

REIMBURSEMENT REQUESTS

ACCOUNTS PAYABLE
JAN 10 2022
RECEIVED

Agency and Program Name **Apprenticeship and Nontraditional Employment for Women**
 Address **550 SW 7th St. #B305**
 City & ZIP **Renton, WA 98057**
 Program Contact Name **Kerstin Torrescano** Phone **425-390-7705**
 Email **kerstin@anewaop.org** Invoice Date **1/7/21**
 Costs below incurred from **10/1/21** to **12/31/21**
 Signature of Authorized Signer _____ Printed Name **Kerstin Torrescano**

	Contract ID#	Annual Award Amt	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Balance Remaining
Auburn							\$0.00
Bellevue							\$0.00
Bothell							\$0.00
Burien	CON-21-034	\$6,000.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	\$0.00
Covington							\$0.00
Des Moines	n/a	\$3,000.00	\$750.00	\$750.00	\$750.00	\$750.00	\$0.00
Federal Way		\$9,000.00				\$9,000.00	\$0.00
Issaquah							\$0.00
Kenmore							\$0.00
Kent	n/a	\$10,000.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$0.00
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	\$2,500.00	\$2,500.00	\$0.00
Shoreline							\$0.00
Tukwila							\$0.00

Admin use only

Authorized Payment Amt: **\$ 2,500.00** Authorization Code / Acct # _____

Authorized Signature / City _____

Date _____

BY **Kim Cooper**

DATE **1/7/22**

BARS# **001.000.10.505.10.41.012**

APPROVED FOR PAYMENT

Vendor # **17684**

1/10/22

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	0	1	2	1	4	200%
Covington						0	#DIV/0!
Des Moines	2	1	0	2	0	3	150%
Federal Way	2	0	2	4	0	6	300%
Issaquah						0	#DIV/0!
Kenmore						0	#DIV/0!
Kent	4	3	5	7	5	20	500%
Kirkland						0	#DIV/0!
Mercer Island						0	#DIV/0!
Redmond						0	#DIV/0!
Renton						0	#DIV/0!
Sammamish						0	#DIV/0!
SeaTac	4	0	2	4	2	8	200%
Shoreline						0	#DIV/0!
Tukwila						0	#DIV/0!
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
TOTAL	14	4	10	19	8	41	

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	1	0	1	2	100%
Covington						0	#DIV/0!
Des Moines	2	0	1	1	1	3	150%
Federal Way	3	0	1	0	4	5	167%
Issaquah						0	#DIV/0!
Kenmore						0	#DIV/0!
Kent	4	0	0	1	5	6	150%
Kirkland						0	#DIV/0!
Mercer Island						0	#DIV/0!
Redmond						0	#DIV/0!
Renton						0	#DIV/0!
Sammamish						0	#DIV/0!
SeaTac	4	1	0	2	1	4	100%
Shoreline						0	#DIV/0!
Tukwila						0	#DIV/0!
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
TOTAL	15	1	3	4	12	20	

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

Q4 Narrative

Burien – ANEW served two residents from Burien in the fourth quarter of 2021. One student entered pre-apprenticeship training and completed programming in December. One student was enrolled in AOP and receive support services to assist him in remaining at work with his apprenticeship.

Des Moines – ANEW served one client living in Des Moines this quarter. One client was enrolled in AOP and was an active apprentice in the field. The support services assisted this client in remaining at work and in his apprenticeship.

Kent – ANEW served ten Kent residents this quarter. Five clients were enrolled in AOP and received support services to assist in getting to work. The other five clients were enrolled in pre-apprenticeship training. Four of five students completed pre-apprenticeship programming and have applied to apprenticeship and are waiting to go to work.

SeaTac – ANEW served three clients from SeaTac this quarter. One client were enrolled in AOP and went out to work as an apprentice. Two clients were enrolled in pre-apprenticeship training. Both of them completed training, applied to apprenticeship, and are waiting to go to work.

RESIDENTS

	Annual Goal	1st Qtr	Actual # of Residents			4th Qtr	YTD
			2nd Qtr	3rd Qtr			
Auburn							0
Bellevue							0
Bothell							0
Burien	4	0	2	2	2		6
Covington							0
Des Moines	4	0	1	3	1		5
Federal Way	?	0	3	4	3		10
Issaquah							0
Kenmore							0
Kent	8	3	5	7	10		25
Kirkland							0
Mercer							0
Island							0
Redmond							0
Renton							0
Sammamish							0
SeaTac	8	1	2	6	3		12
Shoreline							0
Tukwila							0
Seattle							0
Other KC							0
Outside KC							0
Unknown							0
TOTAL	24	4	13	22	19		58

150%

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]

Agency and Program Name Asian Counseling and Referral Service Whole Health Oriented Mental Health Proj

Address 3639 Martin Luther King Jr. Way S

City & ZIP Seattle, WA 98144

Program Contact Name Yoon Joo Han

Phone

206-695-7591

Email yoonjooh@acrs.org

Invoice Date

1/5/2022

Costs below incurred from 10/1/21 12/31/2021

Signature of Authorized
Signer

Printed Name Yoon Joo Han

ACCOUNTS PAYABLE
JAN 10 2022
RECEIVED

Contract ID#	Annual Award Amt	Reimbursement Requests				Balance Remaining
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn	\$5,000.00	\$1,250.00	\$1,250.00	\$1,250.00	\$1,250.00	\$0.00
Bellevue	\$61,142.00	\$17,237.79	\$18,257.50	\$13,799.50	\$11,847.21	\$0.00
Bothell						\$0.00
Burien	\$5,000.00	\$1,250.00	\$1,250.00	\$1,250.00	\$1,250.00	\$0.00
Covington						\$0.00
Des Moines	\$2,500.00	\$625.00	\$625.00	\$625.00	\$625.00	\$0.00
Federal Way	\$9,000.00	\$2,250.00	\$2,250.00	\$2,250.00	\$2,250.00	\$0.00
Issaquah						\$0.00
Kenmore						\$0.00
Kent	\$10,000.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$0.00
Kirkland	\$7,500.00	\$1,875.00	\$1,875.00	\$1,875.00	\$1,875.00	\$0.00
Mercer Island						\$0.00
Redmond	\$5,000.00	\$1,250.00	\$1,250.00	\$1,250.00	\$1,250.00	\$0.00
Renton	\$7,500.00	\$1,875.00	\$1,875.00	\$1,875.00	\$1,875.00	\$0.00
Sammamish						\$0.00
SeaTac	\$5,000.00	\$1,250.00	\$1,250.00	\$1,250.00	\$1,250.00	\$0.00
Shoreline						\$0.00
Tukwila						\$0.00

Admin use only

Authorized Payment Amt \$ 1,250.00

Authorization Code / Acct #

Vendor # 18499

Authorized Signature / City

APPROVED FOR PAYMENT

Date

BY Kim Cooper

DATE

1/6/22

1/10/22

BADC#

101.000.10.565.10.41.012

SERVICE UNIT 1

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

Measurement: Choose from drop down list

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	41	444	462	563	427	1,897	4626%
Bellevue	508	764	905	801	724	3,195	629%
Bothell						0	
Burien	41	598	586	506	544	2,233	5447%
Covington						0	
Des Moines	20	238	274	250	204	966	4831%
Federal Way	76	373	483	472	350	1,678	2208%
Issaquah						0	
Kenmore						0	
Kent	84	2,607	2,685.77	2,556	2,113	9,962	11859%
Kirkland	62	505	517	475	396	1,894	3054%
Mercer Island						0	
Redmond	41	263	245	210	212	931	2270%
Renton	63	1,038	1,154	985	890	4,067	6455%
Sammamish						0	
SeaTac	50	287	297	271	233	1,088	2176%
Shoreline						0	
Tukwila						0	
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
TOTAL	986	7,117	7,608	7,091	6,093	27,910	

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

We have completed the fourth quarter of 2021. Under the continuous impact from the pandemic especially with uptick from Omicron virus, most of our services have been provided via phone and limited video platform. Some in person services especially groups we have opened up in the summer have gone back to telehealth as the agency is making an effort to ensure the safety of our clients and staff with the trend of fast and widespread Omicron virus. We have made sure that critical services that require in person care, such as injection, blood test and crisis intervention are provided by our medical staff and case managers. We see many clients decompensating due to enormous mental, emotional, and financial stress from the pandemic and limited access to physical and mental health care. Isolation, poverty, financial hardship, and deteriorating coping and stress management skills in our clients are leading to mental health crisis, hospitalizations, Emergency Department visits, substance abuse and domestic violence in some clients. We have continued to work tirelessly to provide critical mental health services to our clients along with any basic and essential services to address food insecurity, financial aid and health education related COVID.

Some of the highlights and challenges we have faced this last quarter:

- We have continued to actively reach out and engage our clients in services mostly through the phone and very limited video conferencing when we can. There is still a limit in what we can do for our clients through telehealth as many of our clients still do not have the ability to have services done through telehealth. Many do not have internet, do not know how to use email or a smart phone and the digital divide in our clients, is clearly creating barriers for access for video conferencing telehealth for our clients. We have been providing the most essential services in person at the agency on a limited capacity
- Many staff members are still working remotely at home and coming into the office for essential services.
- We continue to assist our clients with COVID vaccines and booster shot and to meet their basic needs such as food, housing, rental assistance, and employment along with services to stabilize their mental health conditions.
- We have reopened in person primary care service in partnership with International Community Health Services and acupuncture service on site. Although some services are still via telehealth, much needed in person primary care and acupuncture services are provided.
- We continue to struggle to fill a half a dozen staff positions including direct service staff and supervisory and administrative staff. In addition, we have a group of staff who have been on long leaves due to childcare and elder care and their health condition. This leads to increased workload for staff and negative impact to our staff' morale and mental health.
- It is apparent that behavioral health and social service workers' wage is inadequate to recruit and retain qualified workers. We believe that this situation rises to a crisis mode for the whole human service providers, especially community-based organizations. Without radically addressing compensation and value and respect for the human service workers from the society, funders and policy makers, individuals in need of dire life saving services will be left without quality services.

RESIDENTS

	Annual Goal	1st Qtr	Actual # of Residents			4th Qtr	YTD
			2nd Qtr	3rd Qtr			
Auburn	10	54	14	10	2		80
Bellevue	127	115	108	24	24		271
Bothell							0
Burien	10	49	31	5	6		91
Covington							0
Des Moines	5	31	8	1	1		41
Federal Way	18	58	30	6	6		100
Issaquah							0
Kenmore							0
Kent	20	216	54	16	11		297
Kirkland	15	47	21	5	4		77
Mercer Island							0
Redmond	10	28	15	10	4		57
Renton	16	119	49	8	3		179
Sammamish							0
SeaTac	12	31	26	1	0		58
Shoreline							0
Tukwila							0
Seattle							0
Other KC							0
Outside KC							0
Unknown							0
TOTAL	243	748	356	86	61		1251

483%

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

	Budget	Q1 Request	Q2 Request	Q3 Request	Q4 Request	Cumulative Requested	Balance Remaining
Personnel	\$61,142.00	\$17,237.79	\$18,257.50	\$13,799.50	\$11,847.21	\$61,142.00	\$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	\$61,142.00	\$17,237.79	\$18,257.50	\$13,799.50	\$11,847.21	\$61,142.00	\$0.00

FEDERAL WAY Line Item Table

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

[illegible]

REIMBURSEMENT REQUESTS

Agency and Program Name Catholic Community Services Emergency Assistance Programs

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

1/5/21

Costs below incurred from 10/1/21 to 12/31/21

Signature of Authorized Signer

Kelsi Williamson

Printed Name Kelsi Williamson

ACCOUNTS PAYABLE
JAN 10 2022
RECEIVED

	Annual	Reimbursement Requests					Balance
Contract ID#	Award Amt	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		Remaining
Auburn	\$10,000.00	\$3,044.01	\$2,150.01	\$2,454.00	\$2,351.98		\$0.00
Bellevue	\$26,745.00	\$8,254.32	\$5,941.36	\$5,835.33	\$6,713.99		\$0.00
Bothell							\$0.00
Burien	\$13,500.00	\$3,823.48	\$2,285.47	\$2,707.49	\$4,683.56		\$0.00
Covington	\$10,000.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00		\$0.00
Des Moines							\$0.00
Federal Way	\$8,000.00	\$2,325.01	\$2,074.99	\$1,750.01	\$1,849.99		\$0.00
Issaquah							\$0.00
Kenmore							\$0.00
Kent	\$10,000.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00		\$0.00
Kirkland							\$0.00
Mercer Island							\$0.00
Redmond	\$12,000.00	\$3,525.35	\$3,675.00	\$2,350.01	\$2,449.64		\$0.00
Renton							\$0.00
Sammamish							\$0.00
SeaTac	\$15,000.00	\$4,000.00	\$3,025.00	\$3,510.01	\$4,464.99		\$0.00
Shoreline							\$0.00
Tukwila	\$25,000.00	\$6,648.02	\$4,693.10	\$6,285.01	\$7,158.27		\$215.60

Admin use only

Authorized Payment Amt:

Authorization Code / Acct #

Authorized Signature / City

APPROVED FOR PAYMENT

Date

BY:

DATE:

BARS#

001.000.10.565.10.41.012

* MOW *

Kim Cooper
11/6/22

[Signature]
1/10/22

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	10	29	4	4	8	45	450%
Bellevue	35	15	12	7	22	56	160%
Bothell						0	
Burien	14	8	7	32	26	73	521%
Covington	17	2	4	6	2	14	82%
Des Moines						0	
Federal Way	13	4	30	23	8	65	500%
Issaquah						0	
Kenmore						0	
Kent	16	9	5	7	8	29	181%
Kirkland						0	
Mercer Island						0	
Redmond	16	6	7	2	2	17	106%
Renton						0	
Sammamish						0	
SeaTac	25	8	4	5	9	26	104%
Shoreline						0	
Tukwila	10	8	4	4	6	22	220%
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
TOTAL	156	89	77	90	91	347	

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

Auburn

During the 4th Quarter the EA program spent \$1831.91 total, \$1002 of which was Auburn City funds. We assisted 4 Households and 9 Individuals.

Our biggest obstacle was balancing what we had to cover what was needed. Average requests for assistance exceeded about 4X what we could help with. In other words, balances due exceeded our availability to assist with funds allotted per household, as well as requests coming in exceeded number of households we could assist as well. We had to turn away about 4 of 5 callers.

The EA program assisted a single woman who had lost her job with 367.50 towards eviction prevention. With no income, AMI and rent burden could not be determined.

Burien

During the 4th Quarter, the EA Program spent \$2996.02 to assist 8 households, 14 individuals.

The greatest obstacle we experienced with Burien assistance was that many older clients are not internet savvy and gathering documents/information needed to serve was challenging. In every instance, we were able to coordinate to assist residents.

Since there was funding provided by other sources from the City of Burien we were able to assist households affected by COVID, which made taking calls much more pleasant, meaning we did not have to turn away as many seeking assistance.

The EA program assisted a single mother of two with Rent. We were able to pay her balance due, 347.75 to prevent eviction.

With no income, AMI and rent burden could not be determined.

Covington

See attached

RESIDENTS

	Annual Goal	Actual # of Residents				YTD
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn	35	37	16	9	16	78
Bellevue	75	35	26	14	39	114
Bothell						0
Burien	40	14	17	67	55	153
Covington	34	3	22	18	4	47
Des Moines						0
Federal Way	21	4	85	69	18	176
Issaquah						0
Kenmore						0
Kent	83	14	11	14	19	58
Kirkland						0
Mercer Island						0
Redmond	30	9	15	8	2	34
Renton						0
Sammamish						0
SeaTac	50	25	13	9	19	66
Shoreline						0
Tukwila	12	18	6	6	13	43
Seattle						0
Other KC						0
Outside KC						0
Unknown						0
TOTAL	380	159	211	214	185	769

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	\$13,372.50	\$3,250.26	\$3,343.12	\$3,343.17	\$3,435.94	\$13,372.49	\$0.01
Office/Ops						\$0.00	\$0.00
Purchased Svc	\$13,372.50	\$5,004.06	\$2,598.24	\$2,492.16	\$3,278.05	\$13,372.51	-\$0.01
Communication						\$0.00	\$0.00
Travel/Training						\$0.00	\$0.00
Other						\$0.00	\$0.00
TOTAL	\$26,745.00	\$8,254.32	\$5,941.36	\$5,835.33	\$6,713.99	\$26,745.00	\$0.00

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

	Budget	Q1 Request	Q2 Request	Q3 Request	Q4 Request	Cumulative Requested	Balance Remaining
Personnel	\$4,000.00	\$1,125.01	\$874.99	\$1,000.01	\$999.99	\$4,000.00	\$0.00
Office/Ops						\$0.00	\$0.00
Purchased Svc	\$4,000.00	\$1,200.00	\$1,200.00	\$750.00	\$850.00	\$4,000.00	\$0.00
Communication						\$0.00	\$0.00
Travel/Training						\$0.00	\$0.00
Other						\$0.00	\$0.00
TOTAL	\$8,000.00	\$2,325.01	\$2,074.99	\$1,750.01	\$1,849.99	\$8,000.00	\$0.00

Auburn

During the 4th Quarter the EA program spent \$1831.91 total, \$1002 of which was Auburn City funds. We assisted 4 Households and 9 Individuals.

Our biggest obstacle was balancing what we had to cover what was needed. Average requests for assistance exceeded about 4X what we could help with. In other words, balances due exceeded our availability to assist with funds allotted per household, as well as requests coming in exceeded number of households we could assist as well. We had to turn away about 4 of 5 callers.

The EA program assisted a single woman who had lost her job with 367.50 towards eviction prevention.

With no income, AMI and rent burden could not be determined.

Burien

During the 4th Quarter, the EA Program spent \$2996.02 to assist 8 households, 14 individuals.

The greatest obstacle we experienced with Burien assistance was that many older clients are not internet savvy and gathering documents/information needed to serve was challenging. In every instance, we were able to coordinate to assist residents.

Since there was funding provided by other sources from the City of Burien we were able to assist households affected by COVID, which made taking calls much more pleasant, meaning we did not have to turn away as many seeking assistance.

The EA program assisted a single mother of two with Rent. We were able to pay her balance due, 347.75 to prevent eviction.

With no income, AMI and rent burden could not be determined.

Covington

The EA Program spent \$2618.20 total, \$736.40 was City of Covington funding. We assisted 2 households, 4 individuals.

When it comes to assisting Covington residents, it seems our biggest program challenge is a lack of those reaching out for assistance. We often much reach out to either apartment communities or local utility companies just to find those needing assistance in City of Covington. The second part of that issue is when we do reach them; they owe much larger balances than we have funding to assist with.

The EA program was able to assist a single mother with one child with Rent. WE paid \$368.20 of the \$1773.00 needed to prevent eviction, because that is the amount available with current funding.

With no income, AMI and rent burden could not be determined.

Federal Way

The EA program spent 1380.23 total, \$850 of which was Federal Way funding. We were able to assist 3 households and 7 individuals.

While assisting Federal Way residents this quarter, the greatest obstacle we faced was the need. To date, Federal Way is the area where we receive the bulk of our calls. Meaning the need is great in the area.

We did receive additional funding (CDBG) from the city and this allowed us to expand services greatly.

The EA program was able to assist a family of four with Rent. One partner just lost their job, the other did work full time, however the job loss was unexpected, and they found themselves short. EA was able to pay \$279.77 with Federal Way funding and \$530.23 with other funding we had, a total of \$810 to prevent eviction.

AMI was 48% and RB was 36%

Kent

The EA Program spent \$696.71 to assist 3 households, eight individuals.

In Kent our biggest obstacle is that, the need in the area is great, and the funding is minimal.

The EA program was able to assist a mother and her adult disabled son with Rent. They had been living with minimal income since the pandemic and health concerns prevented the mother from working as she usually does. They had been living off the sons' disability payments, which were only \$674 per month.

EA was able to pay \$174.36 toward eviction prevention. At the time, this was the balance left for the quarter/year.

AMI was 8% and RB was 255%

Seatac

The EA Program spent \$2590 to assist 9 households, 19 individuals.

The main issue we had serving SeaTac clients this quarter was unexpected, we had a lack of callers. We reached out to several apartment communities and private owners and were able to spend the funds.

The EA program was able to assist a single, working mother to pay rent.

We were able to pay \$286.25 of what was owed to prevent eviction.

AMI is at 13% and RB is 135%

Tukwila

The EA Program spent \$3851.40 to assist 6 households, 13 individuals.

As always with the City of Tukwila, we receive referrals from City Staff and we serve accordingly. This makes it so much easier for us because in virtually every other city we do the screening and it can be daunting to turn away those seeking assistance due to what for other cities is a simple lack of funding.

The EA program was able to assist a woman with \$1200 toward her November rent. She had lost her job and was waiting for unemployment to kick in.

With no income, AMI and rent burden could not be determined.

Bellevue

The EA Program spent \$3143.04 to assist 6 households and 8 individuals.

The City of Bellevue is always constant, in provision and support to assist their residents with ease.

For this, we at EA are extremely grateful.

The EA program was able to assist a single woman who was unable to work with her rent.

She was living on a state subsidy of \$197 a month unless and until her disability is approved and starts.

The EA program paid her balance due, \$742.50 to prevent eviction.

AMI is at 2% and Rent Burden is 403%

Redmond

The EA Program spent \$908 to assist two single person households.

The most specific issue when assisting in Redmond is that we only receive funding enough to assist a couple residents per quarter with what can be, a small amount compared to what is needed.

The EA program assisted a disabled woman to pay her rent. She is on disability and does have a housing voucher but an accumulating utility bill left her short and in need of assistance.

We were able to pay \$454 in arrears to prevent eviction.

AMI is 15% and RB is 30%

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 1/3/22

Costs below incurred from 10/1/21 to 12/30/2021

Signature of Authorized Signer



Printed Name Belina Van

ACCOUNTS PAYABLE
JAN 10 2022
RECEIVED

	Contract ID#	Annual Award Amt	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Balance Remaining
Auburn	GF-21/2209	\$7,500.00	\$1,875.00	\$1,875.00	\$1,875.00	\$1,875.00	\$0.00
Bellevue	GF-229	\$16,581.00	\$4,145.25	\$4,145.25	\$4,145.25	\$4,145.25	\$0.00
Bothell	#1738	\$6,000.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	\$0.00
Burien							\$0.00
Covington							\$0.00
Des Moines							\$0.00
Federal Way		\$10,000.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$0.00
Issaquah							\$0.00
Kenmore							\$0.00
Kent		\$10,000.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$0.00
Kirkland	GF-229	\$6,250.00	\$1,562.50	\$1,562.50	\$1,562.50	\$1,562.50	\$0.00
Mercer Island							\$0.00
Redmond	GF-229	\$8,744.00	\$2,186.00	\$2,186.00	\$2,186.00	\$2,186.00	\$0.00
Renton	CAG-21-112	\$10,000.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$0.00
Sammamish							\$0.00
SeaTac		\$6,500.00	\$1,625.00	\$1,625.00	\$1,625.00	\$1,625.00	\$0.00
Shoreline							\$0.00
Tukwila							\$0.00

* MOUT *

Admin use only

Authorized Payment Amt: AUTHORIZATION CODE / Acct #

Authorized Signature / City BY:  DATE: 1/10/22

DATE: 1/10/22

BARS# 001.000.10.565.10.41.012

SERVICE UNIT 1

Service Unit 1: Chore Services/In-Home Care

Measurement: 60 minutes

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

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

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn	516	71	92	178	156	496	96%
Bellevue	1,141	273	300	416	332	1,321	116%
Bothell	413	38	59	24	194	315	76%
Burien	0	124	167	131	166	588	
Covington	0	96	137	120	191	544	
Des Moines	0	0	0	38	26	63	
Federal Way	688	113	30	58	1,217	1,417	206%
Issaquah	0	1,514	1,353	1,137	971	4,975	
Kenmore	0	28	37	44	34	143	
Kent	688	241	282	366	412	1,302	189%
Kirkland	430	116	70	118	231	535	124%
Mercer Island	0	43	31	47	14	134	
Redmond	599	209	169	126	243	747	125%
Renton	688	528	512	552	373	1,965	286%
Sammamish	0	6	0	0	9	15	
SeaTac	447	234	248	149	97	729	163%
Shoreline	0	90	93	73	58	313	
Tukwila	0	0	9	13	3	25	
Seattle		1,012	1,133	936	1,911	4,992	
Other KC		183	323	198	347	1,052	
Outside KC		0	0	0	0	0	
Unknown		250	242	234	191	917	
TOTAL	5,610	5,168	5,288	4,958	7,176	22,590	

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	Actual Units, regardless of funding source				YTD
	Goal	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn						0
Bellevue						0
Bothell						0
Burien						0
Covington						0
Des Moines						0
Federal Way						0
Issaquah						0
Kenmore						0
Kent						0
Kirkland						0
Mercer 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

Please see Additional Narrative for more details.

AUBURN: A client with mobility issues needed help getting garbage and recycle outside as well as a trip to the Goodwill to drop off items. A volunteer visited once to get the bulk of it and will visit again in January.

BELLEVUE: In the spring, Ms. ID was dealing with major health issues that affected her ability to move freely and she uses a wheelchair. She requested help with housework, laundry, and grocery shopping. During the assessment, she shared her 10 year old child no longer was able to live with her and she missed him and was extremely lonely. Two volunteers were connected with her, one to help with grocery shopping and the other to help with housework. The weekly visits has provided regular socialization.

BOTHELL: When Ms. TZ first joined the program, her apartment was cluttered with food, clothing, and other items she wanted to get rid of. Due to health issues, it was hard for Ms. TZ to work on the clutter so a volunteer was matched to the client. In the words of the client, "You won't recognize my place! All the food is either in my pantry (it's stuffed with healthy food now) or went to 2 different food banks (22 bags half full- too heavy if bag full)... All the bags of library books gone to the library... What a dynamo! In 3 hours, she washed & dried 3 loads of laundry, turned my mattress and put on fresh sheets, vacuumed the entire apartment and got down from my shelves 3 bags of fleece clothing. What a blessing (my volunteer) is to me!

FEDERAL WAY: For over two years a volunteer has been a steady phone buddy to an elderly gentleman living alone in senior housing. They've discussed the pandemic and other local issues that come up, as well as lots of humor. The Phone Buddy program brings socialization and addresses some isolation the elder may feel while the volunteer gets to engage with their community members.

KENT: A Kent client with severe leg trauma needed help packing for a move. He had the tubs and packing material and was very organized. He just could not stand and pack. A volunteer went over and helped sort and pack the cabinets of collectibles and the client is all ready to move in early 2022.

KIRKLAND: Ms. DU has been matched with her volunteer for seven years. What started a yard care assistance, has now grown to meet Ms. DU's additional need for groceries and transportation to doctor appointments as her health changes.

REDMOND: DN, a Vietnam veteran, lives alone in an apartment in Redmond. He recently had surgery on a leg that has required him to stay off of it and use a wheelchair for getting around. It has made it difficult for him to clean his apartment. On Veteran's Day, already special, had the addition of a volunteer coming by to help clean and provide some company for a few hours.

RENTON: A Renton client who is blind and dealing with mental health issues finally agreed to let a volunteer come to her home and removed garbage that she had bagged as well as recycle. She has monthly inspections and has passed every one since the volunteer has been helping her.

SEATAC: A retired volunteer was matched to three clients who own their home and find the outdoor upkeep difficult. Since the summer and into the rainy season, the volunteer continues to rotate between the three clients to make sure their yards are in top shape.

RESIDENTS

	Annual Goal	Actual # of Residents				YTD
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn	9	9	1	2	8	20
Bellevue	20	20	35	2	1	58
Bothell	7	4	26	0	8	38
Burien	0	11	3	1	8	23
Covington	0	5	2	0	2	9
Des Moines	0	0	0	1	1	2
Federal Way	12	10	1	0	34	45
Issaquah	0	10	0	0	2	12
Kenmore	0	2	1	0	1	4
Kent	12	13	5	7	5	30
Kirkland	8	22	0	1	10	33
Mercer Island	0	2	0	0		2
Redmond	10	39	0	0	3	42
Renton	12	12	4	3	10	29
Sammamish	0	1	0	0	1	2
SeaTac	8	6	5	2	6	19
Shoreline	0	11	3	1		15
Tukwila	0	0	1	0		1
Seattle		210	18	6	17	251
Other KC		13	6	5	8	32
Outside KC		0	0	0		0
Unknown		1	0	0		1
TOTAL	98	401	111	31	125	668

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	\$4,145.25	\$16,581.00	\$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	\$16,581.00	\$4,145.25	\$4,145.25	\$4,145.25	\$4,145.25	\$16,581.00	\$0.00

FEDERAL WAY Line Item Table

*Back-up documentation required for line item expenses

	Budget	Q1 Request	Q2 Request	Q3 Request	Q4 Request	Cumulative Requested	Balance Remaining
Personnel	\$10,000.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$10,000.00	\$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	\$10,000.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$10,000.00	\$0.00

REIMBURSEMENT REQUESTS

Agency and Program Name Child Care Resources Information & Referral, Technical Assistance, & Training

Address 1225 S Weller Street, Suite 300

City & ZIP Seattle 98144

Program Contact Name Courtney Nolen-Viducich

Phone 206-329-1011x229

Email viducich@childcare.org

Invoice Date 1/7/22

Costs below incurred from 10/1/21 to 12/31/21

Signature of Authorized Signer

Courtney Nolen-Viducich

Printed Name Courtney Nolen-Viducich

ACCOUNTS PAYABLE
JAN 10 2022
RECEIVED

	Contract ID#	Annual Award Amt	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Balance Remaining
Auburn							\$0.00
Bellevue	GF181	\$35,478.00	\$8,869.50	\$8,869.50	\$8,869.50	\$8,869.50	\$0.00
Bothell							\$0.00
Burien	CON-21-036	\$4,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$0.00
Covington	024-2021	\$3,543.00	\$885.75	\$885.75	\$885.75	\$884.75	\$1.00
Des Moines							\$0.00
Federal Way							\$0.00
Issaquah							\$0.00
Kenmore	21-C2682	\$1,500.00	\$375.00	\$375.00	\$375.00	\$375.00	\$0.00
Kent							\$0.00
Kirkland		\$7,500.00	\$1,875.00	\$1,875.00	\$1,875.00	\$1,875.00	\$0.00
Mercer Island							\$0.00
Redmond							\$0.00
Renton							\$0.00
Sammamish							\$0.00
SeaTac	CON-21-036	\$5,000.00	\$1,250.00	\$1,250.00	\$1,250.00	\$1,250.00	\$0.00
Shoreline	9906	\$5,000.00	\$1,250.00	\$1,250.00	\$1,250.00	\$1,250.00	\$0.00
Tukwila	CON-21-036	\$4,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$0.00

Admin use only

Authorized Payment Amt:

Authorization Code / Acct #

Authorized Signature / City

Date

APPROVED FOR PAYMENT

BY *Kim Cooper*

DATE 1/7/22 4/10/22
001.000.10.505.10.41.012

* MOU *

SERVICE UNIT 1

Service Unit 1: Information and Referral

Measurement: Contact

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

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn		56	53	82	38	229	
Bellevue	220	61	66	58	46	231	105%
Bothell		30	34	51	30	145	
Burien	18	26	28	34	30	118	656%
Covington	20	10	7	8	8	33	165%
Des Moines		4	15	21	21	61	
Federal Way		47	55	75	49	226	
Issaquah		11	19	22	23	75	
Kenmore	10	5	10	16	8	39	390%
Kent		64	61	116	50	291	
Kirkland	45	15	39	44	26	124	276%
Mercer Island		4	3	2	4	13	
Redmond		24	32	41	30	127	
Renton		50	69	87	52	258	
Sammamish		8	7	19	6	40	
SeaTac	25	6	16	23	13	58	232%
Shoreline	31	30	30	37	24	121	390%
Tukwila	18	15	10	18	15	58	322%
Seattle		364	417	507	310	1,598	
Other KC		50	43	60	39	192	
Outside KC		2,032	2,215	2,876	1,905	9,028	
Unknown		0	0	0	1	1	
TOTAL	387	2,912	3,229	4,197	2,728	13,066	

SERVICE UNIT 2

Service Unit 1: 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		4	1	2	2	9	
Bellevue	60	16	27	6	15	63	105%
Bothell		0	0	1	0	1	
Burien	13	4	4	3	4	15	113%
Covington	8	6	3	0	0	10	126%
Des Moines		2	0	0	2	4	
Federal Way		1	1	3	2	6	
Issaquah		1	0	0	0	1	
Kenmore	4	1	2	2	0	4	106%
Kent		6	4	5	4	18	
Kirkland	7	2	6	0	2	10	143%
Mercer Island		0	0	0	0	0	
Redmond		1	0	1	1	2	
Renton		9	5	5	2	21	
Sammamish		0	0	0	0	0	
SeaTac	13	8	6	2	3	19	142%
Shoreline	8	6	4	1	1	11	143%
Tukwila	13	6	3	3	2	14	106%
Seattle		22	23	9	12	65	
Other KC		1	2	1	1	6	
Outside KC		64	39	56	39	198	
Unknown		0	1	1	0	3	
TOTAL	126	158	131	100	90	479	

SERVICE UNIT 3

Service Unit 1: 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		8	30	4	12	54	
Bellevue	125	114	41	97	16	267	213%
Bothell		25	13	0	0	38	
Burien	16	51	24	6	22	102	638%
Covington	11	13	8	0	4	25	227%
Des Moines		2	8	0	0	10	
Federal Way		29	65	2	18	114	
Issaquah		11	15	0	0	26	
Kenmore	10	4	23	0	2	29	285%
Kent		84	43	5	2	134	
Kirkland	52	15	56	7	6	83	160%
Mercer Island		0	0	0	0	0	
Redmond		23	34	0	0	57	
Renton		23	42	5	10	80	
Sammamish		22	13	0	6	41	
SeaTac	20	29	4	0	0	33	165%
Shoreline	0	25	72	57	2	155	
Tukwila	16	6	24	3	0	32	197%
Seattle		230	229	88	164	711	
Other KC		40	39	3	4	85	
Outside KC		147	248	43	144	582	
Unknown		0	0	0	0	0	
TOTAL	250	897	1,028	317	412	2,653	

NARRATIVE

IR : In the fourth quarter of 2021, the needs of families contacting the Child Care Aware of Washington Family center appeared to be consistent. Many families are calling in with requests for support around funding, locating child care and navigating resources. With Child Care Resources offering financial assistance through the American Rescue Plan Act (ARPA) funding, families who are over the income guidelines for state assistance, employed or residing in King County have continued to flood the call center to apply for support. Call Center Specialists have worked diligently to assist families in locating child care programs and subsidies that best meet their needs. We continue to receive a high call volume from families experiencing homelessness, fleeing domestic violence, over the income guidelines for state assistance and seeking care for children with complex needs. The Family Center will analyze themes from the fourth quarter to identify and address the needs of families through outreach, advocacy, networking.

Themes we've heard from families in the fourth quarter of 2021:

- Child care programs temporarily closing due to Covid, causing families to look for short-term or emergency child care.
- CPS intakes have increased due Covid guideline violations in child care programs.
- Parents of infant's express frustration around lengthy waitlists.
- Families continue to seek referrals for child care programs with nonstandard hours.
- Hold times for DCYF have decreased.
- DCYF Income guidelines have changed, allowing many new families to qualify for state funding with a more affordable copay.
- A high call volume was received for parents seeking care due to returning back to work.
- Finding child care with providers who can support child with complex needs.

TA: Over the past year we have had a lot of challenges and successes. Our providers have been going through so much this year trying to handle Covid and the loss of families and children in their programs. We have had a lot of programs close for various reasons and we have seen many new programs opening. We have worked diligently to help providers throughout the year with all sorts of resources. We have hosted vaccination sites where providers and families can come and get their vaccination shot. We have also hosted a vaccination site for the booster shot for providers and families. The turnout for these events were good and we wanted to make sure the providers had the vaccination to follow the governor's mandate on childcare providers being vaccinated in order to continue to operate their programs.

We have delivered PPE supplies (toilet paper, paper towels, hand sanitizer, bleach, gloves, children & adult masks, and dish soap) throughout the year to help providers to keep a clean, healthy, and safe environment. We also had a PPE giveaway event where providers can come in and pick up PPE supplies if they needed them. That event was very successful as we gave away all the PPE supplies we had and the providers seemed very happy and grateful.

Grant support this past year was huge for us. We supported and notified providers of all grants that they were eligible to receive. We explained, when needed, what the grant was for and encouraged them to read the FAQs for better understanding, along with helping them fill out the applications. The feedback from providers about the support was good.

As I stated above one thing the providers have been struggling with is getting children enrolled. A lot of providers need children to continue to operate, so we have been updating their openings so if families are looking for care they know they have slots available. We have also been having marketing sessions with

NARRATIVE

looking for care they know they have slots available. We have also been having marketing sessions with those that are interested. We have been creating flyers and helping with marketing strategies, so the providers do not feel overwhelmed. This service is offered to anyone who needs it, and we have met them over zoom and will be doing scheduled in person visits when needed.

Along with the struggles we have had a lot of successes as well. We have had a lot of new providers opening businesses and we were more than happy to support them through the process. We have been doing 1:1 sessions with providers that need the extra support. We are trying to accommodate all providers needs so we have been scheduling zoom meetings according to their schedules. Some of these meetings are done after hours so the provider can fully engage. We have supported the licensed providers with any licensing issues they have and gave resources when needed. We have had so many providers express their gratitude for our services and that they know they can call us when they have questions or concerns.

Our provider line is open from 8:30-4:30pm daily and we are getting great feedback from providers on how grateful they are that they get to speak to a "live person".

We will continue to be available in multiple ways (phone calls, emails, virtual visits, in person visits, etc.) to support providers with anything they need.

TR: The Professional Development Team successfully met all our training goals for our suburban cities. We were able to achieve this by, increasing enrollment in trainings funded by the suburban cities grant (allowing more opportunities for providers from suburban cities to attend). Our strategy will continue to be offering free trainings and market them to providers from suburban cities. We will also continue to add new trainings, based on the provider's feedback and emergent needs. We offered trainings at various times throughout the day, including evening start times, and weekends. Through the virtual platform we reached participants in rural areas who don't typically attend our in-person trainings, had providers join our trainings for the first time, and had some providers take a training with us for the first time in years! The response to online trainings has been overwhelming positive, this is something we will continue to practice, to facilitate provider access.

Challenges for this quarter, have been offering trainings in other languages, but we are currently working on onboarding bilingual trainers to our trainer team.

RESIDENTS

	Annual Goal	Actual # of Residents				YTD
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn		56	53	82	38	229
Bellevue	220	61	66	58	46	231
Bothell		30	34	51	30	145
Burien	18	26	28	34	30	118
Covington	20	10	7	8	8	33
Des Moines		4	15	21	21	61
Federal Way		47	55	75	49	226
Issaquah		11	19	22	23	75
Kenmore	10	5	10	16	8	39
Kent		64	61	116	50	291
Kirkland		15	39	44	26	124
Mercer Island		4	3	2	4	13
Redmond		24	32	41	30	127
Renton		50	69	87	52	258
Sammamish		8	7	19	6	40
SeaTac	25	6	16	23	13	58
Shoreline	31	30	30	37	24	121
Tukwila	18	15	10	18	15	58
Seattle		364	417	507	310	1598
Other KC		50	43	60	39	192
Outside KC		2,032	2215	2,876	1,905	9028
Unknown		0	0	0	1	1
TOTAL	342	2912	3229	4197	2728	13066

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	\$35,478.00	\$8,869.50	\$8,869.50	\$8,869.50	\$8,869.50	\$35,478.00	\$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	\$35,478.00	\$8,869.50	\$8,869.50	\$8,869.50	\$8,869.50	\$35,478.00	\$0.00

FEDERAL WAY Line Item Table

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

[illegible]

REIMBURSEMENT REQUESTS

Agency and Program Name **Congolese Integration Network(CIN)**

Address 19550 International Blvd Ste #103

City & ZIP Seatac / WA 98188

Program Contact Name Congolese Integration Network Health E Phone

Email aaron@cinseattle.org

Invoice Date 1/6/2022

Costs below incurred from 10/1/2021 to 12/31/2021

Signature of Authorized Signer

Aaron Johnson

Printed Name Aaron Johnson

	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	029-2021	\$2,500.00	\$625.00	\$625.00	\$625.00	\$625.00	\$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		\$15,000.00	\$3,750.00	\$3,750.00	\$3,750.00	\$3,750.00	\$0.00
Shoreline							\$0.00
Tukwila							\$0.00

Admin use only

Authorized Payment Amt:

Authorization Code / Acct #

Authorized Signature / City

Date

BY:

DATE:

BARS#

APPROVED FOR PAYMENT

Kim Cooper

1/10/22

001.000.10.565.10.41.012

Vendor # 19125

[Signature]
1.11.22

SERVICE UNIT 1

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

Measurement: 60 minutes

Description: Mental health counselling provided to 29 Clients in Sea-Tac .Housing training engagement provided to 29 clients as well.

	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	4	0	1	5	0	6	150%
Des Moines						0	
Federal Way						0	
Issaquah						0	
Kenmore						0	
Kent						0	
Kirkland						0	
Mercer Island						0	
Redmond						0	
Renton						0	
Sammamish						0	
SeaTac	105	0	5	31	58	94	90%
Shoreline						0	
Tukwila						0	
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
TOTAL	109	0	6	36	58	100	

SERVICE UNIT 2

Service Unit 1: Financial Aid

Measurement: Bundle of items

Description: 29 Clients in Sea-tac received the amount of \$100 person or each. And 2 person received an amount of \$100 each at Covington.

	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	15	0	8	10	2	20	133%
Des Moines						0	
Federal Way						0	
Issaquah						0	
Kenmore						0	
Kent						0	
Kirkland						0	
Mercer Island						0	
Redmond						0	
Renton						0	
Sammamish						0	
SeaTac	299	0	0	31	29	60	20%
Shoreline						0	
Tukwila						0	
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
TOTAL	314	0	8	41	31	80	

SERVICE UNIT 3

Service Unit 1: Support Group

Measurement: 60 minutes

Description: 3 Support group sessions organized for clients in Sea-tac. And 2 Group discussion organized for Covington clients.

	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	10	0	0	7	2	9	90%
Des Moines						0	
Federal Way						0	
Issaquah						0	
Kenmore						0	
Kent						0	
Kirkland						0	
Mercer Island						0	
Redmond						0	
Renton						0	
Sammamish						0	
SeaTac	4	4	1	3	3	11	275%
Shoreline						0	
Tukwila						0	
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
TOTAL	14	4	1	10	5	20	

NARRATIVE

The Congolese Integration Network(CIN) deleivered 2 Group sessions to Covington residents. Additionally financial aids(support) of \$100 us was given to each resident. A total of 200us dollars in monatary value. This has been a very challenging year which has affected our work as we did not comtemplate the pandemic to be such a long period of stressful and unbareable working conditions. We tirelessly devoted our attention to our communities in Covington who are left as always underserved population adding to the current underserved Black indegenous and people of color(BIPOC). We are glad that our support brought a bright smile to our community members. We were financially limited to serve all of them. We hope and wish that we get more support from the City of Covington to enable us to serve those cwe could not reach out to.

We are glad to have provided tremendous services, support, and attention to our clients and community members in the City of Seatac. This is justified by the fact that our HQ is located at Seatac. The pandemic has affected dramatically our clients in Seatac. This has caused to them mental health related issues in addition to financial burden and instability. To respond to this issues of concern, The Congolese Integration Network(CIN) provided group sessions of culturally fit mental health and couselling sessions. On top of that, the CIN provided financial support of \$100.00 us to 29 residents in Seatac. This was our goal and support to our community during this stressful moment. We devoted to do more despite that fact that we still need more support from the city in the allocation of a consequent budget to meet the needs and demands of our community members. We are glad and proud to have been able to provide this support to our community.

RESIDENTS

	Annual Goal	1st Qtr	Actual # of Residents			4th Qtr	YTD
			2nd Qtr	3rd Qtr			
Auburn							0
Bellevue							0
Bothell							0
Burien							0
Covington		15	15	15	2		47
Des Moines							0
Federal Way							0
Issaquah							0
Kenmore							0
Kent							0
Kirkland							0
Mercer Island							0
Redmond							0
Renton							0
Sammamish							0
SeaTac	26	10	29	31	29		99
Shoreline							0
Tukwila							0
Seattle							0
Other KC							0
Outside KC							0
Unknown							0
TOTAL	26	25	44	46	31		146

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]

Agency and Program Name **Consejo Counseling and Referral Service**Address **3808 S. Angeline Street**City & ZIP **Seattle, WA 98118**Program Contact Name **Norma Guzman**Phone **206-461-4880**Email **nguzman@consejocounseling.org**Invoice Date **1/3/22**Costs below incurred from **10/1/21** to **12/31/21**

Signature of Authorized Signer

Printed Name **Mario E. Paredes**ACCOUNTS PAYABLE
JAN 10 2022
RECEIVED

	Contract ID#	Annual	Reimbursement Requests				Balance
		Award Amt	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Remaining
Auburn	GF-21/2212	\$6,500.00	\$1,625.00	\$1,625.00	\$1,625.00	\$1,625.00	\$0.00
Bellevue	GF250	\$15,545.00	\$6,469.84	\$7,787.71	\$1,287.45	\$0.00	\$0.00
Bothell	1673	\$3,000.00	\$750.00	\$750.00	\$750.00	\$750.00	\$0.00
Burien							\$0.00
Covington							\$0.00
Des Moines							\$0.00
Federal Way		\$9,000.00	\$2,250.00	\$2,250.00	\$2,250.00	\$2,250.00	\$0.00
Issaquah							\$0.00
Kenmore							\$0.00
Kent		\$10,000.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$0.00
Kirkland		\$15,000.00	\$3,750.00	\$3,750.00	\$3,750.00	\$3,750.00	\$0.00
Mercer Island							\$0.00
Redmond	9641	\$4,286.00	\$1,071.50	\$1,071.50	\$1,071.50	\$1,071.50	\$0.00
Renton							\$0.00
Sammamish							\$0.00
SeaTac		\$5,000.00	\$1,250.00	\$1,250.00	\$1,250.00	\$1,250.00	\$0.00
Shoreline							\$0.00
Tukwila							\$0.00

Admin use only

Authorized Payment Amt:

\$ 1,250.00

Authorization Code / Acct #

Vendor # 19064

Authorized Signature / City

BY

DATE

BASS#

Kim Cooper

1/6/22

001.000.10.505.10.41.012

Date

1/10/22

APPROVED FOR PAYMENT

SERVICE UNIT 1

Service Unit 1: Advocacy

Measurement: 60 minutes

Description:

	Annual Goal	Actual Units, regardless of funding source				YTD
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn	26	13	24	16.5	15	68.5
Bellevue	90	221	209.5	111.5	130.5	672.5
Bothell	72	15	25	21	10	71
Burien		16	27	20	15	78
Covington					2	2
Des Moines		9	9.5	32	25	75.5
Federal Way	24	12	12	10.5	22	56.5
Issaquah		2	7	23	6	38
Kenmore						0
Kent	6	97	67	30	27	221
Kirkland		38.5	43.5	32	56.5	170.5
Mercer Island						0
Redmond	48	49	44.5	49	42	184.5
Renton		25	20	13	15	73
Sammamish					3	3
SeaTac	6	3	13	6	6	28
Shoreline						0
Tukwila		4	9	27.5	16.5	57
Seattle		165	182.5	58.5	55.5	461.5
Other KC						0
Outside KC						0
Unknown						0
TOTAL	272	669.5	693.5	450.5	447	2260.5

466%

Service Unit 2: Counseling (e.g., Mental Health, Domestic Violence, Substance Abuse, Housing, Employment)

Measurement: 60 minutes

Description:

	Annual Goal	Actual Units, regardless of funding source				YTD
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn	20	12	22	15	10	59
Bellevue	60	164	145	79	55	443
Bothell	39	12	22	11	10	55
Burien		16	23	14		53
Covington					2	2
Des Moines		7	9.5	18.5	12.5	47.5
Federal Way	33	11	10	10	10.5	41.5
Issaquah		2	5	8	6.5	21.5
Kenmore						0
Kent	15	59	41.5	24.5	22.5	147.5
Kirkland		34.5	25	26	32.5	118
Mercer Island						0
Redmond	30	46	31.5	42	16.5	136
Renton		23	17	9.5	22	71.5
Sammamish					2	2
SeaTac	5	3	12.5	4	6	25.5
Shoreline						0
Tukwila		3	5.5	13.5	12.5	34.5
Seattle		137.5	135.5	48	56.5	377.5
Other KC						0
Outside KC						0
Unknown						0
TOTAL	202	530	505	323	277	1635

510%

Service Unit 3: Support Group

Measurement: 60 minutes

Description:

	Annual Goal	Actual Units, regardless of funding source				YTD
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn	3	6	5.5			11.5
Bellevue	60	61	263	42	34	400
Bothell	34	3		1	2	6
Burien			20	2.5		22.5
Covington						0
Des Moines				1		1
Federal Way	30	3	40			43
Issaquah		6		1		7
Kenmore						0
Kent	20	5.5	54.5	5		65
Kirkland		6	26	14.5	20	66.5
Mercer Island						0
Redmond	12	13	33.5	4	2	52.5
Renton						0
Sammamish						0
SeaTac	4					0
Shoreline						0
Tukwila				2		2
Seattle		30	170	7		207
Other KC						0
Outside KC						0
Unknown						0
TOTAL	163	133.5	612.5	80	58	884

0%

Many of our clients due to the pandemic have lost their jobs. The unemployed, left dependent on the men in their lives, face an increased risk for abuse at a time when women are more likely to have lost jobs and been unable to regain them. This funding has allow us to continue offering these lifesaving services. And to offer options to a DV survivor that may or may not be ready to leave a dangerous situation. DV survivors continue benefiting from these life saving services. Next is an example of a DV client not only surviving but thriving :(the names has been change) Maria Perez has advanced in the domestic violence program, from being able to strategize safety methods, knowing her legal rights to filing legal motions such as filing a protection order against an abuser. The progress made by Ms. Perez, has been handed down as a helping hand to her daughter which of whom had been suffering from domestic violence herself.

Safety measures employed by Maria, and when speaking with her in regards to the safety plan, are always changing to conform to the safety of the victim. Maria finds the safest plan to employ and uses those methods to keep herself and her family safe. Safety is no longer a factor, I as her advocate have to employ. She is constantly striving for a safer life and employs safety strategies to achieve that.

Knowing legal rights, Maria has been able to teach her daughter to not fall victim to an abuser's torment. Teaching her daughter the right and wrong things to accept in a relationship. Breaking traditional biases, she is breaking the tradition of continuance of abuse in the predominant Hispanic community.

Domestic violence strategies employed, by implementing a protection order. Maria, in a crisis intervention, called the police, made a report, called for assistance to filling the protection order and then proceeded to acquire the Domestic Violence protection for her daughter.

Maria started out without knowing the strategies to a domestic violence dynamic, strategies to seek safety in a domestic violence situation, as well as her legal rights in this country. Maria now employs domestic violence crisis intervention when needed, and shares her knowledge of domestic violence and safer living by breaking cultural stereotypes. Ultimately, Maria now is able to begin the legal process for the domestic violence process, employ a safety plan in a time of crisis, and determine safe and unsafe behavior in an intimate relationship without the assistance of a domestic violence advocate.

RESIDENTS

	Annual Goal	Actual # of Residents				YTD
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn	7	5	3	6	2	16
Bellevue		22	8	1	4	35
Bothell		3	1	1	1	6
Burien		6	1	2	1	10
Covington					1	1
Des Moines		2	1	8	1	12
Federal Way	9	4	4	2	1	11
Issaquah		1	1	1		3
Kenmore						0
Kent	10	16	1	3	4	24
Kirkland		4	3	2	4	13
Mercer Island						0
Redmond	6	4	1		2	7
Renton		7	2	4		13
Sammamish					1	1
SeaTac	6	1	2	1		4
Shoreline						0
Tukwila		1	2	2		5
Seattle		38	7	23	10	78
Other KC						0
Outside KC						0
Unknown						0
TOTAL	38	114	37	56	32	239

lele^o%

[illegible]

REIMBURSEMENT REQUESTS

Agency and Program Name Domestic Abuse Women's Network - CAP
 Address 221 W Gowe St
 City & ZIP Kent, WA 98032
 Program Contact Name Angela Dannenbring Phone 253-893-1605
 Email angelad@dawnrising.org Invoice Date 1/3/22
 Costs below incurred from 10/1/21 to 12/31/21
 Signature of Authorized Signer *[Signature]* Printed Name Zinka Galusic

	Contract ID#	Annual Award Amt	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Balance Remaining
Auburn		\$10,000.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$0.00
Bellevue							\$0.00
Bothell							\$0.00
Burien		\$3,500.00	\$875.00	\$875.00	\$875.00	\$875.00	\$0.00
Covington	024-2021	\$3,000.00	\$750.00	\$750.00			\$1,500.00
Des Moines		\$5,000.00	\$1,250.00	\$1,250.00	\$1,250.00	\$1,250.00	\$0.00
Federal Way		\$9,000.00	\$2,250.00	\$2,250.00	\$2,250.00	\$2,250.00	\$0.00
Issaquah							\$0.00
Kenmore							\$0.00
Kent		\$33,000.00	\$8,250.00	\$8,250.00	\$8,250.00	\$8,250.00	\$0.00
Kirkland							\$0.00
Mercer Island							\$0.00
Redmond							\$0.00
Renton	21-070	\$7,500.00	\$1,875.00	\$1,875.00	\$1,875.00	\$1,875.00	\$0.00
Sammamish							\$0.00
SeaTac		\$5,000.00	\$1,250.00	\$1,250.00	\$1,250.00	\$1,250.00	\$0.00
Shoreline							\$0.00
Tukwila		\$4,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$0.00

Admin use only

Authorized Payment Amt: \$1,250.00 Authorization Code / Acct #

Authorized Signature / City *[Signature]* Date

BY: *[Signature]*

DATE: 1/13/22

001-000-10-565-10-41-012

Date

Vendor #

01057

APPROVED FOR PAYMENT

SERVICE UNIT 1

Service Unit 1: Case Management

Measurement: 60 minutes

Description: DAWN's highly trained advocates provide domestic violence focused advocacy following the mobile advocacy model. This means our advocates meet survivors where they are most comfortable and safe in the community. We provide survivor centers, trauma informed support.

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn	136	317	319	291	392	1,319	970%
Bellevue		2		42	63	107	#DIV/0!
Bothell						0	#DIV/0!
Burien	25	9	28	24	51	112	448%
Covington	158	6	21	16	19	62	39%
Des Moines	20	3	37	3	14	57	285%
Federal Way	124	352	306	217	342	1,217	981%
Issaquah		3	13	26	8	50	#DIV/0!
Kenmore						0	#DIV/0!
Kent	1,220	484	396	414	572	1,866	153%
Kirkland					7	7	#DIV/0!
Mercer Island					1	1	#DIV/0!
Redmond		3	7	25	1	36	#DIV/0!
Renton	103	385	405	337	577	1,704	1654%
Sammamish						0	#DIV/0!
SeaTac	69	45	56	74	20	195	283%
Shoreline						0	#DIV/0!
Tukwila	42	4	12	1	30	47	112%
Seattle		404	485	480	542	1,911	
Other KC		119	262	90	413	884	
Outside KC		370	241	278	17	906	
Unknown		145	37	27	0	209	
TOTAL	1,897	2,651	2,625	2,345	3,069	10,690	

SERVICE UNIT 2

Service Unit 1: Crisis Line

Measurement: Phone call

Description: DAWN provides a 24/7 crisis and advocacy line. This line is staffed by trained domestic violence advocates who are skilled in crisis management, resourcing, and trauma informed supportive listening.

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn	55	37	58	34	68	197	358%
Bellevue		18	18	12	21	69	#DIV/0!
Bothell		2	3		6	11	#DIV/0!
Burien	12	23	18	25	37	103	858%
Covington	72	11	10	8	7	36	50%
Des Moines	16	19	16	19	13	67	419%
Federal Way	50	47	70	67	48	232	464%
Issaquah		8	2	8	7	25	#DIV/0!
Kenmore		1	1		1	3	#DIV/0!
Kent		128	229	215	186	758	#DIV/0!
Kirkland		4	7	4	6	21	#DIV/0!
Mercer Island			2	2	1	5	#DIV/0!
Redmond		3	2		4	9	#DIV/0!
Renton		90	89	117	105	401	#DIV/0!
Sammamish			2	3	2	7	#DIV/0!
SeaTac	28	11	19	16	20	66	236%
Shoreline		5	10	3	4	22	#DIV/0!
Tukwila		17	14	12	19	62	#DIV/0!
Seattle		182	175	230	288	875	
Other KC		7	53	54	34	148	
Outside KC		1	2	1	77	81	
Unknown		269		144	120	533	
TOTAL	233	883	800	974	1,074	3,731	

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

Community Advocacy Overview:

Q4: Our Agency continues to provide support and services to our clients as the COVID-19 continues to unfold. DAWN has been able to accompany clients in their journey to safety by providing advocacy services remotely and even in person when advocates assess there is imminent danger or if there is a need for more complex services. Advocates implemented "virtual walking hours" by way of videocalls as well as continued support via phone in our Advocacy Support Line, virtual support groups, phone and virtual intakes and consult (via MS teams and/or zoom) and have provided access to client to other programs in person such as Address Confidentiality Program or access to our Market Place.

We work toward an enhanced internal quality assurance process to continually review city referrals, partner agency referrals, our service hours, prevention, and community support. In the fall of 2021, we lead another successful training through the Domestic Violence Institute (DVI) all via zoom for access to learners not only in King County but also from any other part of the U.S. This remote alternative provides an open opportunity for any advocate/interested partner who wants to learn how to serve survivors of DV, even if they are not located in Washington State.

In terms of training and outreach to the community, our advocates trained different interns and volunteers to help in our ongoing programs such as Market Place, Adopt a Family, and support groups.

Support group attendance increased as the year continued, advocates and clients were able to improve remote connection and explained our clients how to access it. Advocates and interns provided support groups in variety of topics such as Mindfulness, Narcissistic Abuse, Self-care, DV 101, etc.

Advocates and volunteers helped carry out adopt a family for our survivors with tremendous success. A number of 199 families were adopted by our sponsors. Advocates took shifts in order to distribute the gifts

See attached

RESIDENTS

	Annual Goal	Actual # of Residents				YTD
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn	23	66	15	22	27	130
Bellevue		2		6	2	10
Bothell						0
Burien	20	6	3	5	7	21
Covington	17	4	6	1	2	13
Des Moines	16	1	7	2	2	12
Federal Way	22	75	22	22	35	154
Issaquah		1	2	2	2	7
Kenmore						0
Kent	280	72	41	39	46	198
Kirkland		1			1	2
Mercer Island					1	1
Redmond		1	5		1	7
Renton	18	88	29	35	51	203
Sammamish						0
SeaTac	12	5	6	4	2	17
Shoreline						0
Tukwila	10	3	2	1	3	9
Seattle		114	56	55	60	285
Other KC		29	15	16	32	92
Outside KC		26	6	10	1	43
Unknown		8		2	1	11
TOTAL	418	502	215	222	276	1215

Community Advocacy Overview:

Q4: Our Agency continues to provide support and services to our clients as the COVID-19 continues to unfold. DAWN has been able to accompany clients in their journey to safety by providing advocacy services remotely and even in person when advocates assess there is imminent danger or if there is a need for more complex services. Advocates implemented "virtual walking hours" by way of videocalls as well as continued support via phone in our Advocacy Support Line, virtual support groups, phone and virtual intakes and consult (via MS teams and/or zoom) and have provided access to client to other programs in person such as Address Confidentiality Program or access to our Market Place.

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Support group attendance increased as the year continued, advocates and clients were able to improve remote connection and explained our clients how to access it. Advocates and interns provided support groups in variety of topics such as Mindfulness, Narcissistic Abuse, Self-care, DV 101, etc.

Advocates and volunteers helped carry out adopt a family for our survivors with tremendous success. A number of 199 families were adopted by our sponsors. Advocates took shifts in order to distribute the gifts to the survivors either in office or even mobilizing to bring those gifts to those with no transportation or clients with disabilities all over South King County.

Advocates continued to strengthen our work with community partners and provided trainings and consults such as Covington and Renton Police, Seattle's Children's Hospital, Kent Ministries, High Line Community College, Green River College, Catholic Community Services, DSHS, Mother Africa, WSCADV, DVHopeline, Coalition Ending Gender Based Violence, YMCA, among others.

DAWN's Community advocates have observed as the pandemic unfolds how it was challenging to connect with clients remotely or the challenges that clients face when accessing technologies. An example of it is the accompaniment of clients who need to file remotely to Superior Court or clients having to scan or use different technologies to access systems. Advocate increased the level of support provided as clients were facing new realities.

As 2021 progressed and DAWN increased its efforts to outreach more to clients and organizations, we started seeing an exponential increase in Advocacy Line calls. For example, just for the city of Seattle crisis line in Q1 were 182, at the end of the year we had 288 calls. Many of these callers requested and continued to receive advocacy services from DAWN.

As DAWN was provided flexible funding from different organizations and community donors, the community advocacy team successfully helped clients with financial request for clients to pay back rent, moving costs, utilities, and even transportation for a few clients to flee out of state.

"Sharon", a single woman who had not been able to find shelter (finding shelter for a single female can sometimes more challenging than if a person is fleeing with their family). She was desperately trying to hide from her abuser who had just been released from jail. She had become very isolated from family and friends as she had been brought to Washington by her abuser. She didn't have an income as she was not able to work. As Sharon was looking for help, our advocates were able to work closely with her on safety planning, legal options, community resources and planning on how to flee to be safe. Sharon decided she wanted to go back to her home state. Her advocate submitted a financial request and helped her book her flight to get out of Washington. She is now safe and thriving.

Rent assistance is another area that advocates have observed as key to prevent homelessness and eviction is to support client once the Governor's Moratorium was over. Advocates submitted numerous requests of back rent up to even a few months back and helped multiple clients pay for utility bills and other basic needs.

In the last quarter of 2021 Emergency Housing Vouchers were issued from KCHA and DAWN was provided with some of them. Advocates were very diligent in the distribution of these vouchers in a matter of two weeks. All of the clients met with their advocates in person in different locations in King County. This was a success since all of the clients who received it have been approved by Section 8 of the KCHA and well in their way to stable housing.

Q3: The Domestic Abuse Women's Network continues to strive to meet survivor needs as the pandemic changes course. DAWN continues to provide our full range of community advocacy services both in person and virtual depending on survivor preference. DAWN continues to meet with survivors for safety planning, legal advocacy, mental health, and community support. While our numbers continue to report as lower the annual goal at this time; we do experience consistent calls to our crisis line. The patterns noted through data review are clients calling for sustainable funding options to remain in their current home, workforce development options, mental health, supportive listening, and safety planning. Supportive listening provides advocacy support, resources in their identified community, and creative safety planning to assist in the life events they are currently facing. Supportive listening provides sound advocacy support; but does not always result in a full intake, if the client is requesting primary support to identify next steps while continuing on their current journey. DAWN will complete our last Domestic Violence Institute beginning 10-26-21--11-26-21 to conclude our four times a year of advocacy community training. DAWN continues to provide support groups, family advocacy, and support. While it is difficult to predict what the final quarter will bring for completed individuals served; I feel it is important to acknowledge trends of support, the full picture of supportive listening, versus, full intake needs as survivors have been navigating majority of this pandemic in COVID-19 restrictions; resulting in an increase in coping mechanisms. Therefore, we experience a higher intensity of supportive listening requested; resulting in a possible decrease trend of full intake criteria needed. Domestic violence is a fluid support of empowerment to survivors. It is difficult to forecast continued patterns or survivor needs. In a recent review of referral to DAWN through the county DV Hopeline, DAWN is the second most referred agency(179 referrals from July through September) in the county for domestic violence

Q2 Our advocates continue to find innovative ways to provide support groups, hybrid client appointments, and virtual DVI to clients and community members. We continue to see an uptick in requests for training, curriculum development for businesses, and enhanced partnerships through training curriculums specifically tailored to police departments. Currently, we are on-boarding a new Advocacy Services Manager. Our former Manager transitioned into a new role; and her last day was 6-

30-21. We have a streamlined process in place so all services and projects continue on track during this transition. We have provided a new client welcome packet; and continue to create marketing materials for survivors to have access through our crisis line and meetings with their advocates. In our previous report, DAWN mentioned they will enter into a consolidated crisis line project. At this time, we have put this project on pause as we continue to work onboarding new team members in our agency. Our Marketplace continues to provide food resources to our survivors. The Domestic Abuse Women's strives to increase legal advocacy services as we have noticed an increase this quarter as the back-log of court cases continue to move forward through the prior shut down of the pandemic.

Q1

We continue to provide all services in different capacities. We have a very strong, united team of Advocates. Folks continue feeling well-connected to each other and DAWN through developing new methods or adjusting our communication. Through the pandemic as our needs have changed, we have adapted. First we had daily check-in calls, then we reduced to weekly, then returned to our monthly all-staff meeting. We continue to have our DSM Advocacy team meetings virtually, as do our monthly CAP team and bi-weekly Legal Consult meetings.

Trends we are seeing:

- After many months of getting fewer calls on CL and fewer new clients, we are starting to see an uptick this quarter. And the cases continue to be more complex. Advocates are helping folks navigate increasingly complicated situations. Plus the community support landscape was upended overnight and has continued to evolve and change throughout the pandemic. Both survivors themselves and advocates are having to relearn resources and systems to help survivors navigate. Legal systems are increasingly difficult for both advocates and survivors to navigate.
- There is a lot of financial need that survivors are facing and the covid funds have really helped a lot of survivors fill in the gaps!
- Prosecutors and LE in general are seeing an increase in # and severity of crimes, especially felony-level. Clearly people are not safe to reach out to services for support if they are still in their relationship, and things are escalating. Due to additional stress, lack of normal community and social supports for both partners, kids are home, etc.

Programs:

Mobile Advocacy – Mobile advocates continue to be busy. Ada has maintained a really positive working relationship with the agency handling the KC Diversion funds, so many of our survivors have been able to access those funds for emergency expenses, like moving costs and car repairs. We were able to provide advocates with a hippa-compliant scanning app so they can get documents submitted to our partners on behalf of clients. An example of one of the ways we've adapted to this new context.

Legal Advocacy – Carol-Ann and Aushenae have an efficient system for dividing up the calls to our legal referral line. We have two great volunteers in the program who are helping the team. Additionally, our partnership with ELAP continues to go well.

Immigrant Advocacy – Elba is doing well and is now able to focus more on legal and immigration advocacy as we've hired a second bi-lingual Spanish speaking advocate, Casi.

CSO (DSHS) Advocacy – T White Center and Renton CSO to have more oversight and relationships with staff at both locations. Casi is the primary advocate at White Center and Aushenae is supporting Milena at Renton. All work continues to be remote but we're prepared to move to in-person when we're able.

Green River College Advocacy – Jennifer provided some training to a multi-disciplinary team at GRC. Natasha and Jennifer completed a data project to get ready to collect and report the data required for this project, which is somewhat different than what other programs require. Then this quarter and advocates are starting to get a few clients, even in this remote context.

Highline Schools – Wambui is also our primary contact for Highline. She's meeting with staff across the district to understand their needs and how DAWN can support during remote learning. Casi is also involved and will be providing advocacy to families as needed, which is a great fit because over 50% of students in the district come from families who primarily speak Spanish. Both staff have begun to attend the district's virtual provider roundtable meetings.

Covington – Elba is working with Chief McCurdy to offer a training to all offices in January. We will also be rolling out a new intake process to the officers to help them get survivors connected directly to services at DAWN by sending us a referral, which an advocate will follow up on within 2-3 business days of receipt. We're excited to finally roll out this project, which has been in the works for at least 2 years.

Crisis Line – Agencies across the county are still working on the new consolidated community hotline, which is set to begin in April. New Beginnings holds the contract and has hired a Director. They are starting the hiring process for their hotline advocates. In the meantime, we have another great round of interns and are helping us maintain our 24/7 coverage.

Support Groups – We are moving forward with work we started in February last year to move away from open-ended groups to a closed, time-limited group model. In November we began holding our first virtual support group, led by two interns under Lindsey's guidance. Another advocate, Mymy, began a group in December, and we have a total of ten groups currently in progress or will begin in the second quarter. We will also held the first facilitation training for group facilitators in early February as we ramp up our new model.

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 **Barb Houston-Shimizu**

Phone **(206) 878-2660**

Email **dmafb@hotmail.com**

Invoice Date **1/7/22**

Costs below incurred from **10/1/21** to **12/31/21**

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	\$50,000.00	\$12,500.00	\$12,500.00	\$12,500.00	\$12,500.00	\$0.00
Federal Way						\$0.00
Issaquah						\$0.00
Kenmore						\$0.00
Kent						\$0.00
Kirkland						\$0.00
Mercer						\$0.00
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	\$0.00
Shoreline						\$0.00
Tukwila						\$0.00

Admin use only

Authorized Payment Amt: **\$ 10,000.00**

Authorization Code / Acct #

1/14/22

Authorized Signature / City

Date

Vendor #

APPROVED FOR PAYMENT
BY *Kim Cooper* **2/14**
Auditor
D&PS
Director

00988

DATE **1/14/22**

BARS# **001.000.10.505.10.41.012**

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		19,078	14,621	9,911	13,045	56,655	
Bellevue						0	
Bothell						0	
Burien		13,032	21,481	16,402	10,927	61,842	
Covington						0	
Des Moines	85,800	182,792	148,658	135,584	161,025	628,059	732%
Federal Way		5,491	1,945	3,230	4,552	15,218	
Issaquah						0	
Kenmore						0	
Kent		62,832	49,879	41,317	34,603	188,631	
Kirkland						0	
Mercer Island						0	
Redmond						0	
Renton		10,148	8,750	8,084	3,902	30,884	
Sammamish						0	
SeaTac	69,894	83,021	109,406	110,805	67,612	370,844	531%
Shoreline						0	
Tukwila		684	624	677	3,899	5,884	
Seattle		1,816	25,389	29,445	13,494	70,144	
Other KC		5,298	1,779	1,505	2,068	10,650	
Outside KC		1,666	1,174	1,522	794	5,156	
Unknown						0	
TOTAL	155,694	385,858	383,706	358,482	315,921	1,443,967	

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	
Bellevue						0	
Bothell						0	
Burien					30	30	
Covington						0	
Des Moines					465	465	
Federal Way						0	
Issaquah						0	
Kenmore						0	
Kent					22	22	
Kirkland						0	
Mercer Island						0	
Redmond						0	
Renton						0	
Sammamish						0	
SeaTac	1,049				124	124	12%
Shoreline						0	
Tukwila					4	4	
Seattle						0	
Other KC					15	15	
Outside KC						0	
Unknown						0	
TOTAL	1,049	0	0	0	660	660	

NARRATIVE

Estimated service figures for 4th quarter are included for the purpose of submitting the financial invoice. Key program developments include the start-up of backpack services with weekend food for kids beginning in October in four elementary schools (Bow Lake, Marvista, Parkside and Midway). Door Dash delivery is operating four days per week now, with two days of regular delivery and one day for Latinx boxes and one for senior delivery. Looking ahead, we have just received confirmation of two significant grants through the WA State Department of Agriculture, which administers emergency feeding programs around the state. The first is a grant to facilitate adoption of a newer client intake system that will help with improved reporting functions, critical because we currently have to compile all numbers by hand. The second pot will allow for purchase of culturally relevant foods.

RESIDENTS

	Annual Goal	Actual # of Residents				YTD
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn		139	27	23	52	241
Bellevue						0
Bothell						0
Burien		113	46	46	25	230
Covington						0
Des Moines	1232	1819	316	368	493	2996
Federal Way		139	37	53	77	306
Issaquah						0
Kenmore						0
Kent		671	110	141	199	1121
Kirkland						0
Mercer						0
Island						0
Redmond						0
Renton		80	2		2	84
Sammamish						0
SeaTac	296	835	261	98	218	1412
Shoreline						0
Tukwila		15	15	4	15	49
Seattle		54	173	15	17	259
Other KC		31	8	12	8	59
Outside KC		23	10	9	21	63
Unknown						0
TOTAL	1528	3919	1005	769	1127	6820

477%

REIMBURSEMENT REQUESTS

Agency and Program Name El Centro de la Raza							
Address		2524 16th Ave S					
City & ZIP		Seattle, WA 98144					
Program Contact Name		Systems Navigation South King County			Phone		206-957-4622
Email		srubio@elcentrodelaraza.org			Invoice Date		12/31/21
Costs below incurred from		10/1/21	to	12/31/21			
Signature of Authorized Signer		<i>Estela Ortega</i>			Printed Name Estela Ortega		

	Contract ID#	Annual Award Amt	Reimbursement Requests				Balance Remaining
			1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn	21-2216	\$12,000	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$0.00
Bellevue		\$0	\$0.00				\$0.00
Bothell		\$0	\$0.00				\$0.00
Burien	21-038	\$7,000	\$1,750.00	\$1,750.00	\$1,750.00	\$1,750.00	\$0.00
Covington		\$0	\$0.00				\$0.00
Des Moines		\$2,500	\$625.00	\$625.00	\$625.00	\$625.00	\$0.00
Federal Way		\$0	\$0.00				\$0.00
Issaquah		\$0	\$0.00				\$0.00
Kenmore		\$0	\$0.00				\$0.00
Kent	CAG2021-059	\$10,000	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$0.00
Kirkland		\$0	\$0.00				\$0.00
Mercer Island		\$0	\$0.00				\$0.00
Redmond		\$0	\$0.00				\$0.00
Renton	21-074	\$7,500	\$0.00	\$3,750.00	\$1,875.00	\$1,875.00	\$0.00
Sammamish		\$0	\$0.00				\$0.00
SeaTac		\$10,000	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$0.00
Shoreline		\$0	\$0.00				\$0.00
Tukwila	21-054	\$2,500	\$625.00	\$625.00	\$625.00	\$625.00	\$0.00

Admin use only		<i>* Didn't meet goals * 5 1/4%</i>	
Authorized Payment Amt:		Authorization Code / Acct #	<i>vendor</i>
Authorized Signature / City	<i>Kum Cooper</i>	Date	<i># 19130</i>
DATE	<i>1/7/22</i>		<i>1/13/22</i>
BARS#	<i>001.000.10.505.10.41.012</i>		

SERVICE UNIT 1

Service Unit 1: Case Management

Measurement: Assessment

The program provides direct assistance to low-income individuals and families to access available social services, as well as private and public benefit programs.

Description: Navigation staff work 1:1 with low-income participants who are oftentimes limited English speakers, with no previous knowledge of the complex processes involved in connecting to social service programs. Staff assess immediate needs, identify

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn	385	44	2	26	47	119	31%
Bellevue	0	0		5	4	9	
Bothell	0	0				0	
Burien	221	41	20	30	31	122	55%
Covington	0	0				0	
Des Moines	155	23	3	23	12	61	39%
Federal Way	0	0		53	23	76	
Issaquah	0	0				0	
Kenmore	0	0				0	
Kent	260	31	12	25	59	127	49%
Kirkland	0	0		3	3	6	
Mercer Island	0	0				0	
Redmond	0	0		1		1	
Renton	176	19	4	23	30	76	43%
Sammamish	0	0				0	
SeaTac	263	10	4	5	4	23	9%
Shoreline	0	0			2	2	
Tukwila	68	18	4	5	4	31	46%
Seattle		0				0	
Other KC		0		5	4	9	
Outside KC		0				0	
Unknown		0				0	
TOTAL	1,528	186	49	204	223	662	

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						0
Island						0
Redmond						0
Renton						0
Sammamish						0
SeaTac						0
Shoreline						0
Tukwila						0
Seattle						0
Other KC						0
Outside KC						0
Unknown						0
TOTAL	0	0	0	0	0	0

SERVICE UNIT 3

Service Unit 1: Choose from drop down list

Measurement: Choose from drop down list

Description:

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

RESIDENTS

	Annual Goal	1st Qtr	Actual # of Residents			4th Qtr	YTD
			2nd Qtr	3rd Qtr			
Auburn	385	44	2	43	114	203	
Bellevue	0	0		2	6	8	
Bothell	0	0				0	
Burien	221	41	20	88	71	220	
Covington	0	0				0	
Des Moines	155	31	3	27	41	102	
Federal Way	0	0		46	57	103	
Issaquah	0	0				0	
Kenmore	0	0				0	
Kent	266	27	12	29	164	232	
Kirkland	0	0		4	9	13	
Mercer Island	0	0				0	
Redmond	0	0		1		1	
Renton	176	19	4	42	86	151	
Sammamish	0	0				0	
SeaTac	263	10	4		18	32	
Shoreline	0	0			5	5	
Tukwila	68	18	4	7	20	49	
Seattle		0				0	
Other KC		0		2	11	13	
Outside KC		0				0	
Unknown		0				0	
TOTAL	1534	190	49	291	602	1132	

12%

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]

NARRATIVE

The third quarter, July - September 2021, was fruitful, and we were finally able to begin assisting with more rental assistance. After countless meetings with King County's Eviction Prevention and Rental Assistance Program (EPRAP), we received training on the new system when it launched. We were able to assist participants with EPRAP funds for their past due and future rent payments. We continued to provide resources and information to our community regarding the changes in the moratorium, updated resources, information on the vaccine on the new Delta variant. Partner organizations, such as the Washington Immigrant Solidarity Network and an Elementary school in the Highline school district, continue to reach out for support with their Spanish-speaking families and we are able to bridge that connection and provide resources.

Moreover, we provided help for individuals/families with unemployment. We also make sure that previous clients also took advantage of other resources in the community that also assist with rent, food, and energy bills. The focus during the last month has been to help families with rent assistance and energy assistance. We still have about 50 families on a waitlist. Three families are waiting for payment for the King County Rent assistance and eviction prevention program. Some families have called to state their concern that if they cannot find help with the rent they will be left homeless; some families are owing about 6-9 months in rent and are unable to pay. It has been hard to find outside resources; many nonprofits do not have enough funding to help pay rent or participants are not able to apply twice for the same type of assistance due to the grant overlapping.

In the fourth quarter, we continue reaching out to the cities in South King County, contacting multiple community coordinators, and sending fliers to the school districts coordinators. In addition, we are connecting and supporting our participants to various resources and programs available in the community to support our families. We also participated in the SKC 4th quarter meeting with other community partners, which was helpful to learn more about all the help they are providing in the South area. Many families have called to state their concern that they might be homeless if they do not receive assistance. A big challenge for the families has been finding resources since there are not enough non-profit organizations with enough capacity to help so many families in need. We have received positive feedback from many families expressing their gratitude because they received rent assistance or secured an apartment with the referrals and resources we shared with them.

El Centro de la Raza assisted 106 families with funding from King County's Eviction Prevention and Rental Assistance Program within \$761,964 across 18 cities.

NARRATIVE

In the first quarter, January to March 2021 South King County Systems Navigation Program at El Centro de la Raza provided direct assistance to low-income individuals and families to access available social services, as well as private and public benefit programs. Navigation staff work 1:1 with low-income participants who are oftentimes limited English speakers, with no previous knowledge of the complex processes involved in connecting to social service programs. Staff assess immediate needs, identify available and applicable programs, determine eligibility, assist with enrollment, and provide referrals. The main services we provided were: Rental Assistance, Food Assistance, Unemployment and Financial Assistance. Government Benefits program provided help for individuals/families with unemployment. We also make sure that previous clients also took advantage of other resources in the community that also assist with rent, food and energy bills. The focus quarter has been to help families with rent assistance and energy assistance. We still have about 50 families on a waitlist. Many families on unemployment were asked to reapply to continue with benefits. A few participants from last year have called once again asking for services. We are currently working with King County Rent assistance and eviction prevention, but still waiting on access. Some families have called to state their concern that once the memorandum stops, they will be left homeless if they are unable to get assistance. It has been hard to find outside resources; many nonprofits do not have enough funding to help pay rent or participants are not able to apply twice for the same type of assistance due to the grant overlapping.

In the second quarter, April to June 2021 we continued to develop a relationship with our South King County community members by guiding them through the various systems and programs they are interested in and eligible for. Community members continued to be concerned about the moratorium ending soon, we assisted them by explaining the extension and repercussions so they are aware of their rights. We have been able to connect South King County residents to other programs El Centro de la Raza offers such as our First Time Home Buyer Program, our English Classes, Food Bank Tax Preparation Services, Preschool Programs, Legal Clinic Services, Business Opportunity Center, as well as all our Youth Services programs. We are able to connect our participants to various resources and programs available to their household members. The Government Benefits program continued to provide help for individuals/families with unemployment. We also make sure that previous clients also took advantage of other resources in the community that also assist with rent, food and energy bills. The focus of the last two quarters has been to help families with rent assistance, and energy assistance. We still have about 50 families on a waitlist. Many families on unemployment were asked to reapply to continue with benefits. About 6 individuals were helped with this task. A few participants from last year have called once again asking for services. We are currently working with King County Rent assistance and eviction prevention, but still waiting on access. Some families have called to state their concern that once the memorandum stops, they will be left homeless if they are unable to get assistance. It has been hard to find outside resources; many nonprofits do not have enough funding to help pay rent or participants are not able to apply twice for the same type of assistance due to the grant overlapping.

REIMBURSEMENT REQUESTS

Agency and Program Name **HealthPoint - Dental Care**
 Address **955 Powell Ave SW**
 City & ZIP **Renton, WA 98057**
 Program Contact Name **Joseph Adriano**
 Email **jadriano@healthpointchc.org**

Phone

Invoice Date

ACCOUNTS PAYABLE
JAN 10 2022
323-523-5632
RECEIVED
1/5/22

Costs below incurred from **10/1/21** to **12/31/21**

Signature of Authorized Signer

[Handwritten Signature]

Printed Name **Joseph Adriano**

	Contract ID#	Annual Award Amt	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Balance Remaining
Auburn	037-2021	\$20,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$0.00
Bellevue	GF184	\$37,000.00	\$9,250.00	\$9,250.00	\$9,250.00	\$9,250.00	\$0.00
Bothell							\$0.00
Burien	037-2021	\$5,000.00	\$1,250.00	\$1,250.00	\$1,250.00	\$1,250.00	\$0.00
Covington	037-2021	\$10,000.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$0.00
Des Moines	037-2021	\$10,000.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$0.00
Federal Way	037-2021	\$22,000.00	\$5,500.00	\$5,500.00	\$5,500.00	\$5,500.00	\$0.00
Issaquah	GF184	\$5,000.00	\$1,250.00	\$1,250.00	\$1,250.00	\$1,250.00	\$0.00
Kenmore	GF184	\$5,000.00	\$1,250.00	\$1,250.00	\$1,250.00	\$1,250.00	\$0.00
Kent		\$15,000.00	\$3,750.00	\$3,750.00	\$3,750.00	\$3,750.00	\$0.00
Kirkland	GF184	\$16,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$0.00
Mercer Island							\$0.00
Redmond	GF184	\$25,000.00	\$6,250.00	\$6,250.00	\$6,250.00	\$6,250.00	\$0.00
Renton							\$0.00
Sammamish	GF184	\$4,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$0.00
SeaTac	037-2021	\$5,000.00	\$1,250.00	\$1,250.00	\$1,250.00	\$1,250.00	\$0.00
Shoreline							\$0.00
Tukwila	037-2021	\$10,000.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$0.00

Admin use only

Authorized Payment Amt:

Authorization Code / Acct #

Authorized Signature / City

APPROVED FOR PAYMENT

Date

BY

DATE

BARS#

[Handwritten Signature: Kim Cooper]
[Handwritten Date: 1/6/22]
[Handwritten Date: 1/10/22]
[Handwritten BARS#: 001.000.10.505.10.41.012]

SERVICE UNIT 1

Service Unit 1: Dental Care

Measurement: Appointment

Description: To provide comprehensive oral health services for individuals of all ages.

	Annual Goal	Actual Units, regardless of funding source				YTD
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn	96	2,074	2,114	2,471	2,030	8,689
Bellevue	163	212	203	237	229	881
Bothell						0
Burien	22	86	72	112	113	383
Covington	44	70	87	48	81	286
Des Moines	44	301	403	425	415	1,544
Federal Way	97	1,356	1,519	1,681	1,620	6,176
Issaquah	22	77	57	69	38	241
Kenmore	22	209	218	186	163	776
Kent	66	2,764	2,878	3,136	3,050	11,828
Kirkland	71	547	639	583	612	2,381
Mercer Island						0
Redmond	111	594	685	747	660	2,686
Renton						0
Sammamish	18	37	56	58	62	213
SeaTac	22	190	217	428	384	1,219
Shoreline						0
Tukwila	44	169	154	87	206	616
Seattle						0
Other KC						0
Outside KC						0
Unknown						0
TOTAL	842	8,686	9,302	10,268	9,663	37,919

SERVICE UNIT 1

9051%

540%

1741%

650%

3509%

6367%

1095%

3527%

17921%

3354%

2420%

1183%

5541%

1400%

SERVICE UNIT 2

Service Unit 1: Choose from drop down list

Measurement: Choose from drop down list

Description:

	Annual	Actual Units, regardless of funding source				YTD
	Goal	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn						0
Bellevue						0
Bothell						0
Burien						0
Covington						0
Des Moines						0
Federal Way						0
Issaquah						0
Kenmore						0
Kent						0
Kirkland						0
Mercer 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

During Q4 2021, our dental clinic staff continued to operate with enhanced personal protective equipment to ensure the safety of patients and staff. Our dental clinics (located in Auburn, Bothell, Federal Way, Kent, Des Moines, Redmond, and Tukwila) are open Monday through Friday and include Saturday hours, to maintain access for our patients. We continue to adjust to the impacts that the COVID-19 pandemic has had on dental care nationwide. Because of enhanced PPE practices, we have to allow more time between visits so that staff wearing, for example, N95 masks for long periods of time can have some relief.

With the Omicron variant causing a surge in King County following on the heels of the Summer/Fall Delta variant, what many expected would be a hopeful return to normalcy in late 2021 has instead resulted in patients' calculations for acceptable risk and increased caution on the part of help-seekers. We believe this has impacted visit figures in Q4 2021 when we compare this period with past numbers. With this submission, we updated service unit and resident figures for each quarter in 2021, as the data may have been adjusted over the course of the year for various reasons.

Overall, our visit levels in Q4 2021 have not yet returned to levels we saw in Q4 2019. For the share1app cities, we range from 48-163% of Q4 2019 visit levels. However, we range from 68-344% of Q4 2020 visit levels. In Q4 2021, we were at around 90-110% of Q4 2020 visit levels for Bellevue, Kenmore, Kent, Kirkland, and Redmond; and 125-344% of Q4 2020 visit levels for Burien, Covington, Des Moines, Federal Way, SeaTac, and Tukwila. The good news, however, is that when we compare Q4 2021 to the lowest visit levels of the pandemic—Q2 2020—we exceed that nadir for all cities. For example, Q4 2021 visit levels of Issaquah residents are 143% of those we saw in Q2 2020.

Recovery of visit levels will take some time. A December 2021 piece in the Journal of the American Dental Association observed that while dental care use levels rebounded among the privately insured population by latter 2020, utilization still had not achieved pre-pandemic levels among those covered by public insurance. We see this phenomenon among our patient population.

Patient reluctance is only part of the story behind lower visit levels. Our workflows have adapted to minimize the spread of COVID-19, as visits and patients are spaced apart. This minimizes patient traffic congestion within the clinic space, but it also lowers the volume of visits. Overall, the persistence of the pandemic continues to have an effect on HealthPoint's workforce.

The American Dental Association health policy arm reported in June 2021 regarding dental providers' challenges with recruitment and retention nationwide. We have seen this among our workforce as well, as individual dental staffers leave and change careers. Remaining staff continue to report feeling burned out, and position vacancies further exacerbate already stressful circumstances.

RESIDENTS

	Annual Goal	Actual # of Residents				YTD
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn	35	1095	965	900	696	3656
Bellevue	63	114	75	88	65	342
Bothell						0
Burien	8	45	33	45	31	154
Covington	17	36	29	21	18	104
Des Moines	17	153	176	147	129	605
Federal Way	38	742	662	647	610	2661
Issaquah	9	53	20	17	9	99
Kenmore	9	103	81	52	44	280
Kent	25	1624	1278	1086	940	4928
Kirkland	27	283	222	194	192	891
Mercer Island						0
Redmond	43	359	258	293	193	1103
Renton						0
Sammamish	7	22	20	22	21	85
SeaTac	8	98	78	153	122	451
Shoreline						0
Tukwila	17	99	60	87	64	310
Seattle						0
Other KC						0
Outside KC						0
Unknown						0
TOTAL	323	4826	3957	3752	3134	15669

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	\$37,000.00	\$9,250.00	\$9,250.00	\$9,250.00	\$9,250.00	\$37,000.00	\$0.00
TOTAL	\$37,000.00	\$9,250.00	\$9,250.00	\$9,250.00	\$9,250.00	\$37,000.00	\$0.00

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

	Budget	Q1 Request	Q2 Request	Q3 Request	Q4 Request	Cumulative Requested	Balance Remaining
Personnel						\$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	\$22,000.00	\$5,500.00	\$5,500.00	\$5,500.00	\$5,500.00	\$22,000.00	\$0.00
TOTAL	\$22,000.00	\$5,500.00	\$5,500.00	\$5,500.00	\$5,500.00	\$22,000.00	\$0.00

. During Q4 2021, our dental clinic staff continued to operate with enhanced personal protective equipment to ensure the safety of patients and staff. Our dental clinics (located in Auburn, Bothell, Federal Way, Kent, Des Moines, Redmond, and Tukwila) are open Monday through Friday and include Saturday hours, to maintain access for our patients. We continue to adjust to the impacts that the COVID-19 pandemic has had on dental care nationwide. Because of enhanced PPE practices, we have to allow more time between visits so that staff wearing, for example, N95 masks for long periods of time can have some relief.

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Overall, our visit levels in Q4 2021 have not yet returned to levels we saw in Q4 2019. For the share1app cities, we range from 48-163% of Q4 2019 visit levels. However, we range from 68-344% of Q4 2020 visit levels. In Q4 2021, we were at around 90-110% of Q4 2020 visit levels for Bellevue, Kenmore, Kent, Kirkland, and Redmond; and 125-344% of Q4 2020 visit levels for Burien, Covington, Des Moines, Federal Way, SeaTac, and Tukwila. The good news, however, is that when we compare Q4 2021 to the lowest visit levels of the pandemic—Q2 2020—we exceed that nadir for all cities. For example, Q4 2021 visit levels of Issaquah residents are 143% of those we saw in Q2 2020.

REIMBURSEMENT REQUESTS

Agency and Program Name **HealthPoint - Medical Care**
 Address 955 Powell Ave SW
 City & ZIP Renton, WA 98054
 Program Contact Name Joseph Adriano
 Email jadriano@healthpointchc.org

Phone

Invoice Date

ACCOUNTS PAYABLE
 JAN 10 2022
 323-523-5632
 RECEIVED

1/5/22

Costs below incurred from 10/1/21 to 12/31/21

Signature of Authorized Signer

Joe Adriano

Printed Name Joseph Adriano

	Contract ID#	Annual Award Amt	Reimbursement Requests				Balance Remaining
			1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn							\$0.00
Bellevue	GF186	\$40,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$0.00
Bothell							\$0.00
Burien	036-2021	\$5,000.00	\$1,250.00	\$1,250.00	\$1,250.00	\$1,250.00	\$0.00
Covington	036-2021	\$10,000.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$0.00
Des Moines	036-2021	\$10,000.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$0.00
Federal Way	036-2021	\$13,000.00	\$3,250.00	\$3,250.00	\$3,250.00	\$3,250.00	\$0.00
Issaquah	GF186	\$7,000.00	\$1,750.00	\$1,750.00	\$1,750.00	\$1,750.00	\$0.00
Kenmore	GF186	\$7,000.00	\$1,750.00	\$1,750.00	\$1,750.00	\$1,750.00	\$0.00
Kent		\$15,000.00	\$3,750.00	\$3,750.00	\$3,750.00	\$3,750.00	\$0.00
Kirkland	GF186	\$16,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$0.00
Mercer Island							\$0.00
Redmond	GF186	\$29,000.00	\$7,250.00	\$7,250.00	\$7,250.00	\$7,250.00	\$0.00
Renton							\$0.00
Sammamish							\$0.00
SeaTac	036-2021	\$7,000.00	\$1,750.00	\$1,750.00	\$1,750.00	\$1,750.00	\$0.00
Shoreline							\$0.00
Tukwila	036-2021	\$10,000.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$0.00

Admin use only

Authorized Payment Amt:

Authorization Code / Acct #

Authorized Signature / City

Date

APPROVED FOR PAYMENT

BY *Kim Cooper*

DATE *1/6/22*

BARS# *001.000.10.565.10.41.012*

[Signature] *1/10/22*

SERVICE UNIT 1

Service Unit 1: Medical Care

Measurement: Appointment

Description: To provide medical care for preventive, urgent, acute and chronic health conditions.

	Annual Goal	Actual Units, regardless of funding source				YTD
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn						0
Bellevue	128	651	778	665	551	2,645
Bothell						0
Burien	16	527	567	471	479	2,044
Covington	32	243	209	221	214	887
Des Moines	32	1,096	1,151	1,161	1,131	4,539
Federal Way	42	6,312	6,622	5,935	5,770	24,639
Issaquah	22	162	153	152	121	588
Kenmore	22	390	397	407	411	1,605
Kent	64	10,749	11,294	11,119	9,755	42,917
Kirkland	51	1,278	1,349	1,282	1,118	5,027
Mercer Island						0
Redmond	93	1,302	1,463	1,287	1,049	5,101
Renton						0
Sammamish						0
SeaTac	22	912	1,011	1,008	974	3,905
Shoreline						0
Tukwila	32	700	645	741	605	2,691
Seattle						0
Other KC						0
Outside KC						0
Unknown						0
TOTAL	556	24,322	25,639	24,449	22,178	96,588

17,750

2066%

12775%

2772%

14184%

58664%

2673%

7295%

67058%

9857%

5485%

17750%

8409%

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

During Q4 2021, HealthPoint's medical clinics continued toward recovery and stabilization as the COVID-19 pandemic drags on with the Delta variant preceding Omicron. Infections across King County increase, though apparently the severity of infections is tempered in part by widespread availability of the COVID-19 vaccines (which HealthPoint has been actively distributing).

Current data shows that through Q4 2021, we provided 69,439 doses to 36,334 patients. This includes 9,571 doses administered in Q4 2021, with over 4,200 of those being booster and third doses mostly going out in November and December.

HealthPoint engages in outreach to communities of color who are more likely to experience worse outcomes due to COVID-19. As vaccine hesitancy persists, in Q4 2021 we worked with a marketing firm to develop a campaign to reach these communities. We also continued to work with partners for outreach and vaccination events in Q4, including with Public Health – Seattle and King County; Tukwila Village; Federal Way High School; Mother Africa; Redmond Elementary School; Juanita High School; and others. It is also crucial that HealthPoint is running a high capacity, open-air, drive-through vaccination site in Renton to make it easier for our patients to access the vaccine when and where it is most convenient for them and in a setting in which they feel safe.

The pandemic persists, augmented with the new Omicron variant during latter Q4. This added further strain to our workforce at HealthPoint. The seemingly rapid spread of Omicron, further complicated by the effects of the holiday season, have led to staff having to isolate to recover and/or address the spread of COVID-19.

Staff are experiencing burnout, resulting in and/or compounded by staff departures. Lower staffing levels impact productivity, clinic coverage, and the ability to meet patient access demands. We continue to make use of our work-from-home practices when asymptomatic staff cannot work on site due to COVID-related restrictions. Vacancies are more difficult to fill, especially when comparing the current situation to the time before the pandemic. Morale is adversely affected. Some of our clinics are challenged with staffing shortages and absenteeism due to burnout and COVID-19, affecting capacity.

To address safety concerns of patients and staff at our clinics and alleviate some pressure on staff, we continue to offer our patients the option to choose on-site visits or telehealth visits. Earlier in the pandemic, telehealth visits were upwards of half of our visits. They continue to comprise a sizable portion of our overall services. In Q4 2021, about 20% of our visits were via telehealth.

Overall, our visit levels in Q4 2021 did not return to levels we saw in Q4 2019. For the share1app cities, we range from around 65-87% of Q4 2019 visit levels. In Q4 2021, we were at 65-75% of Q4 2019 visit levels for Burien, Kenmore, Redmond, and Tukwila residents; 75-85% of Q4 2019 visit levels for Covington, Des Moines, Federal Way, Issaquah, Kent, and Kirkland residents; and above 85% for Bellevue and SeaTac residents. Despite the immense challenges of the past two years, our staff make time for learning and empowering our new leaders with the needed tools to successfully shepherd their teams during this complex and draining health care crisis. During Q4 2021, many clinical teams began "emotional intelligence journey" activities under our Director of Learning Pathways, which is helping teams to get to know each other better and thus work well together and to bolster mutual support.

RESIDENTS

	Annual Goal	1st Qtr	Actual # of Residents			YTD
			2nd Qtr	3rd Qtr	4th Qtr	
Auburn						0
Bellevue	48	336	232	142	101	811
Bothell						0
Burien	6	241	144	111	80	576
Covington	12	109	64	44	41	258
Des Moines	12	550	328	290	187	1355
Federal Way	16	3331	1930	1649	1255	8165
Issaquah	8	83	43	34	23	183
Kenmore	8	225	140	121	98	584
Kent	18	5777	3768	3295	2414	15254
Kirkland	20	724	395	326	223	1668
Mercer Island						0
Redmond	60	670	481	360	230	1741
Renton						0
Sammamish						0
SeaTac	8	471	292	222	141	1126
Shoreline						0
Tukwila	12	353	181	182	105	821
Seattle						0
Other KC						0
Outside KC						0
Unknown						0
TOTAL	228	12870	7998	6776	4898	32542

14,075%

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	\$40,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$40,000.00	\$0.00
TOTAL	\$40,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$40,000.00	\$0.00

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

	Budget	Q1 Request	Q2 Request	Q3 Request	Q4 Request	Cumulative Requested	Balance Remaining
Personnel						\$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	\$13,000.00	\$3,250.00	\$3,250.00	\$3,250.00	\$3,250.00	\$13,000.00	\$0.00
TOTAL	\$13,000.00	\$3,250.00	\$3,250.00	\$3,250.00	\$3,250.00	\$13,000.00	\$0.00

REIMBURSEMENT REQUESTS

Agency and Program Name **HIGHLINE AREA FOOD BANK**

Address 18300 4th Ave. So. Mail: P O Box 66427 Burien Wa. 98166

City & ZIP Burien 98148

Program Contact Name Mike Werle

Phone 206-433-9900

Email thefbman@aol.com

Invoice Date 1/5/2021

Costs below incurred from 10/1/2021 to 12/31/2021

Signature of Authorized Signer

Mike Werle

Printed Name Mike Werle

ACCOUNTS PAYABLE
JAN 10 2022
RECEIVED

	Annual	Reimbursement Requests				Balance
Contract ID#	Award Amt	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Remaining
Auburn						#VALUE!
Bellevue						\$0.00
Bothell						\$0.00
Burien	3190106	\$18,000.00	\$4,500.00	\$4,500.00	\$4,500.00	\$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	167	\$12,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$0.00
Shoreline						\$0.00
Tukwila						\$0.00

Admin use only

Authorized Payment Amt: \$ 3,000.00

Authorization Code / Acct #

Authorized Signature / City

Date

Vendor

BY: *Kim Cooper*

01667

DATE: 1/7/22

1/10/22

BARS# 001.000.10.565.10.41.012

SERVICE UNIT 1

Service Unit 1: Food

Measurement: Pound of food

Description: Total 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	
Bellevue						0	
Bothell						0	
Burien	77,000	141,038	140,275	144,548	158,365	584,226	759%
Covington				364	336	700	
Des Moines		12,496	5,137	5,234	6,532	29,399	
Federal Way				1,895	2,068	3,963	
Issaquah						0	
Kenmore						0	
Kent				2,065	1,780	3,845	
Kirkland						0	
Mercer Island						0	
Redmond						0	
Renton				1,689	1,348	3,037	
Sammamish						0	
SeaTac	180,000	42,216	49,813	45,504	54,064	191,597	106%
Shoreline						0	
Tukwila		9,494	7,394	9,432	8,356	34,676	
Seattle				1,685	1,396	3,081	
Other KC		27,806	20,756	12,667	8,404	69,633	
Outside KC					772	772	
Unknown						0	
TOTAL	257,000	233,050	223,375	225,083	243,421	924,929	

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	
Bellevue						0	
Bothell						0	
Burien	300	989	364	298	324	1,975	658%
Covington				3		3	
Des Moines		88	38	52	27	205	
Federal Way				13	8	21	
Issaquah						0	
Kenmore						0	
Kent				24	10	34	
Kirkland						0	
Mercer Island						0	
Redmond						0	
Renton				18	8	26	
Sammamish						0	
SeaTac	900	298	153	196	173	820	91%
Shoreline						0	
Tukwila		67	32	54	35	188	
Seattle				14	9	23	
Other KC		196	12	57	32	297	
Outside KC				4	6	10	
Unknown						0	
TOTAL	1,200	1,638	599	733	632	3,602	

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	
Bellevue						0	
Bothell						0	
Burien	2,500	2,281	2,496	2,953	3,197	10,927	437%
Covington				7	7	14	
Des Moines		149	126	106	124	505	
Federal Way				37	41	78	
Issaquah						0	
Kenmore						0	
Kent				43	35	78	
Kirkland						0	
Mercer Island						0	
Redmond						0	
Renton				35	26	61	
Sammamish						0	
SeaTac	4,000	865	974	928	1,026	3,793	95%
Shoreline						0	
Tukwila		101	122	193	168	584	
Seattle				34	27	61	
Other KC		490	368	258	173	1,289	
Outside KC				12	14	26	
Unknown						0	
TOTAL	6,500	3,886	4,086	4,606	4,838	17,416	

NARRATIVE

It's the end of another successful year in the books! Our numbers have continued to bounce back during the 4th QTR. Support from the public has continued to remain strong both in food and in dollars. We still are not seeing a lot of volunteers coming back to work but have been getting by. Our senior client population has continued to not be as strong as before the pandemic. I'm wondering how many of them have possibly moved out of the area because of housing costs. Once again we either gave Turkey's or a \$20 gift card for each client during Nov. & Dec. We had some great food drives during the 4th QTR. Local schools brought in over 7800 lbs of food. The Grainger company collected over 4500 lbs of food for us. John Knox Church collected over 3000 lbs of food @ Christmas and also donated over 217 - \$20 gift cards for our clients. Many more donations like these came in during the 4th QTR. We switched to using gift cards last year during the holidays as many of our clients don't like Turkey and this gives them the ability to buy the meat that they like for the holiday meal. We seemed to have averaged around 50 lbs of food per person thru the year. We have still been allowing clients to visit 2 times a month. So they have been getting a great supply of food. As I think about the year I really feel I been living in a continuous loop of the movie Groundhog Day. Every time we think things are getting better we seem to be disappointed and end up back at the beginning again. And we are all getting sick of the same old story line. I still continue to be very happy that as of this time we have not had any reports of covid being contracted thru the food bank. We are still doing the temperature checks at the door and requiring people to wash their hands before entering the building. Still wiping down the shopping carts between uses. All volunteers as well as Clients are still required to wear masks. Fortunately we still have a reserve supply of Gloves, masks, hand sanitizer and cleaning supplies. I had access to a lot back @ the beginning of the pandemic and I put away a stock pile not knowing what the future would hold. My only regret is not buying stock in all those companies. The only negative thing that has began to appear in

see attached

RESIDENTS

	Annual Goal	1st Qtr	Actual # of Residents			YTD
			2nd Qtr	3rd Qtr	4th Qtr	
Auburn						0
Bellevue						0
Bothell						0
Burien	300	989	364	298	324	1975
Covington				3		3
Des Moines		88	38	52	27	205
Federal Way				13	8	21
Issaquah						0
Kenmore						0
Kent				24	10	34
Kirkland						0
Mercer Island						0
Redmond						0
Renton				18	8	26
Sammamish						0
SeaTac	900	298	153	196	173	820
Shoreline						0
Tukwila		67	32	54	35	188
Seattle				14	9	23
Other KC		196	12	57	32	297
Outside KC				4	6	10
Unknown						0
TOTAL	1200	1638	599	733	632	3602

91%

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]

It's the end of another successful year in the books! Our numbers have continued to bounce back during the 4th QTR. Support from the public has continued to remain strong both in food and in dollars. We still are not seeing a lot of volunteers coming back to work but have been getting by. Our senior client population has continued to not be as strong as before the pandemic. I'm wondering how many of them have possibly moved out of the area because of housing costs. Once again we either gave Turkey's or a \$20 gift card for each client during Nov. & Dec. We had some great food drives during the 4th QTR. Local schools brought in over 7800 lbs of food. The Grainger company collected over 4500 lbs of food for us. John Knox Church collected over 3000 lbs of food @ Christmas and also donated over 217 - \$20 gift cards for our clients. Many more donations like these came in during the 4th QTR. We switched to using gift cards last year during the holidays as many of our clients don't like Turkey and this gives them the ability to buy the meat that they like for the holiday meal. We seemed to have averaged around 50 lbs of food per person thru the year. We have still been allowing clients to visit 2 times a month. So they have been getting a great supply of food. As I think about the year I really feel I been living in a continuous loop of the movie Groundhog Day. Every time we think things are getting better we seem to be disappointed and end up back at the beginning again. And we are all getting sick of the same old story line. I still continue to be very happy that as of this time we have not had any reports of covid being contracted thru the food bank. We are still doing the temperature checks at the door and requiring people to wash their hands before entering the building. Still wiping down the shopping carts between uses. All volunteers as well as Clients are still required to wear masks. Fortunately we still have a reserve supply of Gloves, masks, hand sanitizer and cleaning supplies. I had access to a lot back @ the beginning of the pandemic and I put away a stock pile not knowing what the future would hold. My only regret is not buying stock in all those companies. The only negative thing that has began to appear in the last couple of months has been supply chain issues. We have seen a reduction of certain items from our local stores (Bread, fresh veggies, eggs, milk etc...). Even Foodlifeline and NWHarvest have reduced amounts of food available to us. 2 -3 years ago we would receive between 32 - 45 government issued commodities each week and now that number is down to 15 - 23 items. NWH has even been out of Potatoes and Onions some weeks over the last 2 months. That never used to happen. Fortunately we still have a good back log of food stored up in our containers and adding that other 40 foot container back in summer of 2020 was a great addition as it grew our storage space by 40 percent. We will continue to serve our clients to the best of our ability and as always your continued support of our operations is much appreciated and helpful!

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 1/7/2021

Costs below incurred from 10/1/2021 to 12/31/2021

Signature of Authorized Signer *Sheenah Randolph* Printed Name Sheenah Randolph

		Annual	Reimbursement Requests				Balance
	Contract ID#	Award Amt	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Remaining
Auburn							\$0.00
Bellevue							\$0.00
Bothell							\$0.00
Burien	21-040	\$15,000.00	\$3,750.00	\$3,750.00	\$3,750.00	\$3,750.00	\$0.00
Covington							\$0.00
Des Moines	19-004	\$10,000.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$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	\$0.00
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	\$2,500.00	\$2,500.00	\$0.00
Shoreline							\$0.00
Tukwila	21-037	\$7,500.00	\$1,875.00	\$1,875.00	\$1,875.00	\$1,875.00	\$0.00

Admin use only

Authorized Payment Amt: .uthorization Code / Acct #

Authorized Signature / City

Date

Vendor#
12794

APPROVED FOR PAYMENT
BY: *[Signature]*
DATE: *11/1/22*
BARIS# *001.000.10.505.10.41.012*

SERVICE UNIT 2

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	0	10	13	32	
Bellevue		1	6	1	0	8	
Bothell		0	0	0	0	0	
Burien		14	0	4	2	20	
Covington		0	6	1	0	7	
Des Moines		0	0	0	0	0	
Federal Way		4	1	3	0	8	
Issaquah		5	0	0	0	5	
Kenmore		0	0	0	0	0	
Kent		23	18	11	11	63	
Kirkland		6	5	0	0	11	
Mercer Island		0	0	0	0	0	
Redmond		0	5	0	6	11	
Renton		1	1	0	0	2	
Sammamish		0	0	0	0	0	
SeaTac	5	4	15	0	10	29	580%
Shoreline		4	0	0	0	4	
Tukwila		4	5	0	1	10	
Seattle		6	31	44	36	117	
Other KC		23	8	11	0	42	
Outside KC		1	14	13	16	44	
Unknown		0	0	0	0	0	
TOTAL	5	105	115	98	95	413	

SERVICE UNIT 3

Service Unit 1: Food

Measurement: Meal

Description: Meal = Clients are provided the means to eat 3 meals a day. This count reflects the average, assuming residents eat 2 meals a day. Meal = 2 meals a day.

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn		61	0	73	92	226	
Bellevue		1	29	6	0	36	
Bothell		0	0	0	0	0	
Burien		14	0	29	15	58	
Covington		0	27	8	0	35	
Des Moines		0	0	0	0	0	
Federal Way		21	1	18	0	40	
Issaquah		24	0	0	0	24	
Kenmore		0	0	0	0	0	
Kent		135	92	74	74	375	
Kirkland		31	25	0	0	56	
Mercer Island		0	0	0	0	0	
Redmond		0	30	0	44	74	
Renton		4	4	0	0	8	
Sammamish		0	0	0	0	0	
SeaTac	17	21	110	0	73	204	1200%
Shoreline		22	0	0	0	22	
Tukwila		22	21	0	5	48	
Seattle		42	172	310	253	777	
Other KC		143	44	77	0	264	
Outside KC		5	71	94	115	285	
Unknown		0	0	0	0	0	
TOTAL	17	546	626	689	671	2,532	

RESIDENTS

	Annual Goal	Actual # of Residents				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn		1	0	1	1	3	
Bellevue		1	2	1	0	4	
Bothell		0	0	0	0	0	
Burien		3	0	1	2	6	
Covington		0	1	1	0	2	
Des Moines		0	0	0	0	0	
Federal Way		2	1	1	0	4	
Issaquah		1	0	0	0	1	
Kenmore		0	0	0	0	0	
Kent		7	7	2	2	18	
Kirkland		1	1	0	0	2	
Mercer Island		0	0	0	0	0	
Redmond		0	1	0	1	2	
Renton		1	1	0	0	2	
Sammamish		0	0	0	0	0	
SeaTac	5	2	2	0	1	5	100%
Shoreline		1	0	0	0	1	
Tukwila		1	2	0	1	4	
Seattle		4	5	8	8	25	
Other KC		3	3	1	0	7	
Outside KC		1	3	3	3	10	
Unknown		0	0	0	0	0	
TOTAL	0	29	29	19	19	96	

The fourth quarter proved to be challenging within an already troubled year. In mid-September, we were notified by King County that as contractor, Hospitality House must adhere to their vaccine mandate – all onsite staff and volunteers had to provide proof of vaccination by mid-October. We were fortunate not to lose more than a small handful of volunteers. However, we did lose our new case manager just after having completed her training to replace a tenured key employee who moved out of state in the third quarter. This was a huge blow as we were already planning for the departure of our program manager at the end of December. Following losing our new case manager, our program manager received an employment offer earlier than she anticipated and left a month early. We were fortunate to have already hired a new program manager and begun her training, albeit shorter than we expected. Staffing level challenges became more trying in December as a staff member tested positive for COVID. Thankfully, no one at Hospitality House was exposed. Lastly and undisputedly the hardest part of December was our sister staff members having their father go into hospice and pass away on Christmas. The last three months have been a blur of schedule changes, training, long hours, and the feeling of always being behind.

With all this said, we have a lot to celebrate. We are humbled by our community's commitment to Hospitality House this holiday season. Our incredible volunteer pool truly came through to keep the doors open when we needed them most. Our clients were all adopted by donors and showered with gifts and thoughtful cards containing well wishes. Meals and treats made with love were delivered each day. We received an abundance of in-kind donations. So much, in fact, we were able to redistribute some items to Transform Burien and the Burien cold weather shelter. Our end of year appeal letter brought in the most generous financial contributions.

Finally, I would like to share a letter from a client who has invested months of hard work, tears, phone calls, and trust into Hospitality House. She has proven to us time and time again that she came into our program with the expectation to challenge herself. This letter shows what the last few months of overcoming those challenges has given her.

Dear Hospitality House,

I have learned so much from being here. I learned I come first, to take care of me before others. I learned that it's okay to ask for help. I learned that setting boundaries or saying no isn't the end of the world. I learned to share, be respectful, and to respect myself. I know I deserve just as much as someone else just because I am a person. I am treated equally here. I am cared for.

Hospitality House has empowered me in a special way. I feel truly loved, just for being a person. I've changed in my time here because I saw the examples set for me, and I learned that I was worth the effort. I am scared to leave here, but you gave me tools to want to try. You all took in a stranger and acted as teacher and angel to me. I feel safe because of Hospitality House. Thank you so much. You gave me what I haven't experienced-friendship, unconditional love, expectations for better. Thanks to Hospitality House for showing me how to be the best adult I can be.

Lovae

PS- Thank you for slippers, my first gingerbread house, new cozy pajamas and clothes, clean clothes, bedding that's just right, homecooked meals, volunteers so we have a place to come home to, a Christmas tree & decorations, cleaning supplies, and teaching me how to take pride in myself.

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]

RESIDENTS

	Annual Goal	Actual # of Residents				YTD
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn		1	0	1	1	3
Bellevue		1	2	1	0	4
Bothell		0	0	0	0	0
Burien		3	0	1	2	6
Covington		0	1	1	0	2
Des Moines		0	0	0	0	0
Federal Way		2	1	1	0	4
Issaquah		1	0	0	0	1
Kenmore		0	0	0	0	0
Kent		7	7	2	2	18
Kirkland		1	1	0	0	2
Mercer Island		0	0	0	0	0
Redmond		0	1	0	1	2
Renton		1	1	0	0	2
Sammamish		0	0	0	0	0
SeaTac	5	2	2	0	1	5
Shoreline		1	0	0	0	1
Tukwila		1	2	0	1	4
Seattle		4	5	8	8	25
Other KC		3	3	1	0	7
Outside KC		1	3	3	3	10
Unknown		0	0	0	0	0
TOTAL	5	29	29	19	19	96

REIMBURSEMENT REQUESTS

Agency and Program Name KCBA Pro Bono Services - HJP and NLC

Address 1200 5th Ave, Suite #700

City & ZIP Seattle, 98101

Program Contact Name Molly Gough

Phone

2062677039

Email mollyg@kcba.org

Invoice Date

1/7/22

Costs below incurred from 10/1/21 to 12/31/21

Signature of Authorized
Signer

Edmund Witter

Printed Name Edmund Witter

ACCOUNTS PAYABLE
JAN 10 2022
RECEIVED

	Contract ID#	Annual Award Amt	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Balance Remaining
Auburn	N/A	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Bellevue	GF295	\$9,454.00	\$2,363.50	\$2,363.50	\$2,363.50	\$2,363.50	\$0.00
Bothell	N/A	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Burien	038-2021	\$2,500.00	\$625.00	\$625.00	\$625.00	\$625.00	\$0.00
Covington	038-2021	\$2,000.00	\$500.00	\$500.00	\$500.00	\$500.00	\$0.00
Des Moines	038-2021	\$2,500.00	\$625.00	\$625.00	\$625.00	\$625.00	\$0.00
Federal Way	038-2021	\$9,000.00	\$2,250.00	\$2,250.00	\$2,250.00	\$2,250.00	\$0.00
Issaquah	32100196	\$4,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$0.00
Kenmore	21-C2685	\$1,000.00	\$250.00	\$250.00	\$250.00	\$250.00	\$0.00
Kent	200821	\$12,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$0.00
Kirkland		\$5,000.00	\$1,250.00	\$1,250.00	\$1,250.00	\$1,250.00	\$0.00
Mercer Island	N/A	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Redmond	N/A	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Renton	038-2021	\$10,500.00	\$2,625.00	\$2,625.00	\$2,625.00	\$2,625.00	\$0.00
Sammamish		\$1,200.00	\$300.00	\$300.00	\$300.00	\$300.00	\$0.00
SeaTac	038-2021	\$5,000.00	\$1,250.00	\$1,250.00	\$1,250.00	\$1,250.00	\$0.00
Shoreline	N/A	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Tukwila	038-2021	\$10,000.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$0.00

Admin use only

Authorized Payment Amt:

Authorization Code / Acct #

Authorized Signature / City

Date

* MOU *

APPROVED FOR PAYMENT

BY: *[Signature]*

DATE: 1/10/22

BARS# 001.000.10.565.10.41.012

SERVICE UNIT 1

Service Unit 1: Legal Services

Measurement: Household

Description: Number of households served represents the number of households that received legal help from PBS's Housing Justice Project and Neighborhood Legal Clinics

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn	N/A	71	56	60	62	249	#####
Bellevue	44	72	62	60	34	228	518%
Bothell	N/A	15	13	9	15	52	#####
Burien	12	62	42	42	30	176	1467%
Covington	5	2	0	1	2	5	100%
Des Moines	11	1	6	6	8	21	191%
Federal Way	41	115	63	57	54	289	705%
Issaquah	18	18	22	19	6	65	361%
Kenmore	35	11	7	8	4	30	86%
Kent	54	154	129	120	77	480	889%
Kirkland	23	26	41	36	39	142	617%
Mercer Island	N/A	3	8	8	4	23	#####
Redmond	N/A	38	22	38	22	120	#####
Renton	48	113	86	72	63	334	696%
Sammamish	6	7	15	8	18	48	800%
SeaTac	23	41	26	28	25	120	522%
Shoreline	N/A	5	11	8	2	26	#####
Tukwila	45	48	33	40	24	145	322%
Seattle		725	562	548	369	2,204	
Other KC		44	44	39	31	158	
Outside KC		62	42	41	33	178	
Unknown		0	0	0	0	0	
TOTAL	365	1,633	1,290	1,248	922	5,093	

SERVICE UNIT 2

Service Unit 1: Legal Services

Measurement: 60 minutes

Description: Number of Attorney Hours represents the amount of time a volunteer attorney donated on advising or representing individuals and/or families. Clients on average will receive 30 minutes to 5 hours of legal help at no cost. Each hour of legal help is valued at \$250.

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn	N/A	89	43	48	131	311	#####
Bellevue	44	91	52	44	63	250	569%
Bothell	N/A	14	8	6	21	48	#####
Burien	12	67	41	53	44	203	1695%
Covington	5	4	0	24	6	33	654%
Des Moines	11	1	5	10	4	20	185%
Federal Way	41	174	89	227	74	564	1377%
Issaquah	18	19	18	37	6	79	437%
Kenmore	20	13	4	7	12	35	175%
Kent	54	211	102	138	63	514	952%
Kirkland	23	34	60	35	54	182	793%
Mercer Island	N/A	3	6	4	43	56	#####
Redmond	N/A	37	19	35	43	133	#####
Renton	48	126	81	102	148	457	951%
Sammamish	6	5	19	13	19	56	925%
SeaTac	23	54	22	29	71	175	761%
Shoreline	N/A	3	13	15	9	39	#####
Tukwila	45	86	37	56	39	219	486%
Seattle		782	416	621	448	2,267	
Other KC		52	40	28	43	162	
Outside KC		39	29	70	18	155	
Unknown		0	0	0	0	0	
TOTAL	350	1,901	1,101	1,600	1,357	5,959	

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

RESIDENTS

		Actual # of Residents				
	Annual Goal	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	YTD
Auburn	N/A	210	139	151	173	673
Bellevue	44	155	147	129	60	491
Bothell	N/A	39	27	18	36	120
Burien	12	194	94	104	77	469
Covington	5	6	0	5	6	17
Des Moines	11	5	11	13	21	50
Federal Way	41	375	179	153	143	850
Issaquah	18	47	56	34	14	151
Kenmore	55	28	22	10	10	70
Kent	54	466	352	282	226	1326
Kirkland	23	57	105	75	72	309
Mercer Island	N/A	4	15	16	7	42
Redmond	N/A	93	55	78	35	261
Renton	48	315	235	182	148	880
Sammamish	6	22	35	20	48	125
SeaTac	23	114	79	55	48	296
Shoreline	N/A	11	28	23	4	66
Tukwila	45	122	77	69	56	324
Seattle		1450	1096	992	638	4176
Other KC		131	110	136	72	449
Outside KC		139	98	81	64	382
Unknown		0	0	0	0	0
TOTAL	385	3983	2960	2626	1958	11527

1,286 %

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	\$9,454.00	\$2,363.50	\$2,363.50	\$2,363.50	\$2,363.50	\$9,454.00	\$0.00
Office/Ops	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Purchased Svc	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Communication	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Travel/Training	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL	\$9,454.00	\$2,363.50	\$2,363.50	\$2,363.50	\$2,363.50	\$9,454.00	\$0.00

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

	Budget	Q1 Request	Q2 Request	Q3 Request	Q4 Request	Cumulative Requested	Balance Remaining
Personnel	\$9,000.00	\$2,250.00	\$2,250.00	\$2,250.00	\$2,250.00	\$9,000.00	\$0.00
Office/Ops	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Purchased Svc	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Communication	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Travel/Training	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL	\$9,000.00	\$2,250.00	\$2,250.00	\$2,250.00	\$2,250.00	\$9,000.00	\$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 **1/7/22**
 Costs below incurred from **10/1/21** to **12/31/21**
 Signature of Authorized Signer See "Reimbursmt SIGNED" 2nd purple tab on this Excel file Printed Name **Anne Mace-Deines**

City	Contract ID#	Annual Award Amt	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Balance Remaining
Auburn							\$0.00
Bellevue		\$78,171.00	\$20,687.83	\$22,143.40	\$23,864.64		\$11,475.13
Bothell		\$0.00					\$0.00
Burien		\$8,000.00	\$2,169.76	\$2,080.81	\$2,130.05		\$1,619.38
Covington		\$3,000.00	\$813.66	\$780.30	\$798.77		\$607.27
Des Moines		\$4,480.00	\$1,215.06	\$1,165.26	\$1,192.83		\$906.85
Federal Way		\$19,000.00	\$5,153.16	\$4,941.93	\$5,058.88		\$3,846.03
Issaquah		\$9,100.00	\$2,275.00	\$2,275.00	\$2,275.00		\$2,275.00
Kenmore		\$3,500.00	\$875.00	\$875.00	\$875.00		\$875.00
Kent		\$25,000.00	\$6,250.00	\$6,250.00	\$6,250.00	\$6,250.00	\$0.00
Kirkland		\$20,560.00	\$5,140.00	\$5,140.00	\$5,140.00		\$5,140.00
Mercer Island		\$2,500.00	\$625.00	\$625.00	\$625.00		\$625.00
Redmond		\$16,919.00	\$4,229.75	\$4,229.75	\$4,229.75		\$4,229.75
Renton		\$32,000.00	\$8,679.01	\$8,323.25	\$8,520.21		\$6,477.53
Sammamish		\$2,500.00	\$625.00	\$625.00	\$625.00		\$625.00
SeaTac		\$5,000.00	\$1,356.09	\$1,300.51	\$1,331.28		\$1,012.12
Shoreline		\$8,320.00	\$2,080.00	\$2,080.00	\$2,080.00		\$2,080.00
Tukwila		\$8,632.00	\$2,341.19	\$2,245.20	\$2,298.33		\$1,747.28

Admin use only

Authorized Payment Amt:

Authorized Signature / City

Calculated Total	\$246,682.00	\$64,515.51	\$65,080.41	\$67,294.74	\$6,250.00	\$43,541.34
Renton - Lead	80,112	\$21,727.93	\$20,837.26	\$21,330.35		\$16,216.46
Kent	25,000	\$6,250.00	\$6,250.00	\$6,250.00	\$6,250.00	\$0.00
Bellevue - Lead	141,570	\$36,537.58	\$37,993.15	\$39,714.39		\$27,324.88
Total	246,682	\$64,515.51	\$65,080.41	\$67,294.74	\$6,250.00	\$43,541.34
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

APPROVED FOR PAYMENT

BY: *Kim Cooper*
 DATE: *1/11/22*
001.000.10.565.10.41.01

** MOU **

Authorization Code / Acct #

DATE

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 1/7/22
 Costs below incurred from 10/1/21 to 12/31/21
 Signature of Authorized Signer *See "Reimbursement SIGNED" 2nd purple tab on this Excel file* Printed Name Anne Mace-Deines

Anne Mace-Deines

City	Contract ID#	Annual Award Amt	Reimbursement Requests				Balance Remaining
			1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn							\$0.00
Bellevue		\$78,171.00	\$20,687.83	\$22,143.40	\$23,864.64		\$11,475.13
Bothell		\$0.00					\$0.00
Burien		\$8,000.00	\$2,169.76	\$2,080.81	\$2,130.05		\$1,619.38
Covington		\$3,000.00	\$813.66	\$780.30	\$798.77		\$607.27
Des Moines		\$4,480.00	\$1,215.06	\$1,165.26	\$1,192.83		\$906.85
Federal Way		\$19,000.00	\$5,153.16	\$4,941.93	\$5,058.88		\$3,846.03
Issaquah		\$9,100.00	\$2,275.00	\$2,275.00	\$2,275.00		\$2,275.00
Kenmore		\$3,500.00	\$875.00	\$875.00	\$875.00		\$875.00
Kent		\$25,000.00	\$6,250.00	\$6,250.00	\$6,250.00	\$6,250.00	\$0.00
Kirkland		\$20,560.00	\$5,140.00	\$5,140.00	\$5,140.00		\$5,140.00
Mercer Island		\$2,500.00	\$625.00	\$625.00	\$625.00		\$625.00
Redmond		\$16,919.00	\$4,229.75	\$4,229.75	\$4,229.75		\$4,229.75
Renton		\$32,000.00	\$8,679.01	\$8,323.25	\$8,520.21		\$6,477.53
Sammamish		\$2,500.00	\$625.00	\$625.00	\$625.00		\$625.00
SeaTac		\$5,000.00	\$1,356.09	\$1,300.51	\$1,331.28		\$1,012.12
Shoreline		\$8,320.00	\$2,080.00	\$2,080.00	\$2,080.00		\$2,080.00
Tukwila		\$8,632.00	\$2,341.19	\$2,245.20	\$2,298.33		\$1,747.28

Admin use only

Authorized Payment Amt:

Authorization Code / Acct #

Authorized Signature / City

Date

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		300	432	338	251	1,321	
Bellevue	675	202	146	153		501	74%
Bothell		47	37	38		122	
Burien	70	73	94	42		209	298%
Covington	25	17	41	51		109	436%
Des Moines	39	82	56	31		169	433%
Federal Way	164	348	379	431		1,158	706%
Issaquah	78	99	110	110		319	409%
Kenmore	30	43	37	12		92	307%
Kent	216	398	412	360	320	1,490	690%
Kirkland	178	172	169	130		471	265%
Mercer Island	22	10	21	20		51	232%
Redmond	146	160	118	74		352	241%
Renton	276	437	432	495		1,364	494%
Sammamish	22	41	35	28		104	473%
SeaTac	43	27	21	23		71	165%
Shoreline	72	89	41	24		154	214%
Tukwila	74	34	37	30		101	136%
Seattle		908	942	951		2,801	
Other KC		309	316	415		1,040	
Outside KC		582	559	608		1,749	
Unknown		625	474	492		1,591	
TOTAL	2,130	5,003	4,909	4,856	571	15,339	

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

CLIENTS SERVED: KCSARC has exceeded all of the annual client goals.

ADVOCACY SERVICE HOURS: KCSARC has achieved all of the annual service hour goals.

Bellevue/North & East Cities Contract:

Renton/South Cities Contract:

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

Narrative: KCSARC is the only King County organization providing sexual assault-specific legal advocacy in both English and Spanish, through the entire criminal process, from a survivor's decision to report through to sentencing. Historically, we have accepted every case where either a victim is considering or has already initiated involvement with the criminal justice system. Throughout the pandemic, the legal system has been significantly backlogged due to shutdowns and delays at every point in the process, from law enforcement reporting, investigations, charging decisions and trials. Those systemic backlogs did not ease in Q4.

These systemic delays and closures, combined with an increased demand for services, have stretched our ability to respond to survivors. Legal advocacy staff have extremely high and unsustainable caseloads. While we have not yet reduced the scope of services or the number of clients we assist, those options are on the table as we enter 2022.

Therapy services are also stretched thin. The demand for mental health services has increased alongside a nationwide shortage of mental health care workers over the past two years. The same dynamic has affected our therapy practice. We cannot meet the demand for the specialized, trauma-focused treatment that is effective for survivors experiencing serious depression, anxiety and PTSD symptoms related to sexual assault. Our Client Care team has had to refer more survivors out to the community, where they may face a wait for more generalized care, which exacerbates symptoms and decreases their ability to live a healthy life.

RESIDENTS

	Annual Goal	Actual # of Residents				YTD	% Achieved
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn		130	57	35	35	257	
Bellevue	121	87	20	30		137	113%
Bothell		35	6	8		49	
Burien	36	37	8	5		50	139%
Covington	8	11	3	6		20	250%
Des Moines	22	30	8	2		40	182%
Federal Way	50	142	46	40		228	456%
Issaquah	22	42	18	10		70	318%
Kenmore	8	12	0	4		16	200%
Kent	68	145	44	52	49	290	426%
Kirkland	41	61	13	16		90	220%
Mercer Island	5	8	4	6		18	360%
Redmond	34	37	16	13		66	194%
Renton	83	152	47	50		249	300%
Sammamish	5	15	5	6		26	520%
SeaTac	13	18	3	3		24	185%
Shoreline	17	25	9	2		36	212%
Tukwila	23	24	7	1		32	139%
Seattle		454	303	283		1040	
Other KC		160	31	44		235	
Outside KC		314	142	171		627	
Unknown		375	121	127		623	
TOTAL	556	2314	911	914	84	4223	

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	\$107,601.00	\$27,382.29	\$28,430.08	\$29,534.63		\$85,347.00	\$22,254.00
Office/Ops	\$2,200.00	\$460.14	\$486.22	\$663.30		\$1,609.66	\$590.34
Purchased Svc						\$0.00	\$0.00
Communication	\$1,750.00	\$91.50	\$92.64	\$77.22		\$261.36	\$1,488.64
Travel/Training	\$1,000.00		\$37.81	\$87.53		\$125.34	\$874.66
Other-Indirect Cost	\$29,019.00	\$8,603.65	\$8,946.40	\$9,351.71		\$26,901.76	\$2,117.24
TOTAL	\$141,570.00	\$36,537.58	\$37,993.15	\$39,714.39	\$0.00	\$114,245.12	\$27,324.88

REIMBURSEMENT REQUESTS

Agency and Program Name **Lighthouse NW Transitional Housing**

Address **PO Box 13593**

City & ZIP **Des Moines, 98198**

Program Contact Name **Sarah Tuttle**

Phone **2068248581**

Email **sarah@lighthousenw.org**

Invoice Date **1/3/22**

Costs below incurred from **10/1/21** to **12/31/21**

Signature of Authorized Signer

Bobbie Jo Shockley

Printed Name **Bobbie Jo Shockley**

ACCOUNTS PAYABLE

JAN 10 2022

RECEIVED

	Annual	Reimbursement Requests				Balance
Contract ID#	Award Amt	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	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	\$18,620	\$4,655.00	\$4,655.00	\$4,655.00	\$4,655.00	\$0.00
Shoreline						\$0.00
Tukwila						\$0.00

Admin use only

Authorized Payment Amt:

Authorization Code / Acct #

Vendor

Authorized Signature / City

Date

#

APPROVED FOR PAYMENT

BY: *Kim Cooper*

DATE: *1/7/22*

BARS# *001.000.10.5705.10.41.012*

1/10/22 18970

SERVICE UNIT 1

Service Unit 1: Transitional Housing

Measurement: Bed night

Description: Number of bed nights

	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	490	279	288	188	182	937	191%
Shoreline						0	
Tukwila						0	
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
TOTAL	490	279	288	188	182	937	

SERVICE UNIT 2

Service Unit 1: Case Management

Measurement: 30 minutes

Description: one on one -30 minute sessions

	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	57	32	48	30	27	137	240%
Shoreline						0	
Tukwila						0	
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
TOTAL	57	32	48	30	27	137	

SERVICE UNIT 3

Service Unit 1: Choose from drop down list

Measurement: Choose from drop down list

Description:

[illegible]

NARRATIVE

During the forth quarter of 2021, we provided safe housing and hope to a total of 2 SeaTac residents both of those were also helped in Q2 and Q3. These individuals were provided a total of 182 bed nights and 27 case management sessions. They were provided with safe housing, training, and access to resources so they could build a life they love and thrive in it.

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							0	
Island							0	
Redmond							0	
Renton							0	
Sammamish							0	
SeaTac	4	3	2	0		0	5	125%
Shoreline							0	
Tukwila							0	
Seattle							0	
Other KC							0	
Outside KC							0	
Unknown							0	
TOTAL	4	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]

REIMBURSEMENT REQUESTS

Agency and Program Name Lutheran Community Services NW - Refugees NW Community Programs

Address 4040 S. 188th St. Suite 100

City & ZIP SeaTac, 98188

Program Contact Name Jay Kang

Phone 206.69

Email jkang@lcsnw.org

Invoice Date 1/7,

Costs below incurred from 10/1/21 to 12/31/21

Signature of Authorized Signer



Printed Name Jay Kang

ACCOUNTS PAYABLE
JAN 10 2022
RECEIVED

	Contract ID#	Annual Award Amt	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr
Auburn						
Bellevue						
Bothell						
Burien	CON-21-041	\$5,000.00	\$1,250.00	\$1,250.00	\$1,250.00	\$1,250.00
Covington						
Des Moines						
Federal Way						
Issaquah						
Kenmore						
Kent						
Kirkland						
Mercer Island						
Redmond						
Renton						
Sammamish						
SeaTac	N/A	\$5,000.00	\$1,250.00	\$1,250.00	\$1,250.00	\$1,250.00
Shoreline						
Tukwila	21-050	\$8,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00

Admin use only

Authorized Payment Amt:

Authorization Code / Acct #

Vendor # 02385

Authorized Signature / City

Date

BY

DATE

BARS#

APPROVED FOR PAYMENT
Kim Cooper
1/10/22

001.000.10.565.10.41.012

LCSNW 4/2020

REIMBURSEMENT REQUESTS

4.5700

/22

Balance
Remaining

\$0.00

\$0.00

\$0.00

\$0.00

\$0.00

\$0.00

\$0.00

\$0.00

\$0.00

\$0.00

\$0.00

\$0.00

\$0.00

\$0.00

\$0.00

\$0.00

\$0.00

\$0.00

Service Unit 1: Outreach

Measurement:

Description:

	Annual Goal	Actual Units, regardless of funding source				YTD
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn						
Bellevue						
Bothell						
Burien						
Covington						
Des Moines						
Federal Way						
Issaquah						
Kenmore						
Kent						
Kirkland						
Mercer Island						
Redmond						
Renton						
Sammamish						
SeaTac	250	280	360	564	617	
Shoreline						
Tukwila						
Seattle						
Other KC						
Outside KC						
Unknown						
TOTAL						

246%

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In the past quarter, Lutheran Community Services NW (LCSNW) continued providing crucial support to the most vulnerable groups affected by the pandemic. The alarming trends still show that our clients are struggling to cover essential needs, as some clients have expressed how price increases have made it harder for them to buy essential needs items such as food and baby supplies. At this point, many have depleted savings and have exhausted their options for rent/utilities and cash assistance. For this reason, LCSNW through the Angle Lake Community Resource Center (CRC) is striving to support these families and to prevent them to be pushed further into food insecurity and economic instability in general. Through our partnership with Food Lifeline, we continued receiving culturally appropriate foods, which has increased the number of new clients to our food distributions. Moreover, since a HealthPoint clinic is conveniently located in the same building as LCSNW, doctors and staff have increased their referrals of low-income patients to our services. We plan to continue our food distributions for their positive impact among these families and because they represent a great opportunity to do outreach about services available and to share relevant public health information. In terms of baby supplies, we continue with our successful and long-term partnership with WestSide Baby; however, we are thrilled to share that LCSNW secured a Washington State diaper grant that will allow our community resource centers to expand their services and become Diapers Banks. This will represent a huge improvement in our services and will help reduce the current diaper gap that struggling parents are facing. As previously reported, LCSNW in partnership with HealthPoint held COVID-19 vaccination clinics at the Angle Lake CRC. In total, we provided immunization to 55 individuals. 50.91% of them reported being of Hispanic/Latino ethnicity, 23.64% Black/African, 1 Asian and the rest opted not to answer/other. 19 SeaTac residents were served. During Q4 we continued receiving donations aimed at new Afghan refugee arrivals, especially winter clothing and shoes, which have been quickly distributed among families. Besides this assistance, CRC staff remained helping clients to access services through referrals critical to their safety net benefits, healthcare, affordable housing, and rental and utility assistance. They also enrolled clients in the King Metro ORCA Lift program, distributed bus tickets and much-needed PPE kits. As we go through these uncertain times, it is our shared responsibility to do as much as we can for our communities; therefore, we appreciate the support received from the cities of Burien, SeaTac, and Tukwila and look forward to continuing this collaborative work in benefit of our communities.

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		18	14	29	34	95	#####
Bellevue		4	9	2	3	18	#####
Bothell		0	0	1	1	2	#####
Burien	88	22	34	62	101	219	249%
Covington		0	3	4	5	12	#####
Des Moines		76	58	117	136	387	#####
Federal Way		89	73	121	88	371	#####
Issaquah		1	0	0	0	1	#####
Kenmore		0	1	10	0	11	#####
Kent		94	92	199	214	599	#####
Kirkland		1	1	3	0	5	#####
Mercer Island		0	0	0	0	0	#####
Redmond		1	3	0	1	5	#####
Renton		36	36	64	66	202	#####
Sammamish		0	0	0	0	0	#####
SeaTac	250	280	360	564	617	1,821	728%
Shoreline		1	6	0	0	7	#####
Tukwila	140	42	40	117	125	324	231%
Seattle		38	51	57	46	192	
Other KC		7	2	9	5	23	
Outside KC		37	43	48	39	167	
Unknown		6	2	0	3	11	
TOTAL	478	753	828	1,407	1,484	4,472	

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						
Bellevue						
Bothell						
Burien						
Covington						
Des Moines						
Federal Way						
Issaquah						
Kenmore						
Kent						
Kirkland						
Mercer Island						
Redmond						
Renton						
Sammamish						
SeaTac						
Shoreline						
Tukwila						
Seattle						
Other KC						
Outside KC						
Unknown						
TOTAL						

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RESIDENTS

	Annual Goal	Actual # of Residents				YTD
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn		10	6	19	25	60
Bellevue		3	8	2	2	15
Bothell		0	0	1	0	1
Burien	67	10	17	23	38	88
Covington		0	3	2	2	7
Des Moines		27	29	38	49	143
Federal Way		42	39	54	41	176
Issaquah		1	0	0	0	1
Kenmore		0	1	4	0	5
Kent		56	33	79	97	265
Kirkland		1	1	1	0	3
Mercer Island		0	0	0	0	0
Redmond		1	3	0	1	5
Renton		13	10	21	23	67
Sammamish		0	0	0	0	0
SeaTac	200	130	120	175	174	599
Shoreline		1	5	0	0	6
Tukwila	107	21	13	43	47	124
Seattle		26	42	33	19	120
Other KC		1	1	3	1	6
Outside KC		31	36	33	14	114
Unknown		5	1	0	3	9
TOTAL	374	379	369	531	536	1814

299 %

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]

In the past quarter, Lutheran Community Services NW (LCSNW) continued providing crucial support to the most vulnerable groups affected by the pandemic. The alarming trends still show that our clients are struggling to cover essential needs, as some clients have expressed how price increases have made it harder for them to buy essential needs items such as food and baby supplies. At this point, many have depleted savings and have exhausted their options for rent/utilities and cash assistance. For this reason, LCSNW through the Angle Lake Community Resource Center (CRC) is striving to support these families and to prevent them to be pushed further into food insecurity and economic instability in general. Through our partnership with Food Lifeline, we continued receiving culturally appropriate foods, which has increased the number of new clients to our food distributions. Moreover, since a HealthPoint clinic is conveniently located in the same building as LCSNW, doctors and staff have increased their referrals of low-income patients to our services. We plan to continue our food distributions for their positive impact among these families and because they represent a great opportunity to do outreach about services available and to share relevant public health information. In terms of baby supplies, we continue with our successful and long-term partnership with WestSide Baby; however, we are thrilled to share that LCSNW secured a Washington State diaper grant that will allow our community resource centers to expand their services and become Diapers Banks. This will represent a huge improvement in our services and will help reduce the current diaper gap that struggling parents are facing. As previously reported, LCSNW in partnership with HealthPoint held COVID-19 vaccination clinics at the Angle Lake CRC. In total, we provided immunization to 55 individuals. 50.91% of them reported being of Hispanic/Latino ethnicity, 23.64% Black/African, 1 Asian and the rest opted not to answer/other. 19 SeaTac residents were served. During Q4 we continued receiving donations aimed at new Afghan refugee arrivals, especially winter clothing and shoes, which have been quickly distributed among families. Besides this assistance, CRC staff remained helping clients to access services through referrals critical to their safety net benefits, healthcare, affordable housing, and rental and utility assistance. They also enrolled clients in the King Metro ORCA Lift program, distributed bus tickets and much-needed PPE kits. As we go through these uncertain times, it is our shared responsibility to do as much as we can for our communities; therefore, we appreciate the support received from the cities of Burien, SeaTac, and Tukwila and look forward to continuing this collaborative work in benefit of our communities.

NARRATIVE

As of 5/1/2021, all in-home chore services have resumed along with non-essential transportation. All tasks are provided in a safe manner that follows social distancing and PPE guidelines.

AUBURN:

An older adult was matched to a volunteer who takes her to an Asian store on the East Hill in Kent in order for the client to purchase ingredients she needs to cook authentic meals. The client is thrilled.

BELLEVUE:

A recently housed veteran who has been dealing with chronic health issues was matched with a compassionate and skilled volunteer who assisted him with cleaning techniques and to keep his fridge clean with fresh foods.

BOTHELL:

During a recent phone check-in, a volunteer learned her client needed help with grocery shopping and food resources. When the program staff followed up, the client was given a donated gift card to help cover grocery costs along with information for the food bank.

FEDERAL WAY:

Two clients are receiving grocery delivery thanks to two volunteers. The clients have not been out of the house except for the doctor's office since the COVID pandemic. The companionship the volunteers are providing while carefully selecting their groceries has made a huge difference in their nutrition and also mood!

KENT:

A veteran with severe mobility issues and a recent widower was recently matched to a young volunteer. The volunteer spent hours washing blinds and curtains, windows and floors, and helping sort hobby items from the late wife.

REDMOND:

An elderly couple who are dealing with health issues and limited mobility are unable to work on the yard. A volunteer was matched to provide yard work that included mowing, weeding, and trimming bushes.

RENTON:

A client who is triplegic has had the same volunteer married couple since 2017, doing yardwork, tending the house inside, and preparing food for him. The couple is moving out of state but will continue the phone buddy system to check-in.

SEATAC:

A longtime client struggles to remove junk from her yard. A volunteer was able to remove debris and take electronics to a proper dump site. Another small team of volunteers were also able to safely disassemble a metal shed and took it to the dump.

REIMBURSEMENT REQUESTS

Agency and Program Name **Mary's Place: A Place to Call Home**

Address PO Box 1711

City & ZIP Seattle WA 98111

Program Contact Name Marty Hartman

Phone 206-621-8474

Email grants@marysplaceseattle.org

Invoice Date 1/4/22

Costs below incurred from 1/1/21 12/31/2021

Signature of Authorized Signer

Marty Hartman

Printed Name Marty Hartman

ACCOUNTS PAYABLE

JAN 10 2022

RECEIVED

	Contract ID#	Annual Award Amt	Reimbursement Requests				Balance Remaining
			1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn	GF-21/2221	\$50,000.00	\$12,500.00	\$12,500.00	\$12,500.00	\$12,500.00	\$0.00
Bellevue							\$0.00
Bothell							\$0.00
Burien		\$11,000.00	\$2,750.00	\$2,750.00	\$2,750.00	\$2,750.00	\$0.00
Covington							\$0.00
Des Moines							\$0.00
Federal Way		\$16,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$0.00
Issaquah							\$0.00
Kenmore	21-C2687	\$25,000.00	\$6,250.00	\$6,250.00	\$6,250.00	\$6,250.00	\$0.00
Kent							\$0.00
Kirkland							\$0.00
Mercer Island							\$0.00
Redmond							\$0.00
Renton		\$7,500.00	\$1,875.00	\$1,875.00	\$1,875.00	\$1,875.00	\$0.00
Sammamish							#VALUE!
SeaTac		\$10,000.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$0.00
Shoreline	9885	\$5,000.00	\$1,250.00	\$1,250.00	\$1,250.00	\$1,250.00	\$0.00
Tukwila		\$10,000.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$0.00

Admin use only

Authorized Payment Amt:

Authorization Code / Acct #

Authorized Signature / City

Date

APPROVED FOR PAYMENT

BY

DATE

PAGE#

* MOU *

Kim Cooper

1/6/22

[Signature] 1/10/22

001.000 10.505.10.41.012

SERVICE UNIT 1

Service Unit 1: Shelter

Measurement: Household

Description: Households served and diverted from homelessness to housing

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn	25	9	12	11	7	39	156%
Bellevue						0	
Bothell						0	
Burien	5	1	3	2	1	7	140%
Covington						0	
Des Moines						0	
Federal Way	8	23	17	9	15	64	800%
Issaquah						0	
Kenmore	15	25	33	28	27	113	753%
Kent						0	
Kirkland						0	
Mercer Island						0	
Redmond						0	
Renton	4	18	14	9	9	50	1250%
Sammamish						0	
SeaTac	5	4	4	5	7	20	400%
Shoreline	5	4	1	1	1	7	140%
Tukwila	5	1	2	3	2	8	160%
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
TOTAL	72	85	86	68	69	308	

SERVICE UNIT 2

Service Unit 1: Case Management

Measurement: Contact

Description: Case management services provided

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn	75	53	54	45	35	187	249%
Bellevue						0	
Bothell						0	
Burien	15	5	26	11	4	46	307%
Covington						0	
Des Moines						0	
Federal Way	24	113	84	30	56	283	1179%
Issaquah						0	
Kenmore		513	560	403	390	1,866	
Kent						0	
Kirkland						0	
Mercer Island						0	
Redmond						0	
Renton	12	103	59	26	36	224	1867%
Sammamish						0	
SeaTac	15	26	7	18	37	88	587%
Shoreline		23	0	0	4	27	
Tukwila	15	1	10	15	17	43	287%
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
TOTAL	156	837	800	548	579	2,764	

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

During Q4, Mary's Place saw a significant increase in referrals to our Outreach and Diversion program. Nearly 40% of this year's referrals came during the last quarter of 2021. As the eviction moratorium and other COVID-19 protections end, families are increasingly finding themselves in situations of housing instability and unsheltered homelessness.

To meet this need, over the last quarter Mary's Place Outreach and Diversion added additional outreach staff and specialists to our team. This increased capacity allowed us to more quickly and efficiently use Direct Client Assistance funds to help families access permanent housing.

The Puget Sound region is experiencing an unprecedented winter season that has brought harsh cold temperatures and substantial amounts of rain, complicating our outreach efforts, and increasing the need for shelter services. More families have requested shelter beds in November and December in comparison to the last five years, straining our system. Our shelters are operating at capacity to the point that less than a quarter of families contacting the King County Intake Line receive a bed. The opening of the new Mary's Place Bellevue shelter will ease some of these capacity issues, but even with this addition we still will not have recovered the total number of beds we lost last year due to COVID.

With winter only beginning, Mary's Place planned emergency contingencies for harsher weather. In anticipation of snow, Mary's Place was already prepared to build out a system of support for families to access safe shelter and hotel options. These plans were well-timed to handle the unusual Christmas/New Year's snow event. Any city or county resources that could be used to make additional shelter beds available.

RESIDENTS

	Annual Goal	Actual # of Residents				YTD
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn	75	30	40	36	22	128
Bellevue						0
Bothell						0
Burien	16	9	26	5	2	42
Covington						0
Des Moines						0
Federal Way	24	78	61	27	44	210
Issaquah						0
Kenmore	40	86	105	91	82	364
Kent						0
Kirkland						0
Mercer Island						0
Redmond						0
Renton	11	57	42	30	23	152
Sammamish						0
SeaTac	15	12	14	18	20	64
Shoreline		9	4	4	3	20
Tukwila	15	3	5	9	7	24
Seattle						0
Other KC						0
Outside KC						0
Unknown						0
TOTAL	196	284	297	220	203	1004

426%

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]

During Q4, Mary's Place saw a significant increase in referrals to our Outreach and Diversion program. Nearly 40% of this year's referrals came during the last quarter of 2021. As the eviction moratorium and other COVID-19 protections end, families are increasingly finding themselves in situations of housing instability and unsheltered homelessness.

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With winter only beginning, Mary's Place planned emergency contingencies for harsher weather. In anticipation of snow, Mary's Place was already prepared to build out a system of support for families to access safe shelter and hotel options. These plans were well-timed to handle the unusual Christmas/New Year's snow event. Any city or county resources that could be used to make additional shelter beds available, or offer hotel vouchers, would help get more vulnerable families and children out of the cold and into safety.

With the increased need across the county, Direct Client Assistance funds are more important than ever in helping divert families from shelter and move them directly into safe, permanent homes. Earlier this fall the outreach and diversion team cross-trained the Mary's Place staff who run the King County Emergency Intake Line in implementing diversion conversations. This training allowed Intake Line Specialists to quickly identify families who can immediately access housing with the help of Direct Client Assistance funds. Once these families are identified, Intake Line Specialists work with Outreach and Diversion to access the appropriate funds so families can enter directly into a permanent housing solution, rather than shelter.

It can take multiple calls to help each family. For example, this past year the Intake Line staff received a total of 102 calls from 45 Burien families seeking shelter services. We received 81 calls from 30 Shoreline families in 2021. Notably, 62% of the Shoreline calls came between September and the end of December and there were a larger number of calls per family, indicating challenges in finding shelter space.

During Q4, these are some of the many families who were able to secure permanent housing thanks to Direct Client Assistance funds:

AUBURN

When the pandemic hit, Miranda was forced to quit her job to stay home to care for her 2-year-old daughter Emma. Miranda's boyfriend became upset by the financial hardship this placed on their family, exacerbating an already difficult domestic violence situation. The boyfriend became violent, beating Miranda in front of her daughter and punching holes in the walls of their home which caused the family to become evicted. Miranda and her daughter sought housing with various family members and friends, but her boyfriend would often show up unannounced and make threats, so over the last year she resorted to living in her car for safety. Miranda started working again but only part-time, which just earned her enough to cover necessities, the occasional hotel room, and a small savings fund for housing expenses. After securing a full-time job in July, Miranda began looking for permanent housing. Direct Client Assistance funds from City of Auburn allowed Mary's Place to cover the deposit and move-in costs to get Miranda and Emma into an apartment at the beginning of December.

FEDERAL WAY

Alejandro is a single father of four children ages 7 to 17 who immigrated from Mexico to this area. Alejandro had made a solid life for his family here doing construction work, but prior to the pandemic he suffered an on-the-job injury and was unable to work. He finally found another job but was then laid off due to COVID. Two of his children then caught the virus and needed care, further delaying Alejandro's ability to look for another job. After coping with all of this, the family became homeless because the landlord decided to sell the property. The family spent the night in their car until Alejandro's sister made room for them in her apartment. Alejandro recently settled with the insurance company over his accident and found a new job. He also found a new home for his family but needed help securing the property because of timing with the insurance and when he would receive his first paycheck. Direct Client Assistance funds from Federal Way helped Alejandro bridge this gap and cover move-in costs. The family were able to move in right away and have begun to stabilize so now Alejandro can focus on his health and new job.

KENMORE

Estella, her husband Marco and her two daughters, Tiana (3) and Violetta (1), came up to Seattle from California last summer for a vacation. While they were gone, someone broke into their apartment and started living in the unit. The perpetrator slept in their bed, ate their food, stole their belongings, and ran up utility bills. They filed a police report, but the family no longer felt safe returning to California and decided to stay in Seattle to try and build a new life. Without the support of local family or friends and dealing with some financial debt that became a barrier to securing housing, Estella and Marco struggled to establish themselves in the area. First the family stayed in hotels until the money ran out, then they came into shelter.

While they were in shelter, Mary's Place Housing and Stability services and City of Kenmore's Diversion Funding helped the family get back on their feet. The Housing and Stability team supported the family in locating gainful employment, applying for TANF/SNAP benefits, researching college courses, and connecting them with outside organizations that could provide further resources to meet the family's needs. Mary's Place nominated the family for an Emergency Housing Voucher, for which the family was approved. With the voucher in hand, the City of Kenmore's Diversion funds helped the family secure housing by paying for application and holding fees.

Estella is currently expecting a new baby and Marco found employment while the family was staying at Mary's Place. Estella and Marco are happy and grateful to Mary's Place for all the support and for giving them a warm place to lay their heads while they are waiting to move into their new home.

RENTON

Zahra is a full-time student and single parent studying to get a degree to become a dental assistant. In January 2020, Zahra and her 5-year-old daughter Miya were forced to flee their home to escape a domestic violence situation. She and her daughter were able to stay several months at a shelter that supports women who have experienced domestic violence, but this shelter was not able to assist Zahra with locating permanent housing and she exceeded the allowable time there. Since then, Zahra and Miya have been living in their car and occasionally couch surfing. Zahra is expecting her second child in January, so she knew their living situation needed to change. Zahra's mother had also experienced homelessness and was helped by the Mary's Place Outreach team. She encouraged her daughter to contact Mary's Place. The Outreach team conducted a housing and Coordinated Entry for All (CEA) assessment in hopes of locating Zahra some transitional housing options. Based on the CEA assessment, Zahra was granted an Emergency Housing Voucher to use towards securing permanent housing. With the Housing Voucher and the help of Direct Client Assistance funds to pay for Zahra's portion of the rent between now and March, the family was able to move into their new home. They now have time to get settled before the new baby arrives in January.

SEATAC

Amy and her two young children have been coping with chronic homelessness for several years, mainly due to domestic violence. During this time, she's couch-surfed with family and friends, and has occasionally been able to cover the cost of a hotel room, but she's been living in her car. Amy was expecting her third child and was being induced a month earlier than planned. She and her children needed stable housing, fast. With the support of Mary's Place, Amy found a new apartment and, thanks to Direct Client Assistance funds, was able to cover first and last month's rent. She and her family were able to move into their new home just before the baby was born.

TUKWILA

Imani is a single parent to two young teenage girls, Santi, and Rehema, living in Tukwila. Imani is disabled and on Social Security, so she relies on her Section 8 voucher to help her with the rent each month. This family ended up without a home in October because the apartment they had been living in for the last four years started to have heating and plumbing issues that were not addressed by the property owner. The family moved into their car and reached out to Mary's Place for help locating a new apartment. Imani found a new apartment but because she still owed money to her previous landlord, she lacked funds for the down payment and move-in costs. With Direct Client Assistance funds, Mary's Place was able to help Imani with these expenses and pay a couple of months' rent in advance to give her time to catch up on her bills. Imani is confident that with this help she will manage to keep up with rent as she has been able to do over the last several years. The family was able to move into their new home in November.

REIMBURSEMENT REQUESTS

Agency and Program Name Multi-Service Center EARNs Emergency Assistance & Resource Navigation Services

Address P.O. Box 23699

City & ZIP Federal Way WA 98093

Program Contact Name Maju Qureshi

Phone 253-838-6810

Email majuq@mschelps.org

Invoice Date 1/7/22

Costs below incurred from 10/1/21 to 12/31/21

Signature of Authorized Signer

E Lancaster

Printed Name Elizabeth Lancaster

ACCOUNTS PAYABLE

JAN 10 2022

RECEIVED

Contract ID#	Annual	Reimbursement Requests				Balance
	Award Amt	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Remaining
Auburn	\$30,000.00	\$7,500.00	\$7,500.00	\$7,500.00	\$7,500.00	\$0.00
Bellevue						\$0.00
Bothell						\$0.00
Burien	\$15,000.00	\$3,750.00	\$3,750.00	\$3,750.00	\$3,240.00	\$510.00
Covington						\$0.00
Des Moines	\$10,000.00	\$0.00	\$4,868.75	\$1,377.25	\$3,754.00	\$0.00
Federal Way	\$31,000.00	\$0.00	\$15,763.11	\$4,058.74	\$11,178.15	\$0.00
Issaquah						\$0.00
Kenmore						\$0.00
Kent		Invoiced Separately				\$0.00
Kirkland						\$0.00
Mercer Island						\$0.00
Redmond						\$0.00
Renton	\$11,907.00	\$4,868.87	\$4,562.30	\$1,619.13	\$856.70	\$0.00
Sammamish						\$0.00
SeaTac	\$28,000.00	\$5,715.74	\$6,552.54	\$5,002.73	\$4,591.05	\$6,137.94
Shoreline		* MOUTX				\$0.00
Tukwila		Invoiced Separately				\$0.00

Admin use only

Authorized Payment Amt: *APPROVED FOR PAYMENT* Authorization Code / Acct #

Authorized Signature *Kim Cooper* City *SEA* Date *1/10/22*

DATE: *1/7/22*
BARS# *001.000.10.565.10.41.012*

SERVICE UNIT 1

Service Unit 1: Financial Aid

Measurement: Voucher

Description: Rent assistance which may include move-in assistance, late fees, and rent as allowed by funder

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn	10	9	1	7	8	25	250%
Bellevue						0	
Bothell						0	
Burien	5	4	3	4	1	12	240%
Covington						0	
Des Moines	5	1	1	2	3	7	140%
Federal Way	25	0	10	3	15	28	112%
Issaquah						0	
Kenmore						0	
Kent	40	3	13	15	20	51	128%
Kirkland						0	
Mercer Island						0	
Redmond						0	
Renton	4	3	4	3	1	11	275%
Sammamish						0	
SeaTac	10	5	5	4	2	16	160%
Shoreline						0	
Tukwila	24	7	8	3	10	28	117%
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
TOTAL	123	32	45	41	60	178	

SERVICE UNIT 2

Service Unit 2: Financial Aid

Measurement: Voucher

Description: Emergency Assistance which could include utilities, motel, transportation, etc.

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn	10	0	0	0	0	0	0%
Bellevue						0	
Bothell						0	
Burien	5	0	0	0	0	0	0%
Covington						0	
Des Moines	5	3	0	0	0	3	60%
Federal Way		0	0	0	0	0	
Issaquah						0	
Kenmore						0	
Kent	100	1	1	3	3	8	8%
Kirkland						0	
Mercer Island						0	
Redmond						0	
Renton	4	0	2	0	0	2	50%
Sammamish						0	
SeaTac	8	0	0	0	0	0	0%
Shoreline						0	
Tukwila	24	1	3	2	2	8	33%
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
TOTAL	156	5	6	5	5	21	

SERVICE UNIT 3

Service Unit 3: Case Management

Measurement: Contact

Description: Light touch case management contacts to help maintain housing security including in-person, phone and e-mail contact.

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn	45	36	2	14	16	68	151%
Bellevue						0	
Bothell						0	
Burien	23	16	9	8	2	35	152%
Covington						0	
Des Moines	23	12	6	4	6	28	122%
Federal Way	48	0	15	9	30	54	113%
Issaquah						0	
Kenmore						0	
Kent	315	16	26	60	70	172	55%
Kirkland						0	
Mercer Island						0	
Redmond						0	
Renton	16	12	12	6	2	32	200%
Sammamish						0	
SeaTac	40	20	10	8	4	42	105%
Shoreline						0	
Tukwila	108	28	16	9	24	77	71%
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
TOTAL	618	140	96	118	154	508	

RESIDENTS

	Annual Goal	1st Qtr	Actual # of Residents			4th Qtr	YTD
			2nd Qtr	3rd Qtr			
Auburn	30	29	2	19	23	73	
Bellevue						0	
Bothell						0	
Burien	15	8	9	8	4	29	
Covington						0	
Des Moines	15	3	2	7	7	19	
Federal Way	40	0	25	5	31	61	
Issaquah						0	
Kenmore						0	
Kent	180	6	46	40	61	153	
Kirkland						0	
Mercer Island						0	
Redmond						0	
Renton	11	9	13	7	1	30	
Sammamish						0	
SeaTac	24	15	8	8	7	38	
Shoreline						0	
Tukwila	72	10	14	7	15	46	
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
TOTAL	387	80	119	101	149	449	

158%

NARRATIVE

James is a middle aged multiracial adult male living with his parent in Burien. He has some cognitive disabilities that impact his ability to work. He is primarily receiving a fixed income to pay his bills. Unfortunately in October 2021, James' mother had to be admitted to a rehab facility. This is the first time James became separated from his mother. Due to this, the household income reduced significantly after his mom's admittance to the facility. James knew he would have a difficult time catching up on bills, so he reached out to MSC for assistance. MSC staff were able to provide James with other community resources for food, utilities, as well as resources for adults with disabilities. James indicated to MSC staff that his mother's release date would be approaching in the new year, from then on the household would not have additional rental assistance. MSC staff on the project have been working very diligently with households throughout the course of the pandemic. MSC attempts to serve households that not only come through our website and live-line, but also through community referrals, and referrals from city staff. Most recently, MSC has partnered with agencies such as Afghan Health Initiative, Open Doors for Multi-Cultural Families, Highline Public Schools, Kent School District and South King Healthcare Services for community referrals. MSC hopes to continue to provide meaningful and responsive services to community members in need.

CITY LINE ITEM TABLES

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

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

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

	Budget	Q1 Request	Q2 Request	Q3 Request	Q4 Request	Cumulative Requested	Balance Remaining
Personnel/admin	\$9,300.00	\$0.00	\$3,775.11	\$1,558.74	\$3,966.15	\$9,300.00	\$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 Direct Asst	\$21,700.00	\$0.00	\$11,988.00	\$2,500.00	\$7,212.00	\$21,700.00	\$0.00
TOTAL	\$31,000.00	\$0.00	\$15,763.11	\$4,058.74	\$11,178.15	\$31,000.00	\$0.00

REIMBURSEMENT REQUESTS

Agency and Program Name **Multi-Service Center Shelter and Supportive Housing**

Address P.O. Box 23699

City & ZIP Federal Way WA 98093

Program Contact Name Maju Qureshi Phone 253-838-6810

Email majuq@mschelps.org Invoice Date 1/3/22

Costs below incurred from 10/1/21 to 12/31/21

Signature of Authorized Signer *E Lancaster* Printed Name Elizabeth Lancaster

	Contract ID#	Annual Award Amt	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Balance Remaining
Auburn		\$8,500.00	\$2,125.00	\$2,125.00	\$2,125.00	\$2,125.00	\$0.00
Bellevue							\$0.00
Bothell							\$0.00
Burien		\$4,500.00	\$1,125.00	\$1,125.00	\$1,125.00	\$1,125.00	\$0.00
Covington							\$0.00
Des Moines							\$0.00
Federal Way		\$28,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$0.00
Issaquah							\$0.00
Kenmore							\$0.00
Kent					Invoiced Separately		\$0.00
Kirkland							\$0.00
Mercer Island							\$0.00
Redmond							\$0.00
Renton							\$0.00
Sammamish							\$0.00
SeaTac		\$7,000.00	\$1,750.00	\$1,750.00	\$1,750.00	\$1,750.00	\$0.00
Shoreline							\$0.00
Tukwila		\$4,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$0.00

Admin use only

Authorized Payment Amt:

Authorization Code / Acct #

Authorized Signature / City

APPROVED FOR PAYMENT

Date

BY *Kim Cooper*

DATE 1/11/22

BARS# 001.000.10.505.10.41.012

SERVICE UNIT 1

Service Unit 1: Case Management

Measurement: Contact

Description: Case Management contacts with household members in-person, via phone and email.

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn	30	8	24	27	36	95	317%
Bellevue						0	
Bothell						0	
Burien	15	16	24	30	12	82	547%
Covington						0	
Des Moines		12	12	14	12	50	
Federal Way	92	24	50	60	40	174	189%
Issaquah						0	
Kenmore						0	
Kent	55	64	48	45	120	277	504%
Kirkland						0	
Mercer Island						0	
Redmond						0	
Renton	30	24	24	24	24	96	320%
Sammamish						0	
SeaTac	19	8	12	15	28	63	332%
Shoreline						0	
Tukwila	10	8	24	25	20	77	770%
Seattle		8	24	25	20	77	
Other KC						0	
Outside KC		16	36	30	12	94	
Unknown						0	
TOTAL	251	188	278	295	324	1,085	

SERVICE UNIT 2

Service Unit 1: Shelter

Measurement: Bed night

Description: Number of individual bed night stays at the MSC shelter

	Annual	Actual Units, regardless of funding source				YTD	
	Goal	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn	490	712	810	810	828	3,160	645%
Bellevue						0	
Bothell						0	
Burien	250	534	315	540	141	1,530	612%
Covington						0	
Des Moines		267	270	810	276	1,623	
Federal Way	863	742	810	810	828	3,190	370%
Issaquah						0	
Kenmore						0	
Kent	1,540	859	1,100	1,300	1,288	4,547	295%
Kirkland						0	
Mercer Island						0	
Redmond						0	
Renton	490	534	540	540	552	2,166	442%
Sammamish						0	
SeaTac	370	267	270	270	336	1,143	309%
Shoreline						0	
Tukwila	245	445	450	450	460	1,805	737%
Seattle		445	450	450	460	1,805	
Other KC						0	
Outside KC		712	720	720	276	2,428	
Unknown						0	
TOTAL	4,248	5,517	5,735	6,700	5,445	23,397	

SERVICE UNIT 3

Service Unit 1: Transitional Housing

Measurement: Bed night

Description: Number of individual bed night stays in supportive 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	300	355	191	90	31	667	222%
Issaquah						0	
Kenmore						0	
Kent	1,050	1,036	1,030	1,098	1,336	4,500	429%
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						3,218	
TOTAL	1,350	1,391	1,221	1,188	1,367	8,385	

NARRATIVE

The Brown's, an African American family of 5 entered MSC's Emergency Shelter in 2021. The Burien family had been unhoused for some months and wanted to be placed in a shelter in the South King County area. Once the family was enrolled at the MSC shelter, they were eager to work with their MSC Housing Advocate to find permanent housing quickly. The family had shared with MSC's Housing Advocate that they had applied for Section 8 in 2014 and were waiting to be bumped up from the waitlist. One of the two adults is employed full-time while the other adult household member provides support to their children. MSC's Housing Advocate was able to work with the family to reduce their rent debt and clear it from their record. Since their waitlist number for Section 8 is still somewhat far from reach, MSC's Housing Advocate was able to assist the family in applying for a Emergency Housing Voucher. The family's application for the EHV was approved, and they have also been approved for permanent housing. MSC anticipates that this family will be in their new permanent home by the end of January 2022. Currently, our Housing Advocate is finding it challenging to find resources for drug therapy or mental health that are at capacity or located in hard to reach areas. MSC is looking forward to expanding its partnership network to provide some more behavioral and mental health supports on site at the family shelter.

RESIDENTS

	Annual Goal	1st Qtr	Actual # of Residents			4th Qtr	YTD
			2nd Qtr	3rd Qtr			
Auburn	4	8	1	0			9
Bellevue							0
Bothell							0
Burien	7	6	0	0			6
Covington							0
Des Moines		3		0			3
Federal Way	40	13	0	0	0		13
Issaquah							0
Kenmore							0
Kent	15	22	7	0	2		31
Kirkland							0
Mercer Island							0
Redmond							0
Renton		6	0	0			6
Sammamish							0
SeaTac	7	3	0	0	4		7
Shoreline							0
Tukwila	2	5	0	0			5
Seattle		5	0	0			5
Other KC		8	0	0			8
Outside KC				0			0
Unknown				0			0
TOTAL	75	79	8	0	6		93

CITY LINE ITEM TABLES

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

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

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

	Budget	Q1 Request	Q2 Request	Q3 Request	Q4 Request	Cumulative Requested	Balance Remaining
Personnel						\$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	\$28,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$28,000.00	\$0.00
TOTAL	\$28,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$28,000.00	\$0.00

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**
 Email **hien@partnerinemployment.org**
 Costs below incurred from **10/1/2021** to **12/31/2021**

Phone **206-429-3824**

Invoice Date **1/7/2022**

Signature of Authorized Signer

Printed Name **Hien Kieu**

ACCOUNTS PAYABLE

JAN 10 2022

RECEIVED

	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	\$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	CAG-21-098	\$9,000.00	\$2,250.00	\$2,250.00	\$2,250.00	\$2,250.00	\$0.00
Sammamish							\$0.00
SeaTac		#####	\$27,500.00	\$27,500.00	\$27,500.00	\$27,500.00	\$0.00
Shoreline							\$0.00
Tukwila		\$20,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$0.00

Admin use only

Authorized Payment Amt:

Authorized Signature / City

Authorization Code / Acct #

Date

APPROVED FOR PAYMENT

BY

DATE

BARS#

** MOU **
Kym Cooper
1/7/22
001.000.10.505.10.41.012

SERVICE UNIT 1

Service Unit 1: Case Management

Measurement: Individual

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

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn						0	
Bellevue						0	
Bothell						0	
Burien	5	2	3	7	1	13	
Covington						0	
Des Moines						0	
Federal Way						0	
Issaquah						0	
Kenmore						0	
Kent						0	
Kirkland						0	
Mercer Island						0	
Redmond						0	
Renton	4	2	4	15	1	22	
Sammamish						0	
SeaTac	50	9	12	10	18	49	98%
Shoreline						0	
Tukwila	9	14	15	5	2	36	
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
TOTAL	68	27	34	37	22	120	

SERVICE UNIT 1

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260%

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550%

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98%

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400%

SERVICE UNIT 2

Service Unit 1: Case Management

Measurement: Individual

Description: The number of unduplicated residents served with rental financial assistance

	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	13	4	6	5	6	21	161%
Shoreline						0	
Tukwila						0	
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
TOTAL	13	4	6	5	6	21	

SERVICE UNIT 2

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162%

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SERVICE UNIT 3

Service Unit 1: Choose from drop down list

Measurement: Choose from drop down list

Description: Number of Individuals receiving Financial Assistance

	Actual Units, regardless of funding source					
	Annual Goal	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	YTD
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

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This quarter, and throughout the year PIE continues to secure employment for immigrants and refugees in South King County. We have placed job seekers in aviation work at the airport, small businesses, amazon, the health care industry and more. Our supplemental services such as ESL classes and digital literacy training has boosted residents' confidence in securing jobs, communicating with their new employers both verbally and digitally and retaining their employment. Some students even received free laptops and hotspots for a whole year.

We have also launched paid youth programs to help guide immigrant and refugee youth in their career goals as well as provide them with hands on experience and networking opportunities from professionals already in the field. Our core program include:

- **Machinists Institute Youth Academy:** A ten-week training on manufacturing (including aerospace), robotics, CNC Machining, programmable logic controllers, and more.
- **Youth Forest Restoration crew:** In partnership with Burien, SeaTac, Tukwila and Seattle parks and recreation departments, immigrant and refugee youth will gain hands-on trainings in environmental restoration and connection to entry level jobs with the Department of Natural Resources, cities' parks and recreational departments.
- **Lastly, we will be launching a youth Barista program** in late January to provide hands on barista training to place youths in delis, cafes and restaurants at the SeaTac International Airport.

Overall, we continue to provide full wrap around services to all our job seekers for them to secure and retain employment. Those services include but are not limited to housing support and rental assistance; transportation support in the form of gas cards, ORCA passes and minor car repairs; baby supplies; navigation and connection to local resources; etc.

In the second year of COVID-19 and after shutting down our offices and staff working remotely for nearly a year, we returned to in-person working in July of 2021. We implemented COVID-19 safety procedures and enforced it amongst our staff and clients. Since then, we have been providing on-site services at 50% capacity to prevent and/or limit exposure and spread of the virus. More recently, we have implemented an agency policy to require vaccination for all staff or undergo weekly COVID-19 testing. We are also requiring youths in our paid training programs to have their vaccination. We anticipate a slight challenge with recruitment of youth because of this new requirement, but we hope to take this opportunity to educate the community about the importance of vaccination. Overall, we are confident in our ability to connect and serve the number of residents we have been serving and even more as we continually seek new strategies to engage with residents.

Below are a few success stories on our clients for each city:

CITY OF SEATAC: Abdullahi first came to the US as a refugee from Somalia in 2016. He was introduced to PIE in 2017 when he struggled to find a job, get access to resources, and had language barriers. He was warmly welcomed by PIE's case managers, who spoke his native language and connected him to many resources, including PIE's ESL program. He was supported throughout with transportation, job search, and job training. He was soon employed at SeaTac airport and has retained his job since. The convenience of living and working in the same city was important as it cuts down the cost of traveling. He returned to

PIE in 2021 and showed interest in rejoining the ESL program as now he is aiming to find a better job and enhance his language skills. He has been an ESL student at PIE since August 2021. He is now receiving language and digital literacy training. In his words: "My language was limited. However, I was helped to find a good job, learn English, and establish a good life in the US. Now, I am confident at my job and with my language skills. I am grateful for all the services and support PIE has given me."

CITY OF SEATAC: Amina is a single lady with language barrier. She was introduced to PIE by a family member who connected with PIE earlier. Amina came to our Tukwila office worried about a notice she received from her landlady the day before. She was given two weeks to move out of her rented room. She was stranded and did not know what to do. When she came to our office, she met case managers who spoke her native language. They quickly helped her navigate the housing available in the neighborhoods and found her an affordable one-bedroom apartment unit in the SeaTac neighborhood which was close to where she worked. In her words Amina said "I truly appreciate what PIE did for me. I was lost and was on the verge of becoming homeless. I never thought there were apartments I could afford since I can't navigate resources in the community as I do not read and write in English. I have suffered my car being towed multiple times this year and this has affected my job. Now I have my own place that I can afford to pay and have my own parking space and not worried anymore about being towed. I owe all this to PIE, thank you. I hope to come back for ESL classes once I settle down and fix my job schedule."

CITY OF TUKWILA: Hussein is a senior client who lost his job at Amazon during the pandemic. When his unemployment benefits ended in September, he came to our office to get help with job search, transportation, and interview readiness training. Given his age and limited physical ability, there were many challenges in finding him a job. Nevertheless, PIE case managers collaborated in their efforts and successfully secured a suitable job for Hussein as a Taxi Attendant at the SeaTac Airport. Hussein is so happy now and finally found a job he is comfortable handling. He said, "I knew something miraculous will happen to me through PIE".

CITY OF RENTON: Patient is a high school student who was looking for an opportunity to learn new skills and earn money. He likes to spend time outside and was interested in learning more about healthy waterways, marine science, and plants. Patient was enrolled in PIE's Youth Restoration Training Crew (YRTC) where he could earn money while learning new skills and information. He is a hard worker and was very engaged on the YRTC. Despite his more limited English skills he made the effort to get all he could from the training program. After the program completed, Patient returned to PIE to assist him with an application for the Student Conservation Association School Year Community Crew. Patient showed a lot of enthusiasm during the application process and is selected for an interview in January of 2022. Even with just an interview, it is already a huge success because it is extremely rare to find anyone from the immigrant and refugee community pursuing work in the environmental sector let alone someone who is a newly arrived refugee.

CITY OF BURIEN: Duniya is a high school student who was looking for an opportunity to learn new skills and earn money. Duniya came to our program enjoying the outdoors and wanting to learn about water quality, but never having thought about working outdoors. Duniya was enrolled in PIE's Youth Restoration Training Crew (YRTC) where she could earn money while learning new skills and information. Although outdoor work was new to Duniya, she was a very fast learner and made the most of her time on the crew. She is an incredibly hard worker and near the end of the program she

expressed that through this work she had learned how strong she could be both physically and mentally. We also saw an increase in her confidence and her ability to work with peers as a team. Even after completing the program, Duniya remains engaged in communications with PIE for further opportunities in skills development.

RESIDENTS

	Annual Goal	1st Qtr	Actual # of Residents			4th Qtr	YTD	
			2nd Qtr	3rd Qtr				
Auburn							0	
Bellevue							0	
Bothell							0	
Burien	5	2	3	7		1	13	
Covington							0	
Des Moines							0	
Federal Way							0	
Issaquah							0	
Kenmore							0	
Kent							0	
Kirkland							0	
Mercer Island							0	
Redmond							0	
Renton	4	2	4	15		1	22	
Sammamish							0	
SeaTac	50	13	18	14		18	63	126%
Shoreline							0	
Tukwila	9	14	15	5		2	36	
Seattle							0	
Other KC							0	
Outside KC							0	
Unknown							0	
TOTAL	68	31	40	41		22	134	

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 **REACH - Center of Hope**

Address **3604 NE 10th Court**

City & ZIP **Renton, WA 98056**

Program Contact Name **Selby**

Phone

425.321.8327

Email **selby@reachrenton.org**

Invoice Date

1/5/21

Costs below incurred from **10/1/21** to **12/31/21**

Signature of Authorized
Signer

Michael Selby

Printed Name **Michael Selby**

ACCOUNTS PAYABLE

JAN 10 2022

RECEIVED

		Annual	Reimbursement Requests				Balance
	Contract ID#	Award Amt	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Remaining
Auburn	GF-21/2225	\$3,000.00	\$750.00	\$750.00	\$750.00	\$750.00	\$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	21-046	\$7,500.00	\$1,875.00	\$1,875.00	\$1,875.00	\$1,875.00	\$0.00
Sammamish							\$0.00
SeaTac	21-A054	\$3,861.00	\$965.25	\$965.25	\$965.25	\$965.25	\$0.00
Shoreline							\$0.00
Tukwila	21-056	\$6,311.00	\$1,577.75	\$1,577.75	\$1,577.75	\$1,577.75	\$0.00

Admin use only

Authorized Payment Amt:

\$965.25

Authorization Code / Acct #

Authorized Signature / City

BY

Ben Cooper

Date

DATE

1/6/22

1/10/22

APRS#

001.000.10.565. 10.41.012

Vendor # *19067*

SERVICE UNIT 1

Service Unit 1: Case Management

Measurement: 60 minutes

Description:

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn	26	4	14	14	17	49	188%
Bellevue						0	
Bothell						0	
Burien					4	4	
Covington						0	
Des Moines						0	
Federal Way			6	50	31	87	
Issaquah						0	
Kenmore					1	1	
Kent				13	13	26	
Kirkland						0	
Mercer Island						0	
Redmond						0	
Renton	48	55	50	10	6	121	253%
Sammamish						0	
SeaTac	4	22	3		2	27	675% 779%
Shoreline						0	
Tukwila		1	17	18	4	40	
Seattle		51	46	7	30	134	
Other KC		2	5			7	
Outside KC		14	43	28	20	105	
Unknown						0	
TOTAL	77	150	183	140	128	601	

SERVICE UNIT 2

Service Unit 1: Case Management

Measurement: 15 minutes

Description:

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn	104	16	56	56	68	196	188%
Bellevue						0	
Bothell						0	
Burien					16	16	
Covington						0	
Des Moines						0	
Federal Way			24	200	124	348	
Issaquah						0	
Kenmore					4	4	
Kent				52	52	104	
Kirkland						0	
Mercer Island						0	
Redmond						0	
Renton	191	221	198	40	24	483	253%
Sammamish						0	
SeaTac	14	89	12		8	109	779%
Shoreline						0	
Tukwila		4	68	72	16	160	
Seattle		205	184	28	120	537	
Other KC		8	18			26	
Outside KC		57	172	112	80	421	
Unknown						0	
TOTAL	309	600	732	560	512	2,404	

SERVICE UNIT 3

Service Unit 1: Shelter

Measurement: Bed night

Description:

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn	422	84	66	340	368	858	203%
Bellevue						0	
Bothell						0	
Burien					30	30	
Covington						0	
Des Moines						0	
Federal Way			14	814	736	1,564	
Issaquah						0	
Kenmore					24	24	
Kent				193	171	364	
Kirkland						0	
Mercer Island						0	
Redmond						0	
Renton	1,145	386	440	100	120	1,046	91%
Sammamish						0	
SeaTac	750	132	16		24	172	23%
Shoreline						0	
Tukwila	630	540	512	368	63	1,483	235%
Seattle		748	444	114	345	1,651	
Other KC		255	24			279	
Outside KC		231	393	345	268	1,237	
Unknown						0	
TOTAL	2,947	2,376	1,909	2,274	2,149	8,708	

NARRATIVE

During the fourth quarter of 2021, the REACH Center of Hope was located in our new space at Lakeridge Lutheran Church. We continued to practice COVID-19 safety protocols including social distancing, ensuring both our staff and clients were using PPE such as masks and face shields as well as rigorous handwashing and cleaning of high-use surfaces. While at Lakeridge, our capacity was 10 families with a maximum of 40 residents overall.

During the fourth quarter we moved two families into permanent/transitional housing. We provided robust case management and have exceeded on that service unit deliverable. A housing barrier for the residents was due to a rental shortage for larger families seeking more than one bedroom and the monthly rental amount exceeding the available housing/subsidy vouchers.

Our clients were provided three nutritious meals daily and unrestricted access to healthy snacks. We planned a small holiday party for families and handed out gifts to children and parents. We played interactive games and to wind down, we had children and parents decorate gingerbread houses.

We played a critical role in hosting this year's Emergency Winter Shelter in Renton at the Renton Highlands Neighborhood Center. At the beginning we expected to be just an overnight service, but due to weather conditions we opened as a week-long 24-hour shelter being able to hold 30 individuals. We were able to discover and assist, through medical volunteers, one of the guests who had suffered from frostbite and were able to connect them to the right resources.

RESIDENTS

	Annual Goal	1st Qtr	Actual # of Residents			4th Qtr	YTD
			2nd Qtr	3rd Qtr			
Auburn	22	2	3	4			9
Bellevue							0
Bothell							0
Burien						2	2
Covington							0
Des Moines							0
Federal Way			7	9			16
Issaquah							0
Kenmore						3	3
Kent				5			5
Kirkland							0
Mercer Island							0
Redmond							0
Renton	25	6	2	2		7	17
Sammamish							0
SeaTac	14	4	4			2	10
Shoreline							0
Tukwila	15	6	4			3	13
Seattle		9	5	2		15	31
Other KC		3					3
Outside KC		3	4	10		6	23
Unknown							0
TOTAL	76	33	29	32		38	132

71%

REIMBURSEMENT REQUESTS

Agency and Program Name **SafeFutures Youth Center - Case Management**

Address 6337 35th Avenue SW

City & ZIP Seattle 98126

Program Contact Name Sorya Svy

Phone 206-938-9606x106

Email sorya@sfyc.net

Invoice Date 1/5/22

Costs below incurred from 10/1/21 to 12/31/21

Signature of Authorized Signer

Printed Name Sorya Svy

ACCOUNTS PAYABLE

JAN 10 2022

DECEMBER

	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	CON-21-045	#####	\$4,000.00	\$4,000.00			\$8,000.00
Covington							\$0.00
Des Moines							\$0.00
Federal Way							\$0.00
Issaquah							\$0.00
Kenmore							\$0.00
Kent							\$0.00
Kirkland							\$0.00
Mercer Island							\$0.00
Redmond							\$0.00
Renton							\$0.00
Sammamish							\$0.00
SeaTac	15641	\$16,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$0.00
Shoreline							\$0.00
Tukwila							\$0.00

Admin use only

Authorized Payment Amt:

Authorization Code / Acct #

Vendor # 1564

Authorized Signature / City

Date

APPROVED FOR PAYMENT

BY:

DATE:

BARS#

001.000.10.505.10.41.012

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					0	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	500	125	130	125	120	500	100%
Shoreline						0	#DIV/0!
Tukwila						0	#DIV/0!
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
TOTAL	865	125	130	125	120	500	

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]

2021 Q4 Narrative Report | SafeFutures Youth Center

Case Management for the City of SeaTac

During the months of October, November, December, Current Case Manager, Marc

Bautista has been working with 10 youth. 8 male and 2 female. He is working with youth who are between the ages of 16-19.

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 six months, he has still been severely struggling in his education and being a father at the same time. There have been cops involved in a recent altercation between him and his girlfriend, who is also in my caseload. Last three month his youth has been struggling a lot in having a positive healthy relationship with his baby mother. Marc has focused his goals towards building that relationship back by consistently coaching him.

An 18-year-old female who is his youth's baby mother was enrolled into the program when also needing guidance with their relationship. Last three month, Marc has helped her with applying to jobs and her resume. She has called multiple times every week regarding her relationship. She has been struggling not just with her issues but her family issues. This is the result of her being overwhelmed with her life and having a hard time carrying the extra weight on her shoulders. Marc has been coaching her in staying positive even though she has been mentioning about suicide. With this in mind, Marc has consistently been connecting with her each morning to make sure her mind is in the right place and can't thank Marc enough, always being there when she calls him. Marc is going to continue to fully support her in her mental state so these suicide thoughts can slowly dissappear.

An 18-year-old male who has been working with Marc for the past four years graduated from SWYFS Credit Retrieval Program receiving his GED. Last three month, Marc Youth has been on a positive path and has dedicated his time and energy towards his music. Marc has coached him through his music career and still has been making music. Marc has a music studio in his house and his youth comes to the studio four times a month to master his craft as an artist. Marc's roommate is also a hip hop artist who coaches him through his style. Currently, he is staying on the right path and Marc will continue to positively coach him with his music career.

The 17-year-old male was needing a male mentor in order to enroll in Washington Youth

Academy last year. Last three months his older brother has been connecting with Marc in hopes of helping him. He has mentioned that he's hanging out with the wrong crowd and been doing drugs lately. Marc is waiting for his response on his location but his older brother also doesn't know where he is located. Once Marc gets that information, he will start looking for him in the streets and hopefully support him. Will be an exciting program soon.

With his older brother, 18-years-old, Marc enrolled him into SWFYS Credit Retrieval Program. Last three months he has been working consistently and staying out of trouble. Marc notices he has dreams to tackle and if he wants to follow those dreams, he needs to start showing it through his actions. He is on a positive path currently but is worried about his little brother. Marc has been connecting with him in hopes to find his little brother.

a 16-year-old male who needed a male role model was enrolled last year. This quarter he has been at Tyee high school. He has been loving it since being back in-person. He has been staying out of trouble and on track to graduate. Marc continues to connect with him but also no updates.

A 17-year-old female was also enrolled by Ms. Rizza. She also has a history of illegal activities and court history. She is also doing well in school, back in-person learning and has also stayed out of trouble. She has been contacting Marc for transportation but other than, she is on track.

a 19-year old male recently enrolled in SFYC by Marc. Marc enrolled him into the GED program last quarter. This quarter, Marc is taking a step back with his youth and wants his energy to focus on his GED. His youth goal is to find a job and doesn't want to focus his time towards education but Marc has consistently coached him to find himself and continue to have selfcare so he can start focusing on the bigger picture.

Marc Currently has two referrals and will be enrolling these two youth in the next week.

RESIDENTS

	Actual # of New Residents					YTD	
	Annual Goal	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn						0	
Bellevue						0	
Bothell						0	
Burien						0	
Covington						0	
Des Moines						0	
Federal Way						0	
Issaquah						0	
Kenmore						0	
Kent						0	
Kirkland						0	
Mercer Island						0	
Redmond						0	
Renton						0	
Sammamish						0	
SeaTac	10	8	1	1	0	10	100%
Shoreline						0	
Tukwila						0	
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
TOTAL	10					10	

CITY LINE ITEM TABLES

BELLEVUE Line Item Table

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

[illegible]

FEDERAL WAY Line Item Table

*Back-up documentation required for line item expenses

[illegible]

KENT Line Item Table

[illegible]

REIMBURSEMENT REQUESTS

Agency and Program Name **Sound Generations Meals on Wheels**
 Address **2208 2nd Ave Ste 100**
 City & ZIP **Seattle 98121**
 Program Contact Name **Adam Porter** Phone **(206) 727-6242**
 Email **adamp@soundgenerations.org** Invoice Date **1/4/22**
 Costs below incurred from **10/1/21** to **12/31/21**
 Signature of Authorized Signer *Joanne Donahue* Printed Name **Joanne Donahue**

ACCOUNTS PAYABLE
 JAN 10 2022
 RECEIVED

	Contract ID#	Annual Award Amt	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Balance Remaining
Auburn		\$12,500.00	\$3,125.00	\$3,125.00	\$3,125.00	\$3,125.00	\$0.00
Bellevue		\$16,047.00	\$4,011.75	\$4,011.75	\$4,011.75	\$4,011.75	\$0.00
Bothell							\$0.00
Burien		\$7,000.00	\$1,750.00	\$1,750.00	\$1,750.00	\$1,750.00	\$0.00
Covington		\$3,234.00	\$808.50	\$808.50	\$808.50	\$808.50	\$0.00
Des Moines		\$3,875.00	\$968.75	\$968.75	\$968.75	\$968.75	\$0.00
Federal Way		\$15,000.00	\$3,750.00	\$3,750.00	\$3,750.00	\$3,750.00	\$0.00
Issaquah		\$6,720.00	\$1,680.00	\$1,680.00	\$1,680.00	\$1,680.00	\$0.00
Kenmore		\$600.00	\$150.00	\$150.00	\$150.00	\$150.00	\$0.00
Kent		\$0.00					\$0.00
Kirkland		\$11,976.00	\$2,994.00	\$2,994.00	\$2,994.00	\$2,994.00	\$0.00
Mercer Island		\$0.00					\$0.00
Redmond		\$4,019.00	\$1,004.75	\$1,004.75	\$1,004.75	\$1,004.75	\$0.00
Renton	21-065	\$13,000.00	\$3,250.00	\$3,250.00	\$3,250.00	\$3,250.00	\$0.00
Sammamish		\$0.00					\$0.00
SeaTac		\$10,000.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$0.00
Shoreline		\$6,000.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	\$0.00
Tukwila		\$10,601.00	\$2,650.25	\$2,650.25	\$2,650.25	\$2,650.25	\$0.00

Admin use only

Authorized Payment Amt:

Authorized Signature / City

Authorization Code / Acct #

Date

APPROVED FOR PAYMENT

BY

DATE

BARS#

Kim Cooper
 1/10/22
 001.000.10.50510.41.012

SERVICE UNIT 1

Service Unit 1: Food

Measurement: Meal

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

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn	1,990	7,471	8,845	8,089	8,029	32,434	1630%
Bellevue	2,833	2,170	2,805	2,543	2,821	10,339	365%
Bothell		1,017	909	1,256	1,459	4,641	
Burien	1,114	3,088	3,140	2,904	3,156	12,288	1103%
Covington	515	634	681	894	765	2,974	577%
Des Moines	617	1,119	1,085	1,237	1,572	5,013	812%
Federal Way	2,388	5,026	4,259	4,741	4,490	18,516	775%
Issaquah	1,367	649	729	589	608	2,575	188%
Kenmore	96	692	502	573	662	2,429	2530%
Kent	0	7,255	7,739	7,587	7,837	30,418	
Kirkland	1,907	1,710	2,248	2,158	1,976	8,092	424%
Mercer Island	0	224	256	176	196	852	
Redmond	640	1,712	1,470	1,232	1,771	6,185	966%
Renton	2,070	8,417	8,514	8,325	7,712	32,968	1593%
Sammamish	0	189	452	510	520	1,671	
SeaTac	1,592	2,605	2,491	2,364	2,827	10,287	646%
Shoreline	954	3,177	3,152	3,879	4,039	14,247	1493%
Tukwila	1,688	2,170	2,890	2,490	2,251	9,801	581%
Seattle		58,699	55,726	53,969	57,639	226,033	
Other KC		4,787	4,295	4,939	5,316	19,337	
Outside KC		0	0	0	0	0	
Unknown		0	0	0	0	0	
TOTAL	19,771	112,811	112,188	110,455	115,646	451,100	

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

During the fourth quarter of 2021 we continued to navigate the issues surrounding the COVID-19 pandemic, prioritizing volunteer, staff, and client safety. We're fortunate to have wonderful partners in our volunteers, senior/community center staff, funders, donors, and program staff, all working together to ensure the continuation of this essential service and help keep vulnerable members of our community safe and fed.

Between our Meals on Wheels staff and volunteers, we submitted 750 direct referrals to Sound Generations Pathway's Information and Assistance program in 2021 to help connect participants to additional, needed services. Common needs were for transportation, home repairs, in-home care, financial assistance, caregiver support, housing, and more. There were also referrals made due to participants living in unsanitary/unsafe environments and/or appearing confused or disoriented. Some of those referrals were passed on to Sound Generations Geriatric Regional Assessment Team (GRAT). These connections are a great example of how Meals on Wheels is much more than a meal.

Our Meals on Wheels volunteers donated 19k hours in 2021 and this work would not be possible without them. One of our volunteers was recently recognized by the Federal Way Mirror as a "Hometown Hero". Dawn has volunteered with MOW for close to 10 years, calling participants for their weekly meal order and assisting with coordination of the program. The clients look forward to speaking with her each week and it's wonderful to see her recognized for her work and dedication. Here is the link to article; <https://www.federalwaymirror.com/news/hometown-hero-local-volunteer-helps-get-meals-on-wheels-to-federal-way-seniors/>. Another one of our volunteers, that volunteers with two of our sites, called a client for an order recently and there was a bit of confusion about the purpose of the call, and she said she needed a walker. Our volunteer ended up gifting her a walker and delivering it just a week later. Our volunteers are amazing!

We released a request for proposals to several meal vendors on November 1st. Our hope is to offer an updated menu

RESIDENTS

	Annual Goal	Actual # of Residents				YTD
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn	6	89	24	23	14	150
Bellevue	8	48	15	7	14	84
Bothell		20	3	7	7	37
Burien	3	46	11	7	6	70
Covington	2	14	5	4	2	25
Des Moines	2	18	3	6	3	30
Federal Way	7	79	13	21	21	134
Issaquah	4	8	3	4	2	17
Kenmore	1	11	0	1	2	14
Kent	0	100	20	26	24	170
Kirkland	5	34	14	10	5	63
Mercer Island	0	3	0	1	2	6
Redmond	2	34	6	8	13	61
Renton	7	115	23	32	18	188
Sammamish	0	7	2	0	0	9
SeaTac	5	46	3	8	10	67
Shoreline	3	58	15	18	15	106
Tukwila	5	27	8	5	3	43
Seattle		800	103	119	134	1156
Other KC		95	19	34	43	191
Outside KC		0	0	0	0	0
Unknown		0	0	0	0	0
TOTAL	60	1652	290	341	338	2621

1,340

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	\$16,047.00	\$4,011.75	\$4,011.75	\$4,011.75	\$4,011.75	\$16,047.00	\$0.00
TOTAL	\$16,047.00	\$4,011.75	\$4,011.75	\$4,011.75	\$4,011.75	\$16,047.00	\$0.00

FEDERAL WAY Line Item Table

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

	Budget	Q1 Request	Q2 Request	Q3 Request	Q4 Request	Cumulative Requested	Balance Remaining
Personnel						\$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	\$3,750.00	\$15,000.00	\$0.00
TOTAL	\$15,000.00	\$3,750.00	\$3,750.00	\$3,750.00	\$3,750.00	\$15,000.00	\$0.00

KENT Line Item Table

[illegible]

During the fourth quarter of 2021 we continued to navigate the issues surrounding the COVID-19 pandemic, prioritizing volunteer, staff, and client safety. We're fortunate to have wonderful partners in our volunteers, senior/community center staff, funders, donors, and program staff, all working together to ensure the continuation of this essential service and help keep vulnerable members of our community safe and fed.

Between our Meals on Wheels staff and volunteers, we submitted 750 direct referrals to Sound Generations Pathway's Information and Assistance program in 2021 to help connect participants to additional, needed services. Common needs were for transportation, home repairs, in-home care, financial assistance, caregiver support, housing, and more. There were also referrals made due to participants living in unsanitary/unsafe environments and/or appearing confused or disoriented. Some of those referrals were passed on to Sound Generations Geriatric Regional Assessment Team (GRAT). These connections are a great example of how Meals on Wheels is much more than a meal.

Our Meals on Wheels volunteers donated 19k hours in 2021 and this work would not be possible without them. One of our volunteers was recently recognized by the Federal Way Mirror as a "Hometown Hero". Dawn has volunteered with MOW for close to 10 years, calling participants for their weekly meal order and assisting with coordination of the program. The clients look forward to speaking with her each week and it's wonderful to see her recognized for her work and dedication. Here is the link to article; <https://www.federalwaymirror.com/news/hometown-hero-local-volunteer-helps-get-meals-on-wheels-to-federal-way-seniors/>. Another one of our volunteers, that volunteers with two of our sites, called a client for an order recently and there was a bit of confusion about the purpose of the call, and she said she needed a walker. Our volunteer ended up gifting her a walker and delivering it just a week later. Our volunteers are amazing!

We released a request for proposals to several meal vendors on November 1st. Our hope is to offer an updated menu around April 2022. We shared with our vendors our aim to provide variety as far as breakfast, protein, vegan, vegetarian, medically tailored, and culturally relevant meal options that help meet clients' daily dietary requirements as well as help prevent or manage illness. Potential vendors need to ensure meals, in combination with the milk and rolls or rice, meet at least 1/3 of the Recommended Dietary Allowance (RDA) for seniors. The RFP included an ask that vendors describe their current and future organizational diversity, equity, and inclusion efforts. We are now comparing and considering the four proposals we received.

Our suggested donation for meals is increasing from \$5 to \$6 per meal, and the private pay meal cost from \$7 to \$8.50, as of February 1st, to better reflect the current cost of providing home delivered meals. We distributed this information to our sites and clients last month in preparation, along with the news that we are now sourcing our rolls with a new vendor. The new rolls are at a greater cost, but they have more fiber and protein and less sugar.

We distributed a booklet filled with thank you notes from Meals on Wheels participants to our volunteers in December. Here is a sample of the thank you messages that were included...

- “Because of your work and care my daily life is better. I can have food on my table and don’t worry if I could eat. You really help and support lives. Thank you.”
- “I am diabetic and your meals are healthy for me! I don’t have energy to cook & was eating snacks just to have food. Now my fingernails & hair & skin show that I am much healthier. THANKS AND BLESS ALL OF YOU.”
- “We have been thankful and grateful that this program exists. We believe the volunteers that give their time are incredible and are right there with first responders!”
- “My father loves the fact that the meals are not heavy & simple to warm up. He’s able to warm the food on his own without needing other people. He’s very thankful.”
- “Meals on Wheels helps me to stay in my apartment because I’m unable to do much cooking because I have Parkinson’s and I am 94 years old. Thank you so much. God Bless.”
- “You connect my dad to the world.”
- “Sometimes you guys are the only people I even talk to. Thank you so much for your help.”

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

REIMBURSEMENT REQUESTS

Agency and Program Name **Sound Generations Volunteer Transportation Service (VTS)**

Address 2208 Second Ave., Suite 100

City & ZIP Seattle 98121-2055

Program Contact Name Mark Smutny

Phone 206-268-6786

Email marks@soundgenerations.org

Invoice Date 1/2/22

Costs below incurred from 10/1/21 to 12/31/21

Signature of Authorized Signer

Joanne Donohue

Joanne Donohue

ACCOUNTS PAYABLE
JAN 10 2022
RECEIVED

Contract ID#	Annual Award Amt	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Balance Remaining
Auburn	\$0.00					\$0.00
Bellevue	GF248	\$19,472.00	\$4,868.00	\$4,868.00	\$4,868.00	\$0.00
Bothell						\$0.00
Burien		\$5,000.00	\$1,250.00	\$1,250.00	\$1,250.00	\$0.00
Covington	035-2021	\$1,000.00	\$250.00	\$250.00	\$250.00	\$0.00
Des Moines		\$3,000.00	\$750.00	\$750.00	\$750.00	\$0.00
Federal Way		\$0.00				\$0.00
Issaquah		\$4,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$0.00
Kenmore		\$600.00	\$150.00	\$150.00	\$150.00	\$0.00
Kent		\$12,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$0.00
Kirkland		\$8,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$0.00
Mercer Island						\$0.00
Redmond		\$7,034.00	\$1,758.50	\$1,758.50	\$1,758.50	\$0.00
Renton	Cag-21-060	\$7,500.00	\$1,875.00	\$1,875.00	\$1,875.00	\$0.00
Sammamish						\$0.00
SeaTac		\$3,000.00	\$750.00	\$750.00	\$750.00	\$0.00
Shoreline		\$4,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$0.00
Tukwila		\$3,000.00	\$750.00	\$750.00	\$750.00	\$0.00

Admin use only

Authorized Payment Amt: \$750.00

Authorization Code / Acct #

Vendor # 19117

Authorized Signature / City

BY

Kim Cooper

Date

DATE

1/10/22

PAID#

001.000 10.565 10.41.012

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	0	176	210	116		502	
Bellevue	574	361	291	285		937	163%
Bothell	0	0	0	0		0	
Burien	147	51	21	17		89	61%
Covington	125	24	27	22		73	58%
Des Moines	100	54	56	13		123	123%
Federal Way	0	97	167	67		331	
Issaquah	121	25	59	40		124	102%
Kenmore	60	14	12	16		42	70%
Kent	340	246	253	182		681	200%
Kirkland	236	58	145	90		293	124%
Mercer Island	0	0	0	0		0	
Redmond	207	86	102	100		288	139%
Renton	221	146	201	175		522	236%
Sammamish	0	0	0	0		0	
SeaTac	88	42	64	67		173	197%
Shoreline	118	77	116	75		268	227%
Tukwila	88	10	26	26		62	70%
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
TOTAL	2,425	1,467	1,750	1,291	0	4,508	

SERVICE UNIT 2

Service Unit 1: Transportation

Measurement: Choose from drop down list

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	0	2,205	2,137	1,274		5,616	
Bellevue	6,753	3,315	2,298	2,134		7,747	115%
Bothell	0	0	0	0		0	
Burien	2,335	468	311	128		907	39%
Covington	2,411	334	245	327		906	38%
Des Moines	2,500	941	1,093	147		2,181	87%
Federal Way	0	1,108	1,903	731		3,742	
Issaquah	3,596	381	860	691		1,932	54%
Kenmore	876	127	86	116		329	38%
Kent	6,400	4,486	4,415	3,508		12,409	194%
Kirkland	2,631	494	1,016	734		2,244	85%
Mercer Island	0	0	0	0		0	
Redmond	3,086	1,374	1,397	1,279		4,050	131%
Renton	3,180	1,808	2,261	1,948		6,017	189%
Sammamish	0	0	0	0		0	
SeaTac	1,468	645	1,177	775		2,597	177%
Shoreline	1,283	663	842	636		2,141	167%
Tukwila	NA	64	310	259		633	#####
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
TOTAL	36,519	18,413	20,351	14,687	0	53,451	

SERVICE UNIT 3

Service Unit 1: Transportation

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

During the third quarter of 2021, the Volunteer Transportation Program, overall, has seen a slight decrease in rider demand in nearly all of the municipalities in which we provide transportation services. We believe that the COVID-19 virus continues to inhibit older adults from getting the medical services they need. At the end of September, we have hired all the call center staff we need to operate both the Volunteer Transportation Program and the companion, Sound Generation's paid driver program, Hyde Shuttle. This has occurred in the context of a tight labor market.

Our outreach to medical agencies, senior living complexes, faith communities and referral agencies is robust. Sound Generation's ambassador guide and outreach coordinator distributed hundreds of fliers in the communities of Kent, Covington, Bellevue, Northshore, Tukwila, Federal Way, Des Moines, Burien, Kenmore, Kirkland, Redmond, Renton, and SeaTac. We continue to distribute translations of our promotional flyers in fifteen languages in all the communities we serve. We have continued to take and fulfill ride requests keeping the ride denial at a lower rate. For June and July, we relied heavily on Lyft drivers to provide driver backup when we were unable to find volunteer drivers. A key reason for the small number of new drivers is that our Volunteer Coordinator resigned in early July. Without her outreach and recruitment efforts, the pool of interested volunteers who came to us was small.

We believe that we are in a position to strengthen our services and outreach throughout the communities we serve. Our team is hard working, collegial, and deeply committed to the older adults we serve and connect to all types of medically related destinations.

RESIDENTS

	Annual Goal	1st Qtr	Actual # of Residents		4th Qtr	YTD
			2nd Qtr	3rd Qtr		
Auburn	0	26	11	6		43
Bellevue	48	31	15	15		61
Bothell	0	0	0	0		0
Burien	12	6	3	3		12
Covington	na	2	1	1		4
Des Moines	30	5	3	4		12
Federal Way	0	15	12	5		32
Issaquah	10	6	8	3		17
Kenmore	5	4	2	0		6
Kent	30	29	10	9		48
Kirkland	20	11	16	13		40
Mercer Island	0	0	0	0		0
Redmond	18	14	10	20		44
Renton	19	23	17	20		60
Sammamish	0	0	0	0		0
SeaTac	8	4	1	4		9
Shoreline	10	11	5	9		25
Tukwila	8	2	5	3		10
Seattle						0
Other KC						0
Outside KC						0
Unknown						0
TOTAL	218	189	119	115	0	423

12%

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	\$7,388.00	\$1,847.00	\$1,847.00	\$1,847.00	\$1,847.00	\$7,388.00	\$0.00
Office/Ops	\$2,106.00	\$526.50	\$526.50	\$526.50	\$526.50	\$2,106.00	\$0.00
Purchased Svc	\$1,053.00	\$263.25	\$263.25	\$263.25	\$263.25	\$1,053.00	\$0.00
Communication	\$6,317.00	\$1,579.25	\$1,579.25	\$1,579.25	\$1,579.25	\$6,317.00	\$0.00
Travel/Training	\$2,608.00	\$652.00	\$652.00	\$652.00	\$652.00	\$2,608.00	\$0.00
Other						\$0.00	\$0.00
TOTAL	\$19,472.00	\$4,868.00	\$4,868.00	\$4,868.00	\$4,868.00	\$19,472.00	\$0.00

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

[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 **1/4/21**
 Costs below incurred from **10/1/20** to **12/31/20**
 Signature of Authorized Signer  Printed Name **Steve Daschle**

ACCOUNTS PAYABLE

JAN 10 2022

RECEIVED

	Contract ID#	Annual	Reimbursement Requests				Balance
		Award Amt	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	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	\$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		\$20,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$0.00
Shoreline							\$0.00
Tukwila							\$0.00

Admin use only

Authorized Payment Amt:

\$ 5,000.00

Authorization Code / Acct #

#

14556
Vendor

Authorized Signature / City

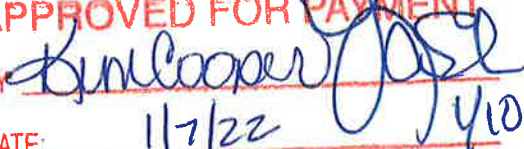
APPROVED FOR PAYMENT

Date

BY

DATE

NAME


 1/7/22
 001.000.10.505.10.41.012

SERVICE UNIT 1

Service Unit 1: Advocacy

Measurement: Contact

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

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn						0	#DIV/0!
Bellevue						0	#DIV/0!
Bothell						0	#DIV/0!
Burien	7	390	265	832	1,175	2,662	38029%
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	484	845	2113%
Shoreline						0	#DIV/0!
Tukwila						0	#DIV/0!
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
TOTAL	47	513	367	968	1,659	3,507	

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	2,540	7,047	19575%
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	3,658	6,224	1507%
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	6,198	13,271	

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	2,540	7,047	19575%
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	3,658	6,224	2978%
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	6,198	13,271	

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:

SWYFS staff report the highest level of community need in recent history. New Futures has received the bulk of agency requests for rental, utilities, and food assistance, with over \$150,000 being spent to help families stay afloat. Residents remain very vulnerable to losing housing (serious concerns once the eviction moratoriums are lifted) and we continue to try and work to bridge relationships between residents and leasing offices. Between October and December we saw increases in Covid-19 cases and also in family stability-increased violence, mental health issues, unemployment, educational disruption, food insecurity, etc. Our primary role continues to be for us to meet the basic needs of families and to provide virtual out-of-school-time programming to support the social/emotional needs of our young people. We found that we really hit our stride in virtual programming and saw consistent attendance and participation. Most of this is due to the tremendous work of Coordinators to deliver materials, snacks, notes, and remain connected with students on an individual level. Our Fempowerment group and Men of Compassion and Power (MOCAP) have continued to be a safe place for our young people to process the many emotions and experiences.

In the Fall, we hosted community conversations where students spoke mostly about skills, experiences, and personal growth as reasons they participate or what they gain from our programs. Almost all New Futures youth mentioned academic support as something valuable that the program provides. Many also mentioned field trips and experiences that they wouldn't get elsewhere (e.g., Camp Orkila, coding, learning about women of color in history) and particularly missing these experiences during the pandemic.

New Futures parents reflected on the wide variety of support they receive, emphasizing system navigation and basic needs support, to a strong sense of community and connection through events and communication from staff. Most New Futures parents mentioned that their children's educational support and enrichment were critical reasons they participate in the programs. Support for their children was the key entry point for them into accessing other New Futures services.

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	16	766	
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	433	1	3	0	437	1,900%
Shoreline						0	
Tukwila						0	
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
TOTAL	98	1144	14	29	16	1203	

 Springer

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

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	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

[illegible]

REIMBURSEMENT REQUESTS

Agency and Program Name Matt Griffin YMCA (YMCA of Greater Seattle)

Address 3595 S 188th St

City & ZIP SeaTac, WA 98188

Program Contact Name Shaquan Brown

Phone 253.87

Email Sbrown@seattleyymca.org

Invoice Date 1/10/22

Costs below incurred from 10/1/21 to 12/30/21

Signature of Authorized Signer

Shaquan Brown

Printed Name Shaquan Brown

	Annual Award		Reimbursement Requests			
	Contract ID#	Amt	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr
Auburn						
Bellevue						
Bothell						
Burien						
Covington						
Des Moines						
Federal Way						
Issaquah						
Kenmore						
Kent						
Kirkland						
Mercer Island						
Redmond						
Renton						
Sammamish						
SeaTac		\$ 21,455.00	\$0.00	\$0.00	\$2,920.00	\$3,520.00
Shoreline					see below	
Tukwila						

20%

Admin use only

Authorized Payment Amt: 4,291.00

Authorization Code / Acct #

Authorized Signature / City

APPROVED FOR PAYMENT

Date

Vendor#

17583

BY *Ben Cooper*

DATE 1/13/22

BARS# 001.000.10.505.10.41.012

1/13/22

REIMBURSEMENT REQUESTS

6.7552

)/21

vn

Balance
Remaining

\$0.00

\$0.00

\$0.00

\$0.00

\$0.00

\$0.00

\$0.00

\$0.00

\$0.00

\$0.00

\$0.00

\$0.00

\$0.00

\$0.00

\$0.00

\$15,015.00

\$0.00

\$0.00

SERVICE UNIT 2

Service Unit 1: Employment Services

Measurement: Individual

Description: Number of Individuals Employed

	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	50	0	0	4	6	10	20%
Shoreline						0	
Tukwila						0	
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
TOTAL	50	0	0	4	6	10	

SERVICE UNIT 1

Service Unit 1: Training/Workshops/Classes

Measurement: Individual

Description: Number of individuals trained

	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	50	0	0	5	6	11	22%
Shoreline						0	
Tukwila						0	
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
TOTAL	50	0	0	5	6	11	

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

Global Guards has been impacted by the COVID-19 pandemic. In a typical year, the Y would recruit young people from nearby Tyee High School, which is walking distance away from the Matt Griffin YMCA. The Y continued to re-engage teenagers and market global guard with local guidance counselors. There continues to be challenges with recruiting, however we've made progres with Tyee HS (adding the program to their P.E. credit offering) and with the Chamber of Commerce to provide a stipend, so this should increase the number of participants in Q1 2022.

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	50	0	0	3		6	9	18%
Shoreline							0	
Tukwila							0	
Seattle							0	
Other KC							0	
Outside KC							0	
Unknown							0	
TOTAL	50	0	0	3		6	9	

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			\$0.00	\$0.00
Office/Ops		\$0.00	\$0.00			\$0.00	\$0.00
Purchased Svc		\$0.00	\$0.00			\$0.00	\$0.00
Communication		\$0.00	\$0.00			\$0.00	\$0.00
Travel/Training		\$0.00	\$0.00			\$0.00	\$0.00
Other		\$0.00	\$0.00			\$0.00	\$0.00
TOTAL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

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

	Budget	Q1 Request	Q2 Request	Q3 Request	Q4 Request	Cumulative Requested	Balance Remaining
Personnel		\$0.00	\$0.00	\$1,920.00	\$1,920.00	\$3,840.00	-\$3,840.00
Office/Ops		\$0.00	\$0.00		\$250.00	\$250.00	-\$250.00
Purchased Svc		\$0.00	\$0.00			\$0.00	\$0.00
Communication		\$0.00	\$0.00		\$150.00	\$150.00	-\$150.00
Travel/Training		\$0.00	\$0.00	\$1,000.00	\$1,200.00	\$2,200.00	-\$2,200.00
Other		\$0.00	\$0.00			\$0.00	\$0.00
TOTAL	\$0.00	\$0.00	\$0.00	\$2,920.00	\$3,520.00	\$6,440.00	-\$6,440.00

REIMBURSEMENT REQUESTS

Agency and Program Name **Tukwila Pantry**
 Address **3118 S 140th Street**
 City & ZIP **Tukwila, WA 98168**
 Program Contact Name **Benton Coblentz** Phone **2064318293**
 Email **boardchair@tukwilapantry.org** Invoice Date **1/7/22**
 Costs below incurred from **10/1/21** to **12/31/21**
 Signature of Authorized Signer _____ Printed Name **Benton Coblentz**

ACCOUNTS PAYABLE
 JAN 10 2022
 RECEIVED

	Contract ID#	Annual Award Amt	1st Qtr	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		\$8,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$0.00
Shoreline							\$0.00
Tukwila		\$40,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$0.00

Admin use only

Authorized Payment Amt: **\$ 2,000.00** Authorization Code / Acct #

Authorized Signature / City *Benton Coblentz* Date *1/10/22*

DATE: *1/7/22*

BARS# *001.000.10.565.10.44.012*

Vendor # *04814*

SERVICE UNIT 1

Service Unit 1: Food

Measurement: Pound of food

Description: Pounds of food distributed to clients

	Annual Goal	Actual Units, regardless of funding source				YTD
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn				4,418	3,727	8,145
Bellevue				0	0	0
Bothell				0	0	0
Burien		104,279	85,093	29,992	34,026	253,390
Covington				0	0	0
Des Moines				4,470	2,565	7,035
Federal Way				7,537	7,793	15,330
Issaquah				0	0	0
Kenmore				0	0	0
Kent				11,435	9,874	21,309
Kirkland				0	48	48
Mercer Island				884	97	980
Redmond				0	0	0
Renton				19,908	21,877	41,785
Sammamish				0	0	0
SeaTac		104,279	85,093	35,814	37,801	262,986
Shoreline				0	0	0
Tukwila		834,228	680,743	83,842	78,265	1,677,079
Seattle				90,184	95,496	185,680
Other KC				7,745	8,083	15,828
Outside KC				2,443	3,340	5,783
Unknown				301,271	278,501	579,772
TOTAL	0	1,042,785	850,929	599,944	581,493	3,075,151

252%

SERVICE UNIT 2

Service Unit 1: Choose from drop down list

Measurement: Choose from drop down list

Description:

[illegible]

SERVICE UNIT 3

Service Unit 1: Choose from drop down list

Measurement: Choose from drop down list

Description:

[illegible]

NARRATIVE

We are still confronting the vast impact that the COVID-19 pandemic has had on our community. Due to COVID-19, we have been serving many more people of the surrounding area. On our distribution days, which occur three times a week, we generally feed between 200-300 families, a huge increase compared to our previous services. To calculate how many families we feed, we keep a log on distribution days. For this report, we added all our numbers to find that between July and September, we gave out over 990 thousand pounds of food while feeding families. This is an unbelievable increase compared to pre-COVID times, when we gave out about 190,000 pounds of food in the same time span.

This is the second quarter since the beginning of the Pandemic when we are able to report based on the data in our new client database, Link2Feed, which we have implemented in partnership with Feeding Washington. We are still not back to normal, and we are not working with individual clients to register them, since we're still operating fully outdoors. The numbers recorded here are for duplicated households, since those are the numbers we reported for the previous quarters.

Clients as a rule instead register themselves using an online form. This creates some data issues, which will clear up through future quarters. For example, we believe that there are too many "Seattle" residents, since that is a default option for local ZIP codes in many browsers. (We tried to clear that particular issue up by using a methodology based on ZIP codes, but there were further issues with that.) Because we are not registering clients ourselves in person, there are many households that don't have the ability to register themselves. This number has gone down consistently since we began the registration process and will finally be solved when we are fully out of this pandemic. It also includes the households we serve through our partnership with United Way of King County and DoorDash, which we don't have precise location data for, but which we know serves people mainly in our Tukwila/SeaTac/Burien and Renton/Skyway area.

Clearly, people come to the Pantry from beyond our immediate community. We will work to investigate why that is over the course of 2022 and will work to make sure that our clients are able to take advantage of the food bank that is most convenient to them.

Due to the combination of winter holidays and the snow, we were actually closed essentially the entire final week of 2021. As you can see, however, this (surprisingly) didn't massively impact our numbers for the quarter. We're anticipating a continuation of the elevated need in 2022.

RESIDENTS

	Annual Goal	Actual # of Residents*				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn				85	77	162	
Bellevue						0	
Bothell						0	
Burien		3021	2081	577	703	6382	
Covington						0	
Des Moines				86	53	139	
Federal Way				145	161	306	
Issaquah						0	
Kenmore						0	
Kent				220	204	424	
Kirkland					1	1	
Mercer Island				17	2	19	
Redmond						0	
Renton				383	452	835	
Sammamish						0	
SeaTac		2417	1665	689	781	5552	229%
Shoreline						0	
Tukwila		14706	10129	1613	1617	28065	
Seattle				1735	1973	3708	
Other KC				149	167	316	
Outside KC				47	69	116	
Unknown				5796	5754	11550	
TOTAL	0	20144	13875	11542	12014	57575	

*Households, not residents

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

ACCOUNTS PAYABLE
JAN 10 2022
RECEIVED

Agency and Program Name **WestSide Baby - Children's Basic Essentials Program**

Address 10002 14th Ave SW

City & ZIP Seattle, WA 98146

Program Contact Name Carina Schubert

Phone 206-686-6548

Email carina@westsidebaby.org

Invoice Date 1/6/21

Costs below incurred from 10/1/21 to 12/31/21

Signature of Authorized Signer

Carina Schubert

Printed Name Carina Schubert

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	\$5,000.00	\$1,250.00	\$1,250.00	\$1,250.00	\$1,250.00	\$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	\$5,000.00	\$1,250.00	\$1,250.00	\$1,250.00	\$1,250.00	\$0.00
Shoreline						\$0.00
Tukwila						\$0.00

Admin use only

Authorized Payment Amt:

Authorization Code / Acct #

Vendor # 18903

Authorized Signature / City

BY

Jim Cooper

Date

DATE

1/6/22

BARS#

001. 000. 10.565. 10.41. 012

SERVICE UNIT 1

Service Unit 1: Basic Needs Supplies

Measurement: Individual

Description: Unique children provided with basic need items (i.e. diapers, hygiene items, clothing) at a cost per unit of \$95

	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	53	24	187	44	172	427	806%
Federal Way						0	
Issaquah						0	
Kenmore						0	
Kent						0	
Kirkland						0	
Mercer Island						0	
Redmond						0	
Renton						0	
Sammamish						0	
SeaTac	53	29	75	82	116	302	570%
Shoreline						0	
Tukwila						0	
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
TOTAL	106	53	262	126	288	729	

NARRATIVE

In additional to our normal distribution schedule, WestSide Baby spent a significant part of Quarter 4 planning our year-end enhanced diaper distribution. We worked in collaboration with our current agency partners and WestSide Baby staff to identify gaps in our service area and impact. We deployed pallets of diapers and other basic need items to new agencies allowing more children and families have access to basic need items. We ended the year distributing 2.5 million diapers in Western King County. Quote from Provider Partner: "Thank you so much for all of your support! Your community partnership is ESSENTIAL to our services and we wouldn't be able to function and serve our clients as well without your support."

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	53	24	175	44		172	415	
Federal Way							0	
Issaquah							0	
Kenmore							0	
Kent							0	
Kirkland							0	
Mercer Island							0	
Redmond							0	
Renton							0	
Sammamish							0	
SeaTac	53	29	61	82		116	288	543.96
Shoreline							0	
Tukwila							0	
Seattle							0	
Other KC							0	
Outside KC							0	
Unknown							0	
TOTAL	106	53	236	126		288	703	

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]