

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 Torresco** Phone **425-390-7705**
 Email **kerstin@anewaop.org** Invoice Date **10/15/20**
 Costs below incurred from **7/1/20** to **9/30/20**
 Signature of Authorized Signer _____ Printed Name **Kerstin Torresco**

	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	\$1,500.00		\$1,500.00
Covington	028-2019	\$5,060.00	\$1,265.00	\$1,265.00	\$1,265.00		\$1,265.00
Des Moines	19-018	\$13,872.00	\$3,468.00	\$3,468.00	\$3,468.00		\$3,468.00
Federal Way							\$0.00
Issaquah							\$0.00
Kenmore							\$0.00
Kent	CAG2019-130	\$10,000.00	\$2,500.00	\$2,500.00	\$2,500.00		\$2,500.00
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	\$1,300.50		\$1,300.50
Shoreline							\$0.00
Tukwila	19-059	\$3,468.00	\$867.00	\$867.00	\$867.00		\$867.00

Admin use only

Authorized Payment Amt:

Authorization Code / Acct #

Authorized Signature / City

Date

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	0		3	150%
Covington	2	0	0	0		0	0%
Des Moines	4	1	0	2		3	75%
Federal Way	2	3	1	4		8	400%
Issaquah						0	#DIV/0!
Kenmore						0	#DIV/0!
Kent	4	4	2	2		8	200%
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	0		1	33%
Shoreline						0	#DIV/0!
Tukwila						0	#DIV/0!
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
TOTAL	17	10	5	8	0	23	

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	1		1	50%
Covington	2	0	0	0		0	0%
Des Moines	4	1	1	0		2	50%
Federal Way	3	1	1	4		6	200%
Issaquah						0	#DIV/0!
Kenmore						0	#DIV/0!
Kent	4	2	1	4		7	175%
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		6	200%
Shoreline						0	#DIV/0!
Tukwila	2	0	1	2		3	150%
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
TOTAL	20	7	4	14	0	25	

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 AOP and received support services for initiation fees and tools to go to work with the Cement Masons apprenticeship. This student went to work in August 2020.

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

Des Moines – ANEW served two Des Moines residents this quarter. These individuals were enrolled in 11-week pre-apprenticeship training in August 2020. They are both doing well and are expected to graduate in November. They both have received support services to support them during their pre-apprenticeship training.

Kent – ANEW served six Kent residents this quarter. Two individuals were enrolled in 11-week pre-apprenticeship training. Students started training in August and are expected to graduate in November. These students have received their pre-apprenticeship certifications and are in good standing to graduate. ANEW also served 4 student who were enrolled in AOP. These students received support services for tools and initiation fees and all 4 students were accepted to Cement Masons apprenticeship and went to work in August and September 2020.

SeaTac – ANEW served three SeaTac residents. These individuals were enrolled in AOP. These students received support services for tools and initiation fees. Two students entered the Cement Masons

See attached

Burien – ANEW served one Burien residents this quarter. This individual was enrolled in AOP and received support services for initiation fees and tools to go to work with the Cement Masons apprenticeship. This student went to work in August 2020.

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

Des Moines – ANEW served two Des Moines residents this quarter. These individuals were enrolled in 11-week pre-apprenticeship training in August 2020. They are both doing well and are expected to graduate in November. They both have received support services to support them during their pre-apprenticeship training.

Kent – ANEW served six Kent residents this quarter. Two individuals were enrolled in 11-week pre-apprenticeship training. Students started training in August and are expected to graduate in November. These students have received their pre-apprenticeship certifications and are in good standing to graduate. ANEW also served 4 student who were enrolled in AOP. These students received support services for tools and initiation fees and all 4 students were accepted to Cement Masons apprenticeship and went to work in August and September 2020.

SeaTac – ANEW served three SeaTac residents. These individuals were enrolled in AOP. These students received support services for tools and initiation fees. Two students entered the Cement Masons apprenticeship and one student was accepted into the Bricklayers apprenticeship.

Tukwila – ANEW served two Tukwila residents. These individuals were enrolled in 11-week pre-apprenticeship training in August 2020. They are both doing well and are expected to graduate in November. They both have received support services to support them during their pre-apprenticeship training.

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	1		4
Covington	4	0	0	0		0
Des Moines	8	2	1	2		5
Federal Way	5	4	1	8		13
Issaquah						0
Kenmore						0
Kent	6	3	3	6		12
Kirkland						0
Mercer Island						0
Redmond						0
Renton						0
Sammamish						0
SeaTac	3	3	1	3		7
Shoreline						0
Tukwila	2	0	1	2		3
Seattle						0
Other KC						0
Outside KC						0
Unknown						0
TOTAL	32	14	8	22	0	44

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 yoonjooh@acrs.org Invoice Date 10/15/20
 Costs below incurred from 7/1/20 to 9/30/20
 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	\$12,831.43		\$18,052.66
Bothell							\$0.00
Burien	3190105	\$5,000.00	\$1,250.00	\$1,250.00	\$1,250.00		\$1,250.00
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	\$2,500.00		\$2,500.00
Kirkland		\$7,500.00	\$1,875.00	\$1,875.00	\$1,875.00		\$1,875.00
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	\$1,875.00		\$1,875.00
Shoreline							\$0.00
Tukwila							\$0.00

Admin use only

Authorized Payment Amt:

Authorization Code / Acct #

Authorized Signature / City

Date

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	305		860	100%
Bothell						0	#DIV/0!
Burien	700	321	264	1,008		1,593	228%
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	3,971		7,063	177%
Kirkland	1,108	132	189	657		977	88%
Mercer Island						0	#DIV/0!
Redmond						0	#DIV/0!
Renton	92	558	295			853	927%
Sammamish						0	#DIV/0!
SeaTac	1,420	220	215	596		1,031	73%
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	6,536	0	12,377	

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]

RESIDENTS

	Annual Goal	1st Qtr	Actual # of Residents		4th Qtr	YTD
			2nd Qtr	3rd Qtr		
Auburn						0
Bellevue	75	99	16	27		142
Bothell						0
Burien	18	42	5	6		53
Covington						0
Des Moines						0
Federal Way						0
Issaquah						0
Kenmore						0
Kent	100	195	24	15		234
Kirkland	44	43	3	6		52
Mercer Island						0
Redmond						0
Renton	16	88	7			95
Sammamish						0
SeaTac	54	36	3	1		40
Shoreline						0
Tukwila						0
Seattle						0
Other KC						0
Outside KC						0
Unknown						0
TOTAL	307	503	58	55	0	616

NARRATIVE

We have just finished the 3rd quarter of this year. Although we continue to face uncertainty and challenges due to the COVID 19 pandemic, we have worked hard in reaching out and providing critical mental health services to our clients. Last quarter, we have made a lot of effort to address access to telehealth and phone service by giving out 100 free cell phones to clients who did not have a phone. We have ensured that their medication be delivered without interruption by working closely with our in house pharmacy and their basic needs are met including grocery and warm meals delivery, rental assistance, cash assistance, utilizing some grants and resources. We are seeing many clients are experiencing increased level of depression, anxiety, stress level, increased incidents of substance use, gambling and domestic violence. We are actively reaching out and engaging out clients in services via mostly phone and with a limited videoconference as well as in person service on a limited capacity in the office while majority of staff are still working remotely. I project to meet our goals of the number of clients and service unit by the end of the year. Some of the highlights and challenges that we have faced in the last quarter:

- We continue to provide extensive health education related to COVID 19 to our vulnerable clients and their families in languages our clients speak. We are still providing masks and sanitizers and helped with isolation and quarantine for those who have a positive test result.

- 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.

- We have also resumed groups in a limited capacity. All groups are virtual, but the group offers much

See
attached

We have just finished the 3rd quarter of this year. Although we continue to face uncertainty and challenges due to the COVID 19 pandemic, we have worked hard in reaching out and providing critical mental health services to our clients. Last quarter, we have made a lot of effort to address access to telehealth and phone service by giving out 100 free cell phones to clients who did not have a phone. We have ensured that their medication be delivered without interruption by working closely with our in house pharmacy and their basic needs are met including grocery and warm meals delivery, rental assistance, cash assistance, utilizing some grants and resources. We are seeing many clients are experiencing increased level of depression, anxiety, stress level, increased incidents of substance use, gambling and domestic violence. We are actively reaching out and engaging out clients in services via mostly phone and with a limited videoconference as well as in person service on a limited capacity in the office while majority of staff are still working remotely. I project to meet our goals of the number of clients and service unit by the end of the year. Some of the highlights and challenges that we have faced in the last quarter:

- We continue to provide extensive health education related to COVID 19 to our vulnerable clients and their families in languages our clients speak. We are still providing masks and sanitizers and helped with isolation and quarantine for those who have a positive test result.
- 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.
- We have also resumed groups in a limited capacity. All groups are virtual, but the group offers much needed social support and important information in their language.

[illegible][illegible][illegible][illegible][illegible][illegible][illegible][illegible][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 Kelsi Williamson

Phone 425-331-0668

Email KelsiT@ccsww.org

Invoice Date 10/15/20

Costs below incurred fr 7/1/20 to 9/30/20

Signature of Authorized
Signer

Kelsi Williamson

Printed Name Kelsi Williamson

	Contract ID#	Annual Award Amt	Reimbursement Requests				Balance Remaining
			1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn		\$5,000.00	\$1,249.98	\$1,368.97	\$1,324.96		\$1,056.09
Bellevue		\$115,908.00	\$5,935.03	\$23,712.02	\$22,668.17		\$63,592.78
Bothell							\$0.00
Burien		\$13,500.00	\$3,375.01	\$3,555.26	\$4,295.99		\$2,273.74
Covington		\$9,350.00	\$2,110.69	\$1,462.20	\$1,993.74		\$3,783.37
Des Moines							\$0.00
Federal Way		\$9,000.00	\$1,959.98	\$2,334.22	\$2,820.00		\$1,885.80
Issaquah							\$0.00
Kenmore							\$0.00
Kent		\$10,000.00	\$2,500.00	\$2,500.00	\$3,099.25		\$1,900.75
Kirkland		\$5,000.00	\$1,174.98	\$970.18	\$2,069.75		\$785.09
Mercer Island							\$0.00
Redmond		\$11,569.95	\$3,054.96	\$2,017.92	\$2,206.77		\$4,290.30
Renton		\$8,600.00	\$2,149.97	\$1,792.67	\$2,799.98		\$1,857.38
Sammamish							\$0.00
SeaTac		\$10,000.00	\$2,500.00	\$1,888.00	\$3,200.03		\$2,411.97
Shoreline							\$0.00
Tukwila		\$22,700.00	\$4,812.49	\$4,137.22	\$6,962.78		\$6,787.51

Admin use only

Authorized Payment Am

Authorization Code / Acct #

Authorized Signature / C

* MOU *

APPROVED FOR PAYMENT

BY

Kim Cooper

DATE

11/2/20

Date

11/2/20

BARS# 001.000.10.505.10.41.012

84%

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	2		9	113%
Bellevue	50	8	20	24		52	104%
Bothell						0	
Burien	22	6	8	8		22	100%
Covington	16	4	2	3		9	56%
Des Moines		0				0	
Federal Way	15	4	5	9		18	120%
Issaquah				3		3	
Kenmore						0	
Kent	17	8	4	9		21	124%
Kirkland	8	2	2	5		9	113%
Mercer Island				1		1	
Redmond	15	5	3	2		10	67%
Renton	14	5	3	7		15	107%
Sammamish				2		2	
SeaTac	17	5	2	6		13	76%
Shoreline						0	
Tukwila	19	4	4	7		15	79%
Seattle		1	1	4		6	
Other KC				1		1	
Outside KC						0	
Unknown						0	
TOTAL	201	55	58	93	0	206	

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

3rd Quarter 2020

MOU South Cities Narratives:

Auburn

As with the second quarter, the Third 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 continue 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. It took time to develop new procedures to serve clients virtually. We were still down one full time staff person due to maternity leave. 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 2 households and 5 individuals. We spent a total of \$700, all of which was Auburn city funds. These funds prevented one eviction and moved one family into housing.

The EA program assisted a homeless family to move into an apartment.

The EA program pledged \$300 to pay deposit for move in.

AMI is 15% and Rent Burden is 80%

The single mom is starting anew job and hopes the earnings will alleviate the pressure of the rent burden.

See
attached

RESIDENTS

	Annual Goal	1st Qtr	Actual # of Residents		4th Qtr	YTD
			2nd Qtr	3rd Qtr		
Auburn	23	18	8	5		31
Bellevue	125	19	68	66		153
Bothell						0
Burien	33	14	18	13		45
Covington	53	18	2	5		25
Des Moines						0
Federal Way	32	9	8	26		43
Issaquah				10		10
Kenmore						0
Kent	17	24	7	30		61
Kirkland	4	2	4	12		18
Mercer Island				4		4
Redmond	14	11	7	2		20
Renton	25	11	7	20		38
Sammamish				6		6
SeaTac	25	8	2	13		23
Shoreline						0
Tukwila	19	10	5	11		26
Seattle		2	1	9		12
Other KC				5		5
Outside KC						0
Unknown						0
TOTAL	370	146	137	237	0	520

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	\$3,165.76		\$8,954.07	\$26,458.88
Office/Ops						\$0.00	\$0.00
Purchased Svc	\$80,495.05	\$2,810.00	\$21,048.74	\$19,502.41		\$43,361.15	\$37,133.90
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	\$22,668.17	\$0.00	\$52,315.22	\$63,592.78

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	\$1,125.00		\$3,184.20	\$1,315.80
Office/Ops						\$0.00	\$0.00
Purchased Svc	\$4,500.00	\$835.00	\$1,400.00	\$1,695.00		\$3,930.00	\$570.00
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	\$2,820.00	\$0.00	\$7,114.20	\$1,885.80

KENT Line Item Table

	Budget	Q1 Request	Q2 Request	Q3 Request	Q4 Request	Cumulative Requested	Balance Remaining
Personnel	\$5,000.00	\$1,250.00	\$1,250.00	\$1,250.03		\$3,750.03	\$1,249.97
Office/Ops						\$0.00	\$0.00
Purchased Svc	\$5,000.00	\$1,250.00	\$1,250.00	\$1,849.22		\$4,349.22	\$650.78
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	\$3,099.25	\$0.00	\$8,099.25	\$1,900.75

3rd Quarter 2020

MOU South Cities Narratives:

Auburn

As with the second quarter, the Third 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 continue 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. It took time to develop new procedures to serve clients virtually. We were still down one full time staff person due to maternity leave. 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 2 households and 5 individuals. We spent a total of \$700, all of which was Auburn city funds. These funds prevented one eviction and moved one family into housing.

The EA program assisted a homeless family to move into an apartment.

The EA program pledged \$300 to pay deposit for move in.

AMI is 15% and Rent Burden is 80%

The single mom is starting anew job and hopes the earnings will alleviate the pressure of the rent burden.

Burien

As with the 2nd quarter the Third 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. It took time to develop new procedures to serve clients virtually. We were still down one full time staff person due to maternity leave. 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 8 households a total of 13 individuals. A total of \$3432.00 was spent to prevent 8 evictions. Of this \$2712.00 was Burien Funding. \$720.00 was "other" funding.

The EA program assisted a single mother with three children to prevent eviction. She was out of wrk and her unemployment lapsed.

We were able to pledge \$495.00 in Burien City Funds to prevent eviction.

She went back to work in September with decreased hours but is working and financially doing better.

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

Covington

As with the second quarter, the Third Quarter of service provision was markedly different than our “normal” way of assisting Covington 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. It took time to develop new procedures to serve clients virtually. We were still down one full time staff person due to maternity leave. 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 3 households a total of 5 individuals. Total spent was \$825, preventing two evictions and moving one family into housing.

The EA program assisted single mom who had lost her income as a rideshare driver.

EA pledged \$275.00 Covington Funds.

AMI and RB could not be determined with no income.

We were able to assist her with applying for and receiving financial assistance from DSHS until she can return to work.

Federal Way

As with the second quarter, the Third 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. It took time to develop new procedures to serve clients virtually. We were still down one full time staff person due to maternity leave. COVID-19 factors appeared to show about a 100% increase in calls for assistance resulting from the pandemic. And 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 9

households, a total of 26 individuals. A total of \$3120.00 was spent; \$1695.00 was Federal Way city funding. \$1425.00 was "other" funding. This enabled us to prevent 9 evictions.

The EA program assisted a single mom with 5 children with eviction prevention. The mother is an essential worker, but spent a few weeks out of work.

The EA program was able to pledge \$200.00 Federal Way city funding and \$800.00 in "other" funding to prevent eviction.

AMI was 29% and RB was 30%

Client was also assisted to sign up for pandemic food assistance.

Kent

As with the second quarter, the Third 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. It took time to develop new procedures to serve clients virtually. We were still down one full time staff person due to maternity leave. COVID-19 factors appeared to show about a 100% increase in calls for assistance resulting from the pandemic. And 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 9 households a total of 30 individuals. We spent a total of \$3265.60, of this amount \$1569.22 was Kent City funds and \$1696.30 was other funding. We were able to prevent 8 evictions and prevent shut off of one family's utility.

The EA program assisted single dad with \$500.00 Kent City funding to prevent eviction. As a car salesman he was out of work for several weeks

AMI is 40% Rent Burden is 55%

Renton

As with the second quarter, the Third 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. It took time to develop new procedures to serve clients virtually. We were still down one full time staff person due to maternity leave. COVID-19 factors appeared to show about a 10% increase in calls for assistance resulting from the pandemic. And 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 7 households a total of 20 individuals. A total of \$2338.50 was spent to prevent 4 evictions, 2 utility shut off preventions and moved one family into housing.

The EA program assisted a single dad of two to prevent the disconnection of his utility. The EA program was able to assist with \$499.00 Renton city funds to prevent eviction from taking place.

AMI is 46% and RB is 65%.

Several resources were given including PSE assistance line.

SeaTac

As with the second quarter, the Third 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. It took time to develop new procedures to serve clients virtually. We were still down one full time staff person due to maternity leave. COVID-19 factors appeared to show about a 50% increase in calls for assistance resulting from the pandemic. And 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 13 individuals. A total of \$2151.00 was spent to prevent 6 evictions. Of this \$1950.00 was SeaTac City funding and \$201.00 was "other" funding.

EA was able to assist a single mom with 4 children to prevent eviction. \$250.00 was SeaTac City funding and \$201.00 was "other" funding.

AMI was 10% and RB was 160%

Several resources were given for financial assistance.

Tukwila

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

EA assisted 7 households, a total of 11 individuals. A total of \$4348.69 was spent to prevent 3 evictions, move one woman into housing and the shut off of 3 utilities.


EA received a referral from City of Tukwila to assist a homeowner with Utility bills.

EA was able to pay \$1200.00 to three utility companies to prevent shut off with Tukwila City Funds.

AMI is undetermined and they are home owners so rent burden is also undetermined.

I do not have information on how COVID-19 affected calls for assistance as Tukwila takes calls directly.

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 10/13/20
 Costs below incurred from 7/1/20 to 9/30/20
 Signature of Authorized Signer  Printed Name Belina Van

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

Admin use only

Authorized Payment Amt:

Authorization Code / Acct #

Authorized Signature / City

Date

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	144		601	92%
Bellevue	1,306	549	255	267		1,071	82%
Bothell	490	51	31	57		139	28%
Burien		125	173	104		403	
Covington	201	210	70	86		366	182%
Des Moines		0	14	43		56	
Federal Way	896	114	120	58		291	32%
Issaquah		1,569	1,121	1,460		4,150	
Kenmore		39	27	46		111	
Kent	904	160	173	208		542	60%
Kirkland	503	173	117	99		389	77%
Mercer Island		18	6	27		51	
Redmond	702	167	153	226		546	78%
Renton	775	357	362	396		1,115	144%
Sammamish		0	0	1		1	
SeaTac	816	101	193	125		419	51%
Shoreline		53	45	129		227	
Tukwila		211	0	0		211	
Seattle		1,081	714	495		2,290	
Other KC		238	119	85		442	
Outside KC		0	0	0		0	
Unknown		295	198	262		754	
TOTAL	7,246	5,733	4,125	4,317	0	14,174	

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

Q3_Additional Narrative – Catholic Community Services: Volunteer Services

During the COVID-19 pandemic, Volunteer Services (VS) continues to support low-income older adults and adults with disabilities, throughout King County, ensuring participants lacking financial resources and supportive networks have access to essential services they require to remain living in familiar surroundings. Services volunteers provide includes phone check-ins; grocery and medication delivery; essential medical transportation; limited yard care; and limited minor home repairs. Particularly during the COVID-19 pandemic, volunteers play a vital role ensuring clients basic needs are met.

Volunteers continues to not provide in-home chore services and large group projects. Regular services will resumed when it safe to do so, following the CDC and King County Public Health guidelines.

Successes

Since the COVID-19 pandemic, VS staff and volunteers reached out to clients on a regular basis to check-in on their overall well-being and to connect them with volunteers when they are in need of services. These calls are important as situations changes for clients from month to month. Recently, clients have been requesting more assistance with grocery delivery and phone check-ins as clients have reported their loved ones who reached out initially have returned to work or can no longer support them. From these calls, clients are quickly connected to volunteer who can help with grocery deliveries, repairs, and essential rides for medical appointments.

Food Innovation Network and the Tukwila Farmers Market has been provide over 300 free hot meals and produce boxes that has delivered to 10 clients in South King County.

VS attends several community meetings including: the general and sub-regional King County Mobility Coalition, Community Living Connections, Regional Alliance for Resilient and Equitable Transportation (RARET), Auburn Roundtable, and Puget Sound Regional Council (PSRC). These have helped to network and share updates with different programs around King County.

Challenges/Decline in hours:

- Historically, VS would have had several big projects during the summer and early fall. However, due to the guidelines of the CDC and King County Public Health, VS was not able to recruit for large groups and fulfill bigger yard requests.
- Many volunteers assist clients with in-home services such as housework and laundry. VS expects a decline in hours reported in Quarter 4 as in-home services continues to be unavailable due to the “Stay home, Stay healthy” order.

North and East King County

During this time when we are continuing to respond to COVID-19 in our communities, we know the City contracted services you provide might be impacted. Please provide in the narrative section of the report any information you would like to share with us about your program’s response to COVID-19. Please also include how you have adapted how you serve residents (if you have) during these unprecedented times. If you haven’t been able to serve residents, is there any plan in place that will be implemented in the 4th quarter?

- Bellevue is on target to meet its annual hour goal and has met its goal for the number of clients served.

Q3_Additional Narrative – Catholic Community Services: Volunteer Services

- Kirkland – needs 114 more hours and has met its goal for the number of clients served.
- Redmond – needs 156 more hours and met its goal for the number of clients served
- Bothell – needs 351 more hours and met its goal for the number of clients served

South King County

- Covington – met annual hour goal and met number of client served goal
- Federal Way – not on target to meet hour goals and has met number of client served goal
- Kent – not on target to meet hours goals and has met number of client served goal
- Renton – met hour and client served goals
- SeaTac – not on target to meet hours goals and has met number of client served goal

Plan to meet hour goals

To ensure cities meet their hour goals, VS will reach out to senior housing, social workers, and other social services to share what VS is able to provide during this time.

VS is working with another CCS program called the Kinship Program. The Kinship Program serves caregivers who are raising non-biological children. Kinship caregivers are often grandparents who are raising their grandchildren. As many schools have pivoted to online learning, many of the Kinship Caregivers will need support with technical support in order to support their children online education. VS is also working with another CCS program called the African American Elders Program. VS shares and updates our capacity to serve individuals and the tasks that can be done during COVID-19. VS will continue to recruit and train new volunteers to quick fulfil client requests.

This year's annual Shoeboxes of Joy will continue and volunteers will help to deliver care packages to bring cheer to our clients.

Currently, Metro Access is assisting with meal deliveries from food banks throughout King County to clients who are homebound. VS was referred by the City of Seattle as an option to assist with meal delivery in the event that Metro Access is not able to provide this service. VS is now connected with a South King County food bank to brainstorm how VS may assist with the meal deliveries when and if Metro Access is unable to continue with their expanded services during COVID-19.

VS is working with a local high school to pilot a Pen Pal program to address social isolation clients may be facing during this difficult time.

Auburn

For the standard narrative required for all program reports, please provide a thorough description of your program's work. This is a great opportunity for city staff to learn more and understand details about service delivery beyond service unit numbers. Feel free to use these prompts as a guide:

- Describe some of your program successes/challenges from this past quarter
 - Auburn is on target to meet its hour goal and has met its annual number of client served goal.
- If you have not been able to serve residents, is there a reopening plan in place that will be implemented in Q4?

Q3_Additional Narrative – Catholic Community Services: Volunteer Services

- Volunteer Services has been able to provide limited services in response to COVID-19. VS has been following the guidelines put forth by the CDC and King County Public Health and is able to provide the following services: phone check-in, grocery/medication/essential items delivery, essential medical transportation, limited yard care and limited minor home repairs. In Q4, VS will be delivering its annual Shoeboxes of Joy care packages donated by the community. Volunteers and donors will be trained on the adapted policies and procedures to minimize the risk of spreading COVID-19.
- Are you seeing any trends or patterns? Emerging community needs?
 - Through on-going check-in calls with clients, VS staff and volunteers have learned that some families are returning back to work and are unable to continue to help clients with shopping, housework, and transportation requests. However, VS has been able to help fill those needs as clients share their updates.
- How has your service delivery been impacted by COVID-19, governmental regulations, and Public Health guidance?
 - Volunteers continues to not provide in-home chore services and large group projects. Regular services will resumed when it safe to do so, following the CDC and King County Public Health guidelines.
- Are there other non-COVID related factors that have impacted your program? For example: staff changes, new data systems, training, etc.
 - All of VS staff is able to work from home, with limited trips to the office for tasks that need to be completed in the office. Volunteer training and orientation has moved online as of April 2020.
- How can the City of Auburn provide support for your program at this time?
 - Additional gloves, hand sanitizers, and disinfecting wipes for volunteers when they are delivering groceries or providing rides for medical transportation.
 - Help promote need for more volunteer drivers to step forward who fall into the low-risk category.

VS flyer that was shared with community partners, social service agencies, and senior housing.

Here To Help
low-income Older Adults and Adults with Disabilities
During COVID-19



In response to COVID-19, Volunteer Services is providing
FREE services with:

- Grocery and Medication Deliveries
- Medical Transportation
- Phone Check-Ins
- Limited Yard Care
- Limited Minor Home Repairs



Visit our website: ccsww.org

Call us TODAY for more information and eligibility!
Services available throughout King County.

(206) 328-5787

FREE deliveries, medical rides, and yard care
CCS-Volunteer Services
P: 206-328-5787

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NARRATIVE

In response to COVID-19, Volunteer Services continues to provide essential medical transportation, grocery/meal/essential item deliveries, phone check-ins, limited yard work, and limited minor home repairs. AUBURN: New client, TN, reached out to VS after missing an important medical appointment regarding his spine cancer. He needed a ride to a second appointment and a volunteer was able to take him on short notice. He is now receiving weekly hot meals and produce deliveries to have his basic needs met during the COVID-19 pandemic.

BELLEVUE: Ms. S has been receiving medical transportation for her life-sustaining treatments for almost a decade from a volunteer. During a recent trip, the volunteer knocked on the door and there was no answer. Due to the usualness of the situation, a welfare check call was made. The client was found unwell and was taken to the hospital.

BOTHELL: An 80-year-old client who lives alone, shared that she didn't get out of her place due to the pandemic. When informed of the Phone Buddy Program she thought she would enjoy that. She was matched with a phone volunteer and the pair did not take long to become phone friends. Both client and volunteer enjoy the weekly conversation and the client has an opportunity to engage in socialization in a way that is safe and comfortable for her.

COVINGTON: A volunteer assisted a Korea-era veteran with his overgrown yard this summer. Both veteran and his wife were very appreciative of the help as they were unable to tend to the yard due to their mobility conditions.

FEDERAL WAY: Since COVID-19 hit the community, volunteers call clients regularly. A fiercely, independent 88-year-old client declined VS assistance at the beginning of COVID-19. During a recent phone check-in, the client admitted she does need help due to walking instability. A volunteer has been able to make regular grocery deliveries and the client is appreciative.

KENT: Since COVID-19, client E experienced a recent medical issue that renders her unable to drive for six months. Volunteers have been able to take her to essential medical appointments so she could safely get treatments and follow-up.

KIRKLAND: Ms. NH does not live near a bus line and finds it difficult to get to stores and doctor appointments. After two successful medical rides, she spoke with the volunteer about needing help with grocery shopping as well. The volunteer driver is now helping her with grocery deliveries.

REDMOND: A volunteer who needed community service hours helped an older client who needed yard work. The volunteer cleared ivy and blackberries, raked, cut down small trees. Though having met his service hours, the volunteer continues to work in the client's large yard and she greatly appreciates his help.

RENTON: Ms. F has been able to get to her essential life-sustaining medical appointment each month. Each trip takes 13 hours because of the distance and wait times.

SEATAC: A new volunteer with basic handy work skills has been assisting a senior with outdoor repairs on her home that follows COVID-19 safety guidelines. The volunteer has been able to fix the client's unstable doorsteps and railing using free materials found. He is drafting a plan to repair fence boards as well before the winter season comes.

RESIDENTS

	Annual Goal	Actual # of Residents				YTD
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn	11	8	6	2		16
Bellevue	22	18	11	5		34
Bothell	8	5	8	4		17
Burien		9	4	1		14
Covington	3	6	0	0		6
Des Moines		0	1	0		1
Federal Way	16	7	4	0		11
Issaquah		9	1	1		11
Kenmore		3	0	1		4
Kent	15	8	9	2		19
Kirkland	8	8	5	2		15
Mercer Island		1	1	0		2
Redmond	12	7	4	15		26
Renton	13	14	7	2		23
Sammamish		0	0	1		1
SeaTac	14	6	9	2		17
Shoreline		4	0	0		4
Tukwila		1	0	0		1
Seattle		72	19	7		98
Other KC		12	8	3		23
Outside KC		0	0	0		0
Unknown		1	0	0		1
TOTAL	122	199	97	48	0	344

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	\$4,145.25		\$12,435.75	\$4,145.25
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	\$4,145.25	\$0.00	\$12,435.75	\$4,145.25

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	\$2,750.00		\$8,250.00	\$2,750.00
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	\$2,750.00	\$0.00	\$8,250.00	\$2,750.00

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	\$2,750.00		\$8,250.00	\$2,750.00
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	\$2,750.00	\$0.00	\$8,250.00	\$2,750.00

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 206.2 39.1011
 Email anderson@childcare.org Invoice Date 10/ 15/20
 Costs below incurred from **7/1/20** to **9/30/20**
 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	\$1,572.00		\$1,572.00
Bellevue	GF181	\$43,340.00	\$10,835.00	\$10,835.00	\$10,835.00		\$10,835.00
Bothell							
Burien	3190111	\$4,000.00	\$1,000.00	\$1,000.00	\$1,000.00		\$1,000.00
Covington	237050	\$3,302.00	\$825.50	\$825.50	\$825.50		\$825.50
Des Moines							
Federal Way							
Issaquah	GF181	\$4,000.00	\$1,000.00	\$1,000.00	\$1,000.00		\$1,000.00
Kenmore	GF181	\$1,200.00	\$300.00	\$300.00	\$300.00		\$300.00
Kent							
Kirkland	GF181	\$5,000.00	\$1,250.00	\$1,250.00	\$1,250.00		\$1,250.00
Mercer Island							
Redmond							
Renton							
Sammamish							
SeaTac	237050	\$5,628.00	\$1,407.00	\$1,407.00	<u>\$1,407.00</u>		\$1,407.00
Shoreline	GF181	\$5,000.00	\$1,250.00	\$1,250.00	\$1,250.00		\$1,250.00
Tukwila	237050	\$5,500.00	\$1,375.00	\$1,375.00	\$1,375.00		\$1,375.00

Admin use only

Authorized Payment Amt:

Authorization Code / Acct #

Authorized Signature / City

Date

** MOU **
APPROVED FOR PAYMENT
 BY *Lynn Cooper*
 DATE *11/2/20*
 BARS# *001.000.10.505. 10.41.012*

11/2/20

99%

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.

		Actual Units, regardless of funding source				
	Annual Goal	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	YTD
Auburn	40	29	47	42		118
Bellevue	220	93	53	45		191
Bothell		53	28	30		111
Burien	21	16	18	17		51
Covington	20	8	7	3		18
Des Moines		13	23	13		49
Federal Way		50	45	57		152
Issaquah	22	16	16	21		53
Kenmore	4	5	12	10		27
Kent		51	80	60		191
Kirkland	30	37	30	21		88
Mercer Island		2	4	6		12
Redmond		50	18	21		89
Renton		80	76	51		207
Sammamish		10	2	6		18
SeaTac	28	9	10	13		32
Shoreline	33	47	31	26		104
Tukwila	20	10	10	8		28
Seattle		515	368	300		1183
Other KC		64	88	29		181
Outside KC		2339	1472	2248		6059
Unknown		0	0	0		0
TOTAL	438	3497	2438	3027	0	8962

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	5		12
Bellevue	100	14.25	4.25	10		28.5
Bothell		0	0.25	0.25		0.5
Burien	10	1	1.5	1.75		4.25
Covington	8	2	2	2.5		6.5
Des Moines		0.25	0.25	0.25		0.75
Federal Way		2.25	1.5	1.25		5
Issaquah	6	0.5	1.5	6		8
Kenmore	4	0.25	1.75	2.5		4.5
Kent		16	2.25	2.75		21
Kirkland	8	2	2.5	4.25		8.75
Mercer Island		0	0	0		0
Redmond		1	1	0.25		2.25
Renton		15.5	8.5	2.75		26.75
Sammamish		0	0.75	0		0.75
SeaTac	18	0.5	2.75	9		12.25
Shoreline	7	13.75	1.25	0.25		15.25
Tukwila	22	1.25	1.75	7.5		10.5
Seattle		56.5	36.25	16.5		109.25
Other KC		0.5	2.75	3.25		6.5
Outside KC		58.5	49.5	50		158
Unknown		0.25	1.5	0		1.75
TOTAL	198	188	129	126	0	443

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	10.5		30
Bellevue	235	34	40.5	38.5		113
Bothell		0	12	0		12
Burien	21	5	13.5	0		18.5
Covington	10	0	0	8.5		8.5
Des Moines		0	22.5	6		28.5
Federal Way		3	22.5	4		29.5
Issaquah	34	0	15	23		38
Kenmore	8	0	9	0		9
Kent		1.5	43.5	32		77
Kirkland	31	0	13.5	15.5		29
Mercer Island		0	3	0		3
Redmond		3	27	0		30
Renton		10	30	15		55
Sammamish		0	12	3.5		15.5
SeaTac	20	1.5	4.5	14		20
Shoreline	24	1.5	18	15		34.5
Tukwila	26	0	3	20.5		23.5
Seattle		49	197.5	37.5		284
Other KC		8	42	31.5		81.5
Outside KC		4	140.5	135.5		280
Unknown		0				0
TOTAL	423	123.5	686	410.5	0	1220

IR - The Child Care Aware of Washington Family Call Center has continued to be flexible in the response to the needs of families during the COVID-19 pandemic. Childcare financial assistance programs, school reopening plans, and COVID-19 related resources change on a weekly basis and the Call Center team has stayed on top of those constant changes to provide the best support possible to families who call us. The summer months brought high contact volumes, as families anxiously anticipated the return to in-person instruction for their school aged children. In August, plans for a fall remote start were announced in many districts throughout the state, sending families into extreme panic. The Call Center team worked tirelessly to assist families of school aged children navigate changes to Working Connections authorizations, finding resources for online learning support, assisting in accessing financial assistance to pay for childcare, and in connecting families to childcare programs willing to accept school aged children during this time. As we closed the King County Emergency Childcare program, the Pierce County Child Care Financial Assistance program launched. The Call Center assisted families in completing the first step of the application process and walked families through the second step in verifying their residency and income.

Some themes we heard from families over the summer:

- **Essential workers calling to access childcare financial assistance statewide.**
- **Families in Pierce County calling to apply for the Pierce County Child Care Financial Assistance program.**
- **Families of school aged children looking for childcare providers.**
- **Families of school aged children looking for financial assistance to help pay the increased cost of full day school age care.**
- **Families of school aged children calling looking for resources to assist with online learning, such as technical support, internet and utility assistance, etc.**
- **Families calling to update their information with DCYF for school aged childcare; changing providers and changing their authorization from part time to full day care.**
- **Families outside King & Pierce County who heard about the programs, wanting to find something similar in their area.**
- **Caseworkers and public health nurses calling wanting to know of resources available to assist their clients.**

TA - This year has been a very difficult year especially when it comes to meeting our deliverables due to the world-wide pandemic. Providers have been struggling with just staying open as they are having a hard time getting children enrolled and financially maintaining their business. We have been reaching out to the providers in various ways and a lot of their focus has only been on surviving. Our supply team has been out delivering needed supplies that the provider has not been able to purchase in the stores or financially unable to purchase such as: toilet paper, paper towels, bleach, gloves, masks (cloth and disposable/children & adult), and hand sanitizer. These deliveries have helped a lot of providers stay open and operating with a safe, clean and healthy environment. Child Care Resources Early Achievers coaches have also been supporting their EA providers, Non-EA providers and School-Age providers which is federally/state funded and not reflected in our overall numbers (Bellevue: 1,268 hrs., Burien: 381 hrs., SeaTac: 549 hrs., Tukwila: 327 hrs.) We will continue to reach out to all our Suburban Cities providers and be sure to focus on the cities we are low in which are listed above. We will reach out to them by email, phone calls and virtual meetings to help make their programs quality programs along with meeting our deliverables.

TR - Successes - As a result of marketing directly to child care providers with an address in our suburban cities, we have seen our training hours increase in those cities. Part of this success was due to finding out who the Early Achievers coach is for those providers and asking them to reach out to the specific people on their caseload. We also opened some of these trainings only for providers who have an address listing the suburban city. (This way the trainings did not fill up with people from other cities - taking away the opportunity for providers from our suburban cities to attend).

Challenges - A continued challenge is to reach Bellevue providers. The biggest challenge with this is that we need to offer extra trainings to try to increase these numbers and that is time consuming and takes a lot of bandwidth. We are thinking creatively on how to do this and hoping to increase our numbers in Bellevue.

As of September 30, 113 hours (48%) of our Bellevue goal has been achieved. Due to COVID-19, Child Care Resources has offered online trainings since March 31. Many child care providers do not feel comfortable taking a training online and prefer in-person trainings. This may be contributing to the low number of child care providers in Bellevue registering for trainings. To increase the number of Bellevue child care providers attending an online training with Child Care Resources, the Professional Development Team plans to do the following:

- **Market trainings directly to providers living in Bellevue as well as child care programs located in Bellevue**
- **Offer a free customized training to child care programs located in Bellevue. This has resulted in scheduling three one-hour**

customized trainings (October 5, November 2, and December 7) for a child care program in Bellevue. The training that took place on October 5 led to 11 hours of training for Bellevue providers. As of October 12, 2020, we are now at 53% of our goal.

- Offer an incentive of a free anti-bias children's book to child care providers with a Bellevue address who attend a training on November 10.
- Request that the Early Achievers Coaches of sites located in Bellevue let the providers know of upcoming training opportunities
- I created and sent a survey to child care providers with a Bellevue address to ask for feedback regarding STARS trainings in hopes the information could be used to offer training opportunities that child care providers with a Bellevue address will attend. Child care providers who complete the survey will be entered into a drawing to choose a free anti-bias children's book
- There will be a free professional development institute from November 16-21 which will hopefully entice providers to attend.

With this plan we hope to increase the number of child care providers from Bellevue who attend the trainings we offer.

IR - The Child Care Aware of Washington Family Call Center has continued to be flexible in the response to the needs of families during the COVID-19 pandemic. Childcare financial assistance programs, school reopening plans, and COVID-19 related resources change on a weekly basis and the Call Center team has stayed on top of those constant changes to provide the best support possible to families who call us. The summer months brought high contact volumes, as families anxiously anticipated the return to in-person instruction for their school agers. In August, plans for a fall remote start were announced in many districts throughout the state, sending families into extreme panic. The Call Center team worked tirelessly to assist families of school aged children navigate changes to Working Connections authorizations, finding resources for online learning support, assisting in accessing financial assistance to pay for childcare, and in connecting families to childcare programs willing to accept school agers during this time. As we closed the King County Emergency Childcare program, the Pierce County Child Care Financial Assistance program launched. The Call Center assisted families in completing the first step of the application process and walked families through the second step in verifying their residency and income.

See Attached

RESIDENTS

	Annual Goal	Actual # of Residents				YTD
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn	40	29	47	42		118
Bellevue	220	93	53	45		191
Bothell		53	28	30		111
Burien	21	16	18	17		51
Covington	20	8	7	3		18
Des Moines		13	23	13		49
Federal Way		50	45	57		152
Issaquah	22	16	16	21		53
Kenmore	4	5	12	10		27
Kent		51	80	60		191
Kirkland	30	37	30	21		88
Mercer Island		2	4	6		12
Redmond		50	18	21		89
Renton		80	76	51		207
Sammamish		10	2	6		18
SeaTac	28	9	10	13		32
Shoreline	33	47	31	26		104
Tukwila	20	10	10	8		28
Seattle		515	368	300		1183
Other KC		64	88	29		181
Outside KC		2339	1472	2248		6059
Unknown		0	0	0		0
TOTAL	438	3497	2438	3027	0	8962

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	\$10,835.00		\$32,505.00	\$10,835.00
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	\$10,835.00	\$0.00	\$32,505.00	\$10,835.00

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 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 10/8/20
 Costs below incurred from 7/1/20 to 9/30/20 \$3,250
 Signature of Authorized Signer  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	\$1,250.00		\$1,250.00
Bellevue							\$0.00
Bothell							\$0.00
Burien							\$0.00
Covington	027-2019	\$1,000.00	\$250.00	\$250.00	\$250.00		\$250.00
Des Moines							\$0.00
Federal Way							\$0.00
Issaquah							\$0.00
Kenmore							\$0.00
Kent		\$5,000.00	\$1,250.00	\$1,250.00	\$1,250.00		\$1,250.00
Kirkland							\$0.00
Mercer Island							\$0.00
Redmond							\$0.00
Renton							\$0.00
Sammamish							\$0.00
SeaTac		\$2,000.00	\$500.00	\$500.00	\$500.00		\$500.00
Shoreline							\$0.00
Tukwila							\$0.00

Admin use only

Authorized Payment Amt:

Authorization Code / Acct #

Authorized Signature / City

Date

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	43		43	172%
Bellevue				0		0	#DIV/0!
Bothell				0		0	#DIV/0!
Burien			1	0		1	#DIV/0!
Covington	3			10		10	333%
Des Moines				0		0	#DIV/0!
Federal Way				28		28	#DIV/0!
Issaquah				4		4	#DIV/0!
Kenmore				0		0	#DIV/0!
Kent	90		1	39		40	44%
Kirkland				0		0	#DIV/0!
Mercer Island				0		0	#DIV/0!
Redmond				3		3	#DIV/0!
Renton		1		38		39	#DIV/0!
Sammamish				0		0	#DIV/0!
SeaTac	35			0		0	0%
Shoreline				0		0	#DIV/0!
Tukwila				0		0	#DIV/0!
Seattle		3		25		28	
Other KC				7		7	
Outside KC				25		25	
Unknown						0	
TOTAL	153	4	2	222	0	228	

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					
		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	

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

The Domestic Abuse Women's Network on-boarded a new prevention advocate this quarter. Our Prevention Advocate is a mobile employee that serves Green River College, Highline School District, and currently working with partnerships with the Kent and Auburn school district. Our Prevention advocate is enhancing their role through additional prevention work with children and families, as well as, reviewing training and community requests for prevention and awareness training in South King County. The Domestic Abuse Women's Network is impacted with face to face client capabilities due to the COVID-19 pandemic. We continue to provide remote options, as well as, consultation to middle school, high school, and college age students. Our Prevention advocate, and our prevention work, has provided training through police departments in the cities of Covington and Burien utilizing our additional advocate employees; with a strong training background and continued awareness in our community. Currently, the Domestic Abuse Women's Network is joining with Amazon and Seattle Children's Hospital, in partnership with raising awareness through domestic violence, curriculum development, business training modules, and providing consultation through our partnerships. As a team, we review training request, prevention advocacy needs, and creating a virtual support group series for survivors; as well as enhancing our state certified domestic violence institute into a virtual format to provide additional attendees for business, community members, non-profits, new interns, volunteers, and staff. We continue to review our Prevention work with the community through enhanced intake process and policy and procedure to serve youth and adults during this time. We continue to triage prevention training requests and provide advocacy through our 24 hour advocacy support line. While we have a trend of reduced clients; we do continue to receive the need for training and prevention curriculum as the pandemic sheds light on domestic violence in our county. As Executive Director, I continue

RESIDENTS

	Annual Goal	1st Qtr	Actual # of Residents		4th Qtr	YTD
			2nd Qtr	3rd Qtr		
Auburn		0	0	9		9
Bellevue		0	0	0		0
Bothell		0	0	0		0
Burien		0	1	5		6
Covington		0	0	0		0
Des Moines		0	0	0		0
Federal Way		0	0	2		2
Issaquah		0	0	4		4
Kenmore		0	0	0		0
Kent		0	1	6		7
Kirkland		0	0	0		0
Mercer Island		0	0	0		0
Redmond		0	0	0		0
Renton		1	0	3		4
Sammamish		0	0	0		0
SeaTac		0	0	0		0
Shoreline		0	0	0		0
Tukwila		0	0	0		0
Seattle		3	0	4		7
Other KC		0	0	2		2
Outside KC		0	0	5		5
Unknown		0	0	0		0
TOTAL	0	4	2	40	0	46

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 **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 10/29/20
 Costs below incurred from 7/1/20 to 9/30/20
 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	\$9,750.00		\$9,750.00
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	\$10,000.00		\$10,000.00
Shoreline							\$0.00
Tukwila							\$0.00

Admin use only

Authorized Payment Amt:

Authorization Code / Acct #

Authorized Signature / City

Date

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	1,954		4,846	#DIV/0!
Bellevue						0	#DIV/0!
Bothell						0	#DIV/0!
Burien		6,243	10,605	3,615		20,463	#DIV/0!
Covington						0	#DIV/0!
Des Moines	97,077	256,304	261,631	206,649		724,584	746%
Federal Way		10,148	21,000	7,230		38,378	#DIV/0!
Issaquah						0	#DIV/0!
Kenmore						0	#DIV/0!
Kent		61,448	55,740	49,158		166,346	#DIV/0!
Kirkland						0	#DIV/0!
Mercer Island						0	#DIV/0!
Redmond						0	#DIV/0!
Renton		670	3,134	1,465		5,269	#DIV/0!
Sammamish						0	#DIV/0!
SeaTac	69,894	93,896	90,318	76,471		260,685	373%
Shoreline						0	#DIV/0!
Tukwila		1,941	3,291	2,931		8,163	#DIV/0!
Seattle		5,108	10,187	7,230		22,525	
Other KC		4,058	3,710	2,735		10,503	
Outside KC		2,017	7,314	4,983		14,314	
Unknown						0	
TOTAL	166,971	443,367	468,288	364,421	0	1,276,076	

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	40		98	#DIV/0!
Bellevue						0	#DIV/0!
Bothell						0	#DIV/0!
Burien		221	203	74		498	#DIV/0!
Covington						0	#DIV/0!
Des Moines	2,249	5,968	4,710	3,784		14,462	643%
Federal Way		220	402	148		770	#DIV/0!
Issaquah						0	#DIV/0!
Kenmore						0	#DIV/0!
Kent		1,276	1,067	1,002		3,345	#DIV/0!
Kirkland						0	#DIV/0!
Mercer Island						0	#DIV/0!
Redmond						0	#DIV/0!
Renton		14	60	30		104	#DIV/0!
Sammamish						0	#DIV/0!
SeaTac	1,619	2,301	1,555	1,096		4,952	306%
Shoreline						0	#DIV/0!
Tukwila		57	63	60		180	#DIV/0!
Seattle		179	195	148		522	
Other KC		147	71	56		274	
Outside KC		65	140	102		307	
Unknown						0	
TOTAL	3,868	10,480	8,492	6,540	0	25,512	

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	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	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
3rd Quarter 2020 Narrative**

Service numbers saw a mild decrease over the 2nd quarter (2.6%). This is half the usual decline over the summer months (when there is typically more seasonal work available in industries such as construction, painting, and yard work).

In the third quarter, our focus normally pivots to a large summer meals program. This year, many of our congregate meal sites (e.g. parks or beaches) did not make sense to utilize in the COVID environment and many of our partner programs (e.g. libraries, YMCA) were not open or providing programs for children. Consequently, we opened only 9 of our usual 25 sites for service. The USDA continued to permit grab-and-go service rather than requiring congregate meal service. As summer ended and the school year started, USDA exemptions have continued and we anticipated continuing our summer meal service into the school year. However, the Highline School District has really stepped up and is serving at 80 sites. Consequently, we have only continued grab-and-go meal service at the food bank itself, distributing two days of breakfast and lunch for kids during our Monday and Wednesday hours, and three days of breakfast and lunch during our Friday food bank hours. We served 20,706 meals in the third quarter, bringing our total since COVID service began to over 55,000 meals.


This quarter, refrigeration continued to be a challenge, as billions of dollars spent on trade tariff mitigation support for farmers continued to bring in a large amounts of meat, milk, and eggs. In addition, efforts to support local farm produce during their loss of major markets such as restaurants also brought in quite a bit of produce boxes. Unfortunately, as schools kicked into summer meal production, we lost access to cooler space at North Hill Elementary as well as refrigeration we had been utilizing at the City of Des Moines facilities in Covenant Beach. Luckily, we were able to utilize CARES Capacity Building funds to purchase two outdoor freezers that are hosted on the local water district property. CARES funding is continuing with a second round of flexible funds to help with operational expenses from July through December, 2020.

We are now getting several calls a day for rental assistance from those with eviction notices. As we head into the winter months, we foresee a difficult time for many families. Your support is much appreciated!

RESIDENTS

	Annual Goal	Actual # of Residents				YTD
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn		18	20	22		60
Bellevue						0
Bothell						0
Burien		86	142	34		262
Covington						0
Des Moines	2249	1963	872	370		3205
Federal Way		107	285	80		472
Issaquah						0
Kenmore						0
Kent		519	250	159		928
Kirkland						0
Mercer Island						0
Redmond						0
Renton		8	37	28		73
Sammamish						0
SeaTac	296	866	372	104		1342
Shoreline						0
Tukwila		32	48	16		96
Seattle		25	121	68		214
Other KC		29	26	8		63
Outside KC		21	26	1		48
Unknown						0
TOTAL	2545	3674	2199	890	0	6763

REIMBURSEMENT REQUESTS

Agency and Program Name **HealthPoint 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 10/5/20
 Costs below incurred from 7/1/20 to 9/30/20
 Signature of Authorized Signer  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	GF184	\$38,343.00	\$9,585.75	\$9,585.75	\$9,585.75		\$9,585.75
Bothell							\$0.00
Burien	023-2019	\$5,000.00	\$1,250.00	\$1,250.00	\$1,250.00		\$1,250.00
Covington	023-2019	\$5,000.00	\$1,250.00	\$1,250.00	\$1,250.00		\$1,250.00
Des Moines	023-2019	\$8,000.00	\$2,000.00	\$2,000.00	\$2,000.00		\$2,000.00
Federal Way	023-2019	\$23,000.00	\$5,750.00	\$5,750.00	\$5,750.00		\$5,750.00
Issaquah	GF184	\$5,000.00	\$1,250.00	\$1,250.00	\$1,250.00		\$1,250.00
Kenmore	GF184	\$3,000.00	\$750.00	\$750.00	\$750.00		\$750.00
Kent	CAG2019-112	\$15,000.00	\$3,750.00	\$3,750.00	\$3,750.00		\$3,750.00
Kirkland	GF184	\$16,000.00	\$4,000.00	\$4,000.00	\$4,000.00		\$4,000.00
Mercer Island							\$0.00
Redmond	GF184	\$25,000.00	\$6,250.00	\$6,250.00	\$6,250.00		\$6,250.00
Renton	023-2019	\$7,500.00	\$1,875.00	\$1,875.00	\$1,875.00		\$1,875.00
Sammamish	GF184	\$4,000.00	\$1,000.00	\$1,000.00	\$1,000.00		\$1,000.00
SeaTac	023-2019	\$5,000.00	\$1,250.00	\$1,250.00	\$1,250.00		\$1,250.00
Shoreline							\$0.00
Tukwila	023-2019	\$5,000.00	\$1,250.00	\$1,250.00	\$1,250.00		\$1,250.00

Admin use only

Authorized Payment Amt:

Authorization Code / Acct #

Authorized Signature / City

Date

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	162		468	263%
Bothell						0	
Burien	24	138	24	66		228	950%
Covington	24	58	21	51		130	542%
Des Moines	24	315	111	194		620	2583%
Federal Way	109	1,625	474	977		3,076	2822%
Issaquah	24	62	28	36		126	525%
Kenmore	14	187	48	85		320	2286%
Kent	72	3,101	1,006	1,815		5,922	8225%
Kirkland	77	570	190	418		1,178	1530%
Mercer Island						0	
Redmond	120	765	206	456		1,427	1189%
Renton	36	535	219	379		1,133	3147%
Sammamish	19	72	17	51		140	737%
SeaTac	24	183	73	136		392	1633%
Shoreline						0	
Tukwila	24	247	51	133		431	1796%
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
TOTAL	769	8,084	2,548	4,959	0	15,591	

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	48	129	53	95		277
Bothell						0
Burien	9	78	19	43		140
Covington	9	30	13	27		70
Des Moines	9	187	71	131		389
Federal Way	41	986	300	574		1860
Issaquah	9	32	15	21		68
Kenmore	2	99	36	49		184
Kent	27	1889	641	1111		3641
Kirkland	29	311	126	219		656
Mercer Island						0
Redmond	44	438	147	269		854
Renton	13	304	135	207		646
Sammamish	7	37	13	27		77
SeaTac	9	107	44	74		225
Shoreline						0
Tukwila	9	116	29	71		216
Seattle						0
Other KC						0
Outside KC						0
Unknown						0
TOTAL	265	4743	1642	2918	0	9303

NARRATIVE

As with all society, COVID-19 impacted HealthPoint throughout Q3. For Q3, all 7 of our dental clinic sites were open to patients. The CDC and American Dental Association announced recommendations for the closure of dental operations (except urgent/emergency procedures) between March and early June, at which time the closures were eased. Until June, we focused largely on urgent dental care and remote visits ("teledentistry"). We have since been ramping up and expanding in-person access. Barriers to expansion were PPE shortages, bringing staff back from alternative work deployment locations within our organization, and staffing vacancies.

Supply chain issues continue to be a concern, and N95 masks are in short supply (particularly smaller sized N95). Even as we are maintaining supplies, the pandemic is still very fluid. Predictions for a Fall/Winter surge could still impact supply levels. We are find it increasingly difficult to procure cleaning supplies.

Q3 also saw new challenges face our staff. The school year began with most King County schools operating remotely. Young children had to stay home, and safe childcare options were limited. This is a problem for our clinical staff who, obviously, cannot work remotely.

In Q3 urgent care was still high priority at sites and there was continued use of teledentistry as the first line of care for screening and scheduling. The 7 dental clinic sites have been assessing demand in their particular locations to set patient prioritization parameters as appointments remained limited.

PPE and infection control protocols have made it more difficult for providers to see as many patients as they did pre-COVID, but work continues toward refining scheduling practices with the intent to create more access for patients. Sites are now inviting patients of record back for routine care, exams, cleanings, and continuing treatment plans. Sites are limiting exams for new patients to establish routine care as the demand for urgent care and restarting care for existing patients of record is the highest priority.

Visits are down when contrasted with Q3 2019. Across the share1app cities overall, Q3 2020 visits were 41% of visit levels in Q3 2019. (This is an improvement over Q2, when these visits in 2020 were 22% of their Q2 2019 levels.) Q3 2020 visits from residents in specific cities were as high as around 60% of Q2 2019 levels for Covington and Renton, but 20-30% of Q2 2019 levels for Burien, Des Moines, and Kenmore. However, the number of visits per month by residents of the share1app cities has been increasing over the course of the pandemic. In Q2, there were under 600 total visits in April, to under 700 in May, and to about 1,300 in June. In Q3, the number held steady in July with about 1,300, increasing to 1,700 in August, on to over 2,000 in September. While HealthPoint is far from our 2019 levels, we have been returning to provide more in-person dental services as the months pass, and continue with telehealth options for those patients that are may be reluctant to visit in person.

HealthPoint's leadership continues to be informed with the direction of the pandemic and adjusting our operations as needed to support our patients and staff.

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	\$9,585.75		\$28,757.25	\$9,585.75
TOTAL	\$38,343.00	\$9,585.75	\$9,585.75	\$9,585.75	\$0.00	\$28,757.25	\$9,585.75


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	\$5,750.00		\$17,250.00	\$5,750.00
TOTAL	\$23,000.00	\$5,750.00	\$5,750.00	\$5,750.00	\$0.00	\$17,250.00	\$5,750.00

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	\$3,750.00		\$11,250.00	\$3,750.00
TOTAL	\$15,000.00	\$3,750.00	\$3,750.00	\$3,750.00	\$0.00	\$11,250.00	\$3,750.00

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
 Email jadriano@healthpointchc.org 10/10/20
 Costs below incurred from 7/1/20 to 9/30/20
 Signature of Authorized Signer  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	\$10,363.00		\$10,363.00
Bothell							\$0.00
Burien	024-2019	\$10,000.00	\$2,500.00	\$2,500.00	\$2,500.00		\$2,500.00
Covington	024-2019	\$5,000.00	\$1,250.00	\$1,250.00	\$1,250.00		\$1,250.00
Des Moines	024-2019	\$7,500.00	\$1,875.00	\$1,875.00	\$1,875.00		\$1,875.00
Federal Way	024-2019	\$14,000.00	\$3,500.00	\$3,500.00	\$3,500.00		\$3,500.00
Issaquah	GF186	\$7,000.00	\$1,750.00	\$1,750.00	\$1,750.00		\$1,750.00
Kenmore	GF186	\$7,000.00	\$1,750.00	\$1,750.00	\$1,750.00		\$1,750.00
Kent	CAG2019-112	\$15,000.00	\$3,750.00	\$3,750.00	\$3,750.00		\$3,750.00
Kirkland	GF186	\$16,000.00	\$4,000.00	\$4,000.00	\$4,000.00		\$4,000.00
Mercer Island							\$0.00
Redmond	GF186	\$29,000.00	\$7,250.00	\$7,250.00	\$7,250.00		\$7,250.00
Renton	024-2019	\$9,500.00	\$2,375.00	\$2,375.00	\$2,375.00		\$2,375.00
Sammamish							\$0.00
SeaTac	024-2019	\$10,000.00	\$2,500.00	\$2,500.00	\$2,500.00		\$2,500.00
Shoreline							\$0.00
Tukwila	024-2019	\$5,000.00	\$1,250.00	\$1,250.00	\$1,250.00		\$1,250.00

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Date

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	532		1,561	1001%
Bothell						0	
Burien	43	554	533	1,770		2,857	6644%
Covington	20	183	160	190		533	2665%
Des Moines	22	1,137	948	1,005		3,090	14045%
Federal Way	55	5,600	5,044	5,201		15,845	28809%
Issaquah	27	93	90	115		298	1104%
Kenmore	27	354	362	475		1,191	4411%
Kent	60	10,632	9,112	9,759		29,503	49172%
Kirkland	63	1,123	1,026	1,100		3,249	5157%
Mercer Island						0	
Redmond	113	1,243	1,023	1,112		3,378	2989%
Renton	37	3,427	3,831	3,866		11,124	30065%
Sammamish						0	
SeaTac	43	958	708	795		2,461	5723%
Shoreline						0	
Tukwila	20	649	536	479		1,664	8320%
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
TOTAL	686	26,436	23,919	26,399	0	76,754	

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		4th Qtr	YTD
		2nd Qtr	3rd Qtr			
Auburn						0
Bellevue	55	331	317	322		970
Bothell						0
Burien	14	323	273	270		866
Covington	6	103	82	98		283
Des Moines	7	715	501	563		1779
Federal Way	17	3738	2990	3123		9851
Issaquah	10	62	69	80		211
Kenmore	10	253	221	249		723
Kent	21	6888	5305	5776		17969
Kirkland	22	773	610	663		2046
Mercer Island						0
Redmond	40	856	654	646		2156
Renton	11	2046	2015	2097		6158
Sammamish						0
SeaTac	14	549	366	431		1346
Shoreline						0
Tukwila	6	430	287	300		1017
Seattle						0
Other KC						0
Outside KC						0
Unknown						0
TOTAL	233	17067	13690	14618	0	45375

NARRATIVE

As with all society, COVID-19 impacted HealthPoint throughout Q3. Telehealth visits continue to make up a significant portion of our overall visits. From 7/1/2020-9/30/2020, we had just under 61,000 visits; 32,000 or 52% were telehealth visits. This is an increase from Q2, when we had just under 50,000 visits; 31,000 or 62% were telehealth visits. Nonetheless, Q3 2020 visits overall are down among the share1app cities when comparing to Q3 2019 (even though contract goals are being met). For example, Q3 2020 visits are as low as 49% and 59% of their Q3 2019 levels for Tukwila and Des Moines, respectively. Most of the Q3 2020 visits from residents of the other share1app cities are 60-90% of Q3 2019 levels. The exception is Burien: Q3 2020 visits from their residents were 157% of Q3 2019 levels.

We maintained our testing sites at Auburn, Bothell, Kent, Midway, Renton, and Tukwila in Q3. By the end of Q3, 11,799 had been tested since March. Of these, 1,550 tested positive (13%). We partnered with Public Health – Seattle & King County (PHSKC) in August to open a new testing site in Renton, near where I-405 and SR-167 meet. The new site is available for our patients, as well as for the broader low-income community. (The 11,799 figure above does not include tests conducted at the new site at which we partner with PHSKC.) Telehealth continues to be crucial to maintaining HealthPoint operations and helping us to continue to serve our patients. With the summer months, it appears that more patients were comfortable with visiting our clinics in person. However, while we saw a decrease in the percentage of total visits that were attributable to telehealth in Q3 vs. Q2, the number of such visits still saw an increase by about 1,000 virtual visits.

As Q3 began, PPE supplies continued to be a concern. PPE is crucial to maintain the safety of both our patients and staff, especially as Q3 saw increases of in-person visits at our clinics. During Q3, many staff that were redeployed to non-clinical tasks during the first months of the crisis were tasked back to their regular duty sites, further increasing demand on PPE. N95 masks have particularly been in demand throughout the pandemic. Toward the end of Q3, we found that even getting adequate cleaning supplies was becoming difficult.

Q3 also saw new challenges for our staff. The school year began with most King County schools operating remotely. Young children had to stay home, and safe childcare options were limited. This is a problem for our clinical staff who, obviously, cannot work remotely.

Our coronavirus crisis task force that initially activated when COVID-19 emerged as a threat is now our "optimal operations" task force. It is tasked with dealing with the issues of this new and ongoing reality in which we find ourselves. Because challenges such as PPE and barriers for our workforce will not disappear any time soon, we need this our task force to continue to strategize new ways to address them. As a result, in Q3 we built up our supplies of PPE so that we have several weeks supply available and can discern any potential supply chain issues ahead of time. Also, we launched a regularly scheduled and standardized check-in tool so that supervisors and managers can hear their team members' concerns as to how the pandemic is affecting them and their ability to carry out their duties. We have a workgroup looking specifically at how to support staffers as working parents of small children who must stay home due to school closures. The task force also continues to monitor surges or declines in COVID-19 cases in King County. As COVID-19 disproportionately affects low-income people and people of color, we continue to be keenly aware that our core patient population is most at-risk.

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	\$10,363.00		\$31,089.00	\$10,363.00
TOTAL	\$41,452.00	\$10,363.00	\$10,363.00	\$10,363.00	\$0.00	\$31,089.00	\$10,363.00


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	\$3,500.00		\$10,500.00	\$3,500.00
TOTAL	\$14,000.00	\$3,500.00	\$3,500.00	\$3,500.00	\$0.00	\$10,500.00	\$3,500.00

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	\$3,750.00		\$11,250.00	\$3,750.00
TOTAL	\$15,000.00	\$3,750.00	\$3,750.00	\$3,750.00	\$0.00	\$11,250.00	\$3,750.00

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
 Email jadriano@healthpointchc.org 10/10/20
 Costs below incurred from 7/1/20 to 9/30/20
 Signature of Authorized Signer  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	\$10,363.00		\$10,363.00
Bothell							\$0.00
Burien	024-2019	\$10,000.00	\$2,500.00	\$2,500.00	\$2,500.00		\$2,500.00
Covington	024-2019	\$5,000.00	\$1,250.00	\$1,250.00	\$1,250.00		\$1,250.00
Des Moines	024-2019	\$7,500.00	\$1,875.00	\$1,875.00	\$1,875.00		\$1,875.00
Federal Way	024-2019	\$14,000.00	\$3,500.00	\$3,500.00	\$3,500.00		\$3,500.00
Issaquah	GF186	\$7,000.00	\$1,750.00	\$1,750.00	\$1,750.00		\$1,750.00
Kenmore	GF186	\$7,000.00	\$1,750.00	\$1,750.00	\$1,750.00		\$1,750.00
Kent	CAG2019-112	\$15,000.00	\$3,750.00	\$3,750.00	\$3,750.00		\$3,750.00
Kirkland	GF186	\$16,000.00	\$4,000.00	\$4,000.00	\$4,000.00		\$4,000.00
Mercer Island							\$0.00
Redmond	GF186	\$29,000.00	\$7,250.00	\$7,250.00	\$7,250.00		\$7,250.00
Renton	024-2019	\$9,500.00	\$2,375.00	\$2,375.00	\$2,375.00		\$2,375.00
Sammamish							\$0.00
SeaTac	024-2019	\$10,000.00	\$2,500.00	\$2,500.00	\$2,500.00		\$2,500.00
Shoreline							\$0.00
Tukwila	024-2019	\$5,000.00	\$1,250.00	\$1,250.00	\$1,250.00		\$1,250.00

Admin use only

Authorized Payment Amt: Authorization Code / Acct #

Authorized Signature / City Date

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	532		1,561	1001%
Bothell						0	
Burien	43	554	533	1,770		2,857	6644%
Covington	20	183	160	190		533	2665%
Des Moines	22	1,137	948	1,005		3,090	14045%
Federal Way	55	5,600	5,044	5,201		15,845	28809%
Issaquah	27	93	90	115		298	1104%
Kenmore	27	354	362	475		1,191	4411%
Kent	60	10,632	9,112	9,759		29,503	49172%
Kirkland	63	1,123	1,026	1,100		3,249	5157%
Mercer Island						0	
Redmond	113	1,243	1,023	1,112		3,378	2989%
Renton	37	3,427	3,831	3,866		11,124	30065%
Sammamish						0	
SeaTac	43	958	708	795		2,461	5723%
Shoreline						0	
Tukwila	20	649	536	479		1,664	8320%
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
TOTAL	686	26,436	23,919	26,399	0	76,754	

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	322		970
Bothell						0
Burien	14	323	273	270		866
Covington	6	103	82	98		283
Des Moines	7	715	501	563		1779
Federal Way	17	3738	2990	3123		9851
Issaquah	10	62	69	80		211
Kenmore	10	253	221	249		723
Kent	21	6888	5305	5776		17969
Kirkland	22	773	610	663		2046
Mercer Island						0
Redmond	40	856	654	646		2156
Renton	11	2046	2015	2097		6158
Sammamish						0
SeaTac	14	549	366	431		1346
Shoreline						0
Tukwila	6	430	287	300		1017
Seattle						0
Other KC						0
Outside KC						0
Unknown						0
TOTAL	233	17067	13690	14618	0	45375

NARRATIVE

As with all society, COVID-19 impacted HealthPoint throughout Q3. Telehealth visits continue to make up a significant portion of our overall visits. From 7/1/2020-9/30/2020, we had just under 61,000 visits; 32,000 or 52% were telehealth visits. This is an increase from Q2, when we had just under 50,000 visits; 31,000 or 62% were telehealth visits. Nonetheless, Q3 2020 visits overall are down among the share1app cities when comparing to Q3 2019 (even though contract goals are being met). For example, Q3 2020 visits are as low as 49% and 59% of their Q3 2019 levels for Tukwila and Des Moines, respectively. Most of the Q3 2020 visits from residents of the other share1app cities are 60-90% of Q3 2019 levels. The exception is Burien: Q3 2020 visits from their residents were 157% of Q3 2019 levels.

We maintained our testing sites at Auburn, Bothell, Kent, Midway, Renton, and Tukwila in Q3. By the end of Q3, 11,799 had been tested since March. Of these, 1,550 tested positive (13%). We partnered with Public Health – Seattle & King County (PHSKC) in August to open a new testing site in Renton, near where I-405 and SR-167 meet. The new site is available for our patients, as well as for the broader low-income community. (The 11,799 figure above does not include tests conducted at the new site at which we partner with PHSKC.) Telehealth continues to be crucial to maintaining HealthPoint operations and helping us to continue to serve our patients. With the summer months, it appears that more patients were comfortable with visiting our clinics in person. However, while we saw a decrease in the percentage of total visits that were attributable to telehealth in Q3 vs. Q2, the number of such visits still saw an increase by about 1,000 virtual visits.

As Q3 began, PPE supplies continued to be a concern. PPE is crucial to maintain the safety of both our patients and staff, especially as Q3 saw increases of in-person visits at our clinics. During Q3, many staff that were redeployed to non-clinical tasks during the first months of the crisis were tasked back to their regular duty sites, further increasing demand on PPE. N95 masks have particularly been in demand throughout the pandemic. Toward the end of Q3, we found that even getting adequate cleaning supplies was becoming difficult.

Q3 also saw new challenges for our staff. The school year began with most King County schools operating remotely. Young children had to stay home, and safe childcare options were limited. This is a problem for our clinical staff who, obviously, cannot work remotely.

Our coronavirus crisis task force that initially activated when COVID-19 emerged as a threat is now our "optimal operations" task force. It is tasked with dealing with the issues of this new and ongoing reality in which we find ourselves. Because challenges such as PPE and barriers for our workforce will not disappear any time soon, we need this our task force to continue to strategize new ways to address them. As a result, in Q3 we built up our supplies of PPE so that we have several weeks supply available and can discern any potential supply chain issues ahead of time. Also, we launched a regularly scheduled and standardized check-in tool so that supervisors and managers can hear their team members' concerns as to how the pandemic is affecting them and their ability to carry out their duties. We have a workgroup looking specifically at how to support staffers as working parents of small children who must stay home due to school closures. The task force also continues to monitor surges or declines in COVID-19 cases in King County. As COVID-19 disproportionately affects low-income people and people of color, we continue to be keenly aware that our core patient population is most at-risk.

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	\$10,363.00		\$31,089.00	\$10,363.00
TOTAL	\$41,452.00	\$10,363.00	\$10,363.00	\$10,363.00	\$0.00	\$31,089.00	\$10,363.00

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	\$3,500.00		\$10,500.00	\$3,500.00
TOTAL	\$14,000.00	\$3,500.00	\$3,500.00	\$3,500.00	\$0.00	\$10,500.00	\$3,500.00

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	\$3,750.00		\$11,250.00	\$3,750.00
TOTAL	\$15,000.00	\$3,750.00	\$3,750.00	\$3,750.00	\$0.00	\$11,250.00	\$3,750.00

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 10/13/2020

Costs below incurred from 7/1/2020/ to 9/30/2020

Signature of Authorized Signer *Mike Werle* Printed Name Mike Werle

	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	3190106	\$18,000.00	\$4,500.00	\$4,500.00	\$4,500.00		\$4,500.00
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	167	\$12,000.00	\$3,000.00	\$3,000.00	\$3,000.00		\$3,000.00
Shoreline							\$0.00
Tukwila							\$0.00

Admin use only

Authorized Payment Amt:

Authorization Code / Acct #

Authorized Signature / City

Date

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	154,677		485,378	630%
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	58,336		183,946	102%
Shoreline						0	#DIV/0!
Tukwila						0	#DIV/0!
Seattle						0	
Other KC		28,566	25,273	20,337		74,176	
Outside KC						0	
Unknown						0	
TOTAL	257,000	235,975	274,175	233,350	0	743,500	

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	211		2,502	834%
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	81		1,029	114%
Shoreline						0	#DIV/0!
Tukwila						0	#DIV/0!
Seattle						0	
Other KC		230	302	26		558	
Outside KC						0	
Unknown						0	
TOTAL	1,200	2,651	1,120	318	0	4,089	

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	2,934		10,242	410%
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	973		3,295	82%
Shoreline						0	#DIV/0!
Tukwila						0	#DIV/0!
Seattle						0	
Other KC		803	484	453		1,740	
Outside KC						0	
Unknown						0	
TOTAL	6,500	6,037	4,880	4,360	0	15,277	

NARRATIVE

We have become experts at all things social distancing. We have filled up our new Freezer and Refer and they are wonderful! Our food supply continues to be good and the money supply has held up well also. A few more of the regular clients have come back in as they feel a little safer to go out now. A couple of our regular volunteers have come back lately which is great because I lost 3 high school kids when they went back to school. We had to tear down our outside carport covering because it was getting old. That was OK during the summer but we need to replace it now for winter as we have been serving food outside during this pandemic to allow clients to social distance more. We also replaced a 40 food storage container which was 22 years old and starting to leak. The new one is in place and we have an Engineer working on a design concept for the new covering which we hope to get started on soon before the real bad weather shows up. Our distribution continues to go fairly smooth and our clients have been very appreciative of all the precautions we have been taking to keep everyone safe. We still have a few face masks to pass out but most people have been showing up with one on. We are starting to run low on gloves, hand sanitizer, paper towels and cleaning solutions. But we will order another supply of these from Bargreens out of Tacoma. This time we will have to pay for them ourselves as we used up all our covid funding on the last order of supplies from Bargreens. We have seen the client numbers tick up a little in Sept. after going pretty low over the summer. The supply of food has been really good both from the Government and our local stores. Fresh produce has been great from our garden as well as a number of local gardeners sharing their surplus with us. We have gotten 2 loads of pumpkins from the McMicken heights Safeway and they will probably be giving us more over the next week. Nice to have for the kids even though their Halloween looks like it will be ruined this year. Food lifeline is back to normal which has been nice since we get a lot of food from them. I've been

See
Attached

We have become experts at all things social distancing. We have filled up our new Freezer and Refer and they are wonderful! Our food supply continues to be good and the money supply has held up well also. A few more of the regular clients have come back in as they feel a little safer to go out now. A couple of our regular volunteers have come back lately which is great because I lost 3 high school kids when they went back to school. We had to tear down our outside carport covering because it was getting to old. That was OK during the summer but we need to replace it now for winter as we have been serving food outside during this pandemic to allow clients to social distance more. We also replaced a 40 food storage container which was 22 years old and starting to leak. The new one is in place and we have an Engineer working on a design concept for the new covering which we hope to get started on soon before the real bad weather shows up. Our distribution continues to go fairly smooth and our clients have been very appreciative of all the precautions we have been taking to keep everyone safe. We still have a few face masks to pass out but most people have been showing up with one on. We are starting to run low on gloves, hand sanitizer, paper towels and cleaning solutions. But we will order another supply of these from Bargreens out of Tacoma. This time we will have to pay for them ourselves as we used up all our covid funding on the last order of supplies from Bargreens. We have seen the client numbers tick up a little in Sept. after going pretty low over the summer. The supply of food has been really good both from the Government and our local stores. Fresh produce has been great from our garden as well as a number of local gardeners sharing their surplus with us. We have gotten 2 loads of pumpkins from the McMicken heights Safeway and they will probably be giving us more over the next week. Nice to have for the kids even though their Halloween looks like it will be ruined this year. Food lifeline is back to normal which has been nice since we get a lot of food from them. I've been able to order extra things the last few weeks so we can stockpile some stuff for the next unexpected event which throw us off the deep end. All in all we have done very well but it would be nice to get back to normal some time soon. Once again thank you both for your continued support!

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	211		2502
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	900	654	294	81		1029
Shoreline						0
Tukwila						0
Seattle						0
Other KC		230	302	26		558
Outside KC						0
Unknown						0
TOTAL	1200	2651	1120	318	0	4089

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 10/15/20
 Costs below incurred from 7/1/20 to 9/3/20
 Signature of Authorized Signer Printed Name Sheenah Randolph

	Contract ID#	Annual Award Amt	1st Qtr	Reimbursement Requests			Balance Remaining
Auburn							\$0.00
Bellevue							\$0.00
Bothell							\$0.00
Burien		\$15,000.00	\$3,750.00	\$3,750.00	\$3,750.00		\$3,750.00
Covington							\$0.00
Des Moines		\$14,000.00	\$3,500.00	\$3,500.00	\$3,500.00		\$3,500.00
Federal Way		\$10,000.00	\$2,500.00	\$2,500.00	\$2,500.00		\$2,500.00
Issaquah							\$0.00
Kenmore							\$0.00
Kent	CAG-2019-140	\$10,000.00	\$2,500.00	\$2,500.00	\$2,500.00		\$2,500.00
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	\$1,875.00		\$1,875.00

Admin use only

Authorized Payment Amt: Authorization Code / Acct #

Authorized Signature / City Date

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	0	69	54	34		157	
Bellevue	0	69	102	0		171	
Bothell	0	0	0	0		0	
Burien	160	150	297	2		449	281%
Covington	0	0	0	0		0	
Des Moines	122	11	0	2		13	11%
Federal Way	100	121	0	64		185	185%
Issaquah	0	0	0	0		0	
Kenmore	0	0	0	0		0	
Kent	124	71	124	242		437	352%
Kirkland	0	0	0	0		0	
Mercer Island	0	0	0	0		0	
Redmond	0	0	0	0		0	
Renton	0	0	0	0		0	
Sammamish	0	0	0	0		0	
SeaTac	125	74	82	118		274	219%
Shoreline	0	0	0	0		0	
Tukwila	63	33	9	80		122	194%
Seattle		148	50	101		299	
Other KC		0	0	0		0	
Outside KC		19	139	26		184	
Unknown				0		0	
TOTAL	694	765	857	669	0	2,291	

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	68		314	
Bellevue		138	204	0		342	
Bothell		0	0	0		0	
Burien		300	594	4		898	
Covington		0	0	0		0	
Des Moines	244	22	0	4		26	11%
Federal Way	712	242	0	128		370	52%
Issaquah		0	0	0		0	
Kenmore		0	0	0		0	
Kent		142	248	484		874	
Kirkland		0	0	0		0	
Mercer Island		0	0	0		0	
Redmond		0	0	0		0	
Renton		0	0	0		0	
Sammamish		0	0	0		0	
SeaTac		148	164	236		548	
Shoreline		0	0	0		0	
Tukwila		66	18	160		244	
Seattle		296	100	202		598	
Other KC		0	0	0		0	
Outside KC		38	278	52		368	
Unknown						0	
TOTAL	956	1,530	1,714	1,338	0	4,582	

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	4		20	
Bellevue		9	14	0		23	
Bothell		0	0	0		0	
Burien		21	42	1		64	
Covington		0	0	0		0	
Des Moines	28	1	0	1		2	7%
Federal Way		17	0	9		26	
Issaquah		0	0	0		0	
Kenmore		0	0	0		0	
Kent	21	10	18	34		62	295%
Kirkland		0	0	0		0	
Mercer Island		0	0	0		0	
Redmond		0	0	0		0	
Renton		0	0	0		0	
Sammamish		0	0	0		0	
SeaTac		10	11	17		38	
Shoreline		0	0	0		0	
Tukwila		4	1	11		16	
Seattle		21	3	14		38	
Other KC		0	0	0		0	
Outside KC		2	19	4		25	
Unknown						0	
TOTAL	49	104	115	95	0	314	

NARRATIVE

The third quarter was a challenging time at Hospitality House.

In August, we had our first confirmed case of COVID-19. The shelter was closed for 14-days to accommodate cleaning and quarantine. Clients were taken to offsite accommodations through the King County homeless quarantine program. Staff quarantined while working from home. While this was a very stressful time, we are fortunate that this was an exposure rather than an outbreak. The client who tested positive was our only case. We have been diligent in following our COVID-19 protocols. It was validating to know our protocols and systems were highly effective.

Rather than open the shelter with a skeleton staff who were not exposed and fill our beds with new clients, we opted to remain closed. We believed it was in the best interest of our clients to save their spot and allow them to come back once released from quarantine. Our bednights were negatively impacted but we stand by our decision, knowing we did not create additional stress or trauma for our clients.

Upon the shelter opening, we met with a King County HEART team to discuss additional measures we can take to keep everyone safe and are in the process for applying for COVID fortification funding.

In September we had our second fundraiser of the year – Walk for the Women. Since we weren't able to gather, the event was virtual. We asked participants to walk on their own or in small socially distanced

See attached

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Upon the shelter opening, we met with a King County HEART team to discuss additional measures we can take to keep everyone safe and are in the process for applying for COVID fortification funding.

In September we had our second fundraiser of the year – Walk for the Women. Since we weren't able to gather, the event was virtual. We asked participants to walk on their own or in small socially distanced groups over the scheduled weekend then share pictures on social media. Unfortunately, the weekend coincided with terrible air quality. We pivoted and asked folks to exercise indoors or wait until it was safe to be outside. Despite the adversity, we raised \$25,700, which was just shy of our goal!

RESIDENTS

	Annual Goal	Actual # of Residents				
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	YTD
Auburn		2	1	2		5
Bellevue		1	1	0		2
Bothell		0	0	0		0
Burien	6	4	3	1		8
Covington		0	0	0		0
Des Moines	3	1	0	1		2
Federal Way	4	4	0	2		6
Issaquah		0	0	0		0
Kenmore		0	0	0		0
Kent	3	4	2	7		13
Kirkland		0	0	0		0
Mercer Island		0	0	0		0
Redmond		0	0	0		0
Renton		0	0	0		0
Sammamish		0	0	0		0
SeaTac	5	2	2	4		8
Shoreline			0	0		0
Tukwila	3	1	1	2		4
Seattle		5	4	4		13
Other KC			0	0		0
Outside KC		1	3	1		5
Unknown						0
TOTAL	24	25	17	24	0	66

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 10/15/20
 Costs below incurred from 7/1/20 to 9/30/20
 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
		Award Amt	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Remaining
Auburn	GF201	\$20,000.00	\$4,921.80	\$5,121.94	\$5,357.69		\$4,598.57
Bellevue		\$78,171.00	\$20,593.12	\$21,249.66	\$21,239.75		\$15,088.47
Bothell		\$0.00	\$0.00				\$0.00
Burien		\$8,000.00	\$1,968.72	\$2,048.77	\$2,143.07		\$1,839.44
Covington		\$5,576.00	\$1,372.21	\$1,428.00	\$1,493.72		\$1,282.07
Des Moines		\$4,308.00	\$1,060.16	\$1,103.27	\$1,154.05		\$990.52
Federal Way		\$20,000.00	\$4,921.79	\$5,121.93	\$5,357.68		\$4,598.60
Issaquah	CAG2019-143	\$9,100.00	\$2,275.00	\$2,275.00	\$2,275.00		\$2,275.00
Kenmore		\$3,245.00	\$811.25	\$811.25	\$811.25		\$811.25
Kent		\$25,000.00	\$6,250.00	\$6,250.00	\$6,250.00		\$6,250.00
Kirkland		\$19,760.00	\$4,940.00	\$4,940.00	\$4,940.00		\$4,940.00
Mercer Island		\$4,000.00	\$1,000.00	\$1,000.00	\$1,000.00		\$1,000.00
Redmond		\$16,587.00	\$4,146.75	\$4,146.75	\$4,146.75		\$4,146.75
Renton		19-115	\$32,000.00	\$7,874.87	\$8,195.09	\$8,572.29	
Sammamish		\$0.00	\$0.00				\$0.00
SeaTac		\$5,000.00	\$1,230.44	\$1,280.47	\$1,339.41		\$1,149.68
Shoreline		\$8,000.00	\$2,000.00	\$2,000.00	\$2,000.00		\$2,000.00
Tukwila		\$8,632.00	\$2,124.27	\$2,210.65	\$2,312.40		\$1,984.68

Admin use only

Authorized Payment Amt: Authorization Code / Acct #

Authorized Signature / City Date

Calculated Total	\$267,379.00	\$67,490.38	\$69,182.78	\$70,393.06	\$0.00	\$60,312.78
Renton - Lead	103,516	\$25,474.26	\$26,510.12	\$27,730.31		\$23,801.31
Kent	25,000	\$6,250.00	\$6,250.00	\$6,250.00		\$6,250.00
Bellevue - Lead	138,863	\$35,766.12	\$36,422.66	\$36,412.75		\$30,261.47
Total	267,379	\$67,490.38	\$69,182.78	\$70,393.06	\$0.00	\$60,312.78
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

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 **10/15/20**
 Costs below incurred from **7/1/20** to **9/30/20**
 Signature of Authorized Signer *Anne Mace-Deines* Printed Name **Anne Mace-Deines**

City	Contract ID#	Annual	Reimbursement Requests				Balance
		Award Amt	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Remaining
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Bellevue		\$78,171.00	\$20,593.12	\$21,249.66	\$21,239.75		\$15,088.47
Bothell		\$0.00	\$0.00				\$0.00
Burien		\$8,000.00	\$1,968.72	\$2,048.77	\$2,143.07		\$1,839.44
Covington		\$5,576.00	\$1,372.21	\$1,428.00	\$1,493.72		\$1,282.07
Des Moines		\$4,308.00	\$1,060.16	\$1,103.27	\$1,154.05		\$990.52
Federal Way	CAG2019-143	\$20,000.00	\$4,921.79	\$5,121.93	\$5,357.68		\$4,598.60
Issaquah		\$9,100.00	\$2,275.00	\$2,275.00	\$2,275.00		\$2,275.00
Kenmore		\$3,245.00	\$811.25	\$811.25	\$811.25		\$811.25
Kent		\$25,000.00	\$6,250.00	\$6,250.00	\$6,250.00		\$6,250.00
Kirkland		\$19,760.00	\$4,940.00	\$4,940.00	\$4,940.00		\$4,940.00
Mercer Island		\$4,000.00	\$1,000.00	\$1,000.00	\$1,000.00		\$1,000.00
Redmond		\$16,587.00	\$4,146.75	\$4,146.75	\$4,146.75		\$4,146.75
Renton		\$32,000.00	\$7,874.87	\$8,195.09	\$8,572.29		\$7,357.75
Sammamish		\$0.00	\$0.00				\$0.00
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Total	267,379	\$67,490.38	\$69,182.78	\$70,393.06	\$0.00	\$60,312.78
	\$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 Goal	Actual Units, regardless of funding source				YTD	% Achieved
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn	179	482	219	257		958	535%
Bellevue	678	258	346	325		929	137%
Bothell		45	13	58		116	
Burien	73	78	98	85		261	358%
Covington	50	63	51	29		143	286%
Des Moines	39	93	81	51		225	577%
Federal Way	179	367	232	281		880	492%
Issaquah	81	76	67	101		244	301%
Kenmore	29	13	14	21		48	166%
Kent	225	353	284	374		1,011	449%
Kirkland	178	134	134	151		419	235%
Mercer Island	36	18	15	38		71	197%
Redmond	149	148	118	81		347	233%
Renton	287	465	177	281		923	322%
Sammamish		23	13	38		74	
SeaTac	44	117	52	33		202	459%
Shoreline	72	31	42	51		124	172%
Tukwila	77	32	42	47		121	157%
Seattle		558	482	827		1,867	
Other KC		411	618	418		1,447	
Outside KC		523	489	768		1,780	
Unknown		709	506	604		1,819	
TOTAL	2,376	4,997	4,093	4,919	0	14,009	

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

NARRATIVE

CLIENTS SERVED: KCSARC has achieved all annual client goals for all of the joint cities.

ADVOCACY SERVICE HOURS: KCSARC has achieved all annual advocacy goals for all of the joint cities.

Bellevue/North & East Cities Contract: Service detail & expense reports are included in the Bellevue docs section.

Renton/South Cities Contract: Service detail reports & South Cities Narrative are included in the Federal Way docs section.

Kent: Service detail report is included in the Other Docs section.

Narrative: We have continued to adapt services as client needs change and the systems (medical, legal, safety net and education) change. Specifically, medical evaluations/sexual assault kit exams are being conducted at area hospitals, but victims are cautious or reluctant to seek care for fear of entering a medical facility. Our staff will often call the hospitals, confirm they are indeed conducting exams and relay that information to the victim.

Law enforcement agencies are responding in different ways on how they are taking reports, our staff are in regular communication to ensure they have up to date information. Interviews are largely done by phone or video, and while this has decreased barriers, it is a challenging process to ensure victims are prepared and understand what is an ever-changing process. Not only are we working with individual victims on these issues, we are in regular communication with the courts and prosecutors working with them to improve the process for victims. Legal advocacy cases have accumulated due to the slow processing of cases in the past few months due to court shutdowns. The courts opened for trials in September. It is very limited due to needing 2-3 courtrooms for one trial due to the need to physical distance. It is important that barriers are decreased during this time, not increased.

Help with basic needs is acute - not only are victims struggling with the assault, but for many there is acute additional stress related to housing, job loss, food insecurity, and education for their children. It is a very difficult situation for many and we provide additional support to entire families to assist in maintaining their mental health. We have been able to connect our clients to resources in the community as well as meet some of the needs with KCSARC emergency funds. While clinical services are not a part of this contract, it is important to know that we provide all treatment services via HIPPA compliant Zoom. This has been effective for older children, teens and adults, it is a challenge for young children to stay engaged in sessions. In these situations, we provide additional support for families. Therapists were worried about online fatigue with their clients, but that has not proven to be true so far. Kids are gaining more confidence with the use of Zoom for therapy and there are fewer times where there are tech issues. Engaging in conversation is welcome to the kids since most schools Zoom mtgs are limited to "watching" and not talking in class. Families have been struggling with

See
Attached

CLIENTS SERVED: KCSARC has achieved all annual client goals for all of the joint cities.

ADVOCACY SERVICE HOURS: KCSARC has achieved all annual advocacy goals for all of the joint cities.

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RESIDENTS

	Annual Goal	1st Qtr	Actual # of Residents		4th Qtr	YTD	% Achieved
		2nd Qtr	3rd Qtr				
Auburn	63	145	24	30		199	316%
Bellevue	121	84	24	34		142	117%
Bothell		18	6	17		41	
Burien	38	44	20	5		69	182%
Covington	15	26	7	2		35	233%
Des Moines	22	47	7	8		62	282%
Federal Way	55	129	30	23		182	331%
Issaquah	23	34	9	16		59	257%
Kenmore	7	9	2	1		12	171%
Kent	71	139	29	47		215	303%
Kirkland	41	67	15	16		98	239%
Mercer Island	8	8	4	5		17	213%
Redmond	35	29	9	10		48	137%
Renton	86	171	23	42		236	274%
Sammamish		16	2	6		24	
SeaTac	14	33	9	3		45	321%
Shoreline	17	20	4	6		30	176%
Tukwila	24	20	5	4		29	121%
Seattle		350	164	221		735	
Other KC		169	49	51		269	
Outside KC		290	102	153		545	
Unknown		376	165	181		722	
TOTAL	640	2224	709	881	0	3814	

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	\$28,726.62		\$84,989.26	\$17,588.74
Office/Ops	\$2,720.00	\$497.87	\$167.26	\$172.39		\$837.52	\$1,882.48
Purchased Svc						\$0.00	\$0.00
Communication	\$786.00	\$219.54	\$145.37	\$0.00		\$364.91	\$421.09
Travel/Training						\$0.00	\$0.00
Other-Indirect Cost	\$32,779.00	\$7,380.31	\$7,515.79	\$7,513.74		\$22,409.84	\$10,369.16
TOTAL	\$138,863.00	\$35,766.12	\$36,422.66	\$36,412.75	\$0.00	\$108,601.53	\$30,261.47

FEDERAL WAY Line Item Table

*Back-up documentation required for line item expenses

[illegible]

KENT Line Item Table

[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
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

REIMBURSEMENT REQUESTS

Agency and Program Name Literacy Source - ESOL and Family Literacy
 Address 3200 NE 125th St.
 City & ZIP Seattle, 98125
 Program Contact Name Shira Rosen Phone 206-782-2050
 Email shirar@literacysource.org Invoice Date 10/5/20
 Costs below incurred from 7/1/20 to 9/30/20
 Signature of Authorized Signer Printed Name Shira Rosen

	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	Ø	\$0.00
Shoreline							\$0.00
Tukwila							\$0.00

Admin use only

Authorized Payment Amt:

Authorization Code / Acct # 12791

Authorized Signature / City

Date 11/2/20

50%

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	95		263	101%
Shoreline						0	#DIV/0!
Tukwila						0	#DIV/0!
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
TOTAL	260	66	102	95	0	263	

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	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:

[illegible]

3rd quarter July- September 2020

LCSNW Refugees NW Community Programs

In the midst of this global pandemic, we are reflecting and working in real-time on how we can adapt and change our services to our community. During the ongoing Covid-19 situation, Lutheran Community Services NW continues to assist the community in accessing resources that will have a positive impact on their lives and stabilize individuals and families. This quarter, the Angle Lake Community Resource Center continued to expand our offering to the community in terms of food security and resources and referral access.

As reported in the service unit 2 numbers, we had 615 one-on-one sessions with community members to connect them with information, resources, referrals to appropriate community partners, and basic needs. These 615 individuals represent households that make up over 1,700 community members – over 573 in SeaTac, 87 in Tukwila, and 35 in Burien. These services are provided in person during scheduled appointments and by our staff, working remotely, to provide information and referral services by telephone. As we adjust our service delivery during this unprecedented time, we are increasingly successful in safely delivering the services that meet community needs.

During Q3 our greatest accomplishments was implementing a stronger food and basic needs (hygiene, diapers, car seats, and bus tickets) distribution plan due to the increase in demand. We have had constant phone calls, emails, and drop in visits from clients that are in urgent need of these items. Throughout the quarter we have continued to pursue partnerships and resources to access funding or in-kind items that will benefit our neighbors in need.

SeaTac Highlight - ELDERS PROGRAM

If ever there was a time to learn from one another and serve our community in new ways, it is now. Digital access has been an essential component to overcome the current COVID-19 pandemic changes. However, for older adults this shift has been a challenge and has cut them off from health care and social engagement due to lack of access to the technology, lack of digital skills, and the language barrier as well. Access to technology is no longer a luxury. It has become a necessity. Our Refugee Elder Program has evolved into a virtual environment where elders are taught how to use technology to continue thriving in our community and fight isolation. As part of this program one SeaTac resident has been able to engage in the weekly meetings for the group providing a social connection to people that he is not able to see in person. He is participating in ESL classes, Citizenship Classes and learning how to access and use telehealth. Not only are elders learning these skills and participating in these virtual classes, they are teaching other elders how to use technology and giving them the ability to be a part of this virtual community.

Tukwila and Burien Highlight – Basic Needs Distribution

We all know that many of our community members are hurting during this time as they face layoffs, difficulty finding work, financial instability, food insecurity, and housing issues. Families are in need of

food, hygiene items, diapers for their babies, and even warm blankets as the weather turns. As mentioned before, over 87 residents in Tukwila have benefitted from this basic needs support and 35 in Burien. In Tukwila, the need for diapers and hygiene items has been high and families have received packets of diapers for multiple children throughout the quarter. In Burien, families have needed food and we have been able to distribute boxes of fresh produce as well as dairy items, dry goods, and other shelf stable items to meet their needs. Special attention has been paid to the communities that we serve, and for example, we have been able to distribute culturally appropriate foods like beans, rice, and tortillas to latino families. We have also been able to purchase and distribute cooking oil after requests from many families.

NARRATIVE

Due to COVID-19, we continued in our remote instruction model this summer. Traditionally, we have not run a class in the summer because it's logistically very difficult for our students who have kids who would normally be in school, but since we were not faced with the same childcare barriers as we normally would be and we did not have plans to continue after this year, we decided to have our last quarter be this summer instead of taking the summer off and coming back for one quarter in the fall. Generally, the fall quarter brings in the most students as we participate in the Back to School fair and the Angle Lake Family Resource Center has also historically helped us get the word out, but without either of those pieces in motion, we opted to maintain our momentum instead. The continuity really helped keep a lot of the students we already had and we were able to add 3 new students to our group. There were 14 students in our class this summer. Of the students who were unable to continue from spring to summer, a couple of them had family obligations that required their full attention and a couple of them got jobs that made the class no longer work with their schedules. We continued using WhatsApp video calling for our main instructional time, mailing paper packets weekly with classwork and additional homework and using a class blog to keep additional resources and links organized for students to access at any time.

Our theme this summer was community and family. We practiced describing people, talking about our families and reading/writing about current events. All of our readings for class were leveled news articles about things going on in the world and how/if those things were affecting the various communities that we are a part of. As you can imagine, the majority of our readings focused on the response to COVID in other countries and the Black Lives Matter movement. We were able to have some really great discussions and students wrote some very thoughtful things on their homework assignments. In addition to reading news articles, students were asked to write about a picture from the news each week. The prompt was always: "Look at the picture. Write. What do you see? How do you feel about what you see?" One week the picture was of several police officers and civilians gathered on the street. One woman is kneeling on the ground and

Because it was our last quarter running this class, we worked hard to connect students with resources for continuing their English studies. We helped the students who were interested to register for a different remote English class and we directed students toward conversation classes if they didn't want to commit to another quarter of more intense study right away. Some students couldn't commit because they'd gotten jobs during the summer that made their schedules less flexible. Other students wanted to be able to dedicate more time to supporting their children as they got back into remote schooling. But most of the students were excited to keep studying, yet sad to see this class end. One student shared that she did not attend school in her home country and our class instructor was only the second teacher she'd ever had. She said that her boss told her to thank her teacher because her English had really been improving. Another student was in tears on our last day because of how grateful she was for the impact this class had on her. We've been very fortunate to have worked in this community for so long and are extremely grateful for all that the city of SeaTac and our partners at the Angle Lake Family Resource Center have done to help make this possible.

NARRATIVE

Because it was our last quarter running this class, we worked hard to connect students with resources for continuing their English studies. We helped the students who were interested to register for a different remote English class and we directed students toward conversation classes if they didn't want to commit to another quarter of more intense study right away. Some students couldn't commit because they'd gotten jobs during the summer that made their schedules less flexible. Other students wanted to be able to dedicate more time to supporting their children as they got back into remote schooling. But most of the students were excited to keep studying, yet sad to see this class end. One student shared that she did not attend school in her home country and our class instructor was only the second teacher she'd ever had. She said that her boss told her to thank her teacher because her English had really been improving. Another student was in tears on our last day because of how grateful she was for the impact this class had on her. We've been very fortunate to have worked in this community for so long and are extremely grateful for all that the city of SeaTac and our partners at the Angle Lake Family Resource Center have done to help make this possible.

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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						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	3		26
Shoreline						0
Tukwila						0
Seattle						0
Other KC						0
Outside KC						0
Unknown						0
TOTAL	70	21	2	3	0	26

REIMBURSEMENT REQUESTS

Agency and Program Name Lutheran Community Services NW - Refugees NW Community Programs
 Address 4040 S. 188th St #100
 City & ZIP SeaTac, 98188
 Program Contact Name Adriana Mendivil Phone 206.602.1351
 Email amendivil@lcsnw.org Invoice Date 10/15/20
 Costs below incurred from 7/1/20 to 9/30/20
 Signature of Authorized Signer  Printed Name Susan Brook

	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	\$1,250.00		\$1,250.00
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	\$12,000.00		\$12,000.00
Shoreline							\$0.00
Tukwila	19.047	\$10,000.00	\$2,500.00	\$2,500.00	\$2,500.00		\$2,500.00

Admin use only

Authorized Payment Amt:

Authorization Code / Acct #

Authorized Signature / City

Date

SERVICE UNIT 1

Service Unit 1: Outreach

Measurement: Individual

Description: The Back to
School Fair
(educational)

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn		4	0	0		4	#DIV/0!
Bellevue		11	0	0		11	#DIV/0!
Bothell		0	0	0		0	#DIV/0!
Burien	27	0	0	0		0	0%
Covington		0	0	0		0	#DIV/0!
Des Moines		25	0	0		25	#DIV/0!
Federal Way		29	0	0		29	#DIV/0!
Issaquah		0	0	0		0	#DIV/0!
Kenmore		0	0	0		0	#DIV/0!
Kent		25	0	0		25	#DIV/0!
Kirkland		0	0	0		0	#DIV/0!
Mercer Island		0	0	0		0	#DIV/0!
Redmond		0	0	0		0	#DIV/0!
Renton		3	0	0		3	#DIV/0!
Sammamish		0	0	0		0	#DIV/0!
SeaTac	439	91	0	0		91	21%
Shoreline		0	0	0		0	#DIV/0!
Tukwila		19	0	0		19	#DIV/0!
Seattle		21	0	0		21	
Other KC		1	0	0		1	
Outside KC		7	0	0		7	
Unknown		18	0	0		18	
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	20		50	#DIV/0!
Bellevue		4	1	0		5	#DIV/0!
Bothell		0	0	0		0	#DIV/0!
Burien	50	8	7	14		29	58%
Covington		0	9	2		11	#DIV/0!
Des Moines		69	54	56		179	#DIV/0!
Federal Way		136	77	70		283	#DIV/0!
Issaquah		0	0	0		0	#DIV/0!
Kenmore		1	3	0		4	#DIV/0!
Kent		175	182	141		498	#DIV/0!
Kirkland		1	1	1		3	#DIV/0!
Mercer Island		0	0	0		0	#DIV/0!
Redmond		2	11	1		14	#DIV/0!
Renton		12	33	44		89	#DIV/0!
Sammamish		0	0	0		0	#DIV/0!
SeaTac	774	214	64	201		479	62%
Shoreline		3	3	0		6	#DIV/0!
Tukwila	0	76	19	30		125	#DIV/0!
Seattle		0	35	20		55	
Other KC		0	45	3		48	
Outside KC		0	14	10		24	
Unknown		0	12	2		14	
TOTAL	824	706	595	615	0	1,916	

SERVICE UNIT 3

Service Unit 3: Training/Workshops/Classes

Measurement: Individual

Description: Community
connection

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn		16	13	38		67	#DIV/0!
Bellevue		0	0	0		0	#DIV/0!
Bothell		0	0	0		0	#DIV/0!
Burien	23	0	0	0		0	0%
Covington		7	11	23		41	#DIV/0!
Des Moines		17	7	12		36	#DIV/0!
Federal Way		33	16	45		94	#DIV/0!
Issaquah		0	0	0		0	#DIV/0!
Kenmore		0	0	0		0	#DIV/0!
Kent		33	71	142		246	#DIV/0!
Kirkland		14	0	0		14	#DIV/0!
Mercer Island		0	0	0		0	#DIV/0!
Redmond		9	7	24		40	#DIV/0!
Renton		17	26	85		128	#DIV/0!
Sammamish		0	0	0		0	#DIV/0!
SeaTac	1,050	166	6	30		202	19%
Shoreline		0	5	11		16	#DIV/0!
Tukwila	199	9	0	0		9	5%
Seattle		4	1	2		7	
Other KC		0	6	0		6	
Outside KC		8	0	26		34	
Unknown		0	0	0		0	
TOTAL	1,272	333	169	438	0	940	

NARRATIVE

Please see attached narrative for Q3.

Due to Covid-19 and Governor Inslee's Stay Home Stay Healthy order, the LCSNW Refugees NW Community Programs January – March 2020 activities were cut short. Our activities in the quarter included:

Outreach – 254 individual received United Way Tax Preparation services January – March 4th.

Information and Referral- 706 individuals received community referral information and assistance with basic needs. With the closure of Westside Babies, our main resource for donated items, March 17th was our last day of distributing basic needs items to families. As of March 18th our staff working remotely continue to provide information and referral services by telephone.

Workshops and classes –ESL classes were offered through January- February, as well as a workshop on Public Safety for Refugee Elders.

For this quarter our greatest challenge was that in person classes and tax preparation were terminated early. Fortunately, we have continued to provide information and referral services through telephone calls. We plan to increase our response to basic needs while at the same time to keep staff and clients safe and healthy.

RESIDENTS

	Annual Goal	Actual # of Residents			4th Qtr	YTD
		1st Qtr	2nd Qtr	3rd Qtr		
Auburn		11	4	3		18
Bellevue		15	1	0		16
Bothell		0	0	0		0
Burien	100	6	6	7		19
Covington		2	0	0		2
Des Moines		78	18	23		119
Federal Way		130	29	23		182
Issaquah		0	0	0		0
Kenmore		2	1	0		3
Kent		175	48	40		263
Kirkland		1	1	1		3
Mercer Island		0	0	0		0
Redmond		3	0	0		3
Renton		19	8	6		33
Sammamish		0	0	0		0
SeaTac	976	255	31	83		369
Shoreline		3	0	0		3
Tukwila	199	66	9	11		86
Seattle		70	24	11		105
Other KC		6	9	2		17
Outside KC		21	6	5		32
Unknown		19	8	2		29
TOTAL	1275	882	203	217	0	1302

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 10/9/20
 Costs below incurred from 7/1/20 to 9/30/20
 Signature of Authorized Signer  Printed Name Beth Lancaster, Finance Director

	Contract ID#	Annual Award Amt	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Balance Remaining
Auburn	GF-19-2025	\$15,000.00	\$3,750.00	\$3,750.00	\$3,750.00		\$3,750.00
Bellevue							\$0.00
Bothell							\$0.00
Burien							\$0.00
Covington							\$0.00
Des Moines	19-026	\$7,667.00	\$5,484.96	\$743.09	\$488.30		\$950.65
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	\$1,934.86		\$4,440.68
Sammamish							\$0.00
SeaTac		\$20,000.00	\$5,000.00	\$5,000.00	\$5,000.00		\$5,000.00
Shoreline							\$0.00
Tukwila			Invoiced Separately				\$0.00

Admin use only

Authorized Payment Amt: Authorization Code / Acct #
 Authorized Signature / City Date

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	1		17	170%
Bellevue						0	
Bothell						0	
Burien				0		0	
Covington						0	
Des Moines	15	12	3	0		15	100%
Federal Way						0	
Issaquah						0	
Kenmore						0	
Kent		59	51	59		169	
Kirkland						0	
Mercer Island						0	
Redmond						0	
Renton	13	5	0	0		5	38%
Sammamish						0	
SeaTac	21	11	11	0		22	105%
Shoreline						0	
Tukwila	48	12	11	6		29	60%
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
TOTAL	107	111	80	66	0	257	

NARRATIVE

MSC received a referral from the City of SeaTac for a family who was impacted by COVID19 and was in need of rent assistance. The Hernandez family comprises of a single adult female with 3 children under the age of 12. The head of household of the family was let go from her job in March due to COVID19 and unfortunately did not qualify for other assistance programs such as TANF or Unemployment, and she also had not been receiving any child support payments. MSC staff working with the Hernandez family provided her with resources for employment opportunities and assisted her with \$1,000 in rental assistance funds. Despite the challenges and impacts to the program delivery and staff, MSC is on average, 95% towards meeting our contractual goals. MSC has noticed a 76% increase for rent assistance requests during the onset of the pandemic. Some of the challenges our staff have experienced have been obtaining documents electronically from customers. Staff have resorted to providing some light-touch computer literacy education to customers as well as meeting customers in open spaces to obtain documents from them in-person. MSC staff on the project are increasingly concerned from seeing customer's with very high balances on their ledgers (upwards of \$5k). Staff are frustrated to not have the means and flexible funding to assist vulnerable households who are owing such high amounts. Staff are having to navigate customers who are in extreme crisis situations. We are very appreciative of our current partnership and working relationship with City staff to provide help, hope and change to our South King County residents in need. Another strategy MSC has adopted in the last several months, is intentional partnership with other organizations who do not have access to rent assistance funds. Since MSC has met or exceeded outcomes for several South King County cities, MSC staff will be more intentional about providing rent assistance to residents in Renton and Des Moines in Q4.

RESIDENTS

	Annual Goal	1st Qtr	Actual # of Residents		4th Qtr	YTD
			2nd Qtr	3rd Qtr		
Auburn	20	28	8	1		37
Bellevue						0
Bothell						0
Burien						0
Covington						0
Des Moines	20	24	7	0		31
Federal Way		0				0
Issaquah						0
Kenmore						0
Kent		104	110	131		345
Kirkland						0
Mercer Island						0
Redmond						0
Renton	24	6	0	0		6
Sammamish						0
SeaTac	31	16	26	0		42
Shoreline						0
Tukwila	48	27	23	12		62
Seattle						0
Other KC						0
Outside KC						0
Unknown						0
TOTAL	143	205	174	144	0	523

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 7/1/20 to 9/30/20
 Signature of Authorized Signer Printed Name Beth Lancaster, Finance Director

	Contract ID#	Annual Award Amt	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Balance Remaining
Auburn		\$8,000	\$2,000.00	\$2,000.00	\$2,000.00		\$2,000.00
Bellevue							\$0.00
Bothell							\$0.00
Burien		\$4,500	\$1,125.00	\$1,125.00	\$1,125.00		\$1,125.00
Covington							\$0.00
Des Moines							\$0.00
Federal Way		\$30,000	\$7,500.00	\$7,500.00	\$7,500.00		\$7,500.00
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	\$2,000.00		\$2,000.00
Sammamish							\$0.00
SeaTac		\$6,500	\$1,625.00	\$1,625.00	\$1,625.00		\$1,625.00
Shoreline							\$0.00
Tukwila		\$4,000	\$1,000.00	\$1,000.00	\$1,000.00		\$1,000.00

Admin use only

Authorized Payment Amt: Authorization Code / Acct #

Authorized Signature / City Date

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	24		58	252%
Bellevue						0	
Bothell						0	
Burien	15	34	36	36		106	707%
Covington						0	
Des Moines		12	12	12		36	
Federal Way	84	99	72	120		291	346%
Issaquah						0	
Kenmore						0	
Kent		74	96	100		270	
Kirkland						0	
Mercer Island						0	
Redmond						0	
Renton	23	48	12	12		72	313%
Sammamish						0	
SeaTac	19	0	0	0		0	0%
Shoreline						0	
Tukwila	12	16	12	12		40	333%
Seattle		8	12	12		32	
Other KC						0	
Outside KC		37	15	8		60	
Unknown						0	
TOTAL	176	338	291	336	0	965	

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	1,001		2,352	523%
Bellevue						0	
Bothell						0	
Burien	250	420	270	273		963	385%
Covington						0	
Des Moines		270	270	273		813	
Federal Way	350	550	1,625	1,274		3,449	985%
Issaquah						0	
Kenmore						0	
Kent		1,703	335	742		2,780	
Kirkland						0	
Mercer Island						0	
Redmond						0	
Renton	450	810	540	546		1,896	421%
Sammamish						0	
SeaTac	370	0	0	0		0	0%
Shoreline						0	
Tukwila	225	265	450	455		1,170	520%
Seattle		145	450	455		1,050	
Other KC						0	
Outside KC		741	564	728		2,033	
Unknown						0	
TOTAL	2,095	5,265	5,494	5,747	0	16,506	

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	610		1,663	475%
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	610	0	1,663	

RESIDENTS

	Annual Goal	1st Qtr	Actual # of Residents		4th Qtr	YTD
			2nd Qtr	3rd Qtr		
Auburn	12	11	0	0		11
Bellevue						0
Bothell						0
Burien	7	5	0	0		5
Covington						0
Des Moines		3	0	0		3
Federal Way	21	14	1	1		16
Issaquah						0
Kenmore						0
Kent		22	3	4		29
Kirkland						0
Mercer Island						0
Redmond						0
Renton	12	9	0	0		9
Sammamish						0
SeaTac	10	0	0	0		0
Shoreline						0
Tukwila	6	5	0	0		5
Seattle		5	0	0		5
Other KC						0
Outside KC		11	3	0		14
Unknown						0
TOTAL	68	85	7	5	0	97

The Faa'tu family is a multi-generational Pacific Islander family of 6 with 3 children under the age of 14 in the household. They were living in their car in the Federal Way and Kent areas prior to their enrollment at the MSC Family Shelter in October 2019. Although they had many barriers (especially due to family size and lack of affordable housing options), they had a housing voucher which would greatly help in their transition from houselessness to being in a permanent housing situation. The MSC Housing Advocate at the shelter connected with the Proctor family's case worker to better understand the barriers this family was facing. The MSC Housing Advocate also reached out to KCHA and was able to transfer their voucher from Seattle Housing Authority over to KCHA, which greatly increased this family's options of finding affordable housing. As of October 7th, 2020, this family was able to move out of the shelter and into permanent housing. Despite the harsh challenges that accompanied the pandemic, our Housing Advocate was able to work with multiple partners including Summer Meals AmeriCorps members, Public Health for free COVID19 testing, and Project Cool for backpack and school supply delivery. MSC staff are thankful of the school districts' quick response to providing McKinney Vento scholars with access to laptops and hotspots for access to school. During the pandemic, MSC staff have been providing limited in-person services, and primarily conducting meetings with customers over the phone and via email. Although we have not met our goals for serving a SeaTac family at the shelter, we have conducted extensive outreach, including a direct partnership with Neighborhood House to work on receiving a referral for a SeaTac household. We are hopeful that we will meet our outcomes despite the extenuating circumstances.

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 10/2/20
 Costs below incurred from 7/1/20 to 9/30/20
 Signature of Authorized Signer Sonja Whitaker Printed Name Sonja Whitaker

	Contract ID#	Annual Award Amt	1st Qtr	Reimbursement Requests			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	\$7,500.00			\$7,500.00
Shoreline								\$0.00
Tukwila								\$0.00

Admin use only

Authorized Payment Amt:

Authorization Code / Acct #

Authorized Signature / City

Date

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	16		40	27%
Shoreline						0	#DIV/0!
Tukwila						0	#DIV/0!
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
TOTAL	150	13	11	16	0	40	

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	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	

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	0			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 **10/13/20**
 Costs below incurred from **7/1/20** to **9/30/20**
 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	\$3,325.95		\$2,107.87
Shoreline							\$0.00
Tukwila							\$0.00

Admin use only

Authorized Payment Amt:

Authorization Code / Acct #

Authorized Signature / City

Date

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 delivered through Zoom

	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	4		11	65%
Shoreline						0	#DIV/0!
Tukwila						0	#DIV/0!
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
TOTAL	17	4	3	4	0	11	

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	17		52	173%
Shoreline						0	#DIV/0!
Tukwila						0	#DIV/0!
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
TOTAL	30	20	15	17	0	52	

SERVICE UNIT 3

Service Unit 1:

Measurement:

Description:

[illegible]

NARRATIVE

New Roots Fund is reached out to 17 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	4		11
Shoreline						0
Tukwila						0
Seattle						0
Other KC						0
Outside KC						0
Unknown						0
TOTAL	17	4	3	4	0	11

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 10/15/2020
 Costs below incurred from 7/1/2020 to 9/30/2020
 Signature of Authorized Signer Printed Name Hien Kieu

	Contract ID#	Annual Award Amt	1st Qtr	2nd Qtr	Reimbursement Requests 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	\$2,500.00		\$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	CAG-19-105	\$7,500.00	\$1,875.00	\$1,875.00	\$1,875.00		\$1,875.00
Sammamish							\$0.00
SeaTac		\$74,000.00	\$18,500.00	\$18,500.00	\$18,500.00		\$18,500.00
Shoreline							\$0.00
Tukwila		\$13,500.00	\$3,375.00	\$3,375.00	\$3,375.00		\$3,375.00

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Authorized Payment Amt:

Authorization Code / Acct #

Authorized Signature / City

Date

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	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		6	150%
Sammamish						0	#DIV/0!
SeaTac	30	12	3	14		29	97%
Shoreline						0	#DIV/0!
Tukwila	7	16	13	4		33	471%
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
TOTAL	46	37	17	21	0	75	

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	0	1		2	29%
Shoreline						0	#DIV/0!
Tukwila						0	#DIV/0!
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
TOTAL	7	1	0	1	0	2	

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	

NARRATIVE

General Update for ALL CITIES: As an agency, we have continued to close our offices since March 16th, 2020 as a precaution against the COVID-19 pandemic. However, In order to help our constituents who need us during this difficult time we have allowed case managers to see clients by appointment. Only letting two clients in the office at all times and following CDC protocols of cleaning everything before and after the client visits. Plus having both client and staff wear a mask at all times. Most of our work is still done remotely with the consistent challenges of obtaining client signatures and support documents to process financial support. The pandemic continues to affect the way we provide services and the needs of the clients change. Now we are seeing more clients seeking job search assistance than assistance with the unemployment applications. This is mostly due to two points (1). the government's shift away from providing funds to those affected by COVID-19 via unemployment. And (2) we successfully taught our clients how to do the weekly claim by themselves. The jobs that are currently available and we are connecting clients to are grocery jobs, janitorial jobs, warehouse jobs, transportation jobs (package). We have also partnered with Seattle Job Initiative to provide digital literacy to improve our clients' marketability in this changing job market and having remote jobs accessible to them. We are also still seeing a continued need for rental assistance, which we are currently helping clients tap into King County's funds through the Eviction Prevention and Rental Assistance program. During this quarter we have also launched our Know Your Rights trainings that have empowered one client in particular, resident of Tukwila, to stand up for his rights against his employer. We helped this client in that past get a job with American seafood. On the job the client got injured and reported the issue to a PIE case manager that he has established a relationship with. The case manager directed him to the trainings where the client learned about his rights and was connected to the rights specialist who was able to do a one-on-one with him assist

RESIDENTS

	Annual Goal	1st Qtr	Actual # of Residents		4th Qtr	YTD
			2nd Qtr	3rd Qtr		
Auburn						0
Bellevue						0
Bothell						0
Burien		7	0	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		6
Sammamish						0
SeaTac		12	3	14		29
Shoreline						0
Tukwila		16	13	4		33
Seattle						0
Other KC						0
Outside KC						0
Unknown						0
TOTAL	0	37	17	21	0	75

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 9/13/20
 Costs below incurred from 7/1/20 to 9/31/2020
 Signature of Authorized Signer  Printed Name Sorya Svy

	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		\$10,000.00	\$2,500.00	\$2,500.00	\$2,500.00		\$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	15641	\$16,000.00	\$4,000.00	\$4,000.00	\$4,000.00		\$4,000.00
Shoreline							\$0.00
Tukwila							\$0.00

Admin use only

Authorized Payment Amt:

Authorization Code / Acct #

Authorized Signature / City

Date

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	93		278	76%
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	132		377	75%
Shoreline						0	#DIV/0!
Tukwila						0	#DIV/0!
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
TOTAL	865	210	220	225	0	655	

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	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	

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	1		34
Covington						0
Des Moines		2				2
Federal Way		8		1		9
Issaquah						0
Kenmore						0
Kent		1				1
Kirkland						0
Mercer Island						0
Redmond						0
Renton						0
Sammamish						0
SeaTac	10	10				10
Shoreline						0
Tukwila		7				7
Seattle		55	10	4		69
Other KC						0
Outside KC						0
Unknown						0
TOTAL	16	115	14	6	0	135

Please see attached document

2020 Q3 Narrative Report | SafeFutures Youth Center

Case Management for the City of Burien

SafeFutures Youth Center (SFYC) continues to operate all programs remotely with limited scheduled appointments held at the center following WA state and CDC guidelines. SFYC has leveraged various funds and partnerships to provide emergency relief to Burien clients including Emergency Financial Assistance (EFA) and a host of other COVID-19 related resources. In addition, SFYC is working closely with schools to ensure youth are progressing in their distance learning.

During the months of July, August, and September, Case Manager Tevin Gladney has been working with 9 youth; 7 male and 2 female. He is working with youth who are in between the ages of 15-23.

In the past three months, Tevin has been working with his youth throughout the summer helping them into employment and internship opportunities as well as being a supportive coach during these troubling times. Tevin finds that the youth value support from him and other case managers in his organization even more since school has been out, and due to the changes with COVID.

A 17-year-old male was enrolled last year in Tevin caseload due to lack of motivation, and social skills. Tevin has helped him work on his resume and guided him toward his goal of becoming a computer science major in college. Tevin has enrolled this youth into Highline College and helped him with the process of getting him into running start. This youth will be taking the placement test for next quarter, and Tevin has been helping him with financial aid resources and college prep. This youth has done a great job with his academic progress and has adjusted to online-learning well.

A 16-year-old male who had been racially profiled by the police and has had trouble with his social skills and staying motivated academically has recently achieved his goal of getting employed by Pagliacci's Pizza. Tevin has helped this youth with the job and interview process.

He has been working with Tevin throughout the quarter with preparing for interviews and turning in job applications. Since employment, this youth has learned valuable skills in professionalism, problem solving, and punctuality. This is his first job while attending online learning and he is managing his time efficiently while staying away from negative peer influences.

A 23-year-old male who has been facing barriers with court systems and lack of academic support has been enrolled into Tevin's caseload this year. He has faced complications with the court system due to driving records and unpaid tickets due to financial problems. Due to these financial problems, he had dropped out of college but has a desire to return back to school and get his life in order again. He has had bad grades in the past and needs help with getting back into academics. During COVID, this youth has needed positive reinforcement and help with getting into driver's ed in order to maintain a clean record.

A 16-year-old female was enrolled by Tevin after speaking at WELS (Waskowitz Leadership and Service). For the summer, Tevin connected this youth to a 10-week Makeup project / Entrepreneurship paid internship through King County's Career Launchpad Program. This experience helped this youth gain skill, knowledge, and sense of responsibility for her future

career. Tevin has also connected this youth to the Seattle Education Access program for further assistance and connections to higher education and career exploration.

An 18-year-old male was by Tevin as well after speaking at WELS. This youth comes from a low-income single parent household and wants to become more involved with activities to help him socially and professionally. His goal is to attend college and learn about resources to help him learn about business, and financial management. This youth currently works at a nearby grocery store but is looking to find higher paying employment opportunities. Tevin has been helping this youth with his resume and interview skills, as well as connecting him to online resources such as Apprentice Pathways To Construction Jobs through King County's Virtual Job Launch.

A 15-year-old male was recently enrolled into Tevin's caseload. This youth was referred from the Choose 180 program. This youth attends New Start High School and has faced charges recently with King County Juvenile Court. He is living with a single mother in a small apartment with 4 kids. Tevin has been working with his probation officer to figure out terms and leverage on how to get this youth to cooperate better with him. Tevin is working with getting this youth involved with positive pro social activities, staying out of the court system, connecting him with a drug and alcohol counselor, and getting on track with high school completion. Tevin has been using arts and music to connect with this youth and has been assisting his family with COVID relief funds through SFYC.

A 17-year-old male has recently been enrolled into Tevin's caseload who was referred from a WELS teacher, Michael Steinross. This youth has a lack of support from his parents who have dealt with drug and alcohol problems and do not support his academic career. This youth is McKinney Vento and has been staying with friends when he is away from home. His mother currently lives in a group housing situation which is not stable. Tevin is helping this youth reach his goal of maintaining employment and staying on track for graduation, adjusting to online learning and having the resources to do so.

An 18-year-old youth who had been gang involved, homeless and facing employment challenges has recently graduated high school from Puget Sound Skills Center despite all of the barriers that have come his way. Tevin has helped this youth by being a positive support system and connecting him with basic needs resources relating to this youth's situation. This youth is now employed and working with a construction company. Tevin is helping this youth with an entrepreneurial pathway to owning his own business and creating a positive life for himself.

Tevin has recently enrolled a 17-year-old youth onto his caseload. She is in her senior year seeking support with college and career help with the goal of getting her into WSU next year. A barrier holding her back is financial issues. Her older sister attended WSU but dropped out so that discourages her from attending. She has the plan of becoming a veterinarian after completion of higher education. Tevin is helping her with college applications, developing a narrative, and applying for FAFSA and financial resources to become successful in her goal.

This quarter, Tevin has faced difficulty to get hold of certain youth consistently to connect them with the services they need. One of his youth has had trouble with school prior to COVID, and online learning has made it much more difficult for him. The youth are finding that they need one-on-one time with the teachers and online learning is going to take more time to get adjusted to.

Case Management for the City of SeaTac

SafeFutures Youth Center (SFYC) continues to operate all programs remotely with limited scheduled appointments held at the center following WA state and CDC guidelines. SFYC has leveraged various funds and partnerships to provide emergency relief to SeaTac clients including Emergency Financial Assistance (EFA) and a host of other COVID-19 related resources. In addition, SFYC is working closely with schools to ensure youth are progressing in their distance learning.

During the months of July, August, and September, current Case Manager, Marc Bautista has been working with 6 youth. 5 male and 1 female. He is working with youth who are in between the ages of 16-19.

In the past three months, with COVID-19 challenging barriers and obstacles in our school system, it has created a drastic change in students' motivation and commitment during Virtual learning. Marc has used his social network platforms and texts in order to connect with his caseload and facetime with his youth occasionally to check on how they are progressing.

An 18-year-old male who was enrolled last year in Marc's caseload due to negative behavior, attitude, and negative influences. In the last three months, he has lost his position at Chipotle due to tardiness. With this obstacle, Marc focused on his fixed mindset since it was turning very negative throughout the month. Marc has reminded him he will be a father soon and how his current mindset can affect his family. This quarter Marc was able to apply for COVID-19 EFA funding and received funding for his newborn baby. Marc's youth and his girlfriend was very appreciative with the amount of items they received. His youth still have some funding and will be using that towards his state ID. Marc has worked with his youth in applying online at the Department of Licensing and had multiple barriers in applying. Marc also had a difficult time and called many to attempt to get his enrollment in. Marc's youth will continue to call so he can receive his state ID and apply for jobs. With his education, He is still enrolled at Youth Source. Marc conducted a one on one with him and went through his appointments, logins, and classes. Supported him with emailing his teachers and setting up his weekly meetings with his teachers.

An 18-year-old male who has been working with Marc for the past four years has finally graduated from SWYFS Credit Retrieval Program receiving is GED. Marc has consistently supported his youth In the last four years and has pushed his youth to finally make it to the finish line. Last three months, Marc has focused on personal goals for his youth. One of the youth's biggest goals is to lose weight and to get out of his depression of insecurities due to his body size. Marc has noticed his youth getting more depressed each week. Marc decided to run with him once a week to motivate him so he can start working out alone. Marc has also directed his mindset towards his passion, so he doesn't get overwhelmed with emotions which is making music. His youth enjoys making music of rapping and produced two songs already. Marc has used this strategy so the negative self-talk can transition to positive again. His case manager will continue to work on his youth's personal goal and self-esteem.

The 17-year-old male was needing a male mentor in order to enroll in Washington Youth Academy last year. He was introduced by Ms. Rizza and has specifically connected with Marc to help him find a mentor, not just WYA, but a mentor outside of the program. Marc's youth was stationed at the academy for a short period of time. After COVID-19 started affecting schools, their academy operations were suspended which led him back home. While school slowly starts back up, he is taking online classes at the academy and continuing his education there. Marc

will continue to connect with his youth but is aware he is on a right track to graduate from the program.

With his older brother, 18-years-old, Marc enrolled him into SWFYS Credit Retrieval Program and During COVID-19, it created an environment with no motivation to complete his assignments through online classes. With school starting back up, he is still currently enrolled in the GED program. Marc has supported him in applying for weekly appointments with his teacher. His youth is also staying busy at his job at Chipotle and Marc has occasionally supported him in transportation. Another goal his youth has been focusing on is connecting with his birth mom since he's adopted. He has been communicating with Marc finally meeting his birth mom for the first time. Marc has been fully supportive of his youth development and is aware that these types of experiences are hard to take in all at once. When his youth needs someone to talk, Marc is always there to listen and provide positive feedback to help with his youth feeling confused and emotional.

A 16-year-old male who needed a male role model was enrolled last year. This quarter he has been virtual learning at Tyee high school. Marc has noticed a pattern with many students during virtual learning. Marc's youth explained that virtual learning has been difficult to stay engaged and motivated During COVID-19. He later explained that he can easily turn his camera off and there's no consequence. Only consequence is if they don't turn in assignments in, Marc is aware that these students need teachers physically teaching them in person. Marc has continued to connect with him and help with any assignments he may need support in. Marc is trying to find better strategies to help him stay motivated during virtual learning but is aware COVID-19 has created a difficult learning environment throughout each district.

A 15-year-old female was also enrolled by Ms. Rizza. She also has a history of illegal activities and court history. Marc youth is also one of the many students who is struggling with virtual learning. She has been trying to keep up with her assignments but told Marc that he might have to tutor her when she gets behind on her work.

Two youths were referred from our other case manager Tevin Last quarter. A 16-year old male and a 16-year-old female. Marc has delivered enrollment papers to male youth house and never received any updates in enrolling into the program. Marc will continue to connect with this youth and support him in any way. With the female youth, she has also lost connection with Marc during COVID-19 since one of her family members received it. Marc reached out to her again and has communicated with Marc in support of college prep. Marc will consistently contact his youth so she can receive the proper support she may need.

During these past months, Marc noticed a huge shift of motivation in the school system in virtual learning environments. It has caused multiple obstacles for many students. Marc noticed during virtual learning that students have freedom to turn off their camera when in class. This gives the students and the learning environment a difficult place if there's no consequences taking place. It's more difficult for students to stay focused during each class with knowledge of knowing they have freedom to do anything. This becomes a barrier from the students and teachers when teachers are grading their work and students getting stuck in the process.

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	6	13	9	8		30
Bellevue						0
Bothell						0
Burien	15	11	6	8		25
Covington						0
Des Moines						0
Federal Way	11	14	7	10		31
Issaquah						0
Kenmore						0
Kent	12	9	5	6		20
Kirkland						0
Mercer Island						0
Redmond						0
Renton						0
Sammamish						0
SeaTac						0
Shoreline						0
Tukwila	16	7	3	9		19
Seattle						0
Other KC						0
Outside KC						0
Unknown						0
TOTAL	60	54	30	41	0	125

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**

	Budget	Q1 Request	Q2 Request	Q3 Request	Q4 Request	Cumulative Requested	Balance Remaining
Personnel	\$9,000.00	\$2,250.00	\$2,250.00	\$2,250.00		\$6,750.00	\$2,250.00
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	\$9,000.00	\$2,250.00	\$2,250.00	\$2,250.00	\$0.00	\$6,750.00	\$2,250.00

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 10/9/20
 Costs below incurred from 7/1/20 to 9/30/20
 Signature of Authorized Signer  Printed Name Joanne Donahue

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

Admin use only

Authorized Payment Amt: Authorization Code / Acct #
 Authorized Signature / City Date

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	6,260		19,080	931%
Bellevue	2,833	1,792	1,947	1,925		5,664	200%
Bothell	0	1,127	1,054	988		3,169	
Burien	1,392	3,612	3,490	3,566		10,668	766%
Covington	515	337	506	526		1,369	266%
Des Moines	62	977	1,348	1,116		3,441	5550%
Federal Way	3,036	5,724	5,785	5,813		17,322	571%
Issaquah	1,367	707	835	857		2,399	175%
Kenmore	96	273	535	344		1,152	1200%
Kent	0	7,638	5,951	7,237		20,826	
Kirkland	1,907	1,747	2,604	1,837		6,188	324%
Mercer Island	0	378	403	248		1,029	
Redmond	640	1,275	1,809	1,109		4,193	655%
Renton	2,466	6,478	7,224	7,143		20,845	845%
Sammamish	0	124	446	174		744	
SeaTac	1,897	2,272	3,073	3,017		8,362	441%
Shoreline	954	2,263	3,029	3,716		9,008	944%
Tukwila	1,688	1,485	2,020	2,094		5,599	332%
Seattle		59,579	68,183	63,262		191,024	
Other KC		3,882	5,508	4,945		14,335	
Outside KC		0	0	0		0	
Unknown		0	0	0		0	
TOTAL	20,902	107,801	122,439	116,177	0	346,417	

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

This quarter, we continued to navigate the issues surrounding the coronavirus (COVID-19), prioritizing volunteer, staff, and client safety, while continuing to provide Meals on Wheels. We currently do not have a waitlist and continue to take on new participants. We're fortunate to have wonderful partners at our satellite sites throughout the county, a dedicated team of staff and volunteers, and funders that allow this much needed, essential service to continue.

We've been collecting cards from the community to deliver to participants throughout the year to try to help with social isolation, in addition to checking in when taking orders and delivering. This quarter we sent our annual client survey and included our summer mealtime memo, providing nutrition education, as well as information on Sound Generations new GRAT program. We've received a lot of great feedback in the responses from our annual survey so far. Several comments have been shared expressing how pleased participants are with the variety and choices offered in our new menu that was released in April, and that we offer low-sodium, halal, kosher, vegan and vegetarian options. We received a lovely message from a participant from one of our sites; "Dear Volunteers, I want to take a minute and thank each and every one of you. I do enjoy my meals. They are all very good and I make a salad to go with. It is the added extras that come with the meals that I really enjoy. The lady on the phone, the delivery person, the little cards inside that make me smile. Last week they came with a beautiful fresh flower bouquet. I just want you to know, you are appreciated. Fondly,". Another participant wrote; "Everyone that works with MOW is so kind. I don't know how I would make it through COVID lockdown without your meals. They allow me to stay home and stay safe. Your work is saving seniors lives! God bless all of you."

At Sound Generations we take full responsibility in supporting equitable and inclusive environments. Our Equity and Inclusion Committee hosted its third of a 6 part training series on Effective Communication, titled Engaged Listening and Inquiry Skills. SG Affinity groups also resumed, virtually. The groups were identified by staff collectively and include a Jewish affinity group, people of color group, white allyship, parents, multi-lingual, LGBTQIA, and people with disabilities group.

Our Registered Dietician, Stefanie Sismaet, has been busy this quarter responding to referrals from staff and volunteers. Referrals are often for assistance with choosing the best meals for dietary needs due to various health conditions. Stefanie recently assisted a new client's daughter in helping her mother make meal choices. The daughter shared that her mother, who is pescatarian, had "complex" dietary needs due to kidney disease, and her need to have a supply of ready-prepared meals due to effects of dialysis. The daughter shared that she felt she had a solid starting point on which meals to order and appreciated that we had a dietician available. She was encouraged to follow up with her mom's dialysis clinic's RD and to feel free to connect with Stefanie again. Stefanie also represented MOW at a senior center directors' meeting led by ADS. Senior centers and multiple agencies were present to learn more about Meals on Wheels and Chicken Soup Brigade. She shared about our referral process, meal types, and other Sound Generations programs.

We've made over 400 referrals to Sound Generations Pathway's Information and Assistance program, on behalf of Meals on Wheels participants, so far this year. They've been able to assist many of our participants with additional resources, from getting a microwave, furnace repair, transportation, care coordination, home care, caregiver support, and mental health counseling. They recently assisted a client in his 70s who had been struggling with his apartment management to replace the carpet in his unit. The management was frequently changing and despite his request for reasonable accommodation and letters from his medical team, nothing was being done. Pathway's helped him draft a letter and the Pathway's Community Resource Specialist advocated on his behalf and the carpet was replaced. Another participant in her 60s, who was in need of hip surgery and was struggling caring for her husband with seizures and TBI, was referred. Her husband's memory was worsening and she shared that he had been getting angry. Pathway's was able to connect them to Sound Generations GRAT program for mental health intervention and caregiver support for counseling and respite. Another participant in her 80's who lives alone was referred after a MOW team member noticed the client's home was getting messy and her memory appeared to be worsening. Pathway's contacted the client's daughter who shared that her mom had been refusing help and not going to the doctor. GRAT and APS referrals were made and now she is looking into getting placed into a long term care setting that is safe and the daughter is receiving caregiver support. These connections to additional resources all stemmed from a Meals on Wheels call or meal delivery, reinforcing how we are more than a meal.

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.

NARRATIVE

This quarter, we continued to navigate the issues surrounding the coronavirus (COVID-19), prioritizing volunteer, staff, and client safety, while continuing to provide Meals on Wheels. We currently do not have a waitlist and continue to take on new participants. We're fortunate to have wonderful partners at our satellite sites throughout the county, a dedicated team of staff and volunteers, and funders that allow this much needed, essential service to continue.

We've been collecting cards from the community to deliver to participants throughout the year to try to help with social isolation, in addition to checking in when taking orders and delivering. This quarter we sent our annual client survey and included our summer mealtime memo, providing nutrition education, as well as information on Sound Generations new GRAT program. We've received a lot of great feedback in the responses from our annual survey so far. Several comments have been shared expressing how pleased participants are with the variety and choices offered in our new menu that was released in April, and that we offer low-sodium, halal, kosher, vegan and vegetarian options. We received a lovely message from a participant from one of our sites; "Dear Volunteers, I want to take a minute and thank each and every one of you. I do enjoy my meals. They are all very good and I make a salad to go with. It is the added extras that come with the meals that I really enjoy. The lady on the phone, the delivery person, the little cards inside that make me smile. Last week they came with a beautiful fresh flower bouquet. I just want you to know, you are appreciated. Fondly,". Another participant wrote; "Everyone that works with MOW is so kind. I don't know how I would make it through COVID lockdown without your meals. They allow me to stay home and stay safe. Your work is saving seniors lives! God bless all of you."

At Sound Generations we take full responsibility in supporting equitable and inclusive environments. Our Equity and Inclusion Committee hosted its third of a 6 part training series on Effective Communication, titled Engaged Listening and Inquiry Skills. SG Affinity groups also resumed, virtually. The groups were identified by staff collectively and include a Jewish affinity group, people of color group, white allyship, parents, multi-lingual, LGBTQIA, and people

See attached

RESIDENTS

	Annual Goal	1st Qtr	Actual # of Residents		4th Qtr	YTD
		2nd Qtr	3rd Qtr			
Auburn	6	74	14	17		105
Bellevue	8	28	14	7		49
Bothell	0	16	2	5		23
Burien	4	46	3	9		58
Covington	3	9	2	2		13
Des Moines	2	15	5	4		24
Federal Way	9	79	10	18		107
Issaquah	4	8	4	8		20
Kenmore	1	5	3	0		8
Kent	0	83	10	24		117
Kirkland	5	30	7	5		42
Mercer Island	0	8	2	0		10
Redmond	2	24	8	2		34
Renton	8	88	13	23		124
Sammamish	0	4	4	0		8
SeaTac	6	36	6	12		54
Shoreline	3	38	14	16		68
Tukwila	5	18	10	4		32
Seattle		723	168	112		1003
Other KC		76	30	24		130
Outside KC		0	0	0		0
Unknown		0	0	0		0
TOTAL	66	1408	329	292	0	2029

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	\$3,886.25		\$11,658.75	\$3,886.25
TOTAL	\$15,545.00	\$3,886.25	\$3,886.25	\$3,886.25	\$0.00	\$11,658.75	\$3,886.25


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	\$4,000.00		\$12,000.00	\$4,000.00
TOTAL	\$16,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$0.00	\$12,000.00	\$4,000.00

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 **10/15/20**
 Costs below incurred from **July to September**
 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	\$1,375.00		\$1,375.00
Bellevue	GF248	\$20,179.00	\$5,044.75	\$5,044.75	\$5,044.75		\$5,044.75
Bothell							
Burien		\$5,000.00	\$1,250.00	\$1,250.00	\$1,250.00		\$1,250.00
Covington		\$500.00	\$125.00	\$125.00	\$125.00		\$125.00
Des Moines		\$2,500.00	\$625.00	\$625.00	\$625.00		\$625.00
Federal Way		\$9,000.00	\$2,250.00	\$2,250.00	\$2,250.00		\$2,250.00
Issaquah							
Kenmore		\$500.00	\$125.00	\$125.00	\$125.00		\$125.00
Kent		\$12,000.00	\$3,000.00	\$3,000.00	\$3,000.00		\$3,000.00
Kirkland		\$6,120.00	\$1,530.00	\$1,530.00	\$1,530.00		\$1,530.00
Mercer Island							
Redmond		\$6,896.00	\$1,724.00	\$1,724.00	\$1,724.00		\$1,724.00
Renton		\$3,000.00	\$750.00	\$2,250.00			\$0.00
Sammamish							\$0.00
SeaTac		\$2,000.00	\$500.00	\$500.00	\$500.00		\$500.00
Shoreline		\$4,000.00	\$1,000.00	\$1,000.00	\$1,000.00		\$1,000.00
Tukwila		\$2,860.00	\$715.00	\$715.00	\$715.00		\$715.00

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	109		384	38%
Bellevue	1,200	243	130	179		552	46%
Bothell	0	0	0	0		0	#DIV/0!
Burien	280	54	32	6		92	33%
Covington	140	39	18	64		121	86%
Des Moines	300	69	20	15		104	35%
Federal Way	900	154	43	62		259	29%
Issaquah	0	28	3	8		39	#DIV/0!
Kenmore	240	31	4	6		41	17%
Kent	900	294	242	167		703	78%
Kirkland	860	173	55	51		279	32%
Mercer Island	0	0	0	0		0	#DIV/0!
Redmond	1,192	162	45	65		272	23%
Renton	222	385	141	128		654	295%
Sammamish	0	12	4	2		18	#DIV/0!
SeaTac	100	110	84	83		277	277%
Shoreline	850	153	27	92		272	32%
Tukwila	170	20	17	0		37	22%
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
TOTAL	8,354	2,100	967	1,037	0	4,104	

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	2,036		7,003	30%
Bellevue	14,000	3,003	1,237	1,697		5,937	42%
Bothell	0	0	0	0		0	#DIV/0!
Burien	4,424	764	492	83		1,339	30%
Covington	2,900	627	217	952		1,796	62%
Des Moines	5,500	1,346	556	257		2,159	39%
Federal Way	12,700	2,574	866	1,000		4,440	35%
Issaquah	0	338	63	71		472	#DIV/0!
Kenmore	3,900	452	50	74		576	15%
Kent	17,000	5,251	4,786	3,357		13,394	79%
Kirkland	10,000	1,841	447	315		2,603	26%
Mercer Island	0	0	0	0		0	#DIV/0!
Redmond	17,106	2,709	591	684		3,984	23%
Renton	2,860	4,866	1,713	2,023		8,602	301%
Sammamish	0	173	37	9		219	#DIV/0!
SeaTac	1,760	1,546	1,160	1,041		3,747	213%
Shoreline	9,400	1,536	377	1,101		3,014	32%
Tukwila	2,600	302	237	0		539	21%
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
TOTAL	127,150	30,463	14,661	14,701	0	59,825	

Sound Generations Volunteer Transportation:

In third quarter we have provided 2,307 rides to 73 unduplicated clients in King County. We had 59 unduplicated volunteers available to give rides to our clients volunteering about 2,500 hrs. that amounts to over \$40,000 in-kind contribution. The number of returning volunteers hasn't changed much and we continue to heavily depend on Uber with 40% of the rides scheduled with Uber. That way we can continue to keep our denial rate lower. The good news is we are seeing an increase in our numbers compared to second quarter, that's a positive sign. Also we are regularly signing up new clients.

The challenge:

The pandemic has affected many lives and services for months in many ways. In our organization we are seeing some programs are overwhelmed by the needs and demands while some make every effort to stay afloat knowing how their program makes a huge difference esp. the vulnerable seniors. Every service is essential, a bag of grocery delivered by a volunteer can help one survive similarly someone needs ride and escort to medical appointments by a volunteer. Unfortunately riding people is more risky for the older population. Our volunteer numbers have gone down during this pandemic but our clients still need to go to the clinics for their medical appointments. Our staff are working tirelessly over-time to fulfill our service commitments. We are now using Uber to transport clients for their important medical check-ups and procedures. But Uber is expensive and costs about 5 times more than volunteer service. So to continue our service we need resources to continue to help our clients.

New things:

We are going to use a new software RideScheduler that will be more user-friendly than the current one (SalesForce). This has more flexibility and will give the volunteers more ownership to schedule their own rides. The transition will take place in January 2021.

Our program participated in Regional Alliance for Resilient and Equitable Transportation (RARET) Resiliency Roundtable. RARET is composed of diverse partners such as emergency managers, transportation providers, human service agencies, and community advocates serving in King, Snohomish and Pierce counties. There were small group discussions, keynote speech by Carrie Diamond of NADTC, Brian Lagerberg from WSDOT sharing Rethinking Transportation discussion. The focus of the group is coalition building, communication and response, situational awareness and preparedness. It was helpful to gather knowledge and apply those to our own work including Transportation, Equity, Emergency Management and Resiliency.

Client Testimonials:

We have a client named Barbara Jarvis who is currently 83 years old and lives in Bellevue. She discovered the Volunteer Transportation Program long ago by happenstance. She had lost her husband the year prior and was trying to get out of a bad slump, so she began focusing on her health and running marathons. On a routine checkup, her primary care physician discovered a lump and sent her to get some tests. They determined that it was cancer and suggested an aggressive treatment of chemotherapy radiation. While attending one of the appointments, she was told by a fellow patient about Sound Generations and our program. The patient told her about the rides that we offered, and she could not believe it! She wondered how an organization could be able to provide such a service free

NARRATIVE

Sound Generations Volunteer Transportation:

In third quarter we have provided 2,307 rides to 73 unduplicated clients in King County. We had 59 unduplicated volunteers available to give rides to our clients volunteering about 2,500 hrs. that amounts to over \$40,000 in-kind contribution. The number of returning volunteers hasn't changed much and we continue to heavily depend on Uber with 40% of the rides scheduled with Uber. That way we can continue to keep our denial rate lower. The good news is we are seeing an increase in our numbers compared to second quarter, that's a positive sign. Also we are regularly signing up new clients.

The challenge:

The pandemic has affected many lives and services for months in many ways. In our organization we are seeing some programs are overwhelmed by the needs and demands while some make every effort to stay afloat knowing how their program makes a huge difference esp. the vulnerable seniors. Every service is essential, a bag of grocery delivered by a volunteer can help one survive similarly someone needs ride and escort to medical appointments by a volunteer. Unfortunately riding people is more risky for the older population. Our volunteer numbers have gone down during this pandemic but our clients still need to go to the clinics for their medical appointments. Our staff are working tirelessly over-time to fulfill our service commitments. We are now using Uber to transport clients for their important medical check-ups and procedures. But Uber is expensive and costs about 5 times more than volunteer service. So to continue our service we need resources to continue to help our clients.

New things:

We are going to use a new software RideScheduler that will be more user-friendly than the current one

See attached

of charge to so many people. She also noticed a brochure that was on the desk at the nurses' station and wondered why nobody had mentioned this program before, even though they knew it took her three buses and a lot of time just to get to her appointments. She decided to call us and see what our program involved. Now, after 20 years of rides and a number of wonderful friendships made, she is still a faithful client and an avid user of Volunteer Transportation. The scheduler that she finds most comforting is Donald since he has been there the entire time, and the driver that she enjoys the most is Steve Montgomery.

Erma is an 85-year-old client in Shoreline. In 2014, she was hospitalized and as a result needed follow-up and other ongoing appointments. She did not live near a bus stop so she tried using taxis to get to those appointments. She soon realized that taxis were too expensive for her budget. All her children work full-time and had difficulty getting time off from work. The Hospital Social Worker gave her a packet with information on different services, to help her with a variety of needs, including transportation. That is when she called the Volunteer Transportation Program even though she was somewhat skeptical about us. But she gave us a try anyway. She immediately fell in love with the service and the many volunteers that have come to help her get to her appointments. She says that we have been a Godsend and that she does not know what she would have done without us. In fact, Erma is a favorite amongst the volunteers. Everyone is thrilled when they are assigned to her. Now, nearly 6 years later, she continues to feel secure knowing where to turn for transportation and knowing her volunteer drivers will not only provide a ride but also friendly conversation.

RESIDENTS

	Annual Goal	1st Qtr	Actual # of Residents		4th Qtr	YTD
			2nd Qtr	3rd Qtr		
Auburn	78	34	8	6		48
Bellevue	90	47	5	11		63
Bothell	0	0	0	0		0
Burien	51	20	3	0		23
Covington	12	7	2	2		11
Des Moines	35	17	1	3		21
Federal Way	75	25	4	2		31
Issaquah	0	5	0	0		5
Kenmore	15	7	2	2		11
Kent	120	49	7	4		60
Kirkland	65	32	3	0		35
Mercer Island	0	0	0	0		0
Redmond	75	30	7	2		39
Renton	18	52	13	5		70
Sammamish	0	3	1	0		4
SeaTac	8	11	5	0		16
Shoreline	65	28	2	5		35
Tukwila	20	6	2	0		8
Seattle						0
Other KC						0
Outside KC						0
Unknown						0
TOTAL	727	373	65	42	0	480

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	\$1,935.25		\$5,805.75	\$1,935.25
Office/Ops	\$2,176.00	\$544.00	\$544.00	\$544.00		\$1,632.00	\$544.00
Purchased Svc	\$1,091.00	\$272.75	\$272.75	\$272.75		\$818.25	\$272.75
Communication	\$6,493.00	\$1,623.25	\$1,623.25	\$1,623.25		\$4,869.75	\$1,623.25
Travel/Training	\$2,678.00	\$669.50	\$669.50	\$669.50		\$2,008.50	\$669.50
Other						\$0.00	\$0.00
TOTAL	\$20,179.00	\$5,044.75	\$5,044.75	\$5,044.75	\$0.00	\$15,134.25	\$5,044.75

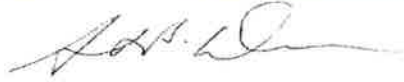
FEDERAL WAY Line Item Table *Back-up documentation required for line item expenses

[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 10/14/20
 Costs below incurred from 7/1/20 to 9/30/20
 Signature of Authorized Signer  Printed Name Steve Daschle

	Contract ID#	Annual Award Amt	1st Qtr	Reimbursement Requests			4th Qtr	Balance Remaining
Auburn								\$0.00
Bellevue								\$0.00
Bothell								\$0.00
Burien	3190104	\$23,000.00	\$5,750.00	\$5,750.00	\$5,750.00			\$5,750.00
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	\$5,750.00			#####
Shoreline								\$0.00
Tukwila								\$0.00

Admin use only

Authorized Payment Amt:

Authorization Code / Acct #

Authorized Signature / City

Date

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	832		1,487	21243%
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	136		361	903%
Shoreline						0	#DIV/0!
Tukwila						0	#DIV/0!
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
TOTAL	47	513	367	968	0	1,848	

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	960		4,507	12519%
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	876		2,566	1228%
Shoreline						0	#DIV/0!
Tukwila						0	#DIV/0!
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
TOTAL	245	3,963	1,274	1,836	0	7,073	

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	960		4,507	12519%
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	876		2,566	621%
Shoreline						0	#DIV/0!
Tukwila						0	#DIV/0!
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
TOTAL	449	3,963	1,274	1,836	0	7,073	

RESIDENTS

	Annual Goal	1st Qtr	Actual # of Residents		4th Qtr	YTD
			2nd Qtr	3rd Qtr		
Auburn						0
Bellevue						0
Bothell						0
Burien	75	711	13	26		750
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	23	441	1	11		453
Shoreline						0
Tukwila						0
Seattle						0
Other KC						0
Outside KC						0
Unknown						0
TOTAL	98	1152	14	37	0	1203

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]

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:

In Q3, we continue to navigate alongside the community in adapting to the challenges posed by Covid-19. The summer months provided us with the ability to do some limited in-person contact outdoors with families and young people. We hosted our 6-week summer program virtually for students K-12 and incorporated lots of outdoor time-including scavenger hunts, outdoor reading trails, and nature walks. Our community gardens also allowed the opportunity to do some limited 1:1s. Staff created both live and asynchronous programming. Program staff created websites and easily accessible activities for students to access-accompanied by kit and material deliveries. Our staff continued to assist families in mitigating technology issues-including connectivity issues and navigating new technologies. Our primary role continues to be as 'first responders' to community needs. We have observed the immense economic impact on the community and were so grateful to have raised Community Response Funds to assist families with rent and utility assistance. We are also part of the Feeding el Pueblo initiative, bringing culturally relevant food to the community. This has been an incredible partnership with El Roxay Productions, Colectiva, and Para los Ninos. We have been able to plug in community leaders into this effort and it has been incredible to see the unintended benefits of this effort.

Coupled with direct support, we partnered with families over the summer to focus on meeting the social/emotional needs of young people. The months of isolation, lack of private space, and general anxiety/exhaustion have been affecting families and particularly young people. We increased our counseling referrals and also offered a 'Wellness Wednesday' group for our middle school and high school students, with a focus on mindfulness and collective healing. This was facilitated by our MSW intern, who sadly completed her hours in August and is leaving to pursue her clinical degree.

Our summer programming played a critical role in keeping our young people connected with our programming and mentorship. We utilized our Program Coordinators and Tutors to facilitate small groups-focused on minimizing academic slide and supporting the mental health of our young people. We partnered with the Environmental Science Center to offer nature programming (outdoors) to our youngest participants and it was such a positive experience to see the beautiful journaling that students did throughout the summer. ArtsCorps provided project based learning for our students and also provided live performances (on flatbed trucks!) throughout the Windsor complex. It was such a positive experience to see children dancing with us and older generations waving from their windows, as music, drumming, singing, and dancing filled the air!

The overall trends we observed this summer were: continued economic impact from Covid-19, barriers to technology access, mental health issues and health impacts, all within the context of racial inequities that we observe in our community. We continue to listen to the community and provide meaningful support.