



City of SeaTac, City Manager's Office
4800 South 188th Street
SeaTac, WA 98188

Colleen Brandt-Schluter, Human Services Manager
(206) 973-4815 or cbschluter@ci.seatac.wa.us

YEARS COVERED BY THIS APPLICATION PROCESS

Calendar years 2017 and 2018.

APPROXIMATE FUNDING AVAILABLE

In 2015-2016 The City of SeaTac allocated approximately \$515,500.00/year. The City does not anticipate a significant increase in available General Fund dollars for 2017-2018.

APPLICATION ASSISTANCE

City of SeaTac staff is available to help with any questions related to the City's process and/or answer questions you may have about the content of the application. Please direct requests to Colleen Brandt-Schluter at cbschluter@ci.seatac.wa.us (206) 973-4815

APPLICATION REVIEW PROCESS

Applications will be reviewed by the City of SeaTac Human Services Advisory Committee, a seven member volunteer board appointed by the Mayor and approved by the City Council. Committee recommendations are expected by October with consideration by City Council planned for November. Final allocation amounts will be approved and adopted as part of the overall City budget. City of SeaTac staff will notify agencies of final allocations following City Council approval, which is expected by late November. Awarded funds will be available January 1, 2017, this is the start of the fiscal and program year.

FUNDING CRITERIA

In order to be considered for funding, agencies must:

1. Meet minimum insurance requirements:
 - a. Maintain/provide general liability insurance with a minimum limit of \$1,000,000 combined single limit per occurrence by bodily injury, personal injury, and property damage, and for those policies with aggregate limits, a \$2,000,000 aggregate limit
 - b. In the event that the contracted services involve or require professional services provide professional liability insurance in the minimum amount of \$1,000,000 per claim and in the aggregate
2. Be willing and able to accept reimbursement for funds.
3. Regularly track and submit required reports regarding services and demographics.
4. UPLOAD no more than one written page that identifies the Results your programs/services address, the strategies you will use to address those Results, and how

your agency will implement those strategies. **PLEASE NOTE: The Results/Strategies can be downloaded at <http://www.ci.seatac.wa.us/index.aspx?page=107>.** *The SeaTac Human Services Advisory Committee has identified six Results for SeaTac (conditions of well-being for the city's residents) and Strategies to improve those Results. Applications will be scored on how well they address these Results and Strategies.*

Incomplete applications will not be reviewed. All required attachments must be uploaded.

In general, the City of SeaTac recognizes the need to support agencies that meet basic human service needs and welcomes applications from agencies that provide such services to SeaTac residents. Those programs best able to demonstrate solid outcomes for participants will be viewed most favorably. In addition, the committee may use elements of the City of SeaTac Comprehensive Plan to guide its funding decisions.

APPLICATION SUBMITTAL INFORMATION

Deadline

All applications are due on Thursday, 4/7/16 by 4:30 PM, Pacific Time and must be submitted online through share1app.culturegrants.org. Late applications will not be accepted.