

# REIMBURSEMENT REQUESTS

Agency and Program Name **Apprenticeship and Nontraditional Employment for Women**  
 Address 550 SW 7th St. #B305  
 City & ZIP Renton, WA 98057  
 Program Contact Name Kerstin Torrescano Phone 206-710-1003  
 Email kerstin@anewaop.org Invoice Date **7/15/22**  
 Costs below incurred from **4/1/22** to **6/30/22**  
 Signature of Authorized Signer Printed Name Kerstin Torrescano

	Contract ID#	Annual Award Amt	1st Qtr	Reimbursement Requests 2nd Qtr	3rd Qtr	4th Qtr	Balance Remaining
Auburn							\$0.00
Bellevue							\$0.00
Bothell							\$0.00
Burien	CON-21-034	\$6,000.00	\$1,500.00	\$1,500.00			\$3,000.00
Covington							\$0.00
Des Moines		\$3,000.00	\$750.00	\$750.00			\$1,500.00
Federal Way		\$9,000.00	\$2,250.00	\$2,250.00			\$4,500.00
Issaquah							\$0.00
Kenmore							\$0.00
Kent		\$10,000.00	\$2,500.00	\$2,500.00			\$5,000.00
Kirkland							\$0.00
Mercer Island							\$0.00
Redmond							\$0.00
Renton							\$0.00
Sammamish							\$0.00
SeaTac		\$10,000.00	\$2,500.00	\$2,500.00			\$5,000.00
Shoreline							\$0.00
Tukwila							\$0.00

Admin use only

Authorized Payment Amt:

Authorization Code / Acct #

Authorized Signature / City

Date

BY

DATE

BARS#

**APPROVED FOR PAYMENT**

BY *Jim Cooper* *[Signature]*  
 DATE *8/2/22* *8:58:22*

BARS# *001.000.10.565.10.41.012*

*Vendor#*  
*17684*

# 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			1	50%
Covington						0	#DIV/0!
Des Moines	2	0	1			1	50%
Federal Way	2	0	2			2	100%
Issaquah						0	#DIV/0!
Kenmore						0	#DIV/0!
Kent	4	4	2			6	150%
Kirkland						0	#DIV/0!
Mercer Island						0	#DIV/0!
Redmond						0	#DIV/0!
Renton						0	#DIV/0!
Sammamish						0	#DIV/0!
SeaTac	4	0	0			0	0%
Shoreline						0	#DIV/0!
Tukwila						0	#DIV/0!
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
<b>TOTAL</b>	<b>14</b>	<b>4</b>	<b>6</b>	<b>0</b>	<b>0</b>	<b>10</b>	

## 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	3			3	150%
Covington						0	#DIV/0!
Des Moines	2	1	1			2	100%
Federal Way	3	1	5			6	200%
Issaquah						0	#DIV/0!
Kenmore						0	#DIV/0!
Kent	4	2	4			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	0	0			0	0%
Shoreline						0	#DIV/0!
Tukwila						0	#DIV/0!
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
<b>TOTAL</b>	<b>15</b>	<b>4</b>	<b>13</b>	<b>0</b>	<b>0</b>	<b>17</b>	

## SERVICE UNIT 3

**Service Unit 1: Choose from drop down list**

Measurement: Choose from drop down list

**Description:**

[illegible]

## NARRATIVE

### Q2 2022 Narrative

Burien – ANEW served 4 clients in Burien this quarter. Three clients were enrolled in ARC and received support services. All three clients were placed and went out to work, one as a Bricklayer, one as an Electrician and one as a Asbestos Worker. One client was enrolled in pre-apprenticeship training this quarter and is on track to graduate training on July 6th. This student received PPE and transportation assistance to aid in their ability to participate in pre-apprenticeship training.

Des Moines – ANEW served two clients in Des Moines this quarter. One client was enrolled in ARC and went to work as a Carpenter making \$30.98 per hour. One client was enrolled in pre-apprenticeship training and is on track to graduate on July 1st. This student received PPE and transportation assistance to aid in their ability to participate in pre-apprenticeship training.

Federal Way – ANEW served 7 clients living in Federal Way this quarter. Five clients were enrolled in ARC. The support services they received helped them get out to work and remain in the field so they could make a living. Of those five clients, three are working as Carpenters and two are working as Plasterers. Two clients were enrolled in pre-apprenticeship training, one completed training on June 29th and the other is on track to graduate on July 6th. These students received PPE and transportation assistance to aid in their ability to participate in pre-apprenticeship training.

Kent – ANEW served six Kent residents this quarter. Four clients were enrolled in ARC and received support

See  
attached

## Q2 2022 Narrative

Burien – ANEW served 4 clients in Burien this quarter. Three clients were enrolled in ARC and received support services. All three clients were placed and went out to work, one as a Bricklayer, one as an Electrician and one as a Asbestos Worker. One client was enrolled in pre-apprenticeship training this quarter and is on track to graduate training on July 6th. This student received PPE and transportation assistance to aid in their ability to participate in pre-apprenticeship training.

Des Moines – ANEW served two clients in Des Moines this quarter. One client was enrolled in ARC and went to work as a Carpenter making \$30.98 per hour. One client was enrolled in pre-apprenticeship training and is on track to graduate on July 1st. This student received PPE and transportation assistance to aid in their ability to participate in pre-apprenticeship training.

Federal Way – ANEW served 7 clients living in Federal Way this quarter. Five clients were enrolled in ARC. The support services they received helped them get out to work and remain in the field so they could make a living. Of those five clients, three are working as Carpenters and two are working as Plasterers. Two clients were enrolled in pre-apprenticeship training, one completed training on June 29th and the other is on track to graduate on July 6th. These students received PPE and transportation assistance to aid in their ability to participate in pre-apprenticeship training.

Kent – ANEW served six Kent residents this quarter. Four clients were enrolled in ARC and received support services to assist them in continuing to work in the construction industry. Three of the clients are actively working, one with the Cement Masons and two with the Carpenters. The other two clients were enrolled in pre-apprenticeship training. These students received PPE and transportation assistance to aid in their ability to participate in pre-apprenticeship training. One client completed training on June 29th and the other is on track to graduate on July 1st.

SeaTac – ANEW did not serve any clients in SeaTac this quarter.

## RESIDENTS

	Annual Goal	1st Qtr	Actual # of Residents		4th Qtr	YTD
			2nd Qtr	3rd Qtr		
Auburn						0
Bellevue						0
Bothell						0
Burien	4	0	3			3
Covington						0
Des Moines	4	1	2			3
Federal Way	5	1	6			7
Issaquah						0
Kenmore						0
Kent	8	4	5			9
Kirkland						0
Mercer Island						0
Redmond						0
Renton						0
Sammamish						0
SeaTac	8	0	0			0
Shoreline						0
Tukwila						0
Seattle						0
Other KC						0
Outside KC						0
Unknown						0
<b>TOTAL</b>	<b>29</b>	<b>6</b>	<b>16</b>	<b>0</b>	<b>0</b>	<b>22</b>

## CITY LINE ITEM TABLES

### BELLEVUE Line Item Table

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

[illegible]

### FEDERAL WAY Line Item Table

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

[illegible]

### KENT Line Item Table

[illegible]



# REIMBURSEMENT REQUESTS

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

Address 3639 Martin Luther King Jr. Way S

City & ZIP Seattle, WA 98144

Program Contact Name Yoon Joo Han

Phone 206/695-7591

Email [yoonyoooh@acrs.org](mailto:yoonyoooh@acrs.org)

Invoice Date 7/15/22

Costs below incurred from 4/1/22 to 6/30/22

Signature of Authorized Signer

Printed Name Yoon Joo Han

	Annual	Reimbursement Requests				Balance
Contract ID#	Award Amt	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Remaining
Auburn	\$5,000.00	\$1,250.00	\$1,250.00			\$2,500.00
Bellevue	\$63,248.00	\$10,622.77	\$20,935.57			\$31,689.66
Bothell						\$0.00
Burien	\$5,000.00	\$1,250.00	\$1,250.00			\$2,500.00
Covington						\$0.00
Des Moines	\$2,500.00	\$625.00	\$625.00			\$1,250.00
Federal Way	\$9,000.00	\$2,250.00	\$2,250.00			\$4,500.00
Issaquah						\$0.00
Kenmore						\$0.00
Kent	\$10,000.00	\$2,500.00	\$2,500.00			\$5,000.00
Kirkland	\$7,500.00	\$1,875.00	\$1,875.00			\$3,750.00
Mercer Island						\$0.00
Redmond	\$5,000.00	\$1,250.00	\$1,250.00			\$2,500.00
Renton	\$7,500.00	\$1,875.00	\$1,875.00			\$3,750.00
Sammamish						\$0.00
SeaTac	\$5,000.00	\$1,250.00	\$1,250.00			\$2,500.00
Shoreline						\$0.00
Tukwila						\$0.00

Admin use only

Authorized Payment Amt:

Authorization Code / Acct #

Vendor# 18499

Authorized Signature / City

APPROVED FOR PAYMENT

Date

BY: *Jim Cooper*

DATE: 7/20/22

BARS# 001.000.10.505.10.41.012

7/20/22

# SERVICE UNIT 1

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

Measurement: 60 minutes

Description:

	Annual	Actual Units, regardless of funding source				YTD	
	Goal	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn	41	405	549			954	2326%
Bellevue	508	642	758			1,399	275%
Bothell						0	
Burien	41	434	572			1,005	2452%
Covington						0	
Des Moines	20	195	192			387	1937%
Federal Way	76	365	335			700	921%
Issaquah						0	
Kenmore						0	
Kent	84	1,810	2,398			4,208	5010%
Kirkland	62	320	479			799	1289%
Mercer Island						0	
Redmond	41	170	257			426	1040%
Renton	63	699	847			1,546	2454%
Sammamish						0	
SeaTac	50	192	250			441	883%
Shoreline						0	
Tukwila						0	
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
<b>TOTAL</b>	<b>986</b>	<b>5,230</b>	<b>6,637</b>	<b>0</b>	<b>0</b>	<b>11,867</b>	

## 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
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

# 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
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## NARRATIVE

From April to June of this year, we have been cautiously moving forward with more in person services at ACRS given an improvement in the pandemic, however with an uptick of COVID spread, many of our clients are reluctant to come in for in-person appointments. For those who are in need for in person care, such as injection, blood test, vital sign checks and crisis intervention, we have been providing all the support including transportation assistance, so that they would come in for in person care. We are happy to see that most of our clients for our primary care services are coming in to see our doctor, nurse and counselor which offer much accurate assessment of their physical and mental health status and a chance to reconnect with them. As we are welcoming clients and staff back into our agency for more but still limited in-person care, we are also experiencing some reluctance and fear from our clients and staff to travel and be in contact with others. We believe that hybrid model of care from office and remote telehealth is here to stay, and we are working on making sure that clients care, and needs be the basis for a decision for either in-person or remote services.

We continue to 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. Even with an improvement in the pandemic, we know the trauma from the pandemic and anti-Asian racism that our clients have experienced and endured will have a long term affect to everyone's mental health and wellbeing especially our clients who have been living with an existing chronic mental illness and past trauma. We will continue to provide an increased level of critical mental health services addressing mental. physical.

*See attached*

From April to June of this year, we have been cautiously moving forward with more in person services at ACRS given an improvement in the pandemic, however with an uptick of COVID spread, many of our clients are reluctant to come in for in-person appointments. For those who are in need for in person care, such as injection, blood test, vital sign checks and crisis intervention, we have been providing all the support including transportation assistance, so that they would come in for in person care. We are happy to see that most of our clients for our primary care services are coming in to see our doctor, nurse and counselor which offer much accurate assessment of their physical and mental health status and a chance to reconnect with them. As we are welcoming clients and staff back into our agency for more but still limited in-person care, we are also experiencing some reluctance and fear from our clients and staff to travel and be in contact with others. We believe that hybrid model of care from office and remote telehealth is here to stay, and we are working on making sure that clients care, and needs be the basis for a decision for either in-person or remote services.

We continue to 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. Even with an improvement in the pandemic, we know the trauma from the pandemic and anti-Asian racism that our clients have experienced and endured will have a long term affect to everyone's mental health and wellbeing especially our clients who have been living with an existing chronic mental illness and past trauma. We will continue to provide an increased level of critical mental health services addressing mental, physical, social, and financial health through whole person oriented mental health services.

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

- We are slowly bringing our clients for individual and group services. The number of clients that we can have in a group is still limited but steadily increasing. Our agency is thoughtful in ensuring safety, and there are many restrictions such as pre-screening, social distancing, mask wearing at all times, and no food allowed in the group. Some of our clients are frustrated by the restriction but overall, many clients are happy to return to be with their peers and their counselors. We have a couple of Cambodian and Samoan group meeting in person.
- We have reopened in person acupuncture services on site and serving more clients. Although we have a shorter clinic hour and a fewer number of client that we can serve at once compared to pre-pandemic period, many clients are happy to get acupuncture services for their physical ailment that can be also related to their mental health.
- 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.

- As we reported in the last quarter, 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			YTD
			2nd Qtr	3rd Qtr	4th Qtr	
Auburn	10	57	7			64
Bellevue	127	127	25			152
Bothell						0
Burien	10	48	7			55
Covington						0
Des Moines	5	26	3			29
Federal Way	18	66	2			68
Issaquah						0
Kenmore						0
Kent	20	215	29			244
Kirkland	15	41	14			55
Mercer Island						0
Redmond	10	31	5			36
Renton	16	108	21			129
Sammamish						0
SeaTac	12	28	4			32
Shoreline						0
Tukwila						0
Seattle						0
Other KC						0
Outside KC						0
Unknown						0
<b>TOTAL</b>	<b>243</b>	<b>747</b>	<b>117</b>	<b>0</b>	<b>0</b>	<b>864</b>



## 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	\$63,248.00	\$10,622.77	\$31,689.66			\$42,312.43	\$20,935.57
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
<b>TOTAL</b>	<b>\$63,248.00</b>	<b>\$10,622.77</b>	<b>\$31,689.66</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$42,312.43</b>	<b>\$20,935.57</b>

### 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 Program

Address 100 23rd Ave S

City & ZIP Seattle, Wa 98144

Program Contact Name Kelsi Williamson

Email [KelsiT@ccsww.org](mailto:KelsiT@ccsww.org)

Costs below incurred from 4/1/22 to 6/30/22

Signature of Authorized Signer

*Kelsi Williamson*

Printed Name Kelsi Williamson

ACCOUNTS PAYABLE

JUL 20 2022

Phone 425-331-0668

RECEIVED

Invoice Date 7/15/22

	Annual	Reimbursement Requests				Balance
Contract ID#	Award Amt	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Remaining
Auburn	\$10,000.00	\$2,450.00	\$2,450.01			\$5,099.99
Bellevue	\$27,667.00	\$5,433.46	\$7,533.36			\$14,700.18
Bothell						\$0.00
Burien	\$13,500.00	\$4,269.46	\$3,157.51			\$6,073.03
Covington	\$10,000.00	\$2,500.00	\$2,500.00			\$5,000.00
Des Moines						\$0.00
Federal Way	\$8,000.00	\$2,200.02	\$1,599.98			\$4,200.00
Issaquah						\$0.00
Kenmore						\$0.00
Kent	\$10,000.00	\$2,500.00	\$2,500.00			\$5,000.00
Kirkland						\$0.00
Mercer Island						\$0.00
Redmond	\$12,000.00	\$2,999.98	\$3,108.05			\$5,891.97
Renton						\$0.00
Sammamish						\$0.00
SeaTac	\$15,000.00	\$3,974.98	\$3,554.05			\$7,470.97
Shoreline						\$0.00
Tukwila	\$25,000.00	\$5,124.99	\$5,585.24			\$14,289.77

Admin use only

Authorized Payment Amt:

Authorization Code / Acct #

Authorized Signature / City

APPROVED FOR PAYMENT

Date

7/20/22

BY

*Kem Cooper*

DATE

7/20/22

BARS#

001.000.10.505.10.41.012

\* MDU \*

# 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	4	4			8	80%
Bellevue	35	20	22			42	120%
Bothell						0	
Burien	14	12	6			18	129%
Covington	17	4	4			8	47%
Des Moines		7				7	
Federal Way	13	4	3			7	54%
Issaquah						0	
Kenmore						0	
Kent	16	5	6			11	69%
Kirkland						0	
Mercer Island						0	
Redmond	16	4	5			9	56%
Renton						0	
Sammamish						0	
SeaTac	25	7	6			13	52%
Shoreline						0	
Tukwila	10	3	5			8	80%
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
<b>TOTAL</b>	<b>156</b>	<b>70</b>	<b>61</b>	<b>0</b>	<b>0</b>	<b>131</b>	

# SERVICE UNIT 3

Service Unit 1: Choose from drop down list

Measurement: Choose from drop down list

Description:

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

## 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
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## NARRATIVE

### Auburn:

During Second Quarter EA served 4 Households, 11 Individuals with \$1200 Auburn Funds to prevent 4 evictions.

There is still much greater need in Auburn than we can accommodate with funding available. We turn away an average of 5 callers per week for Auburn assistance due to funding.

The EA program was able to assist a single mother who is currently a paid caregiver for her mother and splits the hours between her and her sister causing her to get behind on bills.

We were able to assist her with \$300 helping to prevent an eviction.

AMI 23% and Rent Burden is 83%

### Burien:

During Second Quarter EA served 6 Households, 12 Individuals with a total of \$1470 Burien Funds to prevent 6 evictions.

There were no specific issues in assisting Burien residents.

The EA program was able to help prevent a single mother with two children from getting evicted. The mother fell short of just a few hundred, we were able to assist her with \$275 to help get caught back up.

AMI 24% and rent burden is 15%

### Bellevue:

During Quarter2 EA served 12 Households, 25 Individuals with \$4470 Bellevue Funds to prevent 11 evictions, and prevent the shut off of 1 utility.

*See attached*

## RESIDENTS

	Annual Goal	1st Qtr	Actual # of Residents			YTD
			2nd Qtr	3rd Qtr	4th Qtr	
Auburn	35	12	11			23
Bellevue	75	37	48			85
Bothell						0
Burien	40	22	12			34
Covington	50	12	11			23
Des Moines		21				21
Federal Way	52	13	8			21
Issaquah						0
Kenmore						0
Kent	83	8	13			21
Kirkland						0
Mercer Island						0
Redmond	30	10	11			21
Renton						0
Sammamish						0
SeaTac	50	17	13			30
Shoreline						0
Tukwila	12	9	8			17
Seattle						0
Other KC						0
Outside KC						0
Unknown						0
<b>TOTAL</b>	<b>427</b>	<b>161</b>	<b>135</b>	<b>0</b>	<b>0</b>	<b>296</b>

Auburn:

During Second Quarter EA served 4 Households, 11 Individuals with \$1200 Auburn Funds to prevent 4 evictions.

There is still much greater need in Auburn than we can accommodate with funding available. We turn away an average of 5 callers per week for Auburn assistance due to funding.

The EA program was able to assist a single mother who is currently a paid caregiver for her mother and splits the hours between her and her sister causing her to get behind on bills.

We were able to assist her with \$300 helping to prevent an eviction.

AMI 23% and Rent Burden is 83%

Burien:

During Second Quarter EA served 6 Households, 12 Individuals with a total of \$1470 Burien Funds to prevent 6 evictions.

There were no specific issues in assisting Burien residents.

The EA program was able to help prevent a single mother with two children from getting evicted. The mother fell short of just a few hundred, we were able to assist her with \$275 to help get caught back up.

AMI 24% and rent burden is 15%

Bellevue:

During Quarter2 EA served 12 Households, 25 Individuals with \$4470 Bellevue Funds to prevent 11 evictions, and prevent the shut off of 1 utility.

Bellevue is always very generous and consistent with their funding; the EA program is very grateful for this.

We were able to help prevent a single mother with two children from getting evicted. The mother fell behind on bills due to being laid off during Covid and her unemployment ending.

AMI and rent burden cannot be determined due to no income at the time.

Bellevue ARPA:

During Quarter 2 EA served 13 Households and 26 Individuals to prevent 13 Evictions A total of \$49,711.27 was spent using Bellevue ARPA funds.

The EA program and Bellevue residents have been extremely grateful for the Bellevue ARPA funding. We have been able to assist many families get completely caught up with rent and utilities giving them a fresh start.

We were able to assist a single male with some past due rent whose mother recently passed away. He moved after the passing of his mother. Then moved back to the area around the time that the pandemic started, making it hard for him to find employment at the time. He was able to gain employment at a



local bank making less than what he was before Covid but able to catch up on bills due to the financial assistance and employment.

AMI 78% and rent burden is 41%

Covington:

During Quarter 2 EA served 4 Households, 11 Individuals with \$975.07 to prevent 3 evictions and one utility shut off.

The EA program was able to assist a single woman with no income. Her lights were on the verge of getting shut off. Her uncle whom she lived with was the one who paid the bills and unfortunately passed away leaving her with a light bill that she was unable to pay. We were able to pay the total due in the amount of \$75.

AMI and rent burden was undetermined due to no income.

Des Moines ARPA:

During Quarter 2 EA served 38 Households, 86 Individuals to prevent 38 evictions, a total of \$110,437.27 was spent.

The EA program and Des Moines residents have been very grateful for the funding provided by Des Moines in order to help prevent eviction.

We were able to assist a family with \$525 in order to prevent an eviction. The mother was recently in an accident and having to travel due to family issues. With the funding from Des Moines they were able to get caught up with their rent.

AMI 42% and rent burden is 32%

Federal Way:

During Quarter 2 EA served 3 Households, 8 Individuals with \$600 Federal Way funding and \$300 Other funding to prevent 3 evictions.

There is a high demand for rental assistance in Federal Way. We turn away on average about 10 residents each week due to funding.

The EA program was able to assist a single mother with \$300 toward her rent in order to help her catch up on bills. She had recently lost her job and just began a new job causing her to get behind for a few weeks.

AMI 25% and rent burden is 102%

Redmond:

During Quarter 2 EA assisted 5 Households, 11 Individuals with \$1608.60 to prevent 2 evictions, assist with 2 Move Ins and prevent 1 Utility shut off.

The EA program was able to assist a single working mother with \$350 towards her move-in cost.

AMI 37% and rent burden is 51%

#### Tukwila:

During Quarter 2 EA served 5 Households, 8 Individuals with \$3160.58 Tukwila Funds to prevent 5 evictions and one utility shut off.

The EA program was able to assist a full-time working mother with her utility bill. The City of Tukwila sends us referrals with how much they would like to assist with. The city assisted her with \$400 in order to catch up on her utility bill.

AMI 40% and rent burden was undetermined due to assisting with utilities

#### SeaTac:

During Quarter 2 EA served 6 Households and 13 Individuals with \$1679 SeaTac funds to prevent 6 evictions.

The EA turns away a lot of SeaTac residents due to lack of funding.

The EA program was able to assist a single woman with \$179 in order to pay off her utility causing her to get behind on rent.

AMI 15% and rent burden is 17%

#### Kent :

During Quarter 2 EA assisted 6 Households, 13 Individuals with \$724 Kent funds and \$4870 other funds to prevent 4 evictions.

There is a very high demand for rental assistance in the City of Kent.

The EA program was able to assist a grandmother and her grandchild with \$250 to help with move in cost from one unit to another that required an additional deposit.

AMI 11% and rent burden is 30%

# 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	\$13,833.50	\$3,458.46	\$3,458.36			\$6,916.82	\$6,916.68
Office/Ops						\$0.00	\$0.00
Purchased Svc	\$13,833.50	\$1,975.00	\$4,075.00			\$6,050.00	\$7,783.50
Communication						\$0.00	\$0.00
Travel/Training						\$0.00	\$0.00
Other						\$0.00	\$0.00
<b>TOTAL</b>	<b>\$27,667.00</b>	<b>\$5,433.46</b>	<b>\$7,533.36</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$12,966.82</b>	<b>\$14,700.18</b>

## 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	\$1,000.02	\$999.98			\$2,000.00	\$2,000.00
Office/Ops						\$0.00	\$0.00
Purchased Svc	\$4,000.00	\$1,200.00	\$600.00			\$1,800.00	\$2,200.00
Communication						\$0.00	\$0.00
Travel/Training						\$0.00	\$0.00
Other						\$0.00	\$0.00
<b>TOTAL</b>	<b>\$8,000.00</b>	<b>\$2,200.02</b>	<b>\$1,599.98</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$3,800.00</b>	<b>\$4,200.00</b>

# REIMBURSEMENT REQUESTS

Agency and Program Name Catholic Community Services - Volunteer Services

Address 100 23rd Ave S

City & ZIP Seattle, WA 98144

Program Contact Name Jonathan Prociv

Phone 206-328-6853

Email [JProciv@ccsww.org](mailto:JProciv@ccsww.org)

Invoice Date 7/15/22

Costs below incurred from 4/1/22 to 6/30/22

Signature of Authorized Signer



Printed Name Jonathan Prociv

	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			\$3,750.00
Bellevue	GF-229	\$17,152.00	\$4,288.00	\$4,288.00			\$8,576.00
Bothell	#2458	\$6,000.00	\$1,500.00	\$1,500.00			\$3,000.00
Burien							\$0.00
Covington							\$0.00
Des Moines							\$0.00
Federal Way		\$10,000.00	\$2,500.00	\$2,500.00			\$5,000.00
Issaquah							\$0.00
Kenmore							\$0.00
Kent		\$10,000.00	\$2,500.00	\$2,500.00			\$5,000.00
Kirkland	GF-229	\$6,250.00	\$1,562.50	\$1,562.50			\$3,125.00
Mercer Island							\$0.00
Redmond	GF-229	\$8,744.00	\$2,186.00	\$2,186.00			\$4,372.00
Renton	CAG-21-112	\$10,000.00	\$2,500.00	\$2,500.00			\$5,000.00
Sammamish							\$0.00
SeaTac		\$6,500.00	\$1,625.00	\$1,625.00			\$3,250.00
Shoreline							\$0.00
Tukwila							\$0.00

Admin use only

Authorized Payment Amt:

Authorization Code / Acct # Vendor #

Authorized Signature / City

APPROVED FOR PAYMENT

BY: 

DATE: 7/21/22

BARS# 001.000.10.505.10.41.012

Date 7-21-22 00683

7/20/21

# SERVICE UNIT 1

## Service Unit 1: Chore Services/In-Home Care

Measurement: 60 minutes

Description: Chore Services include transportation for older adults and persons with disabilities to access basic needs, assistance with household chores, yard work, and minor 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	43	88			131	25%
Bellevue	1,141	265	336			601	53%
Bothell	413	95	40			135	33%
Burien	0	151	102			253	
Covington	0	93	72			165	
Des Moines	0	9	28			37	
Federal Way	688	113	61			174	25%
Issaquah	0	1,255	1,355			2,610	
Kenmore	0	36	28			64	
Kent	688	143	202			345	50%
Kirkland	430	35	73			108	25%
Mercer Island	0	24	37			61	
Redmond	599	179	103			282	47%
Renton	688	82	68			150	22%
Sammamish	0	0	0			0	
SeaTac	447	44	70			114	26%
Shoreline	0	46	51			97	
Tukwila	0	57	1			58	
Seattle		672	894			1,566	
Other KC		97	166			263	
Outside KC						0	
Unknown		262				262	
<b>TOTAL</b>	<b>5,610</b>	<b>3,699</b>	<b>3,775</b>	<b>0</b>	<b>0</b>	<b>7,474</b>	

## SERVICE UNIT 2

Service Unit 1: Choose from drop down list

Measurement: Choose from drop down list

Description:

	Actual Units, regardless of funding source					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						0
Shoreline						0
Tukwila						0
Seattle						0
Other KC						0
Outside KC						0
Unknown						0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

# 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
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## RESIDENTS

	Annual Goal	1st Qtr	Actual # of Residents		4th Qtr	YTD
			2nd Qtr	3rd Qtr		
Auburn	9	5	5			10
Bellevue	20	15	6			21
Bothell	7	4	1			5
Burien	0	9	11			20
Covington	0	5	1			6
Des Moines	0	1	0			1
Federal Way	12	11	1			12
Issaquah	0	7	0			7
Kenmore	0	2	0			2
Kent	12	8	4			12
Kirkland	8	4	1			5
Mercer Island	0	1	0			1
Redmond	10	10	0			10
Renton	12	9	0			9
Sammamish	0	0	0			0
SeaTac	8	11	2			13
Shoreline	0	3	0			3
Tukwila	0	0	1			1
Seattle		65	16			81
Other KC		8	1			9
Outside KC		0				0
Unknown		1				1
<b>TOTAL</b>	<b>98</b>	<b>179</b>	<b>50</b>	<b>0</b>	<b>0</b>	<b>229</b>



## NARRATIVE

### AUBURN

A client in Auburn was matched with a volunteer to help with light housework once or twice per month. Their first meeting was in May and the client and volunteer discussed what needed to be done and had a nice visit and chat. The volunteer came back the following week to help with housework and the client was very appreciative. This client was also matched with another volunteer to do some grocery shopping for her. The client was using a grocery delivery service that was getting too expensive so she is very appreciative of the help from her volunteers.

### BELLEVUE

Ms. RR recently had a medical issue that has required her to have physical therapy that was critical to make progress on her recovery. Her husband no longer drives and while family is somewhat near, they are working during the times for the physical therapy to take place. Multiple rides during a week went out to volunteers. Responses were received from volunteers and the rides were provided.

About once a month Ms. KS calls and requests help with getting her medications picked up and delivered to her at her home. She is about a 15-minute walk from the pharmacy but multiple medical issues make it extremely difficult for her to move very well. The street she is on is very busy and it can be difficult for her to cross the street in the time given by the crosswalk timer. A volunteer who lives nearby takes the opportunity to pick up and drop off the much needed medications.

### BOTHELL

As the nice weather takes hold, a common request from clients is help with their yard work. Last fall, Ms. JW needed help to keep the yard around her home in shape. She was matched with a volunteer who weeded, trimmed bushes, replanted some things, and did some general cleanup. That match continues as the FEDERAL WAY

A VS client who lives alone is showing signs of memory loss and is working closely with the program coordinator and her volunteer. She forgets that the volunteer comes over to mow but will tell VS staff she hasn't seen him. Excellent communication has been needed to get the full story and to make sure her needs are met. The volunteer and the VS staff will keep a special eye out for any further decline.

A VS client, 88 moved from Auburn to Federal Way to accommodate her age and physical restrictions. The volunteer followed her to Federal Way insisting she stays with her for her comfort helping her with indoor needs. The volunteer has been able to help her get to important doctors appointments as well as befriend her in her new home.

### KENT

A new client in Kent needed some assistance with taking out the trash that had piled up in her apartment. After sending the South King County volunteers an email to see if anyone was available ASAP, several volunteers responded that they were able to help this client out the following day. One volunteer came by and was able to get several bags of trash and recycling out for her as well as help organize and bring some boxes of things she no longer wanted to Goodwill for donation. This volunteer has been visiting and checking in with this client once a week since May to help her take out the garbage and she is very appreciative.

A client in Kent had five important medical appointments to attend in Seattle in May. Her volunteer who has been matched with her for several years now, drove her to and from all of these medical appointments. This volunteer has been incredibly helpful to her client in providing transportation to essential medical appointments. Without the assistance of this volunteer, the client would have to travel a long ways regularly for her medical appointments. She is very appreciative of the rides and companionship her volunteer

See  
attached

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## BELLEVUE

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About once a month Ms. KS calls and requests help with getting her medications picked up and delivered to her at her home. She is about a 15-minute walk from the pharmacy but multiple medical issues make it extremely difficult for her to move very well. The street she is on is very busy and it can be difficult for her to cross the street in the time given by the crosswalk timer. A volunteer who lives nearby takes the opportunity to pick up and drop off the much needed medications.

## BOTHELL

As the nice weather takes hold, a common request from clients is help with their yard work. Last fall, Ms. JW needed help to keep the yard around her home in shape. She was matched with a volunteer who weeded, trimmed bushes, replanted some things, and did some general cleanup. That match continues as the volunteer goes by about once a month to make sure everything remains in shape.

## FEDERAL WAY

A VS client who lives alone is showing signs of memory loss and is working closely with the program coordinator and her volunteer. She forgets that the volunteer comes over to mow but will tell VS staff she hasn't seen him. Excellent communication has been needed to get the full story and to make sure her needs are met. The volunteer and the VS staff will keep a special eye out for any further decline.

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## KIRKLAND

A volunteer has been helping a client with shopping and some transportation. She let the VS coordinator know that her yard was getting a bit out of control as she lives next to a green space with a lot of blackberries. The coordinator followed up with client who said that the yard could use some care and she didn't have the ability to do it or pay for it. Two volunteers agreed to go by and do yard work. They went by on a pair of days and spent almost 15 hours mowing, weeding, cutting back the blackberries, and shaping bushes and a hedge.

## REDMOND

Ms. CR lives in a mobile home park. In her yard is a large tree. When it is windy and rainy, the tree creates debris that covers her yard and driveway. A volunteer goes by on a regular basis and will rake, pile, and pick up the debris to get the yard in shape. To help beautify the yard, the volunteer has spread bark in the yard area as well.

For two years, a teenage volunteer helped Ms. SW with her grocery shopping twice a month. He would come by and get her list, visit for a time, and then do the shopping and bring back the groceries. This June, the volunteer graduated from high school and let his client know that he would have to end the

match as he would be traveling this summer and then would be going to college. The client shared how she watched him "grow up" and was very happy for him to start his next phase of life.

#### RENTON

A client in Renton had three medical appointments she needed transportation to in April. Two of her appointments were in Issaquah and the other in Kirkland. These medical appointments were essential and the client was concerned that one of her ride requests would not be accepted because the appointment was 3 hours long and her regular volunteer was out of town that week. All three ride requests were accepted and we were able to find a volunteer to fill in while this client's regular volunteer was out. This client has been with the program for over ten years and is very appreciative of the transportation service we have provided for her throughout the years.

#### SEATAC

This quarter a new client was signed up; a woman who uses a wheelchair also has a degenerative disease. She just moved into a Seatac home that is more accommodating for her wheelchair. A volunteer was sent to install grab bars for her in her home to make bathing and toileting safer

Many more yard work and mowing requests have come from Seatac and a special recruitment effort online has been necessary to meet some of these needs in the community. Instead of a long term match, one time opportunities are being offered to help someone get their grass under control with a single service.

# 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	\$17,152.00	\$4,288.00	\$4,288.00			\$8,576.00	\$8,576.00
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
<b>TOTAL</b>	<b>\$17,152.00</b>	<b>\$4,288.00</b>	<b>\$4,288.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$8,576.00</b>	<b>\$8,576.00</b>

## FEDERAL WAY Line Item Table

\*Back-up documentation required for line item expenses

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

# 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 206-329-1011 x229

Email [viducich@childcare.org](mailto:viducich@childcare.org)

Invoice Date **7/12/22**

Costs below incurred from **4/1/22** to **6/30/22**

Signature of Authorized Signer

*Courtney Nolen-Viducich*

Printed Name Courtney Nolen-Viducich

	Contract ID#	Annual Award Amt	1st Qtr	Reimbursement Requests 2nd Qtr	3rd Qtr	4th Qtr	Balance Remaining
Auburn							\$0.00
Bellevue	GF181	\$36,700.00	\$9,175.00	\$9,175.00			\$18,350.00
Bothell							\$0.00
Burien	CON-21-036	\$4,000.00	\$1,000.00	\$1,000.00			\$2,000.00
Covington	024-2021	\$3,543.00	\$885.75	\$885.75			\$1,771.50
Des Moines							\$0.00
Federal Way							\$0.00
Issaquah							\$0.00
Kenmore	21-C2682	\$1,500.00	\$375.00	\$375.00			\$750.00
Kent							\$0.00
Kirkland	32100182	\$7,500.00	\$1,875.00	\$1,875.00			\$3,750.00
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			\$2,500.00
Shoreline	9906	\$5,000.00	\$1,250.00	\$1,250.00			\$2,500.00
Tukwila	CON-21-036	\$4,000.00	\$1,000.00	\$1,000.00			\$2,000.00

Admin use only

Authorized Payment Amt:

Authorized Signature / City

**\* MOU \***

Authorization Code / Acct #

**APPROVED FOR PAYMENT**

BY: *Ken Cooper*

Date

DATE: *7/21/22*

*7-21-22*

BARS# *001.000.10.505.10.41.012*

## SERVICE UNIT 1

## Service Unit 1: Information and Referral

## Measurement: Contact

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

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn		61	56			117	
Bellevue	220	70	69			139	63%
Bothell		35	44			79	
Burien	18	25	19			44	244%
Covington	20	11	13			24	120%
Des Moines		12	16			28	
Federal Way		57	58			115	
Issaquah		42	35			77	
Kenmore	10	11	5			16	160%
Kent		79	59			138	
Kirkland	45	42	40			82	182%
Mercer Island		4	2			6	
Redmond		32	45			77	
Renton		89	74			163	
Sammamish		15	10			25	
SeaTac	25	18	8			26	104%
Shoreline	31	44	20			64	206%
Tukwila	18	21	10			31	172%
Seattle		470	493			963	
Other KC		67	47			114	
Outside KC		2,793	2,713			5,506	
Unknown		1	0			1	
<b>TOTAL</b>	<b>387</b>	<b>3,999</b>	<b>3,836</b>	<b>0</b>	<b>0</b>	<b>7,835</b>	

## 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		2	2			4	
Bellevue	60	9	11			20	33%
Bothell		0	0			0	
Burien	13	4	5			8	63%
Covington	8	3	2			5	59%
Des Moines		1	0			1	
Federal Way		4	2			5	
Issaquah		0	0			0	
Kenmore	4	2	1			3	69%
Kent		4	3			6	
Kirkland	7	2	2			4	57%
Mercer Island		0	0			0	
Redmond		1	0			1	
Renton		9	20			29	
Sammamish		0	0			0	
SeaTac	13	5	8			13	101%
Shoreline	8	10	0			10	119%
Tukwila	13	4	3			7	56%
Seattle		9	5			14	
Other KC		1	1			1	
Outside KC		31	23			54	
Unknown		0	0			0	
<b>TOTAL</b>	<b>126</b>	<b>99</b>	<b>86</b>	<b>0</b>	<b>0</b>	<b>185</b>	



## 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		15	3			18	
Bellevue	125	23	10			33	26%
Bothell		8	8			16	
Burien	16	16	3			19	119%
Covington	11	1	0			1	9%
Des Moines		13	8			21	
Federal Way		20	27			47	
Issaquah		17	3			20	
Kenmore	10	10	6			16	155%
Kent		45	20			65	
Kirkland	52	19	3			22	41%
Mercer Island		5	0			5	
Redmond		19	0			19	
Renton		37	0			37	
Sammamish		5	2			7	
SeaTac	20	0	6			6	30%
Shoreline	0	33	5			38	
Tukwila	16	13	2			15	94%
Seattle		329	296			625	
Other KC		35	3			38	
Outside KC		89	146			234	
Unknown		0	0			0	
<b>TOTAL</b>	<b>250</b>	<b>749</b>	<b>551</b>	<b>0</b>	<b>0</b>	<b>1,300</b>	

## NARRATIVE

IR: In the second quarter of 2022, the Child Care Aware of Washington Family Center began to see an increase in calls as we moved into our summer months. We began outreach to locate summer camps, food banks, housing resources, meal programs, community centers and connected with McKinney Vento Liaisons. The outreach ensured the Family Center would have the resources on hand to meet the highest needs of callers. This also gave the Family Center the opportunity to connect with local service providers to share resources and brainstorm ways we can work together. The Family Center will continue to engage in outreach into Q3, to strengthen our relationships and supports to the community. Some themes we heard from families in the second quarter of 2022:

- Families seeking financial assistance to pay for child care.
- Parents seeking summertime care for school-age children.
- Respite care for children with complex needs.
- Assistance with navigating DCYF subsidies.
- Preschool programs for children entering Kindergarten in the Fall.
- Families experiencing homelessness seeking child care assistance.
- Serving families needing support through interpreter services.

TA: This quarter has been a successful yet challenging quarter. We are still collaborating with potential providers trying to become licensed providers. Surprisingly, there are a lot of people trying to become licensed providers while others are closing their doors. We have been supporting the licensed providers with staying in compliance with the licensing rules and regulations. The licensing office is now back in the field doing unannounced and announced visits to providers. We have been getting an increase in requests from providers due to the licensors coming out for in-person visits. Some other supports we have been doing are helping providers fill out grant applications, subsidy information, updating handbooks and policies, marketing and more. A lot of the providers need children in order to keep their doors open. So, we have been helping with a lot of marketing strategies. We have also been going out to providers home's when asked and doing a lot more zoom meetings. Some of the providers are still fearful of COVID and are not welcoming us in. We are having some challenges with meeting our deliverables in Bellevue. One strategy we are working on to meet our deliverables for Bellevue is to go to one of the local libraries in the area so providers can come and get the support they need. Some providers are still fearful of us coming into their home or centers so meeting them at the library we hope will ease their concerns. We are even willing to meet them at their local parks if that helps with the fear of COVID. We are going to send out a mass email to the providers letting them know when and what library we will be at. Hopefully, the providers will come out and get the support that they need. We will also continue to offer zoom meetings and after work hours meetings when needed. Our provider line will continue to remain open 5 days a week from 8:30-4:30pm.

One of our successes this quarter was supporting a provider with marketing strategies. A provider contacted CCR because she needed assistance with completing her parent and staff handbook policies for her new Child Care Center that she was planning to open. The provider and one of our Specialists spent a significant amount of time together trying to get her handbooks ready for licensing approval. The suburban city contract allowed her to collaborate extensively with the provider while building a relationship. She did get her license and was ready to start enrolling children.

Enrolling new children into a program can be challenging and it was no different for this provider. The provider was concerned about not having any children enrolled. The specialist made a visit to her program to

## NARRATIVE

provider was concerned about not having any children enrolled. The specialist made a visit to her program to meet with her and to tour her program. One of the first things she noticed when going to her program was that she could not tell where the program was because the street number was not quite visible, and it was not obvious that it was a childcare program. She shared with the provider her experience and suggested that she put a huge banner that would be visible when someone turned the corner onto the street. The provider added a huge banner that was visible from a distance as well more visible banners and signs that made it clearly noticeable that it was a childcare program. The provider made it look very child friendly. She put a lot of work into adding to the curb appeal by paving the parking lot. After about a month the provider started to get requests from families to visit her program and check it out. She let the specialist know that people saw her signs with the phone number and decided to inquire about the program. She has since enrolled a couple of children and another family put down a deposit to start in September. During the period when she was struggling to enroll children into her program, the specialist suggested that the age range that she is licensed for might be a challenge. She was licensed to serve 3–6-year-olds. She mentioned that many children are enrolled in a program well before they are 3 years old. Many children if they start care when they are older will usually start at 2 - 2 ½ years. After consideration and with the support and encouragement of her licenser and the specialist, she was able to work on changing her license capacity to start serving younger children.

If it were not for the Suburban City contract which allowed us to collaborate with her extensively, she would not be quite where she is now. The suburban city contract allowed us to support and build a relationship with this provider. She will forever be connected to Child Care Resources, and she now knows there is an agency that will continue to support her to be a successful business.

TR: The Professional Development Team has seen an increase in registering more participants from suburban cities, especially during our 2022 Spring Professional Development Institute. We offered trainings in a variety of topics and will use the provider feedback to develop new content based on their emergent needs. We continue to offer trainings at various times throughout the day and weekends to increase opportunities for providers to access our trainings.

We have met our goal in the following cities: Burien, Kenmore, & we are very close to meeting Tukwila.

## RESIDENTS

	Annual Goal	1st Qtr	Actual # of Residents		4th Qtr	YTD
			2nd Qtr	3rd Qtr		
Auburn		61	56			117
Bellevue	220	70	69			139
Bothell		35	44			79
Burien	18	25	19			44
Covington	20	11	13			24
Des Moines		12	16			28
Federal Way		57	58			115
Issaquah		42	35			77
Kenmore	10	11	5			16
Kent		79	59			138
Kirkland	45	42	40			82
Mercer Island		4	2			6
Redmond		32	45			77
Renton		89	74			163
Sammamish		15	10			25
SeaTac	25	18	8			26
Shoreline	31	44	20			64
Tukwila	18	21	10			31
Seattle		470	493			963
Other KC		67	47			114
Outside KC		2,793	2713			5506
Unknown		1	0			1
<b>TOTAL</b>	<b>387</b>	<b>3999</b>	<b>3836</b>	<b>0</b>	<b>0</b>	<b>7835</b>

## 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	\$36,700.00	\$9,175.00	\$9,175.00			\$18,350.00	\$18,350.00
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
<b>TOTAL</b>	<b>\$36,700.00</b>	<b>\$9,175.00</b>	<b>\$9,175.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$18,350.00</b>	<b>\$18,350.00</b>

### FEDERAL WAY Line Item Table

\*Back-up documentation required for line item expenses

[illegible]

# REIMBURSEMENT REQUESTS

Agency and Program Name **Consejo Counseling and Referral Service**  
 Address **723 SW 10th Street**  
 City & ZIP **Renton, WA 98057-5223**  
 Program Contact Name **Norma Guzman** Phone **206-461-4880**  
 Email **nguzman@consejocounseling.org** Invoice Date **7/19/22**  
 Costs below incurred from **4/1/22** to **6/30/22**  
 Signature of Authorized Signer \_\_\_\_\_ Printed Name **Mario E. Paredes**

	Contract ID#	Annual Award Amt	1st Qtr	2nd Qtr	Reimbursement Requests 3rd Qtr	4th Qtr	Balance Remaining
Auburn	GF-21/2212	\$6,500.00	\$1,625.00	\$1,625.00			\$3,250.00
Bellevue	GF250	\$16,080.00	\$4,020.00	\$4,020.00			\$8,040.00
Bothell	1673	\$3,000.00	\$3,000.00	\$0.00			\$0.00
Burien							\$0.00
Covington							\$0.00
Des Moines							\$0.00
Federal Way		\$9,000.00	\$2,250.00	\$2,250.00			\$4,500.00
Issaquah							\$0.00
Kenmore							\$0.00
Kent		\$10,000.00	\$2,500.00	\$2,500.00			\$5,000.00
Kirkland		\$15,000.00	\$3,750.00	\$3,750.00			\$7,500.00
Mercer Island							\$0.00
Redmond	9641	\$4,286.00	\$1,071.50	\$1,071.50			\$2,143.00
Renton							\$0.00
Sammamish							\$0.00
SeaTac		\$5,000.00	\$1,250.00	\$1,250.00			\$2,500.00
Shoreline							\$0.00
Tukwila							\$0.00

Admin use only

Authorized Payment Amt:

Authorization Code / Acct #

Authorized Signature / City

**APPROVED FOR PAYMENT**

BY

DATE

BARS#

Date

Vendor#

001.000.10.505.10.41.012

8/2/22

8.8.22

19064

## 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	23	60.5			83.5
Bellevue	90	151	187.5			338.5
Bothell	72	31	29			60
Burien		22	22			44
Covington						0
Des Moines		40	16.5			56.5
Federal Way	24	22	94			116
Issaquah			25			25
Kenmore						0
Kent	6	36	38			74
Kirkland		127	119.5			246.5
Mercer Island						0
Redmond	48	88	89.5			177.5
Renton		30	31.5			61.5
Sammamish						0
SeaTac	6	3.5	12.5			16
Shoreline		2	2.5			4.5
Tukwila		5	8.5			13.5
Seattle		89	148			237
Other KC		2	4.5			6.5
Outside KC						0
Unknown						0
<b>TOTAL</b>	<b>272</b>	<b>671.5</b>	<b>889</b>	<b>0</b>	<b>0</b>	<b>1560.5</b>

# SERVICE UNIT 2

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	23.5	21.5			45
Bellevue	60	151	27.5			178.5
Bothell	39	24	3			27
Burien		17	8.5			25.5
Covington						0
Des Moines		24.5	3			27.5
Federal Way	33	13	12.5			25.5
Issaquah			4			4
Kenmore						0
Kent	15	26	6.5			32.5
Kirkland		43.5	19.5			63
Mercer Island						0
Redmond	30	40	12.5			52.5
Renton		12	19.5			31.5
Sammamish						0
SeaTac	5	3	6.5			9.5
Shoreline		1.5	2			3.5
Tukwila		5	6.5			11.5
Seattle		56	89.5			145.5
Other KC		1.5	1.5			3
Outside KC						0
Unknown						0
<b>TOTAL</b>	<b>202</b>	<b>441.5</b>	<b>244</b>	<b>0</b>	<b>0</b>	<b>685.5</b>



## SERVICE UNIT 3

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	10	11			21
Bellevue	60	39	58			97
Bothell	34	5	14.5			19.5
Burien		16	17			33
Covington						0
Des Moines		11.5	13.5			25
Federal Way	30		19.5			19.5
Issaquah			2.5			2.5
Kenmore						0
Kent	20	23.5	30			53.5
Kirkland		17.5	45			62.5
Mercer Island						0
Redmond	12	17.5	20			37.5
Renton			2			2
Sammamish						0
SeaTac	4	18	31.5			49.5
Shoreline						0
Tukwila						0
Seattle		68.5	121			189.5
Other KC			2.5			2.5
Outside KC						0
Unknown						0
<b>TOTAL</b>	<b>163</b>	<b>226.5</b>	<b>388</b>	<b>0</b>	<b>0</b>	<b>614.5</b>

## NARRATIVE

During this report period, collaborative efforts have been made within Consejo's Domestic Violence and Sexual Assault programs to provide weekly Wellness womens group. These grupos have a a focus to engage the community and activities that promote mental and physical health for DV and SA survivors. This is in addition to educational outreach to promote and increase safety within our community. The following is a sucess story shared by a DV community advocate: CJP has been a client of Consejo since 08 2021. She came in seeking assistance with her ex-abuser and acquiring a formal process of a parenting plan. Client was seeking refuge in her own apartment, which she was able to afford by accumulating money saved overtime staying with her abuser. She now has been initially processed through Northwest Justice Project in an attempt to begin a parenting plan for her oldest daughter. Client also mentioned that she was struggling to fend for her two children and that her oldest daughter would act out in effort to get attention. Her oldest daughter has been referred to child counseling with our services. Through our services, we have been able to assist her to obtain resources for food with foodbank delivery and financial support to pay for her bills, through the Eviction Prevention and Rental Assistance Program EPRAP. Client is working on looking for a job now that her youngest child is within age to go to daycare.

## RESIDENTS

	Annual Goal	1st Qtr	Actual # of Residents		4th Qtr	YTD
			2nd Qtr	3rd Qtr		
Auburn	7	2	9			11
Bellevue		18	20			38
Bothell		2	2			4
Burien		5	7			12
Covington						0
Des Moines		3	4			7
Federal Way	9	6	10			16
Issaquah			2			2
Kenmore						0
Kent	10	6	10			16
Kirkland		8	12			20
Mercer Island						0
Redmond	6	7	9			16
Renton		9	14			23
Sammamish						0
SeaTac	6	3	4			7
Shoreline		1	2			3
Tukwila		1	3			4
Seattle		33	57			90
Other KC		2	2			4
Outside KC						0
Unknown						0
<b>TOTAL</b>	<b>38</b>	<b>106</b>	<b>167</b>	<b>0</b>	<b>0</b>	<b>273</b>

## 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	#####	\$2,307.75	\$2,105.67			\$4,413.42	\$6,493.18
Office/Ops	\$300.00	\$2.63	\$748.87			\$751.50	-\$451.50
Purchased Svc	\$2,616.40	\$607.20	\$12.72			\$619.92	\$1,996.48
Communication	\$450.00	\$168.33	\$78.61			\$246.94	\$203.06
Travel/Training	\$150.00	\$0.28	\$1.00			\$1.28	\$148.72
Other	\$1,657.00	\$933.81	\$1,073.13			\$2,006.94	-\$349.94
<b>TOTAL</b>	<b>#####</b>	<b>\$4,020.00</b>	<b>\$4,020.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$8,040.00</b>	<b>\$8,040.00</b>

### 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		\$1,487.73	\$1,810.04			\$3,297.77	-\$3,297.77
Office/Ops		\$102.25	\$4.46			\$106.71	-\$106.71
Purchased Svc		\$143.93	\$46.77			\$190.70	-\$190.70
Communication		\$133.46	\$61.89			\$195.35	-\$195.35
Travel/Training		\$0.28	\$1.05			\$1.33	-\$1.33
Other		\$382.35	\$325.79			\$708.14	-\$708.14
<b>TOTAL</b>	<b>\$0.00</b>	<b>\$2,250.00</b>	<b>\$2,250.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$4,500.00</b>	<b>-\$4,500.00</b>

### KENT Line Item Table

[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 206-593-7729

Email [rose@cinseattle.org](mailto:rose@cinseattle.org) Invoice Date 8/16/22

Costs below incurred from 4/1/22 to 6/30/22

Signature of Authorized Signer Rose Atumba Printed Name Rose Atumba

		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	029-2021	\$2,500.00	\$625.00	\$625.00			\$1,250.00
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			\$7,500.00
Shoreline							\$0.00
Tukwila							\$0.00

Admin use only

Authorized Payment Amt: AUTHORIZATION CODE / Acct #

Authorized Signature / City BY Kim Cooper DATE 8/22/22 Vendor #

BARS# 001.000.10.505.10.41.012

# SERVICE UNIT 1

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

Measurement: 60 minutes

Description: Mental health counseling was provided to 45 clients and housing training engagement at Sea-Tac, also provided the same service to 5 clients in Covington through 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						0	
Covington	4	15	5			20	500%
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	45	45			90	86%
Shoreline						0	
Tukwila						0	
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
<b>TOTAL</b>	<b>109</b>	<b>60</b>	<b>50</b>	<b>0</b>	<b>0</b>	<b>110</b>	

## SERVICE UNIT 2

### Service Unit 1: Financial Aid

#### Measurement: Bundle of items

Description: 45 clients in SeaTac received the amount of \$100 or \$50 per person or each; 5 clients received an amount \$100 per person or each in Covington as follow: April 16, 2022, 27 clients/\$50 for \$1350 for SeaTac, and June 18, 2022, 18 clients/\$100 for \$1800 for SeaTac; and 5 clients/\$100 for \$500 for 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	10	15	5			20	200%
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	45	45			90	30%
Shoreline						0	
Tukwila						0	
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
<b>TOTAL</b>	<b>309</b>	<b>60</b>	<b>50</b>	<b>0</b>	<b>0</b>	<b>110</b>	

# SERVICE UNIT 3

Service Unit 1: Support Group

Measurement: 60 minutes

Description: 2 support group sessions organized for clients in SeaTac, and 5 individuals sessions organized for clients in 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	10	15	5			20	200%
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	1	2			3	75%
Shoreline						0	
Tukwila						0	
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
<b>TOTAL</b>	<b>14</b>	<b>16</b>	<b>7</b>	<b>0</b>	<b>0</b>	<b>23</b>	



## **NARRATIVE**

The Congolese Integration Network (CIN) carried out 2 mental health counseling, and 2 support group sessions, financial assistance to our clients. Our activities are primarily aimed at increasing psycho-social well-being, the state of hope as our clients perceive life in general. Second, our activities allow our clients to assess their lives, improve their understanding of their ways of thinking, plan and improve their literacy around the advocacy of housing security. Clients are still dealing with pandemic stress and now inflation. Even those who have full-time jobs, they are still unable to support all their monthly living expenses. Food is overpriced, including gasoline and other necessities. Usually, CBOs know how to access client needs, however, it is difficult to address the issues we encounter due to limited resources. CIN will continue to support our clients as long as the cities implement resources for our communities.

# RESIDENTS

	Annual Goal	1st Qtr	Actual # of Residents			4th Qtr	YTD
Auburn							0
Bellevue							0
Bothell							0
Burien							0
Covington			5				5
Des Moines							0
Federal Way							0
Issaquah							0
Kenmore							0
Kent							0
Kirkland							0
Mercer Island							0
Redmond							0
Renton							0
Sammamish							0
SeaTac			45				45
Shoreline							0
Tukwila							0
Seattle							0
Other KC							0
Outside KC							0
Unknown							0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>50</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>50</b>

## 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 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) 898-7182

Email dmafb@hotmail.com

Invoice Date 8/17/22

Costs below incurred from 4/1/22 to 6/30/22

Signature of Authorized  
Signer

*Barb Houston Shimizu*

Printed Name Barb Houston-Shimizu

Contract ID#	Annual Reimbursement Requests				Balance Remaining
	Award Amt	1st Qtr	2nd Qtr	3rd 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		\$25,000.00
Federal Way					\$0.00
Issaquah					\$0.00
Kenmore					\$0.00
Kent					\$0.00
Kirkland					\$0.00
Mercer Island					\$0.00
Redmond					\$0.00
Renton					\$0.00
Sammamish					\$0.00
SeaTac	\$40,000.00	\$10,000.00	\$10,000.00		\$20,000.00
Shoreline					\$0.00
Tukwila					\$0.00

Admin use only

Authorized Payment Amt:

Authorization Code / Acct #

Authorized Signature / City

Date

vendor #  
00988

APPROVED FOR PAYMENT

BY *Kym Cooper*

DATE *8/19/22*

BARS# *001.000.10.545.10.41.012*

# 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		7,653	6,436			14,089	
Bellevue						0	
Bothell						0	
Burien		14,923	15,157			30,080	
Covington						0	
Des Moines	172,781	127,913	136,375			264,288	153%
Federal Way		2,390	3,749			6,139	
Issaquah						0	
Kenmore						0	
Kent		44,099	42,656			86,755	
Kirkland						0	
Mercer Island						0	
Redmond						0	
Renton		6,847	5,703			12,550	
Sammamish						0	
SeaTac	138,225	99,875	102,539			202,414	146%
Shoreline						0	
Tukwila		448	960			1,408	
Seattle		20,781	24,412			45,193	
Other KC		2,685	1,217			3,902	
Outside KC		1,078	974			2,052	
Unknown						0	
<b>TOTAL</b>	<b>311,006</b>	<b>328,692</b>	<b>340,178</b>	<b>0</b>	<b>0</b>	<b>668,870</b>	

## SERVICE UNIT 2

### Service Unit 1: Food

#### Measurement: Individual

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

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn		513	439			952	
Bellevue						0	
Bothell						0	
Burien		1,103	1,095			2,198	
Covington						0	
Des Moines	4,418	9,009	9,632			18,641	422%
Federal Way		166	263			429	
Issaquah						0	
Kenmore						0	
Kent		2,931	2,921			5,852	
Kirkland						0	
Mercer Island						0	
Redmond						0	
Renton		459	389			848	
Sammamish						0	
SeaTac	3,534	6,834	6,937			13,771	390%
Shoreline						0	
Tukwila		49	80			129	
Seattle		1,393	1,665			3,058	
Other KC		180	83			263	
Outside KC		103	81			184	
Unknown						0	
<b>TOTAL</b>	<b>7,952</b>	<b>22,740</b>	<b>23,585</b>	<b>0</b>	<b>0</b>	<b>46,325</b>	

# 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		143	110			253	
Covington						0	
Des Moines	1,232	870	576			1,446	117%
Federal Way		12	10			22	
Issaquah						0	
Kenmore						0	
Kent		4	16			20	
Kirkland						0	
Mercer Island						0	
Redmond						0	
Renton						0	
Sammamish						0	
SeaTac	296	197	149			346	117%
Shoreline						0	
Tukwila		30	20			50	
Seattle						0	
Other KC						0	
Outside KC		42	20			62	
Unknown						0	
<b>TOTAL</b>	<b>1,528</b>	<b>1,298</b>	<b>901</b>	<b>0</b>	<b>0</b>	<b>2,199</b>	

## NARRATIVE

The number of both unduplicated and return visits continues to increase when compared with last year. Many clients who stayed at home during COVID and did not come into the food bank are now back for service for the first time in a year or two. At the same time, we are seeing a slight increase in the number of refugees, some from Ukraine but most from Afghanistan. Unfortunately, the vast supply of food available due to trade tariff mitigation and COVID-19 is now fading away. However, the economy has remained strong on employment, so our numbers, although growing, are still not particularly high.

This quarter, we have been focusing on two core areas. First, we have been working to increase access to healthy and culturally appropriate foods with funding from the WA Department of Agriculture and United Way. We used funding to purchase Latinx and Senior boxes for Door Dash delivery, as well as a variety of fresh produce for regular food bank service. This funding will continue only through the end of October. Without further funding for this, the food bank will not be able to sustain this program. WSDA also funded the second area of focus this quarter, the upgrading of our computer systems and adoption of new client intake software. Our current system has been excellent with intake, but virtually useless for reporting, so everything has been tallied by hand. We are in the process of data migration and report building and hope to go live with the new system by the end August.


The food bank started regular summer meals service in June. Some partner programs were still not in-person, so we will serve meals at only 15 sites this summer, instead of the usual 25.



RESIDENTS

	Annual Goal	Actual # of Residents				YTD
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn		56	20			76
Bellevue						0
Bothell						0
Burien		148	43			191
Covington						0
Des Moines	2,230	1988	635			2623
Federal Way		91	119			210
Issaquah						0
Kenmore						0
Kent		569	220			789
Kirkland						0
Mercer						0
Island						0
Redmond						0
Renton		51	19			70
Sammamish						0
SeaTac	1,619	986	229			1215
Shoreline						0
Tukwila		9	20			29
Seattle		134	83			217
Other KC		33	8			41
Outside KC		17	19			36
Unknown						0
<b>TOTAL</b>	<b>3849</b>	<b>4082</b>	<b>1415</b>	<b>0</b>	<b>0</b>	<b>5497</b>

# 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 **7/12/22**  
 Costs below incurred from **4/1/22** to **6/30/22**  
 Signature of Authorized Signer  Printed Name **Zinka Galusic**

ACCOUNTS PAYABLE

JUL 20 2022

RECEIVED

	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			\$5,000.00
Bellevue							\$0.00
Bothell							\$0.00
Burien		\$3,500.00	\$875.00	\$875.00			\$1,750.00
Covington	024-2021	\$3,000.00	\$750.00	\$750.00			\$1,500.00
Des Moines		\$5,000.00	\$1,250.00	\$1,250.00			\$2,500.00
Federal Way		\$9,000.00	\$2,250.00	\$2,250.00			\$4,500.00
Issaquah							\$0.00
Kenmore							\$0.00
Kent	CAG2021-126	\$33,000.00	\$8,250.00	\$8,250.00			\$16,500.00
Kirkland							\$0.00
Mercer Island							\$0.00
Redmond							\$0.00
Renton	21-070	\$20,300.00	\$1,875.00	\$6,141.00	\$6,142.00		\$6,142.00
Sammamish							\$0.00
SeaTac		\$5,000.00	\$1,250.00	\$1,250.00			\$2,500.00
Shoreline							\$0.00
Tukwila		\$4,000.00	\$1,000.00	\$1,000.00			\$2,000.00

Admin use only

Authorized Payment Amt:

Authorization Code / Acct #

Authorized Signature / City

APPROVED FOR PAYMENT

Date

# 01057

BY 

DATE 7/20/2022

BARS# 001.000.10.665.10.41.012

# 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	Actual Units, regardless of funding source				YTD	
	Goal	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn	136	260	181			441	324%
Bellevue		1	9			10	#DIV/0!
Bothell		0	0			0	#DIV/0!
Burien	25	90	58			148	592%
Covington	158	10	4			14	9%
Des Moines	20	45	62			107	535%
Federal Way	124	356	205			561	452%
Issaquah		17	9			26	#DIV/0!
Kenmore		0	0			0	#DIV/0!
Kent	450	440	306			746	166%
Kirkland		6	1			7	#DIV/0!
Mercer Island		0	0			0	#DIV/0!
Redmond		0	1			1	#DIV/0!
Renton	180	590	416			1,006	559%
Sammamish		0	0			0	#DIV/0!
SeaTac	69	22	68			90	130%
Shoreline		3	2			5	#DIV/0!
Tukwila	42	57	16			73	174%
Seattle		575	483			1,058	
Other KC		144	60			204	
Outside KC		254	62			316	
Unknown		0	0			0	
<b>TOTAL</b>	<b>1,204</b>	<b>2,870</b>	<b>1,943</b>	<b>0</b>	<b>0</b>	<b>4,813</b>	

# 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	70	74			144	262%
Bellevue		29	29			58	#DIV/0!
Bothell		2	5			7	#DIV/0!
Burien	12	30	41			71	592%
Covington	72	11	3			14	19%
Des Moines	16	12	4			16	100%
Federal Way	50	85	65			150	300%
Issaquah		4	5			9	#DIV/0!
Kenmore		2	0			2	#DIV/0!
Kent	180	221	185			406	226%
Kirkland		7	5			12	#DIV/0!
Mercer Island						0	#DIV/0!
Redmond		6	5			11	#DIV/0!
Renton		71	91			162	#DIV/0!
Sammamish		1	0			1	#DIV/0!
SeaTac	28	17	10			27	96%
Shoreline		12	4			16	#DIV/0!
Tukwila		29	23			52	#DIV/0!
Seattle		302	300			602	
Other KC		57	46			103	
Outside KC		103	106			209	
Unknown		115	131			246	
<b>TOTAL</b>	<b>413</b>	<b>1,186</b>	<b>1,132</b>	<b>0</b>	<b>0</b>	<b>2,318</b>	

## SERVICE UNIT 3

**Service Unit 1: Choose from drop down list**

Measurement: Choose from drop down list

**Description:**

[illegible]

## NARRATIVE

Q2: As of 2022 DAWN provides continues support to survivors in hybrid model, with most services provided as usual over the phone and meeting with clients in person in a limited matter to respond to the specific needs of client. Advocates provide services remotely by phone, email, text, videocall or zoom calls when needed by clients. Advocates continue to answer our 24-hour Advocacy and Support Line, conduct virtual support groups, and provide phone consultations and virtual intakes in order to access our services. DAWN is also active in the community by training partners both in person and virtually whenever approached and required by the community.

DAWN has conducted internal audits of files in order to assure quality of services. DAWN has trained at least 20 interns and advocates in providing services to survivors by helping in crisis line and virtual support groups for clients who express interest. We also successfully conducted our DVI training in May 2022 for participants from different organizations. We area also ready to launch our second DVI training in September 2022. Once again, all sessions will be via zoom with our last session in person as it is a practical session on how to be an advocate in practice. 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. This course also fulfills the requirements established by law in Washington State with the aim of becoming a DV advocate.

As resources have diminished in King County DAWN continues to support as many survivors as possible in a 24-48-hour response timeframe to connect with clients to provide resources and safety planning. DAWN is aware of increased need of survivors and that access of services has been limited for other factor as many organizations being understaffed and unable to respond. DAWN provides as much accompaniment as possible even when our access to resources is also limited. As DAWN was provided flexible funding from

*See  
attached*

## RESIDENTS

	Annual Goal	Actual # of Residents				YTD
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn	23	45	49			94
Bellevue		2	1			3
Bothell		0	0			0
Burien	20	14	12			26
Covington	17	1	2			3
Des Moines	16	9	14			23
Federal Way	22	63	59			122
Issaquah		3	4			7
Kenmore		0	0			0
Kent	75	92	76			168
Kirkland		2	1			3
Mercer Island		0	0			0
Redmond		0	1			1
Renton	5	121	124			245
Sammamish		0	0			0
SeaTac	12	10	8			18
Shoreline		1	1			2
Tukwila	10	12	3			15
Seattle		122	116			238
Other KC		33	28			61
Outside KC		37	20			57
Unknown		0	0			0
<b>TOTAL</b>	<b>200</b>	<b>567</b>	<b>519</b>	<b>0</b>	<b>0</b>	<b>1086</b>



Q2: As of 2022 DAWN provides continues support to survivors in hybrid model, with most services provided as usual over the phone and meeting with clients in person in a limited matter to respond to the specific needs of client. Advocates provide services remotely by phone, email, text, videocall or zoom calls when needed by clients. Advocates continue to answer our 24-hour Advocacy and Support Line, conduct virtual support groups, and provide phone consultations and virtual intakes in order to access our services. DAWN is also active in the community by training partners both in person and virtually whenever approached and required by the community.

DAWN has conducted internal audits of files in order to assure quality of services. DAWN has trained at least 20 interns and advocates in providing services to survivors by helping in crisis line and virtual support groups for clients who express interest. We also successfully conducted our DVI training in May 2022 for participants from different organizations. We area also ready to launch our second DVI training in September 2022. Once again, all sessions will be via zoom with our last session in person as it is a practical session on how to be an advocate in practice. 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. This course also fulfills the requirements established by law in Washington State with the aim of becoming a DV advocate.

As resources have diminished in King County DAWN continues to support as many survivors as possible in a 24–48-hour response timeframe to connect with clients to provide resources and safety planning. DAWN is aware of increased need of survivors and that access of services has been limited for other factor as many organizations being understaffed and unable to respond. DAWN provides as much accompaniment as possible even when our access to resources is also limited. 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.

Q1: As we continue to work for a thrid consecutive year in the COVID-19 pandemic, DAWN continues to provide support and services in a hybrid model of remote and in person support based on the needs of our clients. Advocates provide services remotely by phone, email, text, videocall or zoom calls when needed by clients. Advocacy continue to answer our Support Line, virtual support groups, phone and virtual intakes and consult (via MS teams and/or zoom) as well as outreach and education whenever required by the community.

We work toward an enhanced internal quality assurance process to continually review city referrals, partner agency referrals, our service hours, prevention, and community support. As implemented during the pandemic DAWN is preparing training through the Domestic Violence Institute (DVI) for spring 2022. All sessions will be 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.

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.

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 well as helped clients filed Protection Orders with the Protection Order Advocacy Program (POAP) by helping clients draft their declarations in order to submit paperwork for a Protection Order.

As resources have diminished in King County DAWN continues to support as many survivors as possible in a 24–48-hour response timeframe to connect with clients to provide resources and safety planning.

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.

Our client “Mina” is an immigrant from Kenya, she was brought to the US by her husband. After facing abuse for a while, she connected with us shortly after fleeing. DAWN connected her with attorneys to start process of Divorce as well as parenting plan and a Protection order. DAWN has also supported her by paying utility bills which ensures some stability for the client to be able to continue her journey into safety.

Rent assistance is another area that advocates have observed as key to prevent homelessness and eviction. 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. Whenever DAWN is not able to fulfill the request, we connect with our partners to help us support the client.

## CITY LINE ITEM TABLES

### BELLEVUE Line Item Table

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

[illegible]

### FEDERAL WAY Line Item Table

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

[illegible]

### KENT Line Item Table

[illegible]

# REIMBURSEMENT REQUESTS

Agency and Program Name HealthPoint - Dental Care

Address 955 Powell Ave SW

City & ZIP Renton, WA 98057

Program Contact Name Susan Amberson

Email [samberson@healthpointchc.org](mailto:samberson@healthpointchc.org)

Costs below incurred from 4/1/22 to 6/30/22

Signature of Authorized Signer

*Susan E Amberson*

Printed Name Susan Amberson

ACCOUNTS PAYABLE

JUL 20 2022

RECEIVED

Phone 360-584-3908

Invoice Date 7/14/22

	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			\$10,000.00
Bellevue	GF184	\$38,274.00	\$9,568.50	\$9,568.50			\$19,137.00
Bothell							\$0.00
Burien	037-2021	\$5,000.00	\$1,250.00	\$1,250.00			\$2,500.00
Covington	037-2021	\$10,000.00	\$2,500.00	\$2,500.00			\$5,000.00
Des Moines	037-2021	\$10,000.00	\$2,500.00	\$2,500.00			\$5,000.00
Federal Way	037-2021	\$22,000.00	\$5,500.00	\$5,500.00			\$11,000.00
Issaquah	GF184	\$5,000.00	\$1,250.00	\$1,250.00			\$2,500.00
Kenmore	GF184	\$5,000.00	\$1,250.00	\$1,250.00			\$2,500.00
Kent		\$15,000.00	\$3,750.00	\$3,750.00			\$7,500.00
Kirkland	GF184	\$16,000.00	\$4,000.00	\$4,000.00			\$8,000.00
Mercer Island							\$0.00
Redmond	GF184	\$25,000.00	\$6,250.00	\$6,250.00			\$12,500.00
Renton							\$0.00
Sammamish	GF184	\$4,000.00	\$1,000.00	\$1,000.00			\$2,000.00
SeaTac	037-2021	\$5,000.00	\$1,250.00	\$1,250.00			\$2,500.00
Shoreline							\$0.00
Tukwila	037-2021	\$6,288.00	\$1,572.00	\$1,572.00			\$3,144.00

\* MOU \*

Admin use only

Authorized Payment Amt:

Authorization Code / Acct #

Authorized Signature / City

APPROVED FOR PAYMENT

Date 7/20/22

BY

*Humcooper*

DATE

7/20/22

7.20.22

BARS#

001.000.10.565.10.41.012

# SERVICE UNIT 1

Service Unit 1: Dental Care

Measurement: Appointment

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

	Annual	Actual Units, regardless of funding source				YTD	
	Goal	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn	96	2,655	2,723			5,378	5602%
Bellevue	163	217	214			431	264%
Bothell						0	
Burien	22	147	137			284	1291%
Covington	44	57	57			114	259%
Des Moines	44	526	522			1,048	2382%
Federal Way	97	1,977	2,117			4,094	4221%
Issaquah	22	32	29			61	277%
Kenmore	22	200	214			414	1882%
Kent	66	3,540	3,403			6,943	10520%
Kirkland	71	590	565			1,155	1627%
Mercer Island						0	
Redmond	111	589	577			1,166	1050%
Renton						0	
Sammamish	18	45	63			108	600%
SeaTac	22	496	503			999	4541%
Shoreline						0	
Tukwila	28	256	287			543	1939%
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
<b>TOTAL</b>	<b>826</b>	<b>11,327</b>	<b>11,411</b>	<b>0</b>	<b>0</b>	<b>22,738</b>	

## 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
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

# 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						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
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## NARRATIVE

HealthPoint continues to provide quality dental care to the residents of suburban King County through our network of dental clinics located in Auburn, Bothell, Federal Way, Kent, Des Moines, Redmond, and Tukwila. During the second quarter of 2022, HealthPoint focused on improving access to dental care for our patients. Examples include callbacks to those patients who did not access dental care during the pandemic and have been slow to return and offering alternate hours on Saturdays at some clinic locations to allow those who cannot take time off from work to be able to receive care. For our pediatric patients, we continue to measure our efforts at fluoride varnish application as a quality improvement measure tracked by our senior leadership team, and Board of Directors. By doing this, we are realizing there are wide variances from clinic to clinic in how successfully they are at meeting the goal of 60% of pediatric patients have received fluoride varnish as recommended. Best practices from clinics that have been successful in meeting or exceeding this goal are shared with those that are experiencing more challenges. One example is to provide both medical and dental care in the same exam room, so that the child is not fearful of going to the dentist.

HealthPoint continues to monitor the guidance from CDC around vaccinations, testing, and masks as we work to help our communities stay safe and healthy. As a healthcare provider, we remain masked at all locations, and we are monitoring surges in other areas of the county and our local numbers to ensure we can pivot as needed.

## RESIDENTS

	Annual Goal	1st Qtr	Actual # of Residents			YTD
			2nd Qtr	3rd Qtr	4th Qtr	
Auburn	35	1382	1486			2868
Bellevue	63	102	101			203
Bothell						0
Burien	8	74	71			145
Covington	17	29	30			59
Des Moines	17	253	289			542
Federal Way	38	1089	1155			2244
Issaquah	9	17	15			32
Kenmore	9	117	118			235
Kent	25	1907	1893			3800
Kirkland	27	338	388			726
Mercer Island						0
Redmond	43	375	327			702
Renton						0
Sammamish	7	25	30			55
SeaTac	8	235	262			497
Shoreline						0
Tukwila	11	121	134			255
Seattle						0
Other KC						0
Outside KC						0
Unknown						0
<b>TOTAL</b>	<b>317</b>	<b>6064</b>	<b>6299</b>	<b>0</b>	<b>0</b>	<b>12363</b>



# CITY LINE ITEM TABLES

## BELLEVUE Line Item Table

\*Back-up documentation required for line item expenses

	Budget	Q1 Request	Q2 Request	Q3 Request	Q4 Request	Cumulative Requested	Balance Remaining
Personnel						\$0.00	\$0.00
Office/Ops						\$0.00	\$0.00
Purchased Svc						\$0.00	\$0.00
Communication						\$0.00	\$0.00
Travel/Training						\$0.00	\$0.00
Other	\$38,274.00	\$9,568.50	\$9,568.50			\$19,137.00	\$19,137.00
<b>TOTAL</b>	<b>\$38,274.00</b>	<b>\$9,568.50</b>	<b>\$9,568.50</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$19,137.00</b>	<b>\$19,137.00</b>

## 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			\$11,000.00	\$11,000.00
<b>TOTAL</b>	<b>\$22,000.00</b>	<b>\$5,500.00</b>	<b>\$5,500.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$11,000.00</b>	<b>\$11,000.00</b>

# REIMBURSEMENT REQUESTS

Agency and Program Name HealthPoint - Medical Care

Address 955 Powell Ave SW

City & ZIP Renton, WA 98054

Program Contact Name Susan Amberson

Email [samberson@healthpointchc.org](mailto:samberson@healthpointchc.org)

Costs below incurred from 4/1/22 to 6/30/22

Signature of Authorized Signer

*Susan E Amberson*

Printed Name Susan Amberson

ACCOUNTS PAYABLE

JUL 20 2022

RECEIVED

Phone 360-584-3908

Invoice Date 7/14/22

	Contract ID#	Annual Award Amt	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Balance Remaining
Auburn							\$0.00
Bellevue	GF186	\$41,378.00	\$10,344.50	\$10,344.50			\$20,689.00
Bothell							\$0.00
Burien	036-2021	\$5,000.00	\$1,250.00	\$1,250.00			\$2,500.00
Covington	036-2021	\$10,000.00	\$2,500.00	\$2,500.00			\$5,000.00
Des Moines	036-2021	\$10,000.00	\$2,500.00	\$2,500.00			\$5,000.00
Federal Way	036-2021	\$13,000.00	\$3,250.00	\$3,250.00			\$6,500.00
Issaquah	GF186	\$7,000.00	\$1,750.00	\$1,750.00			\$3,500.00
Kenmore	GF186	\$7,000.00	\$1,750.00	\$1,750.00			\$3,500.00
Kent		\$15,000.00	\$3,750.00	\$3,750.00			\$7,500.00
Kirkland	GF186	\$16,000.00	\$4,000.00	\$4,000.00			\$8,000.00
Mercer Island							\$0.00
Redmond	GF186	\$29,000.00	\$7,250.00	\$7,250.00			\$14,500.00
Renton							\$0.00
Sammamish							\$0.00
SeaTac	036-2021	\$7,000.00	\$1,750.00	\$1,750.00			\$3,500.00
Shoreline							\$0.00
Tukwila	036-2021	\$5,000.00	\$1,250.00	\$1,250.00			\$2,500.00

Admin use only

Authorized Payment Amt:

Authorization Code / Acct #

Authorized Signature / City

APPROVED FOR PAYMENT

Date

BY:

DATE:

RARS#

\* MOU \*

*[Signature]*

7/20/22

7-20-22

001.000.10.505.10.41.012

# 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	644	619			1,263
Bothell						0
Burien	16	496	510			1,006
Covington	32	224	215			439
Des Moines	32	1,122	1,264			2,386
Federal Way	42	6,769	6,448			13,217
Issaquah	22	101	146			247
Kenmore	22	440	376			816
Kent	64	10,726	11,108			21,834
Kirkland	51	1,220	1,084			2,304
Mercer Island						0
Redmond	93	1,247	1,285			2,532
Renton						0
Sammamish						0
SeaTac	22	1,192	1,186			2,378
Shoreline						0
Tukwila	16	830	804			1,634
Seattle						0
Other KC						0
Outside KC						0
Unknown						0
<b>TOTAL</b>	<b>540</b>	<b>25,011</b>	<b>25,045</b>	<b>0</b>	<b>0</b>	<b>50,056</b>

## SERVICE UNIT 1

987%

6288%

1372%

7456%

31469%

1123%

3709%

34116%

4518%

2723%

10809%

10213%

## 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
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

# 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
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## NARRATIVE

During the 2nd quarter of 2022, HealthPoint has continued to work on reducing health disparities among our patient population and returning processes to normal as the intensity of pandemic response has lessened. This work has included review of our standard quality measures related to hypertension control, diabetes, dental fluoride (applied by medical providers as well as dental staff), well child checks for adolescents, depression screening, depression medication adherence, cervical cancer screening, and use of the PRAPARE tool for tracking social determinants of health. These quality measures are only some that HealthPoint monitors. As a community health center, we are required to track demographic data on our patients and numerous other clinical quality measures as part of our federal funding. This ensures that we are continuously meeting our mission of providing quality care to underserved communities.

This quarter, we also applied for and received funding through the county's Behavioral Health Division to expand services to those suffering from opiate use disorder. This program will target those in our community who are struggling with this national emergency of opioid addiction. Services will be provided at our network of homeless outreach sites, with referral into office-based services as appropriate.

# RESIDENTS

	Annual Goal	1st Qtr	Actual # of Residents			YTD
			2nd Qtr	3rd Qtr	4th Qtr	
Auburn						0
Bellevue	48	322	350			672
Bothell						0
Burien	6	246	255			501
Covington	12	111	124			235
Des Moines	12	606	703			1309
Federal Way	16	3728	3809			7537
Issaquah	8	61	74			135
Kenmore	8	247	231			478
Kent	18	6270	6708			12978
Kirkland	20	697	652			1349
Mercer Island						0
Redmond	60	666	733			1399
Renton						0
Sammamish						0
SeaTac	8	638	654			1292
Shoreline						0
Tukwila	6	459	456			915
Seattle						0
Other KC						0
Outside KC						0
Unknown						0
<b>TOTAL</b>	<b>222</b>	<b>14051</b>	<b>14749</b>	<b>0</b>	<b>0</b>	<b>28800</b>



# CITY LINE ITEM TABLES

## BELLEVUE Line Item Table

\*Back-up documentation required for line item expenses

	Budget	Q1 Request	Q2 Request	Q3 Request	Q4 Request	Cumulative Requested	Balance Remaining
Personnel						\$0.00	\$0.00
Office/Ops						\$0.00	\$0.00
Purchased Svc						\$0.00	\$0.00
Communication						\$0.00	\$0.00
Travel/Training						\$0.00	\$0.00
Other	\$41,378.00	\$10,344.50	\$10,344.50			\$20,689.00	\$20,689.00
<b>TOTAL</b>	<b>\$41,378.00</b>	<b>\$10,344.50</b>	<b>\$10,344.50</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$20,689.00</b>	<b>\$20,689.00</b>

## 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			\$6,500.00	\$6,500.00
<b>TOTAL</b>	<b>\$13,000.00</b>	<b>\$3,250.00</b>	<b>\$3,250.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$6,500.00</b>	<b>\$6,500.00</b>

# REIMBURSEMENT REQUESTS

Agency and Program Name Highline Area Food Bank

Address 18300 4th ave. So. Mail: PO Box 66427 Burien Wa. 98166

City & ZIP Burien Wa. 98148

Program Contact Name Mike Werle Phone 206-433-9900

Email [thefbman@aol.com](mailto:thefbman@aol.com) Invoice Date 7/20/2022

Costs below incurred from 4/1/2022 to 6/30/2022

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

	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	3190106	\$18,000.00	\$4,500.00	\$4,500.00		\$9,000.00
Covington						\$0.00
Des Moines						\$0.00
Federal Way						\$0.00
Issaquah						\$0.00
Kenmore						\$0.00
Kent						\$0.00
Kirkland						\$0.00
Mercer Island						\$0.00
Redmond						\$0.00
Renton						\$0.00
Sammamish						\$0.00
SeaTac	167	\$12,000.00	\$3,000.00	\$3,000.00		\$6,000.00
Shoreline						\$0.00
Tukwila						\$0.00

Admin use only

Authorized Payment Amt: Authorization Code / Acct #

Authorized Signature *Kim Cooper* Date *8/8/22*

Vendor # *D1667*

APPROVED FOR PAYMENT  
 BY: *Kim Cooper*  
 DATE: *8/2/22*  
 RARS# *001.000.10.505.10.41.012*

## 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	77,00	133,706	127,560			261,266	#####
Covington						0	
Des Moines		9,146	6,865			16,011	
Federal Way		2,338	1,453			3,791	
Issaquah						0	
Kenmore						0	
Kent		966	1,014			1,980	
Kirkland						0	
Mercer Island						0	
Redmond						0	
Renton		506	726			1,232	
Sammamish						0	
SeaTac	180,000	42,396	40,850			83,246	46%
Shoreline						0	
Tukwila		6,294	3,662			9,956	
Seattle						0	
Other KC		19,451	13,284			32,735	
Outside KC						0	
Unknown						0	
<b>TOTAL</b>	<b>180,000</b>	<b>214,803</b>	<b>195,414</b>	<b>0</b>	<b>0</b>	<b>410,217</b>	

## 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	1,048	369			1,417	472%
Covington						0	
Des Moines		82	36			118	
Federal Way		32	29			61	
Issaquah						0	
Kenmore						0	
Kent		23	35			58	
Kirkland						0	
Mercer Island						0	
Redmond						0	
Renton		18	39			57	
Sammamish						0	
SeaTac	900	453	177			630	70%
Shoreline						0	
Tukwila		65	26			91	
Seattle						0	
Other KC		156	95			251	
Outside KC						0	
Unknown						0	
<b>TOTAL</b>	<b>1,200</b>	<b>1,877</b>	<b>806</b>	<b>0</b>	<b>0</b>	<b>2,683</b>	

## 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	2,911	2,992			5,903	236%
Covington						0	
Des Moines		201	98			299	
Federal Way		53	39			92	
Issaquah						0	
Kenmore						0	
Kent		21	37			58	
Kirkland						0	
Mercer Island						0	
Redmond						0	
Renton		11	34			45	
Sammamish						0	
SeaTac	4,000	926	1,021			1,947	49%
Shoreline						0	
Tukwila		139	124			263	
Seattle						0	
Other KC		428	537			965	
Outside KC						0	
Unknown						0	
<b>TOTAL</b>	<b>6,500</b>	<b>4,690</b>	<b>4,882</b>	<b>0</b>	<b>0</b>	<b>9,572</b>	

## NARRATIVE

The 2nd Qtr. Has been way more enjoyable for me because I've been able to resume most of my duties here at the food bank. I still get tired easily and the muscle is still working it's way back into shape but I very happy to be doing anything again. The staff here did a great job while I was out and kept the FB going strong. We have still been short volunteers as most of the Seniors who made up 80% of our volunteers pre Covid have not returned because of fears about the spread of the virus still. The numbers have been starting to trend up again as we have seen a lot of new clients coming in. We have also continued to here the stories of folks moving south to find cheaper rents. I had a client named Barbara come in 2 weeks ago and say she wouldn't be seeing us anymore as she was able to buy a home down in Chehalis. I've known Barbara since she was 8 years old as I used to deliver food to her and her mother. She lost her mother 2 years ago to cancer and has had a security job for about 10 years. She said she was sad to move but also excited that she would be able to buy her own place and her job would transfer her down to Chehalis. This has become a recurring theme for the low income in our area. The food bank has still been doing fairly well although we have noticed some changes thru the first half of the year. The public and our food providers (FLL, NWH & and Local stores) have not been bringing in as much food as the last 3 years so our supply has been shrinking. Now that this is happening and with our numbers going up the amount of food we are giving away has been decreasing. We are down to an average of 40 pounds of food per person per visit. Now this is still higher than before the covid pandemic but the folks coming in during the last 3 years have gotten use to a lot more. We have experienced supply chain issues at times this year as we have not been able to get juice, onions, Spaghetti etc... at different times over the last year. The other thing that has been disturbing has been the changes to the government Commodity program. We are no longer allowed to ask for verification of addresses for our clients. Instead we iust give them a self declaration page to fill out their

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	1,048	369			1417
Covington						0
Des Moines		82	36			118
Federal Way		32	29			61
Issaquah						0
Kenmore						0
Kent		23	35			58
Kirkland						0
Mercer Island						0
Redmond						0
Renton		18	39			57
Sammamish						0
SeaTac	900	453	177			630
Shoreline						0
Tukwila		65	26			91
Seattle						0
Other KC		156	95			251
Outside KC						0
Unknown						0
<b>TOTAL</b>	<b>1200</b>	<b>1877</b>	<b>806</b>	<b>0</b>	<b>0</b>	<b>2683</b>

The 2nd Qtr. Has been way more enjoyable for me because I've been able to resume most of my duties here at the food bank. I still get tired easily and the muscle is still working it's way back into shape but I very happy to be doing anything again. The staff here did a great job while I was out and kept the FB going strong. We have still been short volunteers as most of the Seniors who made up 80% of our volunteers pre Covid have not returned because of fears about the spread of the virus still. The numbers have been starting to trend up again as we have seen a lot of new clients coming in. We have also continued to here the stories of folks moving south to find cheaper rents. I had a client named Barbara come in 2 weeks ago and say she wouldn't be seeing us anymore as she was able to buy a home down in Chehalis. I've known Barbara since she was 8 years old as I used to deliver food to her and her mother. She lost her mother 2 years ago to cancer and has had a security job for about 10 years. She said she was sad to move but also excited that she would be able to buy her own place and her job would transfer her down to Chehalis. This has become a recurring theme for the low income in our area. The food bank has still been doing fairly well although we have noticed some changes thru the first half of the year. The public and our food providers (FLL, NWH & and Local stores) have not been bringing in as much food as the last 3 years so our supply has been shrinking. Now that this is happening and with our numbers going up the amount of food we are giving away has been decreasing. We are down to an average of 40 pounds of food per person per visit. Now this is still higher than before the covid pandemic but the folks coming in during the last 3 years have gotten use to a lot more. We have experienced supply chain issues at times this year as we have not been able to get juice, onions, Spaghetti etc... at different times over the last year. The other thing that has been disturbing has been the changes to the government Commodity program. We are no longer allowed to ask for verification of addresses for our clients. Instead we just give them a self declaration page to fill out their Demographics but can not ask for any ID to verify any of it. As you have noticed on my Quarterly reports we have a lot more folks coming from outside our old service area and we have been told to serve everyone who comes to our FB where in the past we would serve them once and then refer them to a Food Bank closer to them. We have noticed that about half of the folks who are new are outside of the old service boundaries which means we are stretching our food more than before. Also we no longer believe the demo reports are that accurate because people change their numbers quite a lot now. Who knows what the next year will bring but it seems that more people will be needing Food Banks and the supply chain, our donors and local stores are cutting back the amounts of food and money they are giving us. Not a good outlook but I feel times are going to get worse before they get better. As always thank you both for all you do for our local community and for helping us to feed the people of the Highline Area.



## 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 **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](mailto:sheenahr.hospitalityhouse@gmail.com)** Invoice Date **7/15/2022**  
 Costs below incurred from **4/1/2022 6/30/2022**  
 Signature of Authorized Signer *Sheenah Randolph* Printed Name **Sheenah Randolph**

	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	21-040	\$15,000.00	\$3,750.00	\$3,750.00			\$7,500.00
Covington							\$0.00
Des Moines	19-004	\$10,000.00	\$2,500.00	\$2,250.00			\$5,250.00
Federal Way							\$0.00
Issaquah							\$0.00
Kenmore							\$0.00
Kent	CAG2021-128	\$10,000.00	\$2,500.00	\$2,500.00			\$5,000.00
Kirkland							\$0.00
Mercer Island							\$0.00
Redmond							\$0.00
Renton							\$0.00
Sammamish							\$0.00
SeaTac		\$10,000.00	\$2,500.00	\$2,500.00			\$5,000.00
Shoreline							\$0.00
Tukwila	21-037	\$7,500.00	\$1,875.00	\$1,875.00			\$3,750.00

Admin use only

Authorized Payment Amt:

Authorization Code / Acct #

Authorized Signature / City

Date

**APPROVED FOR PAYMENT**  
 BY *Kim Cooper*  
 DATE *8/2/22*  
 PARS# *001.000 10.505.10 41.012*  
 Vendor # *12794*  
*8.8.22*

Service Unit 1: Shelter

Measurement: Bed night

Description: One night of shelter

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn		15	4			19	
Bellevue		53	91			144	
Bothell		0	0			0	
Burien		0	0			0	
Covington		0	0			0	
Des Moines		0	18			18	
Federal Way		74	20			94	
Issaquah		0	0			0	
Kenmore		0	26			26	
Kent	248	66	99			165	67%
Kirkland		0	3			3	
Mercer Island		0	0			0	
Redmond		30	0			30	
Renton		0	0			0	
Sammamish		0	0			0	
SeaTac	125	115	184			299	239%
Shoreline		2	1			3	
Tukwila		21	0			21	
Seattle		248	33			281	
Other KC		0	0			0	
Outside KC		80	246			326	
Unknown		0	0			0	
<b>TOTAL</b>	<b>373</b>	<b>704</b>	<b>725</b>	<b>0</b>	<b>0</b>	<b>1,429</b>	

# 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		3	1			4	
Bellevue		8	13			21	
Bothell		0	0			0	
Burien		0	0			0	
Covington		0	0			0	
Des Moines		0	3			3	
Federal Way		12	3			15	
Issaquah		0	0			0	
Kenmore		0	4			4	
Kent	17	11	14			25	147%
Kirkland		0	1			1	
Mercer Island		0	0			0	
Redmond		5	0			5	
Renton		0	0			0	
Sammamish		0	0			0	
SeaTac	5	18	27			45	900%
Shoreline		1	1			2	
Tukwila		3	0			3	
Seattle		42	5			47	
Other KC		0	0			0	
Outside KC		13	35			48	
Unknown		0	0			0	
<b>TOTAL</b>	<b>22</b>	<b>116</b>	<b>107</b>	<b>0</b>	<b>0</b>	<b>223</b>	

## 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		30	8			38	
Bellevue		106	182			288	
Bothell		0	0			0	
Burien		0	0			0	
Covington		0	0			0	
Des Moines		0	36			36	
Federal Way		148	40			188	
Issaquah		0	0			0	
Kenmore		0	52			52	
Kent	124	132	198			330	266%
Kirkland		0	6			6	
Mercer Island		0	0			0	
Redmond		60	0			60	
Renton		0	0			0	
Sammamish		0	0			0	
SeaTac	17	230	368			598	3518%
Shoreline		4	2			6	
Tukwila		42	0			42	
Seattle		496	66			562	
Other KC		0	0			0	
Outside KC		160	492			652	
Unknown		0	0			0	
<b>TOTAL</b>	<b>141</b>	<b>1,408</b>	<b>1,450</b>	<b>0</b>	<b>0</b>	<b>2,858</b>	

## NARRATIVE

Nomi came to Hospitality House in early March. She previously lived with her mother a few hours away from Seattle, but after a conflict, Nomi ended up in the hospital and without a home to return to.

The hospital social workers and a case manager helped Nomi find a place for her here at Hospitality House. She arrived with only her laptop and the clothes she was wearing. Aside from having a bed to sleep in, she was most excited to have internet access so she could work on a coding program.

Nomi acted as a source of peace in the house. She began looking at apartments immediately after her arrival, and spent time daily working to meet her education, mental health, and housing goals. Every morning she would make her bed, have some breakfast, and set up in the living room. A chair by the door to the room became "reserved" as her space. It was an unspoken rule that everyone respected without issue. A former shelf worked perfectly as a desk for her laptop to sit on. She would perch it on the arms of the chair, borrow a mousepad from the office, set up her laptop, and flip between reading comics, watching shows, learning to code, and apartment hunting. Residents would ask her for help with email or their phones, and Nomi would happily oblige before quietly returning to her tasks. She became the house tech support, sometimes even helping staff.

Nomi quietly worked away stationed in her "office" for two months. Slowly but surely, things began to come together for her. She began receiving food stamps. A studio in Queen Anne popped up in her price range (with the help of Catholic Community Services, or CCS), and then some timely donations. A regular donor happened upon some brand-new dining room chairs.

See attached

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Nomi quietly worked away stationed in her “office” for two months. Slowly but surely, things began to come together for her. She began receiving food stamps. A studio in Queen Anne popped up in her price range (with the help of Catholic Community Services, or CCS), and then some timely donations. A regular donor happened upon some brand-new dining room chairs, then a desk became available, then a new mattress! After about two and a half months here, Nomi was able to move into her new apartment, and had received so much support and donations, CCS needed to bring a van to transport all of her belongings.

During her time at Hospitality House, Nomi diligently worked away at meeting her goals. She respected her roommates, encouraged them, and was always pleasant to be around. She is enjoying her new apartment and having her own space and is hoping to find a programming job to put her skills to use. Nomi has a bright future ahead of her, and we are glad to have been part of her journey.

## RESIDENTS

	Annual Goal	Actual # of Residents				YTD
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn		1	1			2
Bellevue		1	1			2
Bothell		0	0			0
Burien		0	0			0
Covington		0	0			0
Des Moines		0	1			1
Federal Way		2	1			3
Issaquah		0	0			0
Kenmore		0	1			1
Kent		1	3			4
Kirkland		0	1			1
Mercer Island		0	0			0
Redmond		1	0			1
Renton		0	0			0
Sammamish		0	0			0
SeaTac		2	3			5
Shoreline		1	1			2
Tukwila		1	0			1
Seattle		4	2			6
Other KC		0	0			0
Outside KC		4	5			9
Unknown		0	0			0
<b>TOTAL</b>	<b>0</b>	<b>18</b>	<b>20</b>	<b>0</b>	<b>0</b>	<b>38</b>



## 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 KCBA Pro Bono Services - HJP and NLC

Address 1200 5th Ave, Suite #700

City & ZIP Seattle, 98101

Program Contact Name Emily Sum

Phone 2062677011

Email [emilys@kcba.org](mailto:emilys@kcba.org)

Invoice Date 7/15/22

Costs below incurred from 4/1/22 to 6/31/2022

Signature of Authorized  
Signer /s/ Judy Lin

Printed Name Judy Lin

	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
Bellevue	GF295	\$9,780.00	\$2,445.00	\$2,445.00			\$4,890.00
Bothell	N/A	\$0.00	\$0.00	\$0.00			\$0.00
Burien	038-2021	\$2,500.00	\$625.00	\$625.00			\$1,250.00
Covington	038-2021	\$2,000.00	\$500.00	\$500.00			\$1,000.00
Des Moines	038-2021	\$2,500.00	\$625.00	\$625.00			\$1,250.00
Federal Way	038-2021	\$9,000.00	\$2,250.00	\$2,250.00			\$4,500.00
Issaquah	32100196	\$4,000.00	\$1,000.00	\$1,000.00			\$2,000.00
Kenmore	21-C2685	\$1,000.00	\$250.00	\$250.00			\$500.00
Kent	200821	\$12,000.00	\$3,000.00	\$3,000.00			\$6,000.00
Kirkland		\$5,000.00	\$1,250.00	\$1,250.00			\$2,500.00
Mercer Island	N/A	\$0.00	\$0.00	\$0.00			\$0.00
Redmond	N/A	\$0.00	\$0.00	\$0.00			\$0.00
Renton	038-2021	\$10,500.00	\$2,625.00	\$2,625.00			\$5,250.00
Sammamish		\$1,200.00	\$300.00	\$300.00			\$600.00
SeaTac	038-2021	\$5,000.00	\$1,250.00	\$1,250.00			\$2,500.00
Shoreline	N/A	\$0.00	\$0.00	\$0.00			\$0.00
Tukwila	038-2021	\$5,500.00	\$1,375.00	\$1,375.00			\$2,750.00

Admin use only

Authorized Payment Amt:

Authorization Code / Acct #

Authorized Signature / City

Date

## 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	64	77			141	#####
Bellevue	44	36	33			69	157%
Bothell	N/A	15	10			25	#####
Burien	12	28	44			72	600%
Covington	5	1	0			1	20%
Des Moines	11	6	4			10	91%
Federal Way	41	57	60			117	285%
Issaquah	18	8	13			21	117%
Kenmore	35	4	1			5	14%
Kent	54	74	92			166	307%
Kirkland	23	23	28			51	222%
Mercer Island	N/A	3	3			6	#####
Redmond	N/A	23	25			48	#####
Renton	48	63	74			137	285%
Sammamish	6	6	3			9	150%
SeaTac	23	22	21			43	187%
Shoreline	N/A	2	2			4	#####
Tukwila	45	13	20			33	73%
Seattle		295	430			725	
Other KC		42	41			83	
Outside KC		36	38			74	
Unknown						0	
<b>TOTAL</b>	<b>365</b>	<b>821</b>	<b>1,019</b>	<b>0</b>	<b>0</b>	<b>1,840</b>	

# 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	Actual Units, regardless of funding source				YTD	
	Goal	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn	N/A	190	257			447	#####
Bellevue	44	24	91			115	260%
Bothell	N/A	7	6			13	#####
Burien	12	48	70			117	976%
Covington	5	1	N/A			1	10%
Des Moines	11	21	11			31	283%
Federal Way	41	82	138			219	535%
Issaquah	18	36	61			97	537%
Kenmore	20	2	1			3	13%
Kent	54	104	227			331	612%
Kirkland	23	13	33			46	199%
Mercer Island	N/A	9	27			36	#####
Redmond	N/A	35	77			112	#####
Renton	48	147	135			282	587%
Sammamish	6	4	39			43	710%
SeaTac	23	35	96			131	567%
Shoreline	N/A	2	18			20	#####
Tukwila	45	7	69			75	167%
Seattle		426	747			1,173	
Other KC		134	107			241	
Outside KC		20	32			51	
Unknown		0				0	
<b>TOTAL</b>	<b>350</b>	<b>1,344</b>	<b>2,238</b>	<b>0</b>	<b>0</b>	<b>3,581</b>	

# 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
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## NARRATIVE

During the eviction moratorium HJP has continued to assist tenants throughout King County. Because our clinics have moved online the clinic model has adjusted to continue serving clients. We have implemented an outreach plan to make sure every tenant who has a filed eviction case is aware of our services. Staff track every eviction filing on a daily basis and send an outreach letter to each household informing them of our service. This has helped us engage with more tenants facing eviction in order to intervene. We also post aggregate information about evictions on our website from this tracking system: <https://www.kcba.org/For-the-Public/Free-Legal-Assistance/Housing-Justice-Project/HJP-Heat-Map>

We have also developed a mediation program with the Superior Court Judges Association and landlord groups to help tenants access rental assistance and develop payment plans. We are working with King County to directly administer rental assistance funds as part of this program. In 2020 we distributed \$2 million in rental assistance funds to tenants across the county. In Q2 we anticipate providing another \$1.5 million in rent assistance funds.

Bellevue - Tenant is a single mother living in a transitional housing facility. The facility attempted to remove her in violation of that transitional housing rules. We were able to get the case dismissed and then connected with King County Housing Authority to have her receive a priority placement in a public housing unit, which she received in July.

Burien - Tenant is single mother with two minor children. She was being evicted for several months of back rent. Although there was a moratorium in Burien for nonpayment of rent, the tenant opted to receive rental

See attached

## RESIDENTS

	Annual Goal	1st Qtr	Actual # of Residents			YTD
			2nd Qtr	3rd Qtr	4th Qtr	
Auburn	N/A	177	201			378
Bellevue	44	89	74			163
Bothell	N/A	34	20			54
Burien	12	61	92			153
Covington	5	2	N/A			2
Des Moines	11	15	14			29
Federal Way	41	163	163			326
Issaquah	18	11	20			31
Kenmore	55	5	1			6
Kent	54	183	252			435
Kirkland	23	35	46			81
Mercer Island	N/A	3	3			6
Redmond	N/A	53	53			106
Renton	48	138	205			343
Sammamish	6	12	13			25
SeaTac	23	56	59			115
Shoreline	N/A	4	2			6
Tukwila	45	23	39			62
Seattle		524	790			1314
Other KC		116	121			237
Outside KC		83	83			166
Unknown		0	0			0
<b>TOTAL</b>	<b>385</b>	<b>1787</b>	<b>2251</b>	<b>0</b>	<b>0</b>	<b>4038</b>

During the eviction moratorium HJP has continued to assist tenants throughout King County. Because our clinics have moved online the clinic model has adjusted to continue serving clients. We have implemented an outreach plan to make sure every tenant who has a filed eviction case is aware of our services. Staff track every eviction filing on a daily basis and send an outreach letter to each household informing them of our service. This has helped us engage with more tenants facing eviction in order to intervene. We also post aggregate information about evictions on our website from this tracking system: <https://www.kcba.org/For-the-Public/Free-Legal-Assistance/Housing-Justice-Project/HJP-Heat-Map>

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Burien - Tenant is single mother with two minor children. She was being evicted for several months of back rent. Although there was a moratorium in Burien for nonpayment of rent, the tenant opted to receive rental assistance and we reinstated the tenancy by paying the full amount owed.

Des Moines - Tenant is elderly and had lived in apartment for 19 years. Landlord was terminating her tenancy due to some clutter that had accumulated. She needed help to remove some things due to mobility problems so we connected her with a resource to help declutter her unit.

Federal Way - Tenants are married with 2 children, youngest is 1.5 years old, oldest is in kindergarten. They fell behind on rent when one tenant took unpaid time after giving birth to youngest. The tenant worked as a hair stylist at a salon but lost her job when her boss wouldn't let her bring her baby to work. The other tenant worked at a manufacturing factory driving a forklift but lost his job when his hours changed to swing shift and he couldn't do those hours due to childcare. That tenant couldn't get unemployment but the other got unemployment and FMLA benefits; lived on that through the year of unemployment for both but benefits were not enough to pay rent, especially with a new baby. First tenant is trying to get back into hair styling but is currently working at Brown Bear as a clerk to save for rent. Other tenant is still applying, trying to find a job. We enrolled in rental assistance and reinstated the tenancy.



Issaquah - Tenant is a single mother being evicted due to alleged noise her toddler with autism was making. The noise allegedly made by the tenant's child though was happening mostly during normal hours with occasional screaming upon waking up in the middle of the night. After some litigation, the landlord dropped the case.

Kenmore - Tenant fell behind on rent and defaulted by failing to respond to the summons. We filed an emergency motion to stop the eviction and were able to save the tenancy by enrolling in rental assistance.

Kent - Tenant lived in mobile home in a community park. She fell behind in rent during COVID-19 and we enrolled her in rental assistance to resolve the outstanding payment.

Kirkland - Tenant was being evicted for nonpayment of rent. Tenant had disputed he owed any rent because he had been making payments. We gathered receipts and reconciled any discrepancies. The case was then dismissed.

Renton - Tenant was being evicted for nonpayment of rent, but after looking at the County rental assistance program, we found the landlord had already accepted rental help from the County for the covered time period. The case was dismissed.

Sammamish: Client was being evicted per an intent to sell notice. HJP was able to represent her and while we lost at the show cause hearing in our argument that the property was not a single family residence, we successfully revised the ruling and had the matter set for trial. Before trial occurred, we were able to settle the case with favorable terms for the client that included an extended move out and an OLD.

Sea Tac - Landlord was seeking to evict household with seven children due to nonpayment of rent. Main tenant was an in-home care nurse but fell behind due to losing work. We provided advice and counsel about how to rental help and other information; after receiving payment, the landlord agreed to extend their tenancy until November of this year.

Tukwila - Tenants were two months behind on rent. We enrolled the family in rental assistance and reinstated the tenancy to prevent the eviction.

# 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			\$4,727.00	\$4,727.00
Office/Ops	\$0.00	\$0.00	\$0.00			\$0.00	\$0.00
Purchased Svc	\$0.00	\$0.00	\$0.00			\$0.00	\$0.00
Communication	\$0.00	\$0.00	\$0.00			\$0.00	\$0.00
Travel/Training	\$0.00	\$0.00	\$0.00			\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00			\$0.00	\$0.00
<b>TOTAL</b>	<b>\$9,454.00</b>	<b>\$2,363.50</b>	<b>\$2,363.50</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$4,727.00</b>	<b>\$4,727.00</b>

**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			\$4,500.00	\$4,500.00
Office/Ops	\$0.00	\$0.00	\$0.00			\$0.00	\$0.00
Purchased Svc	\$0.00	\$0.00	\$0.00			\$0.00	\$0.00
Communication	\$0.00	\$0.00	\$0.00			\$0.00	\$0.00
Travel/Training	\$0.00	\$0.00	\$0.00			\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00			\$0.00	\$0.00
<b>TOTAL</b>	<b>\$9,000.00</b>	<b>\$2,250.00</b>	<b>\$2,250.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$4,500.00</b>	<b>\$4,500.00</b>

# REIMBURSEMENT REQUESTS

Agency and Program Name **KC Sexual Assault Resource Ctr, Comprehensive Sexual Assault Advocacy Svcs**  
 Address **707 S. Grady Way, Ste 300**  
 City & ZIP **Renton, WA 98057**  
 Program Contact Name **Comprehensive Sexual Assault Services** Phone **425-282-0358**  
 Email **finance@kcsarc.org** Invoice Date **7/15/2022**  
 Costs below incurred from **4/1/22** to **6/30/22**

ACCOUNTS PAYABLE

JUL 20 2022

RECEIVED

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		\$80,863.00	\$17,938.77	\$34,200.21			\$28,724.02
Bothell		\$0.00					\$0.00
Burien		\$8,000.00	\$2,186.76	\$2,180.00			\$3,633.24
Covington		\$3,000.00	\$820.04	\$820.00			\$1,359.96
Des Moines		\$4,480.00	\$1,224.59	\$1,200.00			\$2,055.41
Federal Way		\$19,000.00	\$5,193.57	\$5,150.00			\$8,656.43
Issaquah		\$9,100.00	\$2,275.00	\$2,275.00			\$4,550.00
Kenmore		\$3,500.00	\$875.00	\$875.00			\$1,750.00
Kent		\$25,000.00	\$6,250.00	\$6,250.00			\$12,500.00
Kirkland		\$20,560.00	\$5,140.00	\$5,140.00			\$10,280.00
Mercer Island		\$2,500.00	\$625.00	\$625.00			\$1,250.00
Redmond		\$16,919.00	\$4,229.75	\$4,229.75			\$8,459.50
Renton		\$44,800.00	\$8,747.06	\$13,492.30			\$22,560.64
Sammamish		\$2,500.00	\$625.00	\$625.00			\$1,250.00
SeaTac		\$5,000.00	\$1,366.73	\$1,360.00			\$2,273.27
Shoreline		\$8,320.00	\$2,080.00	\$2,080.00			\$4,160.00
Tukwila		\$8,632.00	\$2,359.51	\$2,350.00			\$3,922.49

Admin use only

Authorized Payment Amt: *Kim Cooper* Authorization Code / Acct # *001.000.10.505.10.41.012*

Authorized Signature / City *7/20/22* Date *7.20.22*

Calculated Total	\$262,174.00	\$61,936.78	\$82,852.26	\$0.00	\$0.00	\$117,384.96
Renton - Lead	92,912	\$21,898.26	\$26,552.30			\$44,461.44
Kent	25,000	\$6,250.00	\$6,250.00			\$12,500.00
Bellevue - Lead	144,262	\$33,788.52	\$50,049.96			\$60,423.52
Total	262,174	\$61,936.78	\$82,852.26	\$0.00	\$0.00	\$117,384.96

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

# REIMBURSEMENT REQUESTS

Agency and Program Name KC Sexual Assault Resource Ctr, Comprehensive Sexual Assault Advocacy Svcs  
 Address 707 S. Grady Way, Ste 300  
 City & ZIP Renton, WA 98057  
 Program Contact Name Comprehensive Sexual Assault Services Phone 425-282-0358  
 Email finance@kcsarc.org Invoice Date 7/15/22  
 Costs below incurred from 4/1/22 to 6/30/22

Signature of Authorized Signer

*Anne Mace-Deines*

Printed Name 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		\$80,863.00	\$17,938.77	\$34,200.21			\$28,724.02
Bothell		\$0.00					\$0.00
Burien		\$8,000.00	\$2,186.76	\$2,180.00			\$3,633.24
Covington		\$3,000.00	\$820.04	\$820.00			\$1,359.96
Des Moines		\$4,480.00	\$1,224.59	\$1,200.00			\$2,055.41
Federal Way		\$19,000.00	\$5,193.57	\$5,150.00			\$8,656.43
Issaquah		\$9,100.00	\$2,275.00	\$2,275.00			\$4,550.00
Kenmore		\$3,500.00	\$875.00	\$875.00			\$1,750.00
Kent		\$25,000.00	\$6,250.00	\$6,250.00			\$12,500.00
Kirkland		\$20,560.00	\$5,140.00	\$5,140.00			\$10,280.00
Mercer Island		\$2,500.00	\$625.00	\$625.00			\$1,250.00
Redmond		\$16,919.00	\$4,229.75	\$4,229.75			\$8,459.50
Renton		\$44,800.00	\$8,747.06	\$13,492.30			\$22,560.64
Sammamish		\$2,500.00	\$625.00	\$625.00			\$1,250.00
SeaTac		\$5,000.00	\$1,366.73	\$1,360.00			\$2,273.27
Shoreline		\$8,320.00	\$2,080.00	\$2,080.00			\$4,160.00
Tukwila		\$8,632.00	\$2,359.51	\$2,350.00			\$3,922.49

Admin use only

Authorized Payment Amt:

Authorization Code / Acct #

Authorized Signature / City

Date

Calculated Total	\$262,174.00	\$61,936.78	\$82,852.26	\$0.00	\$0.00	\$117,384.96
Renton - Lead	92,912	\$21,898.26	\$26,552.30			\$44,461.44
Kent	25,000	\$6,250.00	\$6,250.00			\$12,500.00
Bellevue - Lead	144,262	\$33,788.52	\$50,049.96			\$60,423.32
Total	262,174	\$61,936.78	\$82,852.26	\$0.00	\$0.00	\$117,384.96
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

# SERVICE UNIT 1

Service Unit 1: Advocacy

Measurement: 60 minutes

Description:

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

	Annual Goal	Actual Units, regardless of funding source				YTD	% Achieved
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn		461	389			850	
Bellevue	675	195	207			402	60%
Bothell		30	47			77	
Burien	70	89	130			219	313%
Covington	25	30	30			60	240%
Des Moines	39	68	45			113	290%
Federal Way	164	431	386			817	498%
Issaquah	78	78	112			190	244%
Kenmore	30	18	13			31	103%
Kent	216	486	335			821	380%
Kirkland	178	130	109			239	134%
Mercer Island	22	24	32			56	255%
Redmond	146	93	172			265	182%
Renton	381	484	563			1,047	275%
Sammamish	22	24	10			34	155%
SeaTac	43	23	25			48	112%
Shoreline	72	36	40			76	106%
Tukwila	74	34	16			50	68%
Seattle		918	840			1,758	
Other KC		422	462			884	
Outside KC		630	590			1,220	
Unknown		523	494			1,017	
<b>TOTAL</b>	<b>2,235</b>	<b>5,227</b>	<b>5,047</b>	<b>0</b>	<b>0</b>	<b>10,274</b>	

## 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
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**CLIENTS SERVED:** KCSARC has achieved at least 50% of the annual client goals for all of the cities with goals.

**ADVOCACY SERVICE HOURS:** KCSARC has achieved at least 50% of the annual service hour goals for all of cities with goals.

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

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

**Kent:** Service detail report is included in the Other Misc Documentation section.

**Narrative:** NOTE: Double click to view entire narrative

This past quarter, KCSARC has continued to navigate our new hybrid work environment. KCSARC staff have settled into this new model and our operations have been busy adapting to newly identified needs that were not present before the pandemic. We have begun offering in-person therapy and parent education services for those who would prefer this delivery model as opposed to using the HIPPA compliant Zoom platform. We have updated forms and processes that consider the unique hybrid variables. Consent forms have been consolidated to include both in-person and telehealth considerations as clients may participate in both. We have created online COVID screening questionnaires for those who come into the office. We have updated our signage for clients regarding space and mask wearing in our office space. We have updated our scheduling system to identify those clients participating in-person or over Telehealth. These are only a few modifications taken over this past quarter as clients have returned to our office space for therapy and parent education. All of this has occurred while continuing to serve the high demand for our services.

We kicked off Sexual Assault Awareness Month by sharing a powerful message from a young literary artist, Lashaunycee O'Cain: <https://www.youtube.com/watch?v=Di3oQVTddcM> . Her message reminds us that we all have the power to end sexual assault. This year, the campaign focused on online safety, and we were excited to see so many cities engage in this month of awareness and action. To facilitate engagement, KCSARC created and shared a proclamation template and communications toolkit with all city leaders and communications staff. Several cities hosted KCSARC staff during April meetings proclaiming SAAM, and a KCSARC family educator was even invited as a guest on Auburn Mayor Nancy Backus' podcast.

During April's month of awareness, KCSARC also hosted webinars: one outlined legislative changes passed in the 2022 state session that will better assist survivors; the other helped parents and other adults with young people in their lives understand the latest trends in online behavior, with the goal of helping prevent sexual assault and abuse from happening online and in person.

In May, KCSARC hosted municipal leaders for a webinar designed to provide a brief overview of our work. Elected and administrative officials heard from KCSARC's CEO, Board member Dennis Higgins, and a courageous survivor who spoke to the importance of KCSARC's comprehensive services for her family as they recovered from sexual assault.

In June, another webinar gave supporters the opportunity to learn more about the process of reporting and investigating sexual assault, giving a glimpse into how survivors experience the criminal justice system and how KCSARC legal advocates support and empower their decision-making.

This quarter, amid discussion of a Supreme Court decision on abortion that limits the ability of survivors of sexual assault to make medical decisions for themselves, KCSARC also shared a brief statement with supporters to help them understand how this change in the landscape impacts survivors and how we assist survivors to access the medical care needed following an assault.



# 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
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## RESIDENTS

	Annual Goal	Actual # of Residents				YTD	% Achieved
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn		143	41			184	
Bellevue	121	86	47			133	110%
Bothell		23	8			31	
Burien	36	35	8			43	119%
Covington	8	10	5			15	188%
Des Moines	22	28	4			32	145%
Federal Way	50	160	44			204	408%
Issaquah	22	41	9			50	227%
Kenmore	8	7	2			9	113%
Kent	68	157	48			205	301%
Kirkland	41	50	16			66	161%
Mercer Island	5	15	8			23	460%
Redmond	34	42	21			63	185%
Renton	111	184	54			238	214%
Sammamish	5	12	2			14	280%
SeaTac	13	21	8			29	223%
Shoreline	17	20	6			26	153%
Tukwila	23	16	-			16	70%
Seattle		538	268			806	
Other KC		178	45			223	
Outside KC		341	118			459	
Unknown		346	176			522	
<b>TOTAL</b>	<b>584</b>	<b>2,453</b>	<b>938</b>	-	-	<b>3,391</b>	

# 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	\$109,624.00	\$25,232.95	\$37,271.30			\$62,504.25	\$47,119.75
Office/Ops	\$2,200.00	\$492.27	\$693.23			\$1,185.50	\$1,014.50
Purchased Svc						\$0.00	\$0.00
Communication	\$1,750.00	\$55.35	\$175.24			\$230.59	\$1,519.41
Travel/Training	\$1,000.00	\$51.63	\$124.73			\$176.36	\$823.64
Other-Indirect Cost	\$29,688.00	\$7,956.32	\$11,785.46			\$19,741.78	\$9,946.22
<b>TOTAL</b>	<b>\$144,262.00</b>	<b>\$33,788.52</b>	<b>\$50,049.96</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$83,838.48</b>	<b>\$60,423.52</b>

# REIMBURSEMENT REQUESTS

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

ACCOUNTS PAYABLE

Address PO Box 13593

JUL 20 2022

City & ZIP Des Moines, 98198

RECEIVED

Program Contact Name Sarah Tuttle

Phone 2068248581

Email [sarah@lighthousenw.org](mailto:sarah@lighthousenw.org)

Invoice Date 7/7/22

Costs below incurred from 4/1/22 to 6/30/22

Signature of Authorized Signer

*Bobbie Jo Shockley*

Printed Name Bobbie Jo Shockley

	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			\$9,310.00
Shoreline						\$0.00
Tukwila						\$0.00

Admin use only

Authorized Payment Amt:

Authorization Code / Acct #

Vendor # 18970

Authorized Signature / City

APPROVED FOR PAYMENT

Date

7/20/22

BY: *Kim Cooper*

DATE: 7/20/22

001.000.10.505.10.41.012

# SERVICE UNIT 1

Service Unit 1: Transitional Housing

Measurement: Bed night

Description: Number of bed nights

	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	490	72	0			72	15%
Shoreline						0	
Tukwila						0	
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
<b>TOTAL</b>	<b>490</b>	<b>72</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>72</b>	

## 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	17	16			33	58%
Shoreline						0	
Tukwila						0	
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
<b>TOTAL</b>	<b>57</b>	<b>17</b>	<b>16</b>	<b>0</b>	<b>0</b>	<b>33</b>	

# 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
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## **NARRATIVE**

During the first quarter of 2022, we provided services to a total of 2 SeaTac residents. Both of those were also helped in Q1 of 2022. In Q2 of 2022 they were provided 16 case management sessions. The two clients we serve who are from SeaTac have transitioned to different housing. We are continuing case management on a weekly basis with them.



## RESIDENTS

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

## 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  
 Email [jkang@lcsnw.org](mailto:jkang@lcsnw.org)  
 Costs below incurred from 4/1/22 to 6/30/22  
 Signature of Authorized Signer  Printed Name Jay Kang

**ACCOUNTS PAYABLE**  
**JUL 20 2022**  
**RECEIVED** Phone 206.694.5700  
 Invoice Date 7/15/22

	Contract ID#	Annual Award Amt	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Bal
Auburn							#
Bellevue							#
Bothell							#
Burien	CON-21-041	\$5,000.00	\$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			#
Shoreline							#
Tukwila	21-050	\$8,000.00	\$2,000.00	\$2,000.00			#

Admin use only

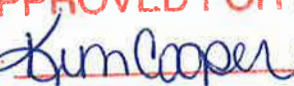
Authorized Payment Amt:

Authorization Code / Acct #

Authorized Signature / City

Date

**APPROVED FOR PAYMENT**

BY   
 DATE 7/20/22

BARS# 001.000.10.565.10.41.012

Vendor # 02385

# SERVICE UNIT 1

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	795	871			
Shoreline						
Tukwila						
Seattle						
Other KC						
Outside KC						
Unknown						
<b>TOTAL</b>						

#DIV/0!

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# SERVICE UNIT 2

## Service Unit 2: 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		62	42				####
Bellevue		6	9				####
Bothell		1	2				####
Burien	88	94	103				0%
Covington		4	4				####
Des Moines		225	218				####
Federal Way		165	179				####
Issaquah		4	0				####
Kenmore		1	1				####
Kent		301	353				####
Kirkland		0	2				####
Mercer Island		0	0				####
Redmond		10	5				####
Renton		70	83				####
Sammamish		0	2				####
SeaTac	250	795	871				0%
Shoreline		1	7				####
Tukwila	140	168	173				0%
Seattle		79	134				
Other KC		28	18				
Outside KC		22	30				
Unknown		5	2				
<b>TOTAL</b>	<b>478</b>	<b>2,041</b>	<b>2,238</b>				

# SERVICE UNIT 3

## Service Unit 3: Training/Workshops/Classes

Measurement: Individual

Description: Community  
connection

	Annual Goal	Actual Units, regardless of funding source				YTD
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn						
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						
<b>TOTAL</b>						

#DIV/0!

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## **Lutheran Community Services NW Q2 2022.**

In Q2 we continued offering intensive basic needs assistance to our clients in most need. The current alarming climb in prices for groceries, gas and basic essentials has had an immense effect in our community and now more than ever they have been seeking out for help.

Our weekly Culturally Appropriate food distribution continues firmly; however, in the last few weeks we have served on a daily basis people asking for food. Claudia, a SeaTac resident has shared to staff that the food she receives from us makes a huge difference in what she offers her family, without this assistance she would not always include some fresh produce or meat to the meals she prepares. On Q2 we distributed 80 boxes of food to Burien residents, 117 boxes of food to Tukwila residents and 686 boxes to SeaTac residents. In total, we distributed over 150k pounds of food and more than 2,500 household members' benefited from this program.

Among the items given out this quarter are: 1,417 hygiene/PPE kits (including masks, hand sanitizers and Clorox wipes) 111 one-month worth of bus tickets booklets, 68 diaper bundles from diaper donations, 106 Santa for Seniors Program First Aid kits. In addition, 343 WestSide Baby orders were distributed, 5 people were enrolled in the Orca Lift program and 680 Covid-19 Home Test Kits were distributed.

LCSNW Covid-19 Outreach Program held two vaccination events at the Angle Lake CRC in partnership with Public Health of King County, totaling, 35 people vaccinated.

We are glad to share that we have a new hire, Norma, a new Bilingual Resource Navigator that will be in charge of our WA State Department of Commerce Outreach and Benefits Navigation program in partnership with the Korean Women's Association (KWA). The goal of this program is to increase access to public benefits such as, TANF, SNAP, WIC, ECEAP, WIOA, etc. to disadvantaged communities. We hope that many members of our community take advantage of this opportunity.

LCSNW King County Jobs and Housing Grant is in the process of hiring a few team members and we hope to be at full capacity in no time.

WA State Department of Commerce Diaper program: We began the enrollment of children under 4yrs old to this program in mid-May and so far, 160 children were registered. 2 children from Burien, 16 from Tukwila and 59 from SeaTac. A total of 17,701 diapers and 22,896 wipes were distributed.

Back to School Fair: This great event is back! On August 18<sup>th</sup>. at Valley Ridge Park from 10am-2pm.

## RESIDENTS

	Annual Goal	Actual # of Residents				YTD
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn		38	16			
Bellevue		4	4			
Bothell		1	1			
Burien	67	48	25			
Covington		2	0			
Des Moines		102	66			
Federal Way		89	68			
Issaquah		1	0			
Kenmore		1	1			
Kent		177	128			
Kirkland		0	1			
Mercer Island		0	0			
Redmond		3	0			
Renton		28	24			
Sammamish		0	2			
SeaTac	200	347	236			
Shoreline		1	1			
Tukwila	107	79	41			
Seattle		53	60			
Other KC		15	3			
Outside KC		20	19			
Unknown		5	1			
<b>TOTAL</b>	<b>374</b>	<b>1014</b>	<b>697</b>			

## 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 **Mary's Place: A Place to Call Home**

Address PO Box 1711

City & ZIP Seattle WA 98111

Program Contact Name Marty Hartman

Email [grants@marysplaceseattle.org](mailto:grants@marysplaceseattle.org)

Costs below incurred from 4/1/22 6/30/2022

Signature of Authorized Signer

*Marty Hartman*

Printed Name Marty Hartman

ACCOUNTS PAYABLE

JUL 20 2022

RECEIVED

Phone 206-621-8474

Invoice Date 7/8/22

	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			\$25,000.00
Bellevue		\$0.00					\$0.00
Bothell							\$0.00
Burien		\$11,000.00	\$2,750.00	\$2,750.00			\$5,500.00
Covington							\$0.00
Des Moines							\$0.00
Federal Way		\$16,000.00	\$4,000.00	\$4,000.00			\$8,000.00
Issaquah							\$0.00
Kenmore	21-C2687	\$25,000.00	\$6,250.00	\$6,250.00			\$12,500.00
Kent		\$0.00					\$0.00
Kirkland							\$0.00
Mercer Island							\$0.00
Redmond							\$0.00
Renton		\$7,500.00	\$1,875.00	\$1,875.00			\$3,750.00
Sammamish							#VALUE!
SeaTac		\$10,000.00	\$2,500.00	\$2,500.00			\$5,000.00
Shoreline	9885	\$5,000.00	\$1,250.00	\$1,250.00			\$2,500.00
Tukwila		\$7,000.00	\$1,750.00	\$1,750.00			\$3,500.00

Admin use only

Authorized Payment Amt:

Authorization Code / Acct #

Authorized Signature / City

APPROVED FOR PAYMENT

Date

BY:

*Kim Cooper*

DATE:

7/20/22

RARS#

001.000.10.565.10.41.012

# 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	4	4			8	32%
Bellevue						0	
Bothell						0	
Burien	5	1	4			5	100%
Covington						0	
Des Moines						0	
Federal Way	8	9	8			17	213%
Issaquah						0	
Kenmore	15	5	1			6	40%
Kent						0	
Kirkland						0	
Mercer Island						0	
Redmond						0	
Renton	4	6	3			9	225%
Sammamish						0	
SeaTac	5	1	1			2	40%
Shoreline	5	1	0			1	20%
Tukwila	4	2	2			4	100%
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
<b>TOTAL</b>	<b>71</b>	<b>29</b>	<b>23</b>	<b>0</b>	<b>0</b>	<b>52</b>	

# 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	57	18			75	100%
Bellevue						0	
Bothell						0	
Burien	15	12	22			34	227%
Covington						0	
Des Moines						0	
Federal Way	24	112	70			182	758%
Issaquah						0	
Kenmore		306	356			662	
Kent						0	
Kirkland						0	
Mercer Island						0	
Redmond						0	
Renton	12	58	18			76	633%
Sammamish						0	
SeaTac	15	9	9			18	120%
Shoreline	15	4	0			4	27%
Tukwila	12	5	0			5	42%
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
<b>TOTAL</b>	<b>168</b>	<b>563</b>	<b>493</b>	<b>0</b>	<b>0</b>	<b>1,056</b>	

# 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
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Mary's Place Outreach and Diversion is the first and only mobile outreach program providing safe and responsive services for families experiencing unsheltered homelessness in King County. Our service model is based on a housing first and harm reduction approach. Outreach Specialists and Coordinators are dispatched 7 days a week to provide immediate services to families.

In the second quarter of 2022, Mary's Place Outreach and Diversion programs focused on growing and refining our specialized Coordinator programming for unique populations:

Outreach Specialists provide immediate housing options for families (75% of which enter a permanent housing solution). They also provide efficient referrals and coordination into emergency shelter when an immediate housing solution may not be identified.

Our Popsicle Place Coordinators work with families directly in hospital and clinic settings to prevent patients (mostly children) from discharging to homelessness.

Our Domestic Violence Outreach Coordinator works with families through the Mary's Place-operated King County Family Emergency Shelter Intake Line and community referrals to provide appropriate accommodation and contribute as a liaison between services. Due to the increase in families fleeing domestic violence, the coordinator has worked with almost half of the families Outreach and Diversion has served this year.

This quarter, Mary's Place Outreach and Diversion also started a support group for families who received diversion funding or who were touched in any way by our programming. Based on feedback from our families, we know many of them lose support and community during their homelessness experience. This support group aims to create community, with a focus on client voice and feedback. We believe this intentional approach will allow families to build that much-needed peer support and help us keep them informed about our future programming.

There are many challenges that create barriers to the delivery of our services:

- Cost of Living - Housing costs and the overall cost of living have gone up exponentially in the past year, making it far more difficult to house families. Simultaneously, COVID era protections for families have mostly ended creating a perfect storm where families do not have access to the funds necessary to adequately afford housing.



- Policing of Unsheltered People – As municipalities deal with this growing humanitarian crisis, reliance on a policing approach can make the problem worse for unsheltered families and force them into less safe situations. Without training as case managers and social workers, Law Enforcement officers are placed in situations for which they are not prepared and during which they can unintentionally create harm by further traumatizing and destabilizing homeless families. For example, Mary's Place Outreach worked with one family who was living in a trailer. Though not ideal, their child was enrolled in school and doing well, and the family was stable. In an effort to remove trailers from the streets of their community, the police kept pressuring this family to move their vehicle no matter where they parked, so they finally moved to the other end of the county to another city. This action removed the family from their community of support and their child, under McKinney-Vento, now faces a daily commute in order to retain the much-needed stability of a successful learning environment and trusted friends. Mary's Place Outreach and Diversion seeks to increase our partnership with local law enforcement so we can work together to create better outcomes for homeless families and their children.

- Issues with Coordinate Entry – Out of all the families we serve through Outreach, many of whom should qualify for CEA, less than 5% receive a resource through the program. For example, the families we serve through our Popsicle Place program should score as experiencing the highest vulnerability to COVID-19, yet very few receive resources through CEA. Mary's Place serves a large number of families who are vulnerable due to experiencing complex pregnancy, having a child with a chronic illness/disability, or they are fleeing DV/IPV. This is an issue we are working to resolve so that more resources reach these vulnerable families to help them enter housing and stabilize.

Mary's Place continues working with each individual family we serve to help them find their own unique path out of homelessness. Direct Client Assistance funds helped the following families overcome the final barriers to securing their new homes:

#### AUBURN

Fleeing domestic violence, Oliana and her two young children became homeless and started sleeping in their car. Despite this major disruption to her life, Oliana continued working and caring for her 3-year-old and her 6-month-old baby, all while hiding from her abuser. Oliana managed to save some money towards the down payment on an apartment, but she was still short on funds and needed to get her family out of their car. She reached out to Mary's Place and got connected with an Outreach Specialist. With the support of Direct Client Assistance funds, Oliana was able to secure an apartment she could afford and now she and her two children are safely settled in their new home.

#### FEDERAL WAY

After Bethany gave birth to their first child, her partner became violent. He began to viciously beat her, so she fled with the baby. She pieced together shelter by couch surfing with friends, brief hotel stays,

and sleeping in her car. Bethany connected with Mary's Place and, with the help of an Outreach Specialist, secured housing and started to build a new life for herself and her son. That was two years ago and now Bethany's stability was broken again because her apartment became infested with bugs to the point that she and her son had to flee their home. Bethany works as a waitress at a small diner and was unable to save enough money for a deposit on a new apartment, so she turned again to Mary's Place. Direct Client Assistance funding covered Bethany's move-in costs and Mary's Place was able to provide the family with housing supplies and hygiene kits from the Allen Family Center's Resource Room. With this support, Bethany was able to move into a new home that was within range of her job and her son's daycare. She said, "Thank you so much for all your help, you were very patient with me while I sorted things out and I really appreciate you!"

## RENTON

Jayla is a single parent who has been homeless for a while, mostly living in her car with her 9-year-old son Tamir unless they can find a friend who will let them spend the night. Jayla works part time, but she has a prison record which has made finding housing and better employment more difficult. Despite these barriers, Jayla had been working hard to create a better life for her family. She had already found an apartment and an agency who could partially cover her move-in costs when she reached out to Mary's Place to see if we could cover the rest. Direct Client Assistance funding allowed Mary's Place to step in and help. Now she and her son are out of their car and into a safe secure home, and Jayla's confident that she can pay her rent moving forward.

In some cases, an immediate housing solution isn't available, so Mary's Place Outreach Specialists work to help the family enter shelter where their immediate needs are met, and they receive support in figuring out their next steps. The following families are all at different stages, but shelter has played an important role in their journey out of homelessness:

## BURIEN

Jenny and her husband Sam face the challenge of supporting a large, 9-person multi-generational household on very little income. Because Jenny and Sam both grew up in families where they experienced consistent housing instability, they are more comfortable living in trailers as a form of housing they can control. While caring for one of their children who was having a major health issue, the family's trailer fell into disrepair and was condemned. When they first connected with Mary's Place in December, the family was living in their cars. With support from Mary's Place Outreach Specialists, Jenny and Sam made the difficult decision to split the family and have their four children move to shelter along with their grandmother and their aunt. All winter Jenny and Sam lived in their car, working, saving money, and searching for an affordable trailer so they could reunite their family. Outreach Specialists supported Jenny and Sam with resources for clothing, food, and other necessities. Mary's Place Housing Specialists continued monitoring the situation and worked with Jenny and Sam to see if any other housing options might work. In May, Jenny and Sam's persistence paid off and they found a

trailer they were sure they could fix up and maintain thanks to Sam's background as a mechanic. The family has been reunited and is working to rebuild their stability.

#### KENMORE

Until she lost her job due to the pandemic, Behati and her two young children were living in Nevada. With no income, the family soon fell behind on rent and were forced to leave their apartment. Seeking new opportunities, Behati and her children moved to Seattle, planning to stay with friends. When that fell through, Behati moved into shelter and sought help finding new housing. Her situation was complex because the family arrived missing critical documents. With the help of a Mary's Place Housing Specialist, Behati was able to transfer crucial benefits from Nevada to Washington State, replace vital documents, and find stable housing. Mary's Place helped Behati apply for every available subsidized housing program and, after multiple unsuccessful referrals, in May Behati was accepted into two different housing programs. A choice between multiple programs is something that does not happen very often, and Behati was able to choose the program that was best for her family. When Behati signed her lease and came back to shelter to pack her things, she had the biggest smile on her face and said, "My apartment is beautiful." Because of Mary's Place this family was able to move into stable housing after being in shelter for 321 days.

#### SEATAC

Kamalia had a stable job, housing, and the goal of starting the legal process to bring her husband over from Ethiopia. This spring, after she returned from an extended visit with her husband, Kamalia lost her job and then her apartment. In the early months of pregnancy and with no other resources, she was forced to move into her car. Knowing she needed help, Kamalia reached out to Mary's Place and entered shelter. In shelter, Kamalia is now receiving the support she needs to begin rebuilding her stability such as meeting with our Clinical Health team who can help monitor her pregnancy, working with a Housing Specialist to identify a housing solution for herself, and searching for legal resources to assist with her husband's immigration case. Kamalia didn't have the clothing she needed for a job interview, so Mary's Place was able to provide her with a gift certificate to go buy what she needed. Kamalia secured that job and is now working on finding a new home so she can settle in before her baby arrives in October.

#### SHORELINE

When his stepson became violent and threatened the family, Dimitri and his 7-year-old daughter fled their home and went into hiding. They had left everything behind and were sleeping in their car when Dimitri reached out to Mary's Place for help. Shelter was the best option for this family. Dimitri and his daughter are now in a stable and secure living situation where she can start school and he can get the support he needs to find legal assistance, connect with domestic violence specialists, access behavioral health resources, search for new housing, and focus on rebuilding his life.

## TUKWILA

Hosana became homeless when her marriage dissolved last summer. She and her three-year-old daughter were living in their vehicle when a Mary's Place Outreach Specialist made contact with the family. Hosana was 5-months pregnant with her second child, jobless, and had limited English skills, so the Outreach Specialist recommended they move into shelter where they could receive more support. While in shelter, Hosana has been able to focus on improving her English skills, safely give birth to her second daughter, prepare her oldest daughter for pre-school, and work on finding the best possible housing solution for her family.

# RESIDENTS

	Annual Goal	1st Qtr	Actual # of Residents			YTD
			2nd Qtr	3rd Qtr	4th Qtr	
Auburn	75	22	31			53
Bellevue						0
Bothell						0
Burien	16	5	16			21
Covington						0
Des Moines						0
Federal Way	24	44	38			82
Issaquah						0
Kenmore	40	88	29			117
Kent						0
Kirkland						0
Mercer Island						0
Redmond						0
Renton	11	20	19			39
Sammamish						0
SeaTac	15	3	4			7
Shoreline		3	0			3
Tukwila	15	12	5			17
Seattle						0
Other KC						0
Outside KC						0
Unknown						0
<b>TOTAL</b>	<b>196</b>	<b>197</b>	<b>142</b>	<b>0</b>	<b>0</b>	<b>339</b>

## 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 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](mailto:majuq@mschelps.org)

Invoice Date 7/14/22

Costs below incurred from 4/1/22 to 6/30/22

Signature of Authorized Signer

*E Lancaster*

Printed Name Elizabeth Lancaster

ACCOUNTS PAYABLE

JUL 20 2022

RECEIVED

	Annual	Reimbursement Requests				Balance
Contract ID#	Award Amt	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Remaining
Auburn	\$30,000.00	\$7,500.00	\$7,500.00			\$15,000.00
Bellevue						\$0.00
Bothell						\$0.00
Burien	\$15,000.00	\$9,040.25	\$0.00			\$5,959.75
Covington						\$0.00
Des Moines	\$10,000.00	\$4,787.00	\$2,002.62			\$3,210.38
Federal Way	\$31,000.00	\$19,734.34	\$7,525.80			\$3,739.86
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	\$9,317.54	\$2,589.46			\$0.00
Sammamish						\$0.00
SeaTac	\$28,000.00	\$7,754.57	\$8,588.01			\$11,657.42
Shoreline						\$0.00
Tukwila		Invoiced Separately				\$0.00

Admin use only

Authorized Payment Amt:

Authorization Code / Acct #

Authorized Signature / City

APPROVED FOR PAYMENT

Date

BY *Luni Cooper*

DATE 7/20/22

DATE 7-20-22

7/20/22

\* M O U \*

# 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	7	6			13	130%
Bellevue						0	
Bothell						0	
Burien	5	6	0			6	120%
Covington						0	
Des Moines	5	2	1			3	60%
Federal Way	25	16	5			21	84%
Issaquah						0	
Kenmore						0	
Kent	40	16	21			37	93%
Kirkland						0	
Mercer Island						0	
Redmond						0	
Renton	4	6	3			9	225%
Sammamish						0	
SeaTac	10	3	5			8	80%
Shoreline						0	
Tukwila	24	6	4			10	42%
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
<b>TOTAL</b>	<b>123</b>	<b>62</b>	<b>45</b>	<b>0</b>	<b>0</b>	<b>107</b>	



# 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	16	12			28	62%
Bellevue						0	
Bothell						0	
Burien	23	12	0			12	52%
Covington						0	
Des Moines	23	4	4			8	35%
Federal Way	48	32	10			42	88%
Issaquah						0	
Kenmore						0	
Kent	315	34	84			118	37%
Kirkland						0	
Mercer Island						0	
Redmond						0	
Renton	16	12	6			18	113%
Sammamish						0	
SeaTac	40	6	20			26	65%
Shoreline						0	
Tukwila	108	16	16			32	30%
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
<b>TOTAL</b>	<b>618</b>	<b>132</b>	<b>152</b>	<b>0</b>	<b>0</b>	<b>284</b>	

# SERVICE UNIT 2

Service Unit 2: Financial Aid

Measurement: Voucher

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

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn	10	1	0			1	10%
Bellevue						0	
Bothell						0	
Burien	5	0	0			0	0%
Covington						0	
Des Moines	5	0	1			1	20%
Federal Way						0	
Issaquah						0	
Kenmore						0	
Kent	100	1	0			1	1%
Kirkland						0	
Mercer Island						0	
Redmond						0	
Renton	4	0	0			0	0%
Sammamish						0	
SeaTac	8	0	0			0	0%
Shoreline						0	
Tukwila	24	2	4			6	25%
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
<b>TOTAL</b>	<b>156</b>	<b>4</b>	<b>5</b>	<b>0</b>	<b>0</b>	<b>9</b>	

## NARRATIVE

Kiera Jones is an elderly, Black woman living on a fixed income in South King County. In 2021 and early 2022, Ms. Jones was dealing with serious medical treatment and had out of pocket expenses that significantly set her back. This led to the accumulation of significant rent debt. She sought out MSC services to get assistance with rent and financial literacy to help her create a plan to get back on track with her monthly bills. Program challenges include high need for requests for assistance that require at least another 0.75FTE to help individuals receive navigation service support to aid them with their crisis. MSC has navigated part of this problem by leveraging private funding in order to continue our support to community members, and extend the use of City dollars. Rent assistance continues to be a growing need from the participants we serve in the community. Due to these increased requests, MSC staff are not receiving requests for other types of emergency assistance as compared to pre-COVID19 times. MSC staff have observed participants show signs of significant stress- from their speech patterns, and interactions they have experienced via phone or email.

## RESIDENTS

	Annual Goal	1st Qtr	Actual # of Residents			YTD
			2nd Qtr	3rd Qtr	4th Qtr	
Auburn	30	24	13			37
Bellevue						0
Bothell						0
Burien	15	12	0			12
Covington						0
Des Moines	15	6	3			9
Federal Way	40	49	17			66
Issaquah						0
Kenmore						0
Kent	180	51	56			107
Kirkland						0
Mercer Island						0
Redmond						0
Renton	11	17	4			21
Sammamish						0
SeaTac	24	9	11			20
Shoreline						0
Tukwila	72	11	9			20
Seattle						0
Other KC						0
Outside KC						0
Unknown						0
<b>TOTAL</b>	<b>387</b>	<b>179</b>	<b>113</b>	<b>0</b>	<b>0</b>	<b>292</b>

# 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
<b>TOTAL</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

## 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	\$3,260.25	\$2,633.30			\$5,893.55	\$3,406.45
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	\$16,474.09	\$4,892.50			\$21,366.59	\$333.41
<b>TOTAL</b>	<b>\$31,000.00</b>	<b>\$19,734.34</b>	<b>\$7,525.80</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$27,260.14</b>	<b>\$3,739.86</b>

# REIMBURSEMENT REQUESTS

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

Address 1200 S 336th Street

City & ZIP Federal Way WA 98003

Program Contact Name Maju Qureshi

ACCOUNTS PAYABLE

JUL 20 2022

Phone 253-838-6810

Email [majuq@mschelps.org](mailto:majuq@mschelps.org)

RECEIVED

Invoice Date 7/13/22

Costs below incurred from 4/1/22 to 6/30/22

Signature of Authorized Signer

*EL Lancaster*

Printed Name Elizabeth Lancaster

	Annual	Reimbursement Requests				Balance
Contract ID#	Award Amt	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Remaining
Auburn	\$8,500.00	\$2,125.00	\$2,125.00			\$4,250.00
Bellevue						\$0.00
Bothell						\$0.00
Burien	\$4,500.00	\$1,125.00	\$1,125.00			\$2,250.00
Covington						\$0.00
Des Moines						\$0.00
Federal Way	\$28,000.00	\$7,000.00	\$7,000.00			\$14,000.00
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			\$3,500.00
Shoreline						\$0.00
Tukwila	\$4,000.00	\$1,000.00	\$1,000.00			\$2,000.00

Admin use only

Authorized Payment Amt:

Authorization Code / Acct #

Authorized Signature / City

APPROVED FOR PAYMENT

Date 7/20/22

BY: *Kim Cooper*

DATE: 7/20/22

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	36	40			76	253%
Bellevue						0	
Bothell						0	
Burien	15	0	0			0	0%
Covington						0	
Des Moines		12	4			16	
Federal Way	92	36	52			88	96%
Issaquah						0	
Kenmore						0	
Kent	55	116	80			196	356%
Kirkland						0	
Mercer Island						0	
Redmond						0	
Renton		24	24			48	
Sammamish						0	
SeaTac	19	28	0			28	147%
Shoreline						0	
Tukwila	10	20	20			40	400%
Seattle		20	20			40	
Other KC						0	
Outside KC		12	12			24	
Unknown						0	
<b>TOTAL</b>	<b>221</b>	<b>304</b>	<b>252</b>	<b>0</b>	<b>0</b>	<b>556</b>	

## SERVICE UNIT 2

Service Unit 2: Shelter

Measurement: Bed night

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

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn	490	810	871			1,681	343%
Bellevue						0	
Bothell						0	
Burien	250	0	0			0	0%
Covington						0	
Des Moines		158	19			177	
Federal Way	863	569	229			798	92%
Issaquah						0	
Kenmore						0	
Kent	1,540	800	384			1,184	77%
Kirkland						0	
Mercer Island						0	
Redmond						0	
Renton		540	546			1,086	
Sammamish						0	
SeaTac	370	306	0			306	83%
Shoreline						0	
Tukwila	245	450	455			905	369%
Seattle		450	455			905	
Other KC						0	
Outside KC		270	273			543	
Unknown						0	
<b>TOTAL</b>	<b>3,758</b>	<b>4,353</b>	<b>3,232</b>	<b>0</b>	<b>0</b>	<b>7,585</b>	



# SERVICE UNIT 3

Service Unit 3: 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						0	
Issaquah						0	
Kenmore						0	
Kent	1,050	1,220	1,195			2,415	230%
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	
<b>TOTAL</b>	<b>1,050</b>	<b>1,220</b>	<b>1,195</b>	<b>0</b>	<b>0</b>	<b>2,415</b>	

## NARRATIVE

This quarter we would like to highlight the Johnson family. The Johnson family, a multigenerational Black family of 3 were living in their car when they sought out MSC's family shelter. The family identified their need for accessible housing on a ground floor, help with financial literacy and learning more about available resources in the community. The family was living in Des Moines most recently. Their previous barriers include chronic homelessness, past debt, rent assistance support and food resources. After meeting with the MSC Housing Advocate, they shared they had a voucher from a Housing Authority and we pending notification of the waitlist process. During this time, MSC staff assisted the family with meeting their basic needs such as food, and worked with the family on identifying financial goals to ensure their success after being placed in housing. The program also connected the family to Sound Outreach for financial counseling sessions at MSC's Federal Way office. As a result of the resiliency of the family and program staff support, the participant now has a financial plan, is engaged with case management and understands her family has support needed to thrive. Some of the recent challenges with MSC's shelter site has been severe damage to vacant units by squatters or unauthorized guests on the property after business hours. Currently, MSC has staff at the shelter site 40 hours a week, to assist 15 households. The mixed-use site not only provides shelter, but transitional and permanent supportive housing to customers enrolled in other CBO programs (St Stephens and Navos). MSC is in early discussions with KCHA (owner of the property) about future land use to encourage more sustainable programming to provide relevant and meaningful service at this site. MSC is also temporarily staffing up at our shelter site due to increase of crime activity in the area.

## RESIDENTS

	Annual Goal	1st Qtr	Actual # of Residents			YTD
			2nd Qtr	3rd Qtr	4th Qtr	
Auburn	4	9	1			10
Bellevue						0
Bothell						0
Burien	7	0	0			0
Covington						0
Des Moines		3	0			3
Federal Way	40	9	13			22
Issaquah						0
Kenmore						0
Kent	15	29	1			30
Kirkland						0
Mercer Island						0
Redmond						0
Renton		6	0			6
Sammamish						0
SeaTac	7	7	0			7
Shoreline						0
Tukwila	2	5	0			5
Seattle		5	0			5
Other KC						0
Outside KC		3	0			3
Unknown						0
<b>TOTAL</b>	<b>75</b>	<b>76</b>	<b>15</b>	<b>0</b>	<b>0</b>	<b>91</b>

## 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 **PARTNER IN EMPLOYMENT**  
 Address 21400 INTERNATIONAL BLVD, SUITE 302  
 City & ZIP SEATAC, WA 98198  
 Program Contact Name Hien Kieu Phone 206-429-3824  
 Email hien@partnerinemployment.org Invoice Date 7/15/2022  
 Costs below incurred from 4/1/2022 to 6/30/2022  
 Signature of Authorized Signer Printed Name Hien Kieu

ACCOUNTS PAYABLE

JUL 20 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	\$10,000.00	\$2,500.00	\$2,500.00			\$5,000.00
Covington						\$0.00
Des Moines						\$0.00
Federal Way						\$0.00
Issaquah						\$0.00
Kenmore						\$0.00
Kent						\$0.00
Kirkland						\$0.00
Mercer Island						\$0.00
Redmond						\$0.00
Renton	CAG-21-098	\$9,000.00	\$2,250.00	\$2,250.00		\$4,500.00
Sammamish						\$0.00
SeaTac	#####	\$27,500.00	\$27,500.00			\$55,000.00
Shoreline						\$0.00
Tukwila		\$13,500.00	\$3,375.00	\$3,375.00		\$6,750.00

Admin use only

Authorized Payment Amt:

Authorized Signature / City

\* MOU \*

Authorization Code / Acct #

Date

APPROVED FOR PAYMENT

BY:

DATE:

RRS#

7/20/22

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)

	Actual Units, regardless of funding source					YTD	
	Annual Goal	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn						0	#DIV/0!
Bellevue						0	#DIV/0!
Bothell						0	#DIV/0!
Burien	5	2	3			5	100%
Covington						0	#DIV/0!
Des Moines						0	#DIV/0!
Federal Way						0	#DIV/0!
Issaquah						0	#DIV/0!
Kenmore						0	#DIV/0!
Kent						0	#DIV/0!
Kirkland						0	#DIV/0!
Mercer Island						0	#DIV/0!
Redmond						0	#DIV/0!
Renton	4	1	1			2	50%
Sammamish						0	#DIV/0!
SeaTac	50	14	13			27	54%
Shoreline						0	#DIV/0!
Tukwila	9	12	16			28	311%
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
<b>TOTAL</b>	<b>68</b>	<b>29</b>	<b>33</b>	<b>0</b>	<b>0</b>	<b>62</b>	

# SERVICE UNIT 2

## Service Unit 1: Case Management

Measurement: Individual

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

	Actual Units, regardless of funding source					YTD	
	Annual Goal	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn						0	#DIV/0!
Bellevue						0	#DIV/0!
Bothell						0	#DIV/0!
Burien						0	#DIV/0!
Covington						0	#DIV/0!
Des Moines						0	#DIV/0!
Federal Way						0	#DIV/0!
Issaquah						0	#DIV/0!
Kenmore						0	#DIV/0!
Kent						0	#DIV/0!
Kirkland						0	#DIV/0!
Mercer Island						0	#DIV/0!
Redmond						0	#DIV/0!
Renton						0	#DIV/0!
Sammamish						0	#DIV/0!
SeaTac	13	13	8			21	162%
Shoreline						0	#DIV/0!
Tukwila						0	#DIV/0!
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
<b>TOTAL</b>	<b>13</b>	<b>13</b>	<b>8</b>	<b>0</b>	<b>0</b>	<b>21</b>	

# 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
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>



## NARRATIVE

In the second quarter, we continue to place job seekers in good union jobs through the virtual hiring hall, a virtual job portal PIE and our union partners designed together to ensure the immigrant/refugee/BIPOC communities have equitable access to good jobs. In June, PIE hosted a union job fair, with almost 100 South King County residents in attendance. We continue to place immigrant and refugee youths on our paid training programs, which include our Barista, manufacturing and youth restoration program. lastly, as the of living/rent/transportation costs has gone up, we have seen an increased need for those services which include rental assistance, transportation cost support and more.

See below for key success stories:

Tukwila

Said Jama, one of our clients that lost his job during the pandemic, he was in a bad situation and really needed a job, he came to PIE office and PIE's case managers helped him apply for a Airport jobs unfortunately he couldn't pass the hectic budget exam process at the Airport, case managers struggled to place Said a job that pays his bills, supports his family , we helped him apply for a R&T Hood and Duct Services for as a full time janitor, being a hard worker immigrant whose mission is to support himself and his family he retained his work over two months now, getting paid \$22 dollar per hour. Case managers contacts him weekly to check on him, supports him with all support services he needs such gas cards, coaching and counselling. Said is happy and his life changed.

Said is a Somalian refugee with huge barriers ranging from language, technical, transportation and emotional stress, fortunately, case managers kept working with him through all those barriers till its resolved and client abled get a job and retained.

See attached

In the second quarter, we continue to place job seekers in good union jobs through the virtual hiring hall, a virtual job portal PIE and our union partners designed together to ensure the immigrant/refugee/BIPOC communities have equitable access to good jobs. In June, PIE hosted a union job fair, with almost 100 South King County residents in attendance. We continue to place immigrant and refugee youths on our paid training programs, which include our Barista, manufacturing and youth restoration program. lastly, as the of living/rent/transportation costs has gone up, we have seen an increased need for those services which include rental assistance, transportation cost support and more.

See below for key success stories:

#### Tukwila

Said Jama, one of our clients that lost his job during the pandemic, he was in a bad situation and really needed a job, he came to PIE office and PIE's case managers helped him apply for a Airport jobs unfortunately he couldn't pass the hectic budget exam process at the Airport, case managers struggled to place Said a job that pays his bills, supports his family , we helped him apply for a R&T Hood and Duct Services for as a full time janitor, being a hard worker immigrant whose mission is to support himself and his family he retained his work over two months now, getting paid \$22 dollar per hour. Case managers contacts him weekly to check on him, supports him with all support services he needs such gas cards, coaching and counselling. Said is happy and his life changed.

Said is a Somalian refugee with huge barriers ranging from language, technical, transportation and emotional stress, fortunately, case managers kept working with him through all those barriers till its resolved and client abled get a job and retained.

Patient is a refugee youth from Congo who had been in the US for less than six months, was completing high school and working at T-Mobile Park when he came to PIE looking for better opportunities and a support system. He was enrolled in PIE's Refugee Youth Mentoring Program and was provided a linguistically and culturally appropriate Case Manager. Based on Patient's intake and assessment, his interest is to work outdoors and be in nature and subsequently enrolled in the Youth Restoration Training Crew offered at PIE. He was hoping to gain training about parks maintenance and environmental topics as well as earn a paycheck and to meet new people. After completing the Youth Restoration Training program in the fall of 2021 Patient remained engaged with PIE in his search for a job that would allow him to continue his environmental career path. With the assistance of PIE's team, he applied for a park's maintenance position with the City of Tukwila and got accepted. He recently started the new position and has this to say: "I'm still new at my current job, and I love this job. I love working outside seeing the beauty of nature and the fact that I participate in keeping nature makes me so happy. I'm looking forward to learning more new things and getting more experience and I believe I will succeed in this career."

#### Renton

Adna Mohamed and Naima Ahmed were enrolled in the Youth Restoration Training Crew in the Spring of 2022. They both came to the program motivated to learn new skills and information related to the

environment, as well as earn money. During their time in the program, they were both enrolled in high school and running start classes. They worked hard to balance their work and school responsibilities, and were always well engaged. About halfway through the program they learned about the King County Parks Youth Conservation Corps, a paid summer program to complete environmental restoration projects in King County and learn about environmental justice issues. They were excited about the opportunity to continue growing their skills and engaging with environmental justice topics. With the support of PIE's crew leaders they worked on their program applications and practiced for their interviews. In June we found out they had both been accepted to the program. Adna is pictured on the left and Naima on the right.

#### SeaTac

Muhammad Popal: Popal came to the US during the Afghan refugee influx in August 2021. He was resettled in Washington state earlier this year by PIE. As part of resettlement services through Partner in Employment, he received assistance in applying for jobs, attending job fairs and language support. Popal was assisted to build a resume, sign up and attend the King County Jobs and Resources Fair held in March 2022. He was offered a job during the job fair and is currently a full-time employee at DoubleTree.

Khalid Haqparast: Haqparast left Afghanistan and came to the US in August 2021. He was sent off to Washington state as a refugee to start a new life. Partner in Employment was responsible for the resettlement process, additionally, the client and his family were supported to adapt to their new life in the US. He has been helped with job applications and language assistance. Haqparast was helped by PIE staff to secure a full-time job at Gate Gourmet.

Mohibullah Rahmani: With the fall of Kabul city in summer 2021, Mohibullah was evacuated and sent off to the Washington State. Partner in Employment took the responsibility of resettling him. As the client had acquired his graduate degree from India and had a good command of English language, it was simpler to assist him through the job search process and prepare him for the US job market. He was supported in revising his resume and applying for the jobs that matched his qualifications. In June 2022, he was offered a position at King County and is full-time employed at the moment.

## RESIDENTS

	Annual Goal	1st Qtr	Actual # of Residents			YTD
			2nd Qtr	3rd Qtr	4th Qtr	
Auburn						0
Bellevue						0
Bothell						0
Burien	5	2	3			5
Covington						0
Des Moines						0
Federal Way						0
Issaquah						0
Kenmore						0
Kent						0
Kirkland						0
Mercer Island						0
Redmond						0
Renton	4	1	1			2
Sammamish						0
SeaTac	50	14	20			34
Shoreline						0
Tukwila	9	12	16			28
Seattle						0
Other KC						0
Outside KC						0
Unknown						0
<b>TOTAL</b>	<b>68</b>	<b>29</b>	<b>40</b>	<b>0</b>	<b>0</b>	<b>69</b>

## 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, 98056

Program Contact Name Bianca Davis-Lovelace

Email Bianca@reachrenton.org

ACCOUNTS PAYABLE

JUL 20 2022

RECEIVED

Phone 7089375711

Invoice Date 7/15/22

Costs below incurred from 4/1/22 to 6/30/22

Signature of Authorized  
Signer

Printed Name Michael Selby

		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			\$1,500.00
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			\$3,750.00
Sammamish							\$0.00
SeaTac	21-A054	\$3,861.00	\$965.25	\$965.25			\$1,930.50
Shoreline							\$0.00
Tukwila	21-056	\$6,311.00	\$1,577.75	\$1,577.75			\$3,155.50

Admin use only

Authorized Payment Amt:

Authorization Code / Acct #

Vendor # 19067

Authorized Signature / City

APPROVED FOR PAYMENT

Date

7/20/22

BY Kim Cooper

DATE 7/20/22

PARCS# 001.000.10.565.10.41.012

# 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	21	12			33	125%
Bellevue						0	
Bothell						0	
Burien		47	35			82	
Covington						0	
Des Moines						0	
Federal Way		36	25			61	
Issaquah						0	
Kenmore		3				3	
Kent						0	
Kirkland						0	
Mercer Island						0	
Redmond						0	
Renton	48	31	31			62	129%
Sammamish						0	
SeaTac	4		8			8	229%
Shoreline			11			11	
Tukwila		37	8			45	
Seattle		58	31			89	
Other KC						0	
Outside KC		34	31			65	
Unknown						0	
<b>TOTAL</b>	<b>77</b>	<b>264</b>	<b>192</b>	<b>0</b>	<b>0</b>	<b>456</b>	

## 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	82	46			128	123%
Bellevue						0	
Bothell						0	
Burien		186	14			200	
Covington						0	
Des Moines						0	
Federal Way		142	100			242	
Issaquah						0	
Kenmore		10				10	
Kent						0	
Kirkland						0	
Mercer Island						0	
Redmond						0	
Renton	191	122	122			244	128%
Sammamish						0	
SeaTac	14		32			32	229%
Shoreline			44			44	
Tukwila		148	30			178	
Seattle		232	124			356	
Other KC						0	
Outside KC		134	124			258	
Unknown						0	
<b>TOTAL</b>	<b>309</b>	<b>1,056</b>	<b>636</b>	<b>0</b>	<b>0</b>	<b>1,692</b>	



## 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	340	364			704	167%
Bellevue						0	
Bothell						0	
Burien		178	182			360	
Covington						0	
Des Moines						0	
Federal Way		445	486			931	
Issaquah						0	
Kenmore		33				33	
Kent						0	
Kirkland						0	
Mercer Island						0	
Redmond						0	
Renton	1,145	294	294			588	51%
Sammamish						0	
SeaTac	750		84			84	11%
Shoreline			114			114	
Tukwila	630	237	56			293	47%
Seattle		370	505			875	
Other KC						0	
Outside KC		462	480			942	
Unknown						0	
<b>TOTAL</b>	<b>2,947</b>	<b>2,359</b>	<b>2,565</b>	<b>0</b>	<b>0</b>	<b>4,924</b>	

## NARRATIVE

We continue to implement the COVID-19 safety protocol, which includes social distance, to allow both employees and residents to use PPE such as masks and face shields, and to thoroughly cover high-traffic surfaces. Hand wash and clean. REACH Renton, Center of Hope has a total of 35 residents, including 10 families and 2 single women.

Residents have unlimited access to nutritious meals three times a day and snacks. We plan and carry out several group activities and events to encourage families and children to feel the community. We are Including parents that want to partake in our planning group of the Children's Activities Committee. One of the many goals we have is to be a balanced place so that families can connect without worrying about immediate shelter.

We continue to act as a support system for families moving into permanent or temporary housing. In the service unit deliverable for case management and housing navigation, we have achieved excellence.

See  
Attached

## RESIDENTS

	Annual Goal	1st Qtr	Actual # of Residents			YTD
			2nd Qtr	3rd Qtr	4th Qtr	
Auburn	22	4				4
Bellevue						0
Bothell						0
Burien		2				2
Covington						0
Des Moines						0
Federal Way		5	3			8
Issaquah						0
Kenmore		3				3
Kent						0
Kirkland						0
Mercer Island						0
Redmond						0
Renton	25	4	9			13
Sammamish						0
SeaTac	14		4			4
Shoreline			3			3
Tukwila	15	3	4			7
Seattle		31	12			43
Other KC						0
Outside KC		6	9			15
Unknown						0
<b>TOTAL</b>	<b>76</b>	<b>58</b>	<b>44</b>	<b>0</b>	<b>0</b>	<b>102</b>

In the second quarter, we continue to place job seekers in good union jobs through the virtual hiring hall, a virtual job portal PIE and our union partners designed together to ensure the immigrant/refugee/BIPOC communities have equitable access to good jobs. In June, PIE hosted a union job fair, with almost 100 South King County residents in attendance. We continue to place immigrant and refugee youths on our paid training programs, which include our Barista, manufacturing and youth restoration program. Lastly, as the cost of living/rent/transportation has gone up, we have seen an increased need for those services which include rental assistance, transportation cost support and more.

See below for key success stories:

#### Tukwila

Said Jama, one of our clients that lost his job during the pandemic, he was in a bad situation and really needed a job, he came to PIE office and PIE's case managers helped him apply for a Airport jobs unfortunately he couldn't pass the hectic budget exam process at the Airport, case managers struggled to place Said a job that pays his bills, supports his family, we helped him apply for a R&T Hood and Duct Services for as a full time janitor, being a hard worker immigrant whose mission is to support himself and his family he retained his work over two months now, getting paid \$22 dollar per hour. Case managers contact him weekly to check on him, supports him with all support services he needs such as gas cards, coaching and counselling. Said is happy and his life changed.

Said is a Somali refugee with huge barriers ranging from language, technical, transportation and emotional stress, fortunately, case managers kept working with him through all those barriers till it resolved and client able to get a job and retained.

Patient is a refugee youth from Congo who had been in the US for less than six months, was completing high school and working at T-Mobile Park when he came to PIE looking for better opportunities and a support system. He was enrolled in PIE's Refugee Youth Mentoring Program and was provided a linguistically and culturally appropriate Case Manager. Based on Patient's intake and assessment, his interest is to work outdoors and be in nature and subsequently enrolled in the Youth Restoration Training Crew offered at PIE. He was hoping to gain training about parks maintenance and environmental topics as well as earn a paycheck and to meet new people. After completing the Youth Restoration Training program in the fall of 2021 Patient remained engaged with PIE in his search for a job that would allow him to continue his environmental career path. With the assistance of PIE's team, he applied for a park's maintenance position with the City of Tukwila and got accepted. He recently started the new position and has this to say: "I'm still new at my current job, and I love this job. I love working outside seeing the beauty of nature and the fact that I participate in keeping nature makes me so happy. I'm looking forward to learning more new things and getting more experience and I believe I will succeed in this career."

#### Renton

Adna Mohamed and Naima Ahmed were enrolled in the Youth Restoration Training Crew in the Spring of 2022. They both came to the program motivated to learn new skills and information related to the

environment, as well as earn money. During their time in the program, they were both enrolled in high school and running start classes. They worked hard to balance their work and school responsibilities, and were always well engaged. About halfway through the program they learned about the King County Parks Youth Conservation Corps, a paid summer program to complete environmental restoration projects in King County and learn about environmental justice issues. They were excited about the opportunity to continue growing their skills and engaging with environmental justice topics. With the support of PIE's crew leaders they worked on their program applications and practiced for their interviews. In June we found out they had both been accepted to the program. Adna is pictured on the left and Naima on the right.

#### SeaTac

Muhammad Popal: Popal came to the US during the Afghan refugee influx in August 2021. He was resettled in Washington state earlier this year by PIE. As part of resettlement services through Partner in Employment, he received assistance in applying for jobs, attending job fairs and language support. Popal was assisted to build a resume, sign up and attend the King County Jobs and Resources Fair held in March 2022. He was offered a job during the job fair and is currently a full-time employee at DoubleTree.

Khalid Haqparast: Haqparast left Afghanistan and came to the US in August 2021. He was sent off to Washington state as a refugee to start a new life. Partner in Employment was responsible for the resettlement process, additionally, the client and his family were supported to adapt to their new life in the US. He has been helped with job applications and language assistance. Haqparast was helped by PIE staff to secure a full-time job at Gate Gourmet.

Mohibullah Rahmani: With the fall of Kabul city in summer 2021, Mohibullah was evacuated and sent off to the Washington State. Partner in Employment took the responsibility of resettling him. As the client had acquired his graduate degree from India and had a good command of English language, it was simpler to assist him through the job search process and prepare him for the US job market. He was supported in revising his resume and applying for the jobs that matched his qualifications. In June 2022, he was offered a position at King County and is full-time employed at the moment.

## 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 **SafeFutures Youth Center - Case Management**  
 Address 6337 35th Avenue SW  
 City & ZIP Seattle 98126  
 Program Contact Name Sorya Svy  
 Email sorya@sfyc.net  
 Costs below incurred from 4/1/22 to 6/30/22  
 Signature of Authorized Signer   
 Phone 206-938-9606x106  
 Invoice Date 7/7/22  
 Printed Name Sorya Svy

ACCOUNTS PAYABLE

JUL 20 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	CON-21-045	\$16,000.00	\$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			\$8,000.00
Shoreline							\$0.00
Tukwila							\$0.00

Admin use only

Authorized Payment Amt:

Authorization Code / Acct #

Authorized Signature / City


Date

APPROVED FOR PAYMENT

BY:

DATE

BARS#

  
 7/20/22  
 001.000.10.505.10.41.012

Vendor #1564

7/20/22

# 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 **7/7/22**  
 Costs below incurred from **4/1/22** to **6/30/22**  
 Signature of Authorized Signer \_\_\_\_\_ Printed Name **Sorya Svy**

	Contract ID#	Annual Award Amt	1st Qtr	Reimbursement Requests 2nd Qtr	3rd Qtr	4th Qtr	Balance Remaining
Auburn							\$0.00
Bellevue							\$0.00
Bothell							\$0.00
Burien	CON-21-045	\$16,000.00	\$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			\$8,000.00
Shoreline							\$0.00
Tukwila							\$0.00

Admin use only

Authorized Payment Amt:

Authorization Code / Acct #

Authorized Signature / City

Date



# SERVICE UNIT 1

## Service Unit 1: Case Management

Measurement: 60 minutes

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

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn						0	#DIV/0!
Bellevue						0	#DIV/0!
Bothell						0	#DIV/0!
Burien	365	0	100			100	27%
Covington						0	#DIV/0!
Des Moines						0	#DIV/0!
Federal Way						0	#DIV/0!
Issaquah						0	#DIV/0!
Kenmore						0	#DIV/0!
Kent						0	#DIV/0!
Kirkland						0	#DIV/0!
Mercer Island						0	#DIV/0!
Redmond						0	#DIV/0!
Renton						0	#DIV/0!
Sammamish						0	#DIV/0!
SeaTac	500	120	125			245	49%
Shoreline						0	#DIV/0!
Tukwila						0	#DIV/0!
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
<b>TOTAL</b>	<b>865</b>	<b>120</b>	<b>225</b>	<b>0</b>	<b>0</b>	<b>345</b>	

## SERVICE UNIT 2

**Service Unit 1: Choose from drop down list**

Measurement: Choose from drop down list

**Description:**

[illegible]

## SERVICE UNIT 3

Service Unit 1: Choose from drop down list

Measurement: Choose from drop down list

**Description:**

[illegible]

# RESIDENTS

	Annual Goal	Actual # of New Residents				YTD
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn						0
Bellevue						0
Bothell						0
Burien	9	0	0			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	0	0			0
Shoreline						0
Tukwila						0
Seattle						0
Other KC						0
Outside KC						0
Unknown						0
<b>TOTAL</b>	<b>19</b>					<b>0</b>

## NARRATIVE

### 2022 Q2 Narrative Report | SafeFutures Youth Center | City of SeaTac Case Management

During the months of April, May, and June, Current Case Manager, Marc Bautista is currently working with 8 youth. 6 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 three months Marc has worked on his relationship with the mother of his child. Unfortunately, Marc has tried his best to bring positive energy into their relationship but his youth is stuck having a fixed mindset. Marc has continued to still support him and provide real life advice to prevent him from digging himself in a deeper hole. With this energy going on in the past couple months, Marc has focused his time and energy towards the mother of his child, who is also in Marc's caseload.

an 18-year-old female who is the mother of his youth child was enrolled into the program when also needing guidance with their relationship. Last three month, Marc has noticed a very unhealthy relationship that continues to grow between the two. She is needing more support taking care of her daughter and also making her education a priority. Marc has helped her receive day care and also supported her in getting her GED program. She is slowly finding a positive balance and finding more self-care for herself to best support her daughter. Marc has watched over her daughter on multiple occasions and continues to provide any transportation or support for her and her daughter.

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 has provided one on one academic sessions every Thursday to get him caught up in his last year of high school. He is currently attending summer school to receive his last credits he needs. During the summer, he has continued to mentor him with any assistance he may need. .

### 2022 Q2 Narrative Report | SafeFutures Youth Center | City of Burien Case Management

During the months of April, May, and June, Current Case Manager, Marc Bautista is currently working with 4 youth. 2 male and 2 female. He is working with youth who are between the ages of 15-18. Target enrollment: 9

We would like to congratulate Marc Bautista as our new Burien Case Manager. Marc is also working with SeaTac so he is optimistic when finding out that he will be continuing his case management in the Burien area. He grew up there half of his life and currently still has family living there. He has tons of youth that already have a strong connection with Marc through his relations at Cascade middle school, where some students will be attending Highline High School. Those students will be upcoming Freshmans so it will be an easy transition connecting him back at Highline High School where Marc also worked at. Burien is happy to have Marc expand his case management and glad he will be working in this community.

*See  
attached*

### Case Management

During the months of April, May, and June, Current Case Manager, Marc

Bautista is currently working with 8 youth. 6 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 three months Marc has worked on his relationship with the mother of his child. Unfortunately, Marc has tried his best to bring positive energy into their relationship but his youth is stuck having a fixed mindset. Marc has continued to still support him and provide real life advice to prevent him from digging himself in a deeper hole. With this energy going on in the past couple months, Marc has focused his time and energy towards the mother of his child, who is also in Marc's caseload.

an 18-year-old female who is the mother of his youth child was enrolled into the program when also needing guidance with their relationship. Last three month, Marc has noticed a very unhealthy relationship that continues to grow between the two. She is needing more support taking care of her daughter and also making her education a priority. Marc has helped her receive day care and also supported her in getting her GED program. She is slowly finding a positive balance and finding more self-care for herself to best support her daughter. Marc has watched over her daughter on multiple occasions and continues to provide any transportation or support for her and her daughter.

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 has provided one on one academic sessions every Thursday to get him caught up in his last year of high school. He is currently attending summer school to receive his last credits he needs. During the summer, he has continued to mentor him with any assistance he may need. .

An 19-years-old, Currently, he is still on a positive path, working everyday and soon looking into college. Marc has started the process of motivating him to get back to college so he can start researching what his career will look like. Marc continues to meet with his youth when he is needing someone to talk to and will continue to do so. Only positive highlight is staying out of trouble and continuing to work.

a 16-year-old male who needed a male role model was enrolled last year. This quarter he is excited for the next school year. His mindset has slowly changed and becoming more cautious the way he moves and not getting into trouble like he has been during his freshman year. Currently, he's staying positive and enjoying the summer break. Marc has also noticed he's taking his education a little more seriously

since his senior year is slowly there and realizes he will need to get his act together in order to graduate and find a job.

A 17-year-old female was also enrolled by Ms. Rizza. This quarter, she remains in a positive pathway and still continues to support her with her new hobby of filming. SafeFutures was able to provide funding for her new camera and Marc still mentoring her but with a videographer skills. Marc was able to teach and guide her when using Premiere Pro. A program to edit videos. He will continue to support her.

a 19-year old male recently enrolled in SFYC by Marc. Marc enrolled him into the GED program two quarters ago. This quarter, Marc has slowly started pushing him towards his goals which is to enroll into a GED program and finally be able to apply for a job. Marc has noticed that he is very comfortable where he's at and has a very supportive family which has taken out some of the challenges a lot of students face when turning to an adult. Because he comes from a Samoan background, his culture is taking care of his family and staying home. But with this mindset, Marc will keep continuing to motivate to go back to school but also knows this will be also a challenge of itself.

A 17 year old male, Senior at Tyee High School. He was enrolled into SafeFutures due to family gang involvement. During the Summer, Marc continues to do weekly check-in with him. One of his goals is to stay off the streets but Marc noticed that it'll take more time to get out of that if his family is also involved with that lifestyle. Marc has met some of his family members on separate occasions and even though Marc was able to connect with some of his uncles and cousins, once you're in that lifestyle it is twice as difficult getting out. Marc will continue to watch over him and try to motivate him towards his future.

Marc has exited two youth and will have two open referrals for upcoming Fall.

## 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**  
 Email **adamp@soundgenerations.org**  
 Costs below incurred from **4/1/22** to **6/30/22**  
 Signature of Authorized Signer 

ACCOUNTS PAYABLE

JUL 20 2022

RECEIVED

Phone (206) 727-6242

Invoice Date **7/8/22**

Printed Name Joanne Donahue

Contract ID#	Annual Reimbursement Requests				Balance Remaining
	Award Amt	1st Qtr	2nd Qtr	3rd Qtr	
Auburn	\$12,500.00	\$3,125.00	\$3,125.00		\$6,250.00
Bellevue	\$16,600.00	\$4,150.00	\$4,150.00		\$8,300.00
Bothell					\$0.00
Burien	\$7,000.00	\$1,750.00	\$1,750.00		\$3,500.00
Covington	\$3,234.00	\$808.50	\$808.50		\$1,617.00
Des Moines	\$3,875.00	\$968.75	\$968.75		\$1,937.50
Federal Way	\$15,000.00	\$3,750.00	\$3,750.00		\$7,500.00
Issaquah	\$6,720.00	\$1,680.00	\$1,680.00		\$3,360.00
Kenmore	\$600.00	\$150.00	\$150.00		\$300.00
Kent	\$0.00				\$0.00
Kirkland	\$11,976.00	\$2,994.00	\$2,994.00		\$5,988.00
Mercer Island	\$0.00				\$0.00
Redmond	\$4,019.00	\$1,004.75	\$1,004.75		\$2,009.50
Renton	21-065 \$25,800.00	\$3,250.00	\$7,516.67		\$15,033.33
Sammamish	\$0.00				\$0.00
SeaTac	\$10,000.00	\$2,500.00	\$2,500.00		\$5,000.00
Shoreline	\$6,000.00	\$1,500.00	\$1,500.00		\$3,000.00
Tukwila	\$10,601.00	\$2,650.25	\$2,650.25		\$5,300.50

Admin use only

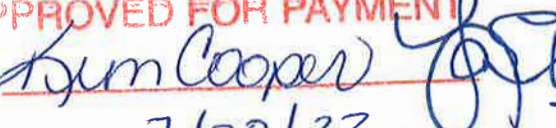
Authorized Payment Amt:

Authorization Code / Acct #

Authorized Signature / City

APPROVED FOR PAYMENT

Date

BY:   
 DATE: 7/20/22  
 001.000.10.505.10.41.012

SERVICE UNIT 1

Service Unit 1: Food

Measurement: Meal

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

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn	1,990	8,123	8,858			16,981	853%
Bellevue	2,555	3,167	3,375			6,542	256%
Bothell		1,778	1,743			3,521	
Burien	1,114	3,311	4,031			7,342	659%
Covington	515	907	898			1,805	350%
Des Moines	617	1,857	1,877			3,734	605%
Federal Way	2,388	5,510	5,694			11,204	469%
Issaquah	1,070	685	818			1,503	140%
Kenmore	96	574	559			1,133	1180%
Kent	0	8,391	9,209			17,600	
Kirkland	1,907	2,573	3,610			6,183	324%
Mercer Island	0	355	331			686	
Redmond	640	1,773	1,494			3,267	510%
Renton	3,620	7,717	8,012			15,729	435%
Sammamish	0	508	482			990	
SeaTac	1,592	3,113	3,512			6,625	416%
Shoreline	954	3,813	5,295			9,108	955%
Tukwila	1,688	2,450	2,702			5,152	305%
Seattle		57,184	62,339			119,523	
Other KC		5,410	5,807			11,217	
Outside KC		0	0			0	
Unknown		0	0			0	
<b>TOTAL</b>	<b>20,746</b>	<b>119,199</b>	<b>130,646</b>	<b>0</b>	<b>0</b>	<b>249,845</b>	

## 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
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

# 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
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Our new menu was released mid-May and offers 30 meal choices, in addition to our Kosher menu offering 7 meal choices. We retained 13 of the most popular meals and added 17 new meals, including many new cultural options. We've received a lot of positive feedback. Some of the comments we've received include;

- "These new meals are fabulous. They are bringing back my appetite."
- "I'm glad that you are including such a nice variety of plant-based options. I think it's a really healthy, or at least healthier, way to live - to eat plant-based, so thank you for that!"
- Another client, after trying the new Sweet & Sour Chicken and Ginger Chicken meals asked that the following week we only send her the new meal options, stating "Oh boy I tell you they are really good".

Sound Generations Brand Ambassador did significant outreach to various medical facilities and other establishments throughout King County this quarter, highlighting our menu changes. Our new menu can be found on our website at <https://soundgenerations.org/our-programs/food-security/meals-on-wheels/>.

Our Registered Dietitian has spoken with many of our participants to help them choose meals from the new menu that meet their dietary needs. Nutrition referral topics have also included unexpected weight gain, diabetes, gout, taste changes, kidney disease, and low sodium. She's conducted several nutritional counseling sessions with MOW clients, discussing topics like weight changes, intuitive eating, and general healthy eating. After one participant received nutrition counseling they shared;

- "I don't have to worry about going hungry anymore. I am finally able to think about my food choices, and don't have to worry about starving anymore. I am not eating based on a reaction or out of fear that I won't have enough. Part of that is having the consistency from MOW, but part of it is working with you and you have allowed me to feel that I am able to keep myself energized and nourished."

June was a record setting month. We delivered 47,272 meals, more than any month as far back as 2009.

Our volunteer needs have picked up and we've been doing a lot of outreach. We currently have 300 volunteers and have a need for additional volunteers at 5 of our sites. Recent feedback from or about our volunteers include;

- "Our drivers care about the people they serve and call for health checks when they have concerns. One incident found the person on the bathroom floor where she had been in and out of

consciousness for three days. The city's police chief told me that he considers MOW some of his eyes in the community." -via a Volunteer that coordinates the program at one of our sites.

- "Years ago, when my grandnieces would stay at our house during a school break, they would come with me to deliver meals. The night before they would make their own cards to hand deliver to my customers or hand out at the Senior Center. Months later when delivering to this one individual I noticed he had attached their card to his refrigerator. He said he enjoyed the card so much and that it brightened his day! Another individual continues to ask how my kids are doing - even today - after 6 or 7 years!" - Volunteer
- "The volunteers are so outstanding, and I am so grateful for all of them. I also appreciate the packers for always putting a happy face on the delivery slip. It makes me feel happy and comforted knowing they are checking on me." - Client

We've been experiencing challenges finding new volunteers for one of our sites, and a volunteer there, who has been with us for over 10 years, shared;

- "If only they knew how rewarding it is."

It's nice to hear that our volunteers find their work rewarding and understand the value they bring whether they are calling participants for their orders, packing the meals, making deliveries, coordinating other volunteers, and/or providing office support. Many hold their volunteer positions for years, which is a testament of their support of the program.

Our current volunteer needs can be found here; <https://soundgenerations.org/get-involved/volunteer/>

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.

## RESIDENTS

	Annual Goal	1st Qtr	Actual # of Residents			YTD
		2nd Qtr	3rd Qtr	4th Qtr		
Auburn	6	103	13			116
Bellevue	7	54	11			65
Bothell		34	4			38
Burien	3	59	10			69
Covington	2	16	4			20
Des Moines	2	28	5			33
Federal Way	7	96	15			111
Issaquah	3	8	5			13
Kenmore	1	11	0			11
Kent	0	96	31			127
Kirkland	5	37	14			51
Mercer Island	0	6	2			8
Redmond	2	46	9			55
Renton	12	121	24			145
Sammamish	0	8	1			9
SeaTac	5	47	7			54
Shoreline	3	81	23			104
Tukwila	5	38	6			44
Seattle		773	150			923
Other KC		122	25			147
Outside KC		0	0			0
Unknown		0	0			0
<b>TOTAL</b>	<b>63</b>	<b>1784</b>	<b>359</b>	<b>0</b>	<b>0</b>	<b>2143</b>





# 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 Phirun Lach

Phone 206.554.1655

Email [phirunl@soundgenerations.org](mailto:phirunl@soundgenerations.org)

Invoice Date 7/15/22

Costs below incurred from **4/1/22** to **6/30/22**

Signature of Authorized  
Signer



Joanne Donohue

	Contract ID#	Annual Award Amt	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Balance Remaining
Auburn		\$0.00					\$0.00
Bellevue	GF248	\$20,143.00	\$5,035.75	\$5,035.75			\$10,071.50
Bothell							\$0.00
Burien		\$5,000.00	\$1,250.00	\$1,250.00			\$2,500.00
Covington	035-2021	\$1,000.00	\$250.00	\$250.00			\$500.00
Des Moines		\$3,000.00	\$750.00	\$750.00			\$1,500.00
Federal Way		\$0.00					\$0.00
Issaquah		\$4,000.00	\$1,000.00	\$1,000.00			\$2,000.00
Kenmore		\$2,000.00	\$500.00	\$500.00			\$1,000.00
Kent		\$12,000.00	\$3,000.00	\$3,000.00			\$6,000.00
Kirkland		\$8,000.00	\$2,000.00	\$2,000.00			\$4,000.00
Mercer Island							\$0.00
Redmond		\$7,034.00	\$1,758.50	\$1,758.50			\$3,517.00
Renton	Cag-21-060	\$7,500.00	\$1,875.00	\$1,875.00			\$3,750.00
Sammamish							\$0.00
SeaTac		\$3,000.00	\$750.00	\$750.00			\$1,500.00
Shoreline		\$4,000.00	\$1,000.00	\$1,000.00			\$2,000.00
Tukwila		\$3,000.00	\$750.00	\$750.00			\$1,500.00

Admin use only

Authorized Payment Amt:

Authorization Code / Acct #

Authorized Signature / City

**APPROVED FOR PAYMENT**

Date

Vendor #

BY:

DATE

BARS#

8/2/22

001.000.10.505.10.41.02

19117

# 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	0	0	0	0	0	
Bellevue	574	195	171			366	64%
Bothell	0	0	0	0	0	0	
Burien	147	22	25			47	32%
Covington	125	26	16			42	34%
Des Moines	100	47	20			67	67%
Federal Way	0	0	0	0	0	0	
Issaquah	121	9	12			21	17%
Kenmore	60	20	14			34	57%
Kent	340	239	159			398	117%
Kirkland	236	110	144			254	108%
Mercer Island	0	0	0	0	0	0	
Redmond	207	42	79			121	58%
Renton	221	253	180			433	196%
Sammamish	0	0	0	0	0	0	
SeaTac	88	92	26			118	134%
Shoreline	118	46	66			112	95%
Tukwila	88	11	22			33	38%
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
<b>TOTAL</b>	<b>2,425</b>	<b>1,112</b>	<b>934</b>	<b>0</b>	<b>0</b>	<b>2,046</b>	

# SERVICE UNIT 2

## Service Unit 1: Transportation

### Measurement: Miles

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

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn	0	0	0	0	0	0	
Bellevue	6,753	1,582	1,564			3,146	47%
Bothell	0	0	0	0	0	0	
Burien	2,335	340	219			559	24%
Covington	2,411	312	214			526	22%
Des Moines	2,500	1,114	352			1,466	59%
Federal Way	0	0	0	0	0	0	
Issaquah	3,596	89	145			234	7%
Kenmore	876	159	137			296	34%
Kent	6,400	2,328	1,866			4,194	66%
Kirkland	2,631	755	1,124			1,879	71%
Mercer Island	0	0	0	0	0	0	
Redmond	3,086	360	262			622	20%
Renton	3,180	3,490	2,877			6,367	200%
Sammamish	0	0	0	0	0	0	
SeaTac	1,468	676	432			1,108	75%
Shoreline	1,283	368	483			851	66%
Tukwila	NA	185	292			477	#####
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
<b>TOTAL</b>	<b>36,519</b>	<b>11,758</b>	<b>9,967</b>	<b>0</b>	<b>0</b>	<b>21,725</b>	

# SERVICE UNIT 3

Service Unit 1: Transporation

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
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## NARRATIVE

During the second quarter of 2022, the Volunteer Transportation Program in the cities of Bellevue, Covington, Des Moines, Federal Way, Kenmore, Kent, Renton, and SeaTac have seen a decrease in rider demand. The city of Burien have remained steady. The cities of Auburn, Issaquah, Kirkland, Redmond, Sammamish, Shoreline, and Tukwila have seen substantial growth in one-way trips. We have already surpassed our annual goals for the cities of Kent, Kirkland, Renton, and SeaTac.

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. Our Volunteer Coordinator is adding new volunteer drivers every month, an encouraging sign. 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			YTD
			2nd Qtr	3rd Qtr	4th Qtr	
Auburn	0	0	0	0	0	0
Bellevue	48	24	8			32
Bothell	0	0	0	0	0	0
Burien	12	4	6			10
Covington	na	3	0			3
Des Moines	30	4	1			5
Federal Way	0	0	0	0	0	0
Issaquah	10	4	0			4
Kenmore	5	5	0			5
Kent	30	18	10			28
Kirkland	20	15	7			22
Mercer Island	0	0	0	0	0	0
Redmond	18	11	8			19
Renton	19	36	9			45
Sammamish	0	0	0	0	0	0
SeaTac	8	6	3			9
Shoreline	10	8	2			10
Tukwila	8	5	4			9
Seattle						0
Other KC						0
Outside KC						0
Unknown						0
<b>TOTAL</b>	<b>218</b>	<b>143</b>	<b>58</b>	<b>0</b>	<b>0</b>	<b>201</b>

## 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	\$7,522.00	\$1,880.50	\$1,880.50			\$3,761.00	\$3,761.00
Office/Ops	\$2,240.00	\$560.00	\$560.00			\$1,120.00	\$1,120.00
Purchased Svc	\$1,187.00	\$296.75	\$296.75			\$593.50	\$593.50
Communication	\$6,451.00	\$1,612.75	\$1,612.75			\$3,225.50	\$3,225.50
Travel/Training	\$2,743.00	\$685.75	\$685.75			\$1,371.50	\$1,371.50
Other						\$0.00	\$0.00
<b>TOTAL</b>	<b>\$20,143.00</b>	<b>\$5,035.75</b>	<b>\$5,035.75</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$10,071.50</b>	<b>\$10,071.50</b>

**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/New Futures

Address 4555 Delridge Way SW

City & ZIP Seattle, WA 98106

Program Contact Name Antonio Pulgarin

JUL 20 2022

Phone

206-937-7680

Email [apulgarin@swyfa.org](mailto:apulgarin@swyfa.org)

RECEIVED

Invoice Date

7/15/22

Costs below incurred from 4/1/22 to 6/30/22

Signature of Authorized  
Signer



Printed Name Steve Daschle

	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	21-050	\$23,000.00	\$5,750.00	\$5,750.00			\$11,500.00
Covington							\$0.00
Des Moines							\$0.00
Federal Way							\$0.00
Issaquah							\$0.00
Kenmore							\$0.00
Kent							\$0.00
Kirkland							\$0.00
Mercer Island							\$0.00
Redmond							\$0.00
Renton							\$0.00
Sammamish							\$0.00
SeaTac		\$10,000.00	\$2,500.00	\$2,500.00			\$5,000.00
Shoreline							\$0.00
Tukwila							\$0.00

Admin use only

Authorized Payment Amt:

Authorization Code / Acct #

Authorized Signature / City

APPROVED FOR PAYMENT

Date

BY:

DATE:

7/20/21

7.20.22

DATE:

001.000.10 5105.10.41.012

vendor  
#16556



# SERVICE UNIT 1

## Service Unit 1: Advocacy

### Measurement: Contact

Description: Number of individuals receiving intervention/contacts/advocacy when the individual cannot represent themselves effectively. Family advocates help families build skills, access community resources, develop support networks and solve challenges.

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn						0	
Bellevue						0	
Bothell						0	
Burien	7	313	296			609	8700%
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	200	152	206			358	179%
Shoreline						0	
Tukwila						0	
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
<b>TOTAL</b>	<b>207</b>	<b>465</b>	<b>502</b>	<b>0</b>	<b>0</b>	<b>967</b>	

## 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	
Bellevue						0	
Bothell						0	
Burien	36	899	692			1,591	4419%
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	300	818	564			1,382	461%
Shoreline						0	
Tukwila						0	
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
<b>TOTAL</b>	<b>336</b>	<b>1,717</b>	<b>1,256</b>	<b>0</b>	<b>0</b>	<b>2,973</b>	

# SERVICE UNIT 3

## Service Unit 1: Youth Services

### Measurement: Group session

Number of group sessions providing a variety of services and activities to persons 18 or younger with the objective of preventing likely or resolving existing serious problems at home, school, or in the community including information and referral, outreach, and

	Annual	Actual Units, regardless of funding source				YTD	
	Goal	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn						0	
Bellevue						0	
Bothell						0	
Burien	36	899	692			1,591	4419%
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	
<b>TOTAL</b>	<b>36</b>	<b>899</b>	<b>692</b>	<b>0</b>	<b>0</b>	<b>1,591</b>	

end. We did observe that attendance does seem to fair better in-person compared to virtual programming, a note that will help inform our program planning for the fall. The students in our Gokic program got to finish coding and create their own website with their favorite BIPOC character. The Gokic class celebrated their final day with a movie day and snacks, and they all received Gokic participation certificates. OST programming concluded on June 9<sup>th</sup> as we prepared for the launch of summer programs on July 5<sup>th</sup>.

**Family Advocacy:** At Windsor Heights, our family advocacy efforts continued to focus on direct service needs and resource/referral connections. Women's Justice Circle was started once again at Alcove, with neighborhood clean-up being a continued focus. Much of our family advocacy efforts this quarter were spent calling families and helping with basic needs such as housing and COVID support. There were a lot of families who still needed access to testing, but vaccine need is down. We observed that parents are still hesitant to vaccinate their 5–11-year-olds. There was a lot of time spent on reminders about programming. We developed a survey asking about masks and how families felt about taking off their masks, the trend seems to be that families still want to keep their masks on and appreciate our current mandate. This quarter we were able to secure individual accounts, for all our sites, with Westside Baby. Through this partnership, we were able to meet the growing need for diapers, baby wipes, strollers and other essentials supplies for our community. Through our continued partnership with Alimentando al Pueblo, we were able to provide culturally appropriate food boxes for all our families on a monthly basis. Across all sites we celebrated Dia de Los Ninos with families and their youth. Students played with piñatas, ate cake, were given gift bags, and participated in different activities as a community. Windsor staff worked to get families to sign their kids up for summer program - 4 students were enrolled for summer camp at Camp Orkila. An increased need from parents continues to be financial support, as the on-going disruption from CoVID-19 has routinely interrupted employment for parents and caregivers. We administered rental and bill assistance across all sites through referrals and unrestricted funds and donations that were provided to the organization. We continue to see an increased need for mental health services, and we are working with both our in-house counselors and outside resources to address this growing need.

*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:**

We continue to provide additional supports to Windsor residents, to meet the overwhelming need for financial and mental health assistance. In Mid-March/April we transitioned from hybrid to in-person programming and implemented a COVID safety protocol that included limited our program capacity per session and keeping a mask mandate in place. With the rising number of infections in King County, it was crucial that we had a protocol in place to keep both our community and staff safe as we navigated an in-person return. Staff continued to deliver services with an emphasis on building/sustaining deeper relationships, connections, and addressing mental health issues. This quarter, we focused on Women's History Month and learning to appreciate women around the world. We discussed gender roles, gender inequalities, and women we look up to in our lives. Towards the end of the month, we started a project where each pair of students chooses a woman that has made an influential impact on people/society, as well as reflecting on what Women's History Month means to them and what they can do to help empower women around them. We had presentations at the end of the month, followed by a movie night as a celebration of their work. In the month of May, we started our community project that will be shown at the last day of our program. Students were given the creative freedom to make a video about what community means to them, as well as connecting with others outside of the program in their community. They did all their editing and acting, as well as worked together as a team to get everything done on time. Each student chose a roll in this project, and we all watched the completed project at the end of the program year. Initially, we planned to have a community potluck end of year celebration, but because of COVID, we had to cancel the event. Hopefully we will be able to do it in the summer if infection rates drop, but staff were able to facilitate an outdoors pizza party where students got to play their favorite games together. Staff celebrated Gium, their old tutor, and his high school graduation as well and had cake for everyone to take home. Additionally, programming such as Play and Learn and Women's Groups continue to provide opportunities for connection, growth, and self-empowerment. Overall, we have observed an increased need at Windsor Heights for mental health support, specifically as it pertains to the on-going financial and social emotional impact of the COVID-19 pandemic. There continues to be an increased need for PSE bill assistance through out this quarter. Staff continues to place emphasis on building community and deeper relationships/connections

**OST Programming:** Identity, self-expression, and community building continued to be important focal points in Q2 for our OST programming. Students learned the importance of building community remotely and began learning to reconnect again in-person. In partnership with ArtsCorps and GoKic, students explored themes around cultural identity and stressed a greater emphasis on community building in the wake of our return to in-person learning. Through our partnership with ArtsCorps, the students began to develop their own puppet creations in art class. Also, students got to participate in an art challenge and create a collaborative comic book that emphasized team working building skills and the importance of collaboration. ArtsCorps programming was the only component of our OST programming that went back to a remote learning setting due to staffing capacity issues on ArtsCorps'

## RESIDENTS

	Annual Goal	1st Qtr	Actual # of Residents			YTD
			2nd Qtr	3rd Qtr	4th Qtr	
Auburn						0
Bellevue						0
Bothell						0
Burien	75	587	740			1327
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	320	435			755
Shoreline						0
Tukwila						0
Seattle						0
Other KC						0
Outside KC						0
Unknown						0
<b>TOTAL</b>	<b>98</b>	<b>907</b>	<b>1175</b>	<b>0</b>	<b>0</b>	<b>2082</b>

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

### FEDERAL WAY Line Item Table

\*Back-up documentation required for line item expenses

[illegible]

# 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 7/20/22  
 Costs below incurred from 4/1/22 to 6/30/22  
 Signature of Authorized Signer Printed Name Benton Coblentz

Contract ID#	Annual Award Amt	1st Qtr	Reimbursement Requests 2nd Qtr	3rd Qtr	4th Qtr	Balance Remaining
Auburn						\$0.00
Bellevue						\$0.00
Bothell						\$0.00
Burien						\$0.00
Covington						\$0.00
Des Moines						\$0.00
Federal Way						\$0.00
Issaquah						\$0.00
Kenmore						\$0.00
Kent						\$0.00
Kirkland						\$0.00
Mercer Island						\$0.00
Redmond						\$0.00
Renton						\$0.00
Sammamish						\$0.00
SeaTac	\$8,000.00	\$2,000.00	\$2,000.00			\$4,000.00
Shoreline						\$0.00
Tukwila	\$37,000.00	\$9,250.00	\$9,250.00			\$18,500.00

Admin use only

Authorized Payment Amt:

Authorization Code / Acct #

Authorized Signature / City

Date

APPROVED FOR PAYMENT

BY *[Signature]*

DATE 8/2/22

BARS# 001.000.10.565.10.41.012

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		1,161	1,055			2,216
Bellevue		484	333			817
Bothell		-	-			0
Burien		31,927	23,491			55,418
Covington		-	-			0
Des Moines		4,160	2,388			6,548
Federal Way		5,998	4,276			10,275
Issaquah		-	-			0
Kenmore		-	-			0
Kent		9,578	6,498			16,076
Kirkland		-	-			0
Mercer Island		-	-			0
Redmond		-	-			0
Renton		14,029	8,830			22,859
Sammamish		-	-			0
SeaTac		28,347	20,437			48,784
Shoreline		-	-			0
Tukwila		72,175	51,148			123,322
Seattle		60,468	42,651			103,119
Other KC		2,806	2,444			5,249
Outside KC		5,611	4,776			10,387
Unknown		152,960	163,329			316,289
<b>TOTAL</b>	<b>0</b>	<b>389,704</b>	<b>331,656</b>			<b>721,360</b>

## 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.

This is the first quarter where we are "back to normal" - at least in terms of reporting. We are able to confidently report the number of residents we are serving. We, of course, are still not back to normal in terms of operations. We are still serving exclusively outdoors, through a drive through model. We are still not working individually with clients to register them - clients register themselves online.

We still have some data issues, which will only continue to 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.) As clients come up for recertification, we are able to clear up some of those issues.

The vast majority of our clients are registered now. Only a few have outstanding issues that prevent them from being registered. 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. For this report, the number of these clients was divided by 8.46, which is the average number of visits this past quarter for our registered clients.

## RESIDENTS

	Annual Goal	Actual # of Residents				YTD
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn		12	7			19
Bellevue		5	1			6
Bothell		-				0
Burien		330	93			423
Covington		-				0
Des Moines		43				43
Federal Way		62	15			77
Issaquah		-				0
Kenmore		-				0
Kent		99	18			117
Kirkland		-				0
Mercer Island		-				0
Redmond		-				0
Renton		145	14			159
Sammamish		-				0
SeaTac		293	75			368
Shoreline		-				0
Tukwila		746	175			921
Seattle		625	143			768
Other KC		29	15			44
Outside KC		58	28			86
Unknown		1581	1360			2941
<b>TOTAL</b>	<b>0</b>	<b>4028</b>	<b>1944</b>	<b>0</b>	<b>0</b>	<b>5972</b>

## 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 **WestSide Baby - Children's Basic Essentials Program**

Address 10002 14th Ave SW

City & ZIP Seattle, WA 98146

Program Contact Name Carina Schubert

Email [carina@westsidebaby.org](mailto:carina@westsidebaby.org)

ACCOUNTS PAYABLE

JUL 20 2022

RECEIVED

Phone 206-686-6548

Invoice Date 7/11/22

Costs below incurred from 4/1/22 to 6/30/22

Signature of Authorized Signer

*Carina Schubert*

Printed Name Carina Schubert

	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	\$5,000.00	\$1,250.00	\$1,250.00			\$2,500.00
Federal Way						\$0.00
Issaquah						\$0.00
Kenmore						\$0.00
Kent						\$0.00
Kirkland						\$0.00
Mercer Island						\$0.00
Redmond						\$0.00
Renton						\$0.00
Sammamish						\$0.00
SeaTac	\$5,000.00	\$1,250.00	\$1,250.00			\$2,500.00
Shoreline						\$0.00
Tukwila						\$0.00

Admin use only

Authorized Payment Amt:

Authorization Code / Acct #

Vendor #

Authorized Signature / City

APPROVED FOR PAYMENT

Date

BY *Ben Cooper*

DATE 7/20/22

RARS# 001.000.10 905 10.41 012

18903

# 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	209	235			444	838%
Federal Way						0	
Issaquah						0	
Kenmore						0	
Kent						0	
Kirkland						0	
Mercer Island						0	
Redmond						0	
Renton						0	
Sammamish						0	
SeaTac	53	168	323			491	926%
Shoreline						0	
Tukwila						0	
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
<b>TOTAL</b>	<b>106</b>	<b>377</b>	<b>558</b>	<b>0</b>	<b>0</b>	<b>935</b>	



## **NARRATIVE**

In addition to our normal operations, WestSide Baby is strategically responding directly to increased demand for basic need items due to pandemic-related economic instability, like growing inflation and job loss. We selected and on-boarded 31 new agency partners in Q2 with the goal of reaching more families not yet served by WestSide Baby. These caregivers and their children are disproportionately impacted by systemic inequities, economic instability and basic needs gaps.

We also hosted our annual Provider Appreciation Event to celebrate the amazing work that the direct service professionals we partner with have been doing over, especially over the past two years. The event featured delicious food, a shopping shelf featuring special items for children and families, storytelling videobooth and an opportunity to connect with staff on a more personal level.

## 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	209	235			444
Federal Way						0
Issaquah						0
Kenmore						0
Kent						0
Kirkland						0
Mercer Island						0
Redmond						0
Renton						0
Sammamish						0
SeaTac	53	168	323			491
Shoreline						0
Tukwila						0
Seattle						0
Other KC						0
Outside KC						0
Unknown						0
<b>TOTAL</b>	<b>106</b>	<b>377</b>	<b>558</b>	<b>0</b>	<b>0</b>	<b>935</b>

## 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]