature of Authorized Signer  Printed Name Steve Daschle

	Contract ID#	Annual Award Amt	1st Qtr	Reimbursement Requests 2nd Qtr	3rd Qtr	4th Qtr	Balance Remaining
Auburn							\$0.00
Bellevue							\$0.00
Bothell							\$0.00
Burien	3190104	\$23,000.00	\$5,750.00	\$5,750.00			\$11,500.00
Covington							\$0.00
Des Moines							\$0.00
Federal Way							\$0.00
Issaquah							\$0.00
Kenmore							\$0.00
Kent							\$0.00
Kirkland							\$0.00
Mercer Island							\$0.00
Redmond							\$0.00
Renton							\$0.00
Sammamish							\$0.00
SeaTac	\$20,000	\$5,000.00	\$5,000.00	\$5,000.00			-\$5,000.00
Shoreline							\$0.00
Tukwila							\$0.00

Admin use only

Authorized Payment Amt: 5,000. -

Authorization Code / Acct #

16556


Authorized Signature / City

Date

7/20/20

APPROVED FOR PAYMENT

BY:



DATE

7/20/20

BARS#

001.000.10.505.10.41.012

SERVICE UNIT 1

Service Unit 1: Advocacy

Measurement: Contact

Description: Number of duplicated contacts made on behalf of clients.

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn						0	#DIV/0!
Bellevue						0	#DIV/0!
Bothell						0	#DIV/0!
Burien	7	390	265			655	9357%
Covington						0	#DIV/0!
Des Moines						0	#DIV/0!
Federal Way						0	#DIV/0!
Issaquah						0	#DIV/0!
Kenmore						0	#DIV/0!
Kent						0	#DIV/0!
Kirkland						0	#DIV/0!
Mercer Island						0	#DIV/0!
Redmond						0	#DIV/0!
Renton						0	#DIV/0!
Sammamish						0	#DIV/0!
SeaTac	40	123	102			225	563%
Shoreline						0	#DIV/0!
Tukwila						0	#DIV/0!
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
TOTAL	47	513	367	0	0	880	

SERVICE UNIT 3

Service Unit 1: Youth Services

Measurement: 60 minutes

Description: Number of duplicated hours of enrichment activities offered to youth.

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn						0	#DIV/0!
Bellevue						0	#DIV/0!
Bothell						0	#DIV/0!
Burien	36	2,750	797			3,547	9853%
Covington						0	#DIV/0!
Des Moines						0	#DIV/0!
Federal Way						0	#DIV/0!
Issaquah						0	#DIV/0!
Kenmore						0	#DIV/0!
Kent						0	#DIV/0!
Kirkland						0	#DIV/0!
Mercer Island						0	#DIV/0!
Redmond						0	#DIV/0!
Renton						0	#DIV/0!
Sammamish						0	#DIV/0!
SeaTac	413	1,213	477			1,690	409%
Shoreline						0	#DIV/0!
Tukwila						0	#DIV/0!
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
TOTAL	449	3,963	1,274	0	0	5,237	

SERVICE UNIT 2

Service Unit 1: Tutoring

Measurement: 60 minutes

Description: Number of duplicated hours spent tutoring Youth

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn						0	#DIV/0!
Bellevue						0	#DIV/0!
Bothell						0	#DIV/0!
Burien	36	2,750	797			3,547	9853%
Covington						0	#DIV/0!
Des Moines						0	#DIV/0!
Federal Way						0	#DIV/0!
Issaquah						0	#DIV/0!
Kenmore						0	#DIV/0!
Kent						0	#DIV/0!
Kirkland						0	#DIV/0!
Mercer Island						0	#DIV/0!
Redmond						0	#DIV/0!
Renton						0	#DIV/0!
Sammamish						0	#DIV/0!
SeaTac	209	1,213	477			1,690	808%
Shoreline						0	#DIV/0!
Tukwila						0	#DIV/0!
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
TOTAL	245	3,963	1,274	0	0	5,237	

CITY LINE ITEM TABLES

BELLEVUE Line Item Table

***Back-up documentation required for line item expenses**

[illegible]

FEDERAL WAY Line Item Table

***Back-up documentation required for line item expenses**

[illegible]

KENT Line Item Table

[illegible]

RESIDENTS

	Annual Goal	1st Qtr	Actual # of Residents		4th Qtr	YTD
			2nd Qtr	3rd Qtr		
Auburn						0
Bellevue						0
Bothell						0
Burien	75	179	123			302
Covington						0
Des Moines						0
Federal Way						0
Issaquah						0
Kenmore						0
Kent						0
Kirkland						0
Mercer						0
Island						0
Redmond						0
Renton						0
Sammamish						0
SeaTac	23	94	72			166
Shoreline						0
Tukwila						0
Seattle						0
Other KC						0
Outside KC						0
Unknown						0
TOTAL	98	273	195	0	0	468

Include narrative text to explain trends you perceive or issues to which you want to draw our attention. Note also where you have had difficulty in collecting demographic information. If your program served what you consider to be large numbers of people that cannot be represented in this demographic form, note that issue here (including the number of people) and offer explanations for that issue.

SeaTac Trends:

Like so many direct services agencies in our community, SWYFS has witnessed the devastating impact of Covid-19, coupled with the continued racial injustice faced by our Black and Brown community members. We have been responding with care, compassion, and a keen sense of resolve and urgency, as we navigate an unprecedented time in our community and nation. Although we met our outcomes, our out-of-school time programming was definitely heavily affected-the challenges of getting our community connected to technology (securing hot spots, laptops, navigating new online portals with students and parents, overcoming language barriers, etc.) and keeping students engaged while they were also managing online school, proved incredibly difficult. Our biggest success was doing 1:1 check-ins with young people, providing emotional support, and connecting students with counselors-as we have seen a major uptick in students expressing feelings of anxiety and depression. Our younger students particularly enjoyed receiving hands-on kits and materials and pre-recorded videos, which they could access and follow at their own pace. Our remote programming included: Zoom meetings, websites with pre-recorded activities, and continued partnership with ArtsCorps and GoKic, who connected with our students through the arts and technology.

In response to the pandemic, we immediately assembled a cross agency team to coordinate on-the-ground support for families, including sourcing food & diapers, procuring PPE, and organizing SWYFS staff to safely make deliveries across SeaTac, Burien, White Center, and West Seattle. Our team continues to make weekly deliveries to residents, particularly those affected by Covid and lacking transportation to access food banks. Family advocates have been regularly checking in with 100% of the families we serve-helping to financially support families, connecting them with valuable resources, and providing emotional support, including counseling referrals.

Our Communications team has created and maintained a thorough and up-to-date resource guide on our website to help staff and community find what they need. This summer we will continue our remote programming for young people and have a virtual summer program established for July 6th-Aug 14th. Our family advocates will continue to connect with clients remotely and in-person, when necessary.

This crisis has been a sharp reminder of how insufficient our safety net is, and how many of our neighbors are at risk of being houseless, hungry, and unable to access health care. In Burien, we are very concerned about the back rent payments that are piling up for families and the expiration of the Eviction Moratorium. We hope the City of SeaTac will continue to push

upward for an extension of this moratorium and for more supports for our renters and for our most vulnerable community members.