

REIMBURSEMENT REQUESTS

Agency and Program Name **Apprenticeship and Nontraditional Employment for Women**
 Address 550 SW 7th St. #B305
 City & ZIP Renton, WA 98057
 Program Contact Name Kerstin Torrescano Phone 425-390-7705
 Email kerstin@anewaop.org Invoice Date 1/4/21
 Costs below incurred from 10/1/20 to 12/31/20
 Signature of Authorized Signer Printed Name Kerstin Torrescano

	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	3190129	\$6,000.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	\$0.00
Covington	028-2019	\$5,060.00	\$1,265.00	\$1,265.00	\$1,265.00	\$1,265.00	\$0.00
Des Moines	19-018	\$13,872.00	\$3,468.00	\$3,468.00	\$3,468.00	\$3,468.00	\$0.00
Federal Way							\$0.00
Issaquah							\$0.00
Kenmore							\$0.00
Kent	CAG2019-130	\$10,000.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$0.00
Kirkland							\$0.00
Mercer Island							\$0.00
Redmond							\$0.00
Renton							\$0.00
Sammamish							\$0.00
SeaTac		\$5,202.00	\$1,300.50	\$1,300.50	\$1,300.50	\$1,300.50	\$0.00
Shoreline							\$0.00
Tukwila	19-059	\$3,468.00	\$867.00	\$867.00	\$867.00	\$867.00	\$0.00

Admin use only **1,300.50**

Authorized Payment Amt: **APPROVED FOR PAYMENT** Authorization Code / Acct # **17684**

Authorized Signature / City **BY [Signature]** Date **1/12/21**

DATE **1/12/21**

BARS# **601.000.10.5165.10.41.012**

155%

SERVICE UNIT 1

Service Unit 1: Training/Workshops/Classes

Measurement: Individual

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

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn						0	#DIV/0!
Bellevue						0	#DIV/0!
Bothell						0	#DIV/0!
Burien	2	2	1	0	0	3	150%
Covington	2	0	0	0		0	0%
Des Moines	4	1	0	2		3	75%
Federal Way	2	3	1	4		8	400%
Issaquah						0	#DIV/0!
Kenmore						0	#DIV/0!
Kent	4	4	2	2		8	200%
Kirkland						0	#DIV/0!
Mercer Island						0	#DIV/0!
Redmond						0	#DIV/0!
Renton						0	#DIV/0!
Sammamish						0	#DIV/0!
SeaTac	3	0	1	0		1	33%
Shoreline						0	#DIV/0!
Tukwila						0	#DIV/0!
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
TOTAL	17	10	5	8	0	23	

155%

SERVICE UNIT 2

Service Unit 1: Employment Services

Measurement: Individual

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


	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn						0	#DIV/0!
Bellevue						0	#DIV/0!
Bothell						0	#DIV/0!
Burien	2	0	0	1	0	1	50%
Covington	2	0	0	0		0	0%
Des Moines	4	1	1	0		2	50%
Federal Way	3	1	1	4		6	200%
Issaquah						0	#DIV/0!
Kenmore						0	#DIV/0!
Kent	4	2	1	4		7	175%
Kirkland						0	#DIV/0!
Mercer Island						0	#DIV/0!
Redmond						0	#DIV/0!
Renton						0	#DIV/0!
Sammamish						0	#DIV/0!
SeaTac	3	3	0	3		6	200%
Shoreline						0	#DIV/0!
Tukwila	2	0	1	2	0	3	150%
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
TOTAL	20	7	4	14	0	25	

RESIDENTS

	Annual Goal	1st Qtr	Actual # of Residents			YTD
			2nd Qtr	3rd Qtr	4th Qtr	
Auburn						0
Bellevue						0
Bothell						0
Burien	4	2	1	1	0	4
Covington	4	0	0	0		0
Des Moines	8	2	1	2		5
Federal Way	5	4	1	8		13
Issaquah						0
Kenmore						0
Kent	6	3	3	6		12
Kirkland						0
Mercer Island						0
Redmond						0
Renton						0
Sammamish						0
SeaTac	3	3	1	3		7
Shoreline						0
Tukwila	2	0	1	2	0	3
Seattle						0
Other KC						0
Outside KC						0
Unknown						0
TOTAL	32	14	8	22	0	44

233%

REIMBURSEMENT REQUESTS

Agency and Program Name **Asian Counseling and Referral Service**
 Address 3639 Martin Luther King Jr. Way S
 City & ZIP Seattle, WA 98116
 Program Contact Name Yoon Joo Han Phone 206-695-7591
 Email yoonjooh@acrs.org Invoice Date 1/4/20
 Costs below incurred from 10/1/20 to 12/31/20
 Signature of Authorized Signer  Printed Name Yoon Joo Han

	Contract ID#	Annual Award Amt	Reimbursement Requests				Balance Remaining
			1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn							\$0.00
Bellevue	GF172	\$61,142.00	\$14,044.80	\$16,213.11	\$12,831.43		\$18,052.66
Bothell							\$0.00
Burien	3190105	\$5,000.00	\$1,250.00	\$1,250.00	\$1,250.00	\$1,250.00	\$0.00
Covington							\$0.00
Des Moines							\$0.00
Federal Way							\$0.00
Issaquah							\$0.00
Kenmore							\$0.00
Kent		\$10,000.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$0.00
Kirkland		\$7,500.00	\$1,875.00	\$1,875.00	\$1,875.00	\$1,875.00	\$0.00
Mercer Island							\$0.00
Redmond							\$0.00
Renton		\$3,000.00	\$1,500.00	\$1,500.00			\$0.00
Sammamish							\$0.00
SeaTac		\$7,500.00	\$1,875.00	\$1,875.00	\$1,875.00	\$1,875.00	\$0.00
Shoreline							\$0.00
Tukwila							\$0.00

Admin use only

Authorized Payment Amt: 

Authorized Signature / City

Authorization Code / Acct # 18499

Date 1/12/21

73%

SERVICE UNIT 1

Service Unit 1: Counseling (e.g., Mental Health, Domestic Violence, Substance Abuse, Housing, Employment)
 Measurement: 60 minutes
 Mental Health services include individual, family, group counseling, case management, psychiatric evaluation, medication management, skill trianing, wellness/health activities, day activity service and other services provided by ACRS staff. Services are provided at the agency sites or in the community, either face to face or non face to face. Service unit is by hours of services.

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn						0	#DIV/0!
Bellevue	864	352	203	305		860	100%
Bothell						0	#DIV/0!
Burien	700	321	264	1,008		1,593	228%
Covington						0	#DIV/0!
Des Moines						0	#DIV/0!
Federal Way						0	#DIV/0!
Issaquah						0	#DIV/0!
Kenmore						0	#DIV/0!
Kent	4,000	2,008	1,084	3,971		7,063	177%
Kirkland	1,108	132	189	657		977	88%
Mercer Island						0	#DIV/0!
Redmond						0	#DIV/0!
Renton	92	558	295			853	927%
Sammamish						0	#DIV/0!
SeaTac	1,420	220	215	596		1,031	73%
Shoreline						0	#DIV/0!
Tukwila						0	#DIV/0!
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
TOTAL	8,184	3,591	2,250	6,536	0	12,377	

We have completed the fourth quarter of 2020. Unfortunately, we have been witnessing even more devastating impact of COVID 19 virus in our community with an increased number of clients and their family members with COVID 19 virus due to their crowded housing situation, underlying both physical and mental health condition, and health disparity related to access to health education information and health care. The most vulnerable local ethnic communities such as Mien, Cambodian, Samoan are disproportionately affected by the virus but there is no community that is not affected by the pandemic. It breaks our heart that we have lost a half a dozen clients to COVID virus last couple of months, and we as the community are mourning and going through grief together. We are seeing many clients experiencing an increased level of depression, anxiety, and stress from the impact of the pandemic. Some are decompensating and have ran into crisis, as this prolonged period of the pandemic is impacting the most vulnerable individuals in the community. Isolation, poverty, financial hardship, and deteriorating coping and stress management skills in our clients are leading to mental health crisis, substance abuse and domestic violence in some clients. We have continued to work tirelessly to provide critical mental health services to our clients along with any basic and essential services to address food insecurity, financial aid and health education related COVID.

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

- We have continued to actively reach out and engage our clients in services mostly through the phone and very limited video conferencing when we can. There is still a limit in what we can do for our clients through telehealth as many of our clients still do not have the ability to have services done through telehealth. Many do not have internet, do not know how to use email or a smart phone and the digital divide in our clients, is clearly creating barriers for access for video conferencing telehealth for our clients. We have been providing the most essential services in person at the agency on a limited capacity
- Many staff members are still working remotely at home and coming into the office for essential services.
- We were able to secure more cellphones to give to our clients and we have given out over 200 cell phone and one-year plan free.
- We have stopped in-person groups with the State Lock down this quarter, but still been able to hold virtual groups which offers much needed social support and important information in our client's language during this time.
- We have given out \$200 Food Prepaid Credit cards to 45 clients and other COVID client cash relief fund ranged from \$200 to \$600 to about 600 client who are in dire need for assistance.

RESIDENTS

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

74%

REIMBURSEMENT REQUESTS

Agency and Program Na Catholic Community Services Emergency Assistance Program

Address 100 23rd Ave S

City & ZIP Seattle, WA 98144

Program Contact Name Kelsi Williamson

Phone 425-331-0668

Email KelsiT@ccsww.org

Invoice Date 1/4/21

Costs below incurred frc 10/1/10 to 12/31/20

Signature of Authorized Signer



Printed Name Kelsi Williamson

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

Admin use only

Authorized Payment Am

* MOU *

Authorization Code / Acct #

Authorized Signature / C

APPROVED FOR PAYMENT

Date

BY: Kym Cooper

1/12/21

DATE: 1/12/21

120%

BARS# 001.000.10.510.510.41.012

SERVICE UNIT 1

Service Unit 1: Financial Aid

Measurement: Household

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

	Annual	Actual Units, regardless of funding source				YTD	
	Goal	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn	8	3	4	2	2	11	138%
Bellevue	50	8	20	24	34	86	172%
Bothell						0	
Burien	22	6	8	8	3	25	114%
Covington	16	4	2	3	9	18	113%
Des Moines		0			1	1	
Federal Way	15	4	5	9	11	29	193%
Issaquah				3		3	
Kenmore						0	
Kent	17	8	4	9	15	36	212%
Kirkland	8	2	2	5	0	9	113%
Mercer Island				1		1	
Redmond	15	5	3	2	6	16	107%
Renton	14	5	3	7	5	20	143%
Sammamish				2		2	
SeaTac	17	5	2	6	4	17	100%
Shoreline						0	
Tukwila	19	4	4	7	5	20	105%
Seattle		1	1	4	14	20	
Other KC				1		1	
Outside KC						0	
Unknown						0	
TOTAL	201	55	58	93	109	315	

4th Quarter 2020:

Auburn

As with First three Quarters this year-we continued to provide services during pandemic without pause.

The EA program assisted a total of 2 households and 6 individuals. We spent a total of \$1520, of which \$325 was Auburn city funds and \$1195 was other funding. These funds prevented 1 eviction, and moved 1 family into housing.

EA was able to assist a single mother of a 4 year old with past due rent.

She works full time at a fast food restaurant and has trouble getting by on her earnings. She is on wait list for several affordable housing options.

The residents of the City of Auburn are so grateful assistance is provided by the city so we can help in their times of need. It is so important to feel a part of community at this time.

Client made plans to continue her education and increase her earning potential for the future.

AMI at 29% and Rent Burden at 41%

Burien

Emergency Assistance remained active and served Burien clients in Quarter 4.

The EA program assisted 3 households a total of 6 individuals. A total of \$4087.50 was spent to prevent 3 evictions. \$196.50 was Buren City Funding, \$3891 was other funding.

Emergency Assistance was able to assist a woman to prevent eviction. She is living on disability and her rent is 72% of her income. She was seeking part time work but with COVID restrictions, she wasn't finding any work. She struggles to get by each month.

EA was able to pledge \$196.50 to prevent eviction. She also was referred to several resources for work search.

AMI was 24%.

It has been a pleasure to serve with you City of Burien to help residents in need during this time. Calls have been multiple and we are grateful to have funding to assist.

Covington

During the fourth quarter, we operated assisting as usual with all appointments done virtually. We had some other funding that was paramount in assisting Covington residents, along with City of Covington funding this year.

The EA program assisted 9 households a total of 19 individuals. We spent a total of \$8742.28, of which \$1742.28 was Covington city funds and \$7000 was other funding. This enabled us to prevent the eviction of 9 families.

EA received a call from a father, he and his family of 4 were in need of rental assistance. He and his wife work, but hours were reduced as a result of COVID and they were struggling.

EA was able to pledge \$275.00 to prevent eviction. The family was very grateful.

AMI is 42% and Rent Burden is 34%

Federal Way

During the fourth quarter, we continued to serve Federal Way clients. All appointments were done virtually and documents collected via electronic sources. (email/fax)

The EA program assisted 11 households, a total of 12 individuals. A total of \$21954.41 was spent. \$270 was Federal Way City Funding, \$21684.41 was other funding. This spending enabled EA to prevent 10 evictions and move one family into housing.

EA assisted a family of three to prevent eviction. The household consisted of a mother, her mother and her daughter. They moved in together years ago to help one another make ends meet. The grandmother is disabled but the daughter works full time and the granddaughter is an honor student.

EA was able to pay \$270 to prevent the eviction of this family.

AMI was 43% and Rent Burden was 40%

Kent

During the fourth quarter, we continued to serve Kent clients in record numbers for our agency.

The EA program assisted a total of 15 households, a total of 33 individuals. We spent a total of \$26,751.69, of this amount \$769.59.00 was Kent City funds and \$25,982.10 was other funding. We were able to prevent 15 evictions.

EA was able to assist a client and his wife who live very near the Kent office. The wife was finally pregnant after several years of trying. Unfortunately she is experiencing a high risk pregnancy and could not work at all. This was very difficult financially for the couple, both hard working immigrants who prior had been self-sufficient.

They called for rent help and we were able to assist with \$250 Kent funding and \$2000 other funding in order to prevent eviction when eviction became a risk.

AMI is 41% and RB is 59%

Renton

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

EA assisted 5 households, 1 move in, 10 rent and 32 individuals. A total of \$3320 was spent.

We were able to assist a man who has been homeless for a few years with a disability move into an apartment.

AMI 12% RB 30%

SeaTac

EA was able to assist SeaTac residents during the pandemic by meeting virtually and collection documents through electronic sources. (i.e. email and fax)

The EA program assisted 4 households a total of 12 individuals. A total of \$2460.00 was spent, \$950 of which was SeaTac city funds \$1510 was other funding. This allowed EA to prevent 3 evictions and prevent the disconnection of one household's utilities.

EA was able to assist a gentleman to pay his rent. He lives on disability and cannot seem to locate a part time job that meets his needs with Social Security guidelines for work.

EA was able to pledge \$250 to pay the balance due on his rent.

AMI was 20% and Rent Burden is 80%, so most of his income goes to rent.

Tukwila

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

As always we assisted all referrals we received from the City Personnel.

EA assisted 5 households, a total of 17 individuals. A total of \$3235.35 was spent of Tukwila city funds.

This was spent to prevent 3 evictions and prevent the disconnection of 5 household's utilities.

A blended household of immigrants were in need of assistance to prevent all 8 of them from becoming homeless. We used \$7000 City of Tukwila funds to prevent their eviction.

AMI was undetermined as was Rent Burden with no current income for any of the household members.

Fourth Quarter 2020

MOU Eastside Cities Narratives:

Bellevue

During the fourth quarter, there were no specific problems that hindered the delivery of client services. We served most clients virtually without an in person meeting due to COVID outbreak.

We assisted a total of 34 Households, 75 Individuals with a total of \$41746.29 total for the quarter. \$38039.13 was Bellevue City Funding, \$3707.16 was other funding.

This was enough to prevent 28 evictions, the shut off of 4 family's Utility service and move two families into housing.

EA was able to assist a young woman to pay her rent. She was out of work due to COVID closures and had no income at all. EA was able to pay \$1500 towards her rent balance. She was so grateful and started back to work the week following receiving assistance.

AMI was 0% and Rent burden could not be determined without income.

Redmond

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

We assisted a total of 6 Households and 10 Individuals. We spent \$3812.70 total, of this \$2300 was Redmond City Funds and 1512.70 was other funding in order to prevent 5 evictions and the shut off of one utility account.

We were able to assist a couple living off of disability keep their power on after getting behind on utilities.

AMI 42%

Kirkland

During the fourth quarter, there were no clients served in Kirkland. The budget for the year was depleted and all clients were served in quarter's 1, 2, and 3.

RESIDENTS

	Annual Goal	1st Qtr	Actual # of Residents			YTD
			2nd Qtr	3rd Qtr	4th Qtr	
Auburn	23	18	8	5	6	37
Bellevue	125	19	68	66	75	228
Bothell						0
Burien	33	14	18	13	6	51
Covington	53	18	2	5	19	44
Des Moines					2	2
Federal Way	32	9	8	26	12	55
Issaquah				10		10
Kenmore						0
Kent	17	24	7	30	33	94
Kirkland	4	2	4	12	0	18
Mercer Island				4		4
Redmond	14	11	7	2	10	30
Renton	25	11	7	20	32	70
Sammamish				6		6
SeaTac	25	8	2	13	12	35
Shoreline						0
Tukwila	19	10	5	11	17	43
Seattle		2	1	9	29	41
Other KC				5		5
Outside KC						0
Unknown						0
TOTAL	370	146	137	237	253	773

140%

CITY LINE ITEM TABLES

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

	Budget	Q1 Request	Q2 Request	Q3 Request	Q4 Request	Cumulative Requested	Balance Remaining
Personnel	\$35,063.00	\$3,125.03	\$2,663.28	\$2,136.16		\$7,924.47	\$27,138.53
Office/Ops						\$0.00	\$0.00
Purchased Svc	\$80,845.00	\$2,810.00	\$21,048.74	\$20,532.01		\$44,390.75	\$36,454.25
Communication						\$0.00	\$0.00
Travel/Training						\$0.00	\$0.00
Other						\$0.00	\$0.00
TOTAL	\$115,908.00	\$5,935.03	\$23,712.02	\$22,668.17	\$0.00	\$52,315.22	\$63,592.78


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

	Budget	Q1 Request	Q2 Request	Q3 Request	Q4 Request	Cumulative Requested	Balance Remaining
Personnel	\$4,500.00	\$1,124.98	\$934.22	\$1,125.00		\$3,184.20	\$1,315.80
Office/Ops						\$0.00	\$0.00
Purchased Svc	\$4,500.00	\$835.00	\$1,400.00	\$1,695.00	\$270.00	\$4,200.00	\$300.00
Communication						\$0.00	\$0.00
Travel/Training						\$0.00	\$0.00
Other						\$0.00	\$0.00
TOTAL	\$9,000.00	\$1,959.98	\$2,334.22	\$2,820.00	\$270.00	\$7,384.20	\$1,615.80

KENT Line Item Table

	Budget	Q1 Request	Q2 Request	Q3 Request	Q4 Request	Cumulative Requested	Balance Remaining
Personnel	\$5,000.00	\$1,250.00	\$1,250.00	\$1,250.00	\$1,250.00	\$5,000.00	\$0.00
Office/Ops						\$0.00	\$0.00
Purchased Svc	\$5,000.00	\$1,250.00	\$1,250.00	\$1,250.00	\$1,250.00	\$5,000.00	\$0.00
Communication						\$0.00	\$0.00
Travel/Training						\$0.00	\$0.00
Other						\$0.00	\$0.00
TOTAL	\$10,000.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$10,000.00	\$0.00

REIMBURSEMENT REQUESTS

Agency and Program Name **Catholic Community Services - Volunteer Services**
 Address 100 23rd Ave. S.
 City & ZIP Seattle, WA 98144
 Program Contact Name Belina Van Phone 206.328.6853
 Email BelinaV@ccsww.org Invoice Date 1/6/21
 Costs below incurred from 10/1/20 to 12/30/20
 Signature of Authorized Signer  Printed Name Belina Van

Contract ID#	Annual Award Amt	Reimbursement Requests					Balance Remaining
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
	\$8,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$0.00
GF229	\$16,581.00	\$4,145.25	\$4,145.25	\$4,145.25	\$4,145.25	\$4,145.25	\$0.00
	\$5,157.00	\$1,289.25	\$1,289.25	\$1,289.25	\$1,289.25	\$1,289.25	\$0.00
	\$2,500.00	\$625.00	\$625.00	\$625.00	\$625.00	\$625.00	\$0.00
	\$11,000.00	\$2,750.00	\$2,750.00	\$2,750.00	\$2,750.00	\$2,750.00	\$0.00
	\$11,000.00	\$2,750.00	\$2,750.00	\$2,750.00	\$2,750.00	\$2,750.00	\$0.00
	\$6,120.00	\$1,530.00	\$1,530.00	\$1,530.00	\$1,530.00	\$1,530.00	\$0.00
	\$8,573.00	\$2,143.25	\$2,143.25	\$2,143.25	\$2,143.25	\$2,143.25	\$0.00
	\$9,500.00	\$2,375.00	\$2,375.00	\$2,375.00	\$2,375.00	\$2,375.00	\$0.00
	\$10,000.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$0.00

APPROVED FOR PAYMENT

BY: 

DATE: 1/12/21

Admin use only
 Authorized Payment Amt: 001.000.10.505.10.41.012 Authorization Code / Acct #

Authorized Signature / City * MOLL * Date 1/12/21

151%

SERVICE UNIT 1

Service Unit 1: Chore Services/In-Home Care

Measurement: 60 minutes

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

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

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn	653	222	234	144	129	730	112%
Bellevue	1,306	549	255	267	282	1,352	104%
Bothell	490	51	31	57	661	800	163%
Burien		125	173	104	118	521	
Covington	201	210	70	86	128	494	246%
Des Moines		0	14	43	14	70	
Federal Way	896	114	120	58	139	430	48%
Issaquah		1,569	1,121	1,460	1,247	5,396	
Kenmore		39	27	46	38	149	
Kent	904	160	173	208	307	849	94%
Kirkland	503	173	117	99	609	998	198%
Mercer Island		18	6	27	45	96	
Redmond	702	167	153	226	143	689	98%
Renton	775	357	362	396	316	1,431	185%
Sammamish		0	0	1	12	13	
SeaTac	816	101	193	125	410	829	102%
Shoreline		53	45	129	79	306	
Tukwila		211	0	0	9	220	
Seattle		1,081	714	495	844	3,134	
Other KC		238	119	85	160	602	
Outside KC		0	0	0		0	
Unknown		295	198	262	211	965	
TOTAL	7,246	5,733	4,125	4,317	5,898	20,072	

NARRATIVE

SEATAC: Four days before Christmas, a new client who was pregnant was referred to VS. She has no car to do grocery shopping or money to buy gifts for her two young children. During the intake call, the client shared she was anxious about getting enough food in the home. VS will place a volunteer to help with twice a month grocery deliveries. Additionally, another volunteer was able to deliver holiday care packages with gift cards the very next day after enrollment.

RENTON: A volunteer assisted a client with yard work. During the visit, the volunteer heard the smoke alarm battery chirping inside due to low battery. Due to mobility challenges, the client was not able to replace the batteries. The volunteer received permission and wore proper attire to go into the home to change the battery to ensure fire safety measures were in place.

REDMOND: Volunteers have helped a client with grocery deliveries throughout the pandemic. With the COVID-19 restrictions, her volunteers aren't able to visit with her face to face. Though she has family to connect with, she wanted more companionship. After learning about VS Phone Buddy Program, she was matched with a new volunteer and they got a quick start, talking for more than 2 hours on the initial phone call. Now, they speak weekly for at least 30 minutes.

KIRKLAND: A client was facing a deadline from her P-Patch organization to get her raised beds cleaned out for the fall. Unable to physically do all that was necessary, she requested help from Volunteer Services. A mother and son volunteer duo who enjoy gardening were more than happy to help out. They picked the last of the vegetables, cleaned out the beds, replaced some of the dirt and prepped the beds for the winter. The client was thrilled with the help.

KENT: A volunteer who owns a construction company donated supplies, labor, and time to help a client who had an unstable deck and fireplace box. The deck was demolished and replaced so that the client can safely go in and out the house. The fireplace was also fixed.

FEDERAL WAY: Two senior residents' yards were winterized by a volunteer who was interested in doing yard work. The yard is now ready for the cold winter and will be ready for spring planting. This volunteer is an on-call volunteer for any Federal Way snow shoveling this season for safe walking to and from the driveway.

COVINGTON: A client's longtime volunteer moved away during the pandemic and another volunteer was matched to the client as a phone buddy. Both volunteer and client have a love for history and storytelling. The volunteer also now provides food and essential item deliveries as the client indicated they were having difficulty obtaining food.

BOTHELL: During a routine volunteer phone check-in, a mother of two shared she was currently undergoing chemotherapy. In a follow up conversation with a VS staff, the mother shared that the holiday season was difficult and the VS staff arranged for a volunteer to drop off three Shoeboxes of Joy care packages for her and each of her sons to enjoy during the holidays.

BELLEVUE: A mid 60 year old client lives alone in an apartment in Bellevue. While she is able to get out at times, it is not without a lot of planning. So when she needs her prescriptions picked up, she gives a call to Volunteer Services. A volunteer who lives about 5 minutes from her regularly sees the request and will do the quick run. Things have gone so well with the prescription run that she has started adding on the picking up of groceries since they are both at the same store.

AUBURN: A client's mother recently passed away and now the client has health issues of her own. A volunteer is tenderly helping a client through grief with regular phone check-ins. and passing along

RESIDENTS

	Annual Goal	Actual # of Residents				YTD
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn	11	8	6	2	1	17
Bellevue	22	18	11	5	6	40
Bothell	8	5	8	4	13	30
Burien		9	4	1	1	15
Covington	3	6	0	0	2	8
Des Moines		0	1	0	0	1
Federal Way	16	7	4	0	13	24
Issaquah		9	1	1	1	12
Kenmore		3	0	1	0	4
Kent	15	8	9	2	3	22
Kirkland	8	8	5	2	12	27
Mercer Island		1	1	0	2	4
Redmond	12	7	4	15	2	28
Renton	13	14	7	2	6	29
Sammamish		0	0	1	1	2
SeaTac	14	6	9	2	11	28
Shoreline		4	0	0	8	12
Tukwila		1	0	0	1	2
Seattle		72	19	7	39	137
Other KC		12	8	3	5	28
Outside KC		0	0	0	0	0
Unknown		1	0	0	0	1
TOTAL	122	199	97	48	127	471

200%

CITY LINE ITEM TABLES

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

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


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

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

KENT Line Item Table

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

REIMBURSEMENT REQUESTS

Agency and Program Name **Child Care Resources, Child Care Resources & Referral**
 Address 1225 S Weller Street, Suite 300
 City & ZIP Seattle, WA 98144
 Program Contact Name Phoebe Sade Anderson Phone 206.2:
 Email anderson@childcare.org Invoice Date 1/
 Costs below incurred from 10/1/20 to 12/31/20
 Signature of Authorized Signer  Printed Name Courtney Nc

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

Admin use only

* MOU *

Authorized Payment Amt:

Authorization Code / Acct #

Authorized Signature / City

Date

APPROVED FOR PAYMENT

BY Kim Cooper

DATE 1/12/21

BARS# 001.000.10.505.10.41.012

1/12/21

120%

SERVICE UNIT 2

Service Unit 2: Technical Assistance

Measurement: 60 minutes

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

	Actual Units, regardless of funding source					
	Annual Goal	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	YTD
Auburn	15	1.75	5.25	5	8.75	20.75
Bellevue	100	14.25	4.25	10	30.75	59.25
Bothell		0	0.25	0.25	0.25	0.75
Burien	10	1	1.5	1.75	7.5	11.75
Covington	8	2	2	2.5	2	8.5
Des Moines		0.25	0.25	0.25	0.5	1.25
Federal Way		2.25	1.5	1.25	1.75	6.75
Issaquah	6	0.5	1.5	6	2.5	10.5
Kenmore	4	0.25	1.75	2.5	0.5	5
Kent		16	2.25	2.75	5.5	26.5
Kirkland	8	2	2.5	4.25	0.5	9.25
Mercer Island		0	0	0	0	0
Redmond		1	1	0.25	0.25	2.5
Renton		15.5	8.5	2.75	9	35.75
Sammamish		0	0.75	0	0.25	1
SeaTac	18	0.5	2.75	9	13	25.25
Shoreline	7	13.75	1.25	0.25	1	16.25
Tukwila	22	1.25	1.75	7.5	13.25	23.75
Seattle		56.5	36.25	16.5	18.25	127.5
Other KC		0.5	2.75	3.25	0.75	7.25
Outside KC		58.5	49.5	50	38	196
Unknown		0.25	1.5	0	1.25	3
TOTAL	198	188	129	126	155.5	598.5

140%

SERVICE UNIT 1

Service Unit 1: Information and Referral

Measurement: Contact

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

	Annual Goal	Actual Units, regardless of funding source				YTD
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn	40	29	47	42	38	156
Bellevue	220	93	53	45	48	239
Bothell		53	28	30	21	132
Burien	21	16	18	17	25	76
Covington	20	8	7	3	3	21
Des Moines		13	23	13	16	65
Federal Way		50	45	57	45	197
Issaquah	22	16	16	21	20	73
Kenmore	4	5	12	10	8	35
Kent		51	80	60	64	255
Kirkland	30	37	30	21	23	111
Mercer Island		2	4	6	3	15
Redmond		50	18	21	20	109
Renton		80	76	51	66	273
Sammamish		10	2	6	4	22
SeaTac	28	9	10	13	7	39
Shoreline	33	47	31	26	21	125
Tukwila	20	10	10	8	10	38
Seattle		515	368	300	251	1434
Other KC		64	88	29	26	207
Outside KC		2339	1472	2248	1526	7585
Unknown		0	0	0		0
TOTAL	438	3497	2438	3027	2245	11207

109%

SERVICE UNIT 3

Service Unit 3: Training/Workshops/Classes

Measurement: 60 minutes

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

	Actual Units, regardless of funding source					
	Annual Goal	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	YTD
Auburn	14	3	16.5	10.5	13	43
Bellevue	235	34	40.5	38.5	52.5	165.5
Bothell		0	12	0	18.5	30.5
Burien	21	5	13.5	0	35	53.5
Covington	10	0	0	8.5	4.5	13
Des Moines		0	22.5	6	16.5	45
Federal Way		3	22.5	4	49	78.5
Issaquah	34	0	15	23	6.5	44.5
Kenmore	8	0	9	0	7	16
Kent		1.5	43.5	32	59	136
Kirkland	31	0	13.5	15.5	17	46
Mercer Island		0	3	0	0	3
Redmond		3	27	0	19	49
Renton		10	30	15	34.5	89.5
Sammamish		0	12	3.5	7.5	23
SeaTac	20	1.5	4.5	14	20.5	40.5
Shoreline	24	1.5	18	15	4	38.5
Tukwila	26	0	3	20.5	7	30.5
Seattle		49	197.5	37.5	238.5	522.5
Other KC		8	42	31.5	50.5	132
Outside KC		4	140.5	135.5	250	530
Unknown		0				0
TOTAL	423	123.5	686	410.5	910	2130

202%

IR - The Child Care Aware of Washington Family Center continued to support families through the end of 2020 during the COVID-19 pandemic in unique ways. As King County finalized their CARES budget for the remainder of the year, the team saw an uptick in concerns regarding financial assistance, not only for childcare, but for rent, utilities, food, and transportation. The cost of full day school age childcare rose significantly, in some areas to upwards of \$1600 per month. The Call Center continued to connect families with vital financial supports. As renewed restrictions occurred in November, the Call Center continued to provide information for families regarding COVID-19 safety in childcare.

Some continuing themes we heard from families during the last months of 2020:

- Families calling to apply and check their status for the King County CARES Child Care Financial Assistance program.
- Families seeking financial assistance resources for rent, food, utilities, and transportation.
- Families newly approved for Working Connections seeking childcare.
- Immigrant/refugee and multilingual families calling inquiring about school age support for remote learning.
- Toward the end of the year, we heard from families inquiring about financial assistance for childcare and other needs, into 2021. The majority of the financial assistance programs that popped up during the pandemic, sunset December 31, 2020.

TA - Meeting our deliverables for our suburban cities this year has been very challenging due to the pandemic. We have been working from home for over 9 months and have been diligently trying to meet the needs of the providers. We have increased our phone line hours to help accommodate the needs of the providers, families, and the communities we serve. A lot of the providers we serve have been having a very difficult time staying open due to many reasons. Some of the reasons are lack of children due to families working from home or cannot afford child care due to loss of job. There are other barriers for providers remaining open during Covid like elderly family's members living in the home, not enough space in their environment to feel safe and financial reasons.

Meeting our Bellevue deliverables has been extremely difficult. Our Bellevue providers do not reach out for a lot of support and our Early Achievers coaches have also been supporting all providers (EA and Non-EA). This resulted in an additional 868 hours of TA being provided to Bellevue providers via the Early Achievers grant. The majority of the Bellevue providers do not like driving into Seattle, or they can't due to their work schedule so we usually go to their homes or centers. But, due to Covid we are unable to make door to door visits this year. Some of the other barriers we ran into with our Bellevue deliverables were some of the providers decided to close their businesses for a short time and others have closed down completely.

We have tried to support all the providers with grant notices, grant applications, and supplies needed to remain open so they keep a safe, clean, and healthy environment for children and staff, along with licensing support (virtual visits from the licensing office, Merit, WA Compass, increase in compacity waivers, GLE's (group learning experience) etc.).

We have been working with potential providers through the licensing process. We have been doing a lot of zoom meetings, phone conferences and back and forth emails to give the potential providers the support they need to become a licensed provider.

We will continue to be available to providers and potential providers in multiple ways (phone calls, emails, virtual visits etc.) to support them with their child care needs.

TR-Successes

Our biggest success of the 4th quarter was meeting our goals for each city except Bellevue. The first CCR virtual PD Institute was held from November 16-21, 2020. This free institute offered 50 free STARS trainings to child care providers and attracted participants from our suburban cities. During the 4th quarter of the year, we offered child care centers located in Bellevue the opportunity to receive free customized trainings for their staff. One child care program in Bellevue took advantage of this opportunity and we were able to lead a 1.5 hour free training to 12 child care providers, giving us an additional 18 hours in Bellevue. We sent a survey to providers in the cities where we have a harder time reaching our goals. We asked these providers to answer some questions regarding where they receive their STARS hours and to try to learn more about how we may be able to serve them. All participants were informed that those who completed the survey would be entered into a raffle to receive a free children's book. As a result of marketing directly to child care providers with an address in our suburban cities, we have seen our training hours increase in those cities and were able to meet our goal in a number of those cities where we were struggling to obtain hours. We also opened some of these trainings to ONLY providers who have an address listing the suburban city. (This way the trainings did not fill up with people from other cities - taking away the opportunity for providers from our suburban cities to attend).

Challenges

A continued challenge is to meet our goals for Bellevue. While there are 70 child care centers in Bellevue and 503 participants who live in Bellevue who have taken trainings from us over the years, these providers do not sign up for our trainings very often. During 2020 we offered 86 trainings under the suburban cities grant. In comparison, we offered 36 training sessions in 2019 under this grant. Even with this increase of 50 additional trainings, we were still were not able to meet our Bellevue deliverable. We offer trainings through another funding source besides the suburban cities grant which resulted in Bellevue providers receiving an additional 72.5 hours of training. We sent a survey to 503 Bellevue providers to learn more about where they receive their STARS hours (and offering an incentive

of being entered into a raffle drawing for a free children's book) only 17 providers responded. Nine of 146 providers from Sea Tac responded. Four of 73 providers in Covington responded. It has been difficult to receive feedback and engagement from providers in these cities. We offered free customized trainings to child care centers in Bellevue and only one program contacted us to schedule a training for their staff. The site that scheduled a training was interested in an additional training in November and December but had to cancel due to parents picking up their children late (November), and needing more time to implement COVID cleaning procedures (December). We are still in contact with hopes of planning free customized trainings for them in 2021.

RESIDENTS

	Annual Goal	Actual # of Residents				YTD
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn	40	29	47	42	38	156
Bellevue	220	93	53	45	48	239
Bothell		53	28	30	21	132
Burien	21	16	18	17	25	76
Covington	20	8	7	3	3	21
Des Moines		13	23	13	16	65
Federal Way		50	45	57	45	197
Issaquah	22	16	16	21	20	73
Kenmore	4	5	12	10	8	35
Kent		51	80	60	64	255
Kirkland	30	37	30	21	23	111
Mercer Island		2	4	6	3	15
Redmond		50	18	21	20	109
Renton		80	76	51	66	273
Sammamish		10	2	6	4	22
SeaTac	28	9	10	13	7	39
Shoreline	33	47	31	26	21	125
Tukwila	20	10	10	8	10	38
Seattle		515	368	300	251	1434
Other KC		64	88	29	26	207
Outside KC		2339	1472	2248	1526	7585
Unknown		0	0	0	0	0
TOTAL	438	3497	2438	3027	2245	11207

139%

REIMBURSEMENT REQUESTS

Agency and Program Name **Des Moines Area Food Bank**
 Address 22225 9th Ave S (Mailing: PO Box 98788)
 City & ZIP Des Moines, WA 98198
 Program Contact Name Kristi Van Gasken Phone (206) 878-2660
 Email dmafb@hotmail.com Invoice Date 1/14/20
 Costs below incurred from 10/1/20 to 12/31/20

Signature of Authorized Signer *Barb Houston-Shimizu* Printed Name Barb Houston-Shimizu

Contract ID#	Annual Award Amt	Reimbursement Requests				Balance Remaining
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn						\$0.00
Bellevue						\$0.00
Bothell						\$0.00
Burien						\$0.00
Covington						\$0.00
Des Moines	\$39,000.00	\$9,750.00	\$9,750.00	\$9,750.00	\$9,750.00	\$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	\$40,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$0.00
Shoreline						\$0.00
Tukwila						\$0.00

Admin use only
 Authorized Payment Amt: 10,000
 Authorized Signature / City _____

Authorization Code / Acct # 00988
 Date 1/15/21

APPROVED FOR PAYMENT
 BY *Sam Cooper*
 DATE 1/15/21
 BARS# 001.000.10.505.10.41.012

SERVICE UNIT 1

Service Unit 1: Food

Measurement: Pound of food

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

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn		1,534	1,358	1,954	1,103	5,949	#DIV/0!
Bellevue						0	#DIV/0!
Bothell						0	#DIV/0!
Burien		6,243	10,605	3,615	4,844	25,307	#DIV/0!
Covington						0	#DIV/0!
Des Moines	97,077	256,304	261,631	206,649	238,189	962,773	992%
Federal Way		10,148	21,000	7,230	3,501	41,879	#DIV/0!
Issaquah						0	#DIV/0!
Kenmore						0	#DIV/0!
Kent		61,448	55,740	49,158	48,102	214,448	#DIV/0!
Kirkland						0	#DIV/0!
Mercer Island						0	#DIV/0!
Redmond						0	#DIV/0!
Renton		670	3,134	1,465	408	5,677	#DIV/0!
Sammamish						0	#DIV/0!
SeaTac	69,894	93,896	90,318	76,471	106,468	367,153	525%
Shoreline						0	#DIV/0!
Tukwila		1,941	3,291	2,931	2,014	10,177	#DIV/0!
Seattle		5,108	10,187	7,230	7,697	30,222	
Other KC		4,058	3,710	2,735	2,374	12,877	
Outside KC		2,017	7,314	4,983	1,487	15,801	
Unknown						0	
TOTAL	166,971	443,367	468,288	364,421	416,187	1,692,263	

SERVICE UNIT 3

Service Unit 1: Food

Measurement: Bundle of items

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

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

**Des Moines Area Food Bank
4th Quarter 2020 Narrative**

At the end of 2020, we have seen a notable 39% increase in unduplicated clients over last year. This was greatly influenced by the 4th quarter increase of 75%, which is largely attributable to start of our new delivery program partnership with Door Dash and United Way. In addition to regular food bank service for 600-700 families per month, we are now providing an average of 50# of food to about 130 families per week living in Des Moines and SeaTac. Through the 4th quarter, we provided 1420 total deliveries.

The food bank continues support families with grab-and-go meals for kids. This is a variant of the USDA-funded summer meals program. We distribute two days of breakfast and lunch for kids during our Monday and Wednesday hours, and three days of breakfast and lunch during our Friday food bank hours. We served 8,982 meals in the fourth quarter, bringing our total since COVID service began to 64,578 meals.

We are grateful that the City of Des Moines has helped mitigate freezer storage space issues with the purchase of a refrigerated trailer parked on their utility lot. This was hugely helpful during the holidays.

If you have any questions on food bank service, please do not hesitate to reach out and ask. We can be reached by email at dmafb@hotmail.com and can meet via Zoom. We so appreciate the cities' work to help community members in need. Thank you for your work and your funding support!

REIMBURSEMENT REQUESTS

Agency and Program Name **Domestic Abuse Women's Network**
 Address P O Box 1449
 City & ZIP Kent, WA 98032
 Program Contact Name Angela Dannenbring Phone 253-893-1605
 Email angelad@dawnrising.org Invoice Date 1/4/21
 Costs below incurred from **10/1/20** to **12/31/20** \$3,250
 Signature of Authorized Signer *Zinka* Printed Name Zinka Galusic

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

Admin use only

Authorized Payment Amt: *0*

Authorized Signature / City

Authorization Code / Acct #

Date

1057

1/12/21

0%

SERVICE UNIT 1

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

Measurement: Visit

Description:

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn	25		0	43	15	58	232%
Bellevue				0	0	0	#DIV/0!
Bothell				0	0	0	#DIV/0!
Burien			1	0	0	1	#DIV/0!
Covington	3			10	1	11	367%
Des Moines				0	0	0	#DIV/0!
Federal Way				28	9	37	#DIV/0!
Issaquah				4	4	8	#DIV/0!
Kenmore				0	0	0	#DIV/0!
Kent	90		1	39	15	55	61%
Kirkland				0	0	0	#DIV/0!
Mercer Island				0	0	0	#DIV/0!
Redmond				3	1	4	#DIV/0!
Renton		1		38	11	50	#DIV/0!
Sammamish				0	0	0	#DIV/0!
SeaTac	35			0	0	0	0%
Shoreline				0	0	0	#DIV/0!
Tukwila				0	0	0	#DIV/0!
Seattle		3		25	17	45	
Other KC				7	10	17	
Outside KC				25	3	28	
Unknown					1	1	
TOTAL	153	4	2	222	87	315	

NARRATIVE

Green River College Advocacy – over the summer our Program Manager provided some training to a multi-disciplinary team at GRC. DAWN staff completed a data project to get ready to collect and report the data required for this project, which is somewhat different than what other programs require. Our mobile/prevention advocate has come on board as the advocate and is starting to get a few clients, even in this remote context.

In August we converted our DVI program to be virtual! With the help of two fantastic volunteer moderators, Kate H, and our staff we were able to adapt and present each module of the course. We've already completed our second virtual DVI this fall, and will hold it again in February. The response to our virtual trainings has been overwhelmingly positive!

Highline Schools – Our prevention/ mobile advocate is also our primary contact for Highline. She's meeting with staff across the district to understand their needs and how DAWN can support during remote learning. Casi is also involved and will be providing advocacy to families as needed, which is a great fit because over 50% of students in the district come from families who primarily speak Spanish. Both staff have begun to attend the district's virtual provider roundtable meetings. DAWN continues to provide training and support through support groups, children and family support, and renewed visions for child advocacy to utilize for an increase in youth prevention requests in the fourth quarter.

RESIDENTS

	Annual Goal	Actual # of Residents				YTD
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn		0	0	9	2	11
Bellevue		0	0	0	0	0
Bothell		0	0	0	0	0
Burien		0	1	5	0	6
Covington		0	0	0	0	0
Des Moines		0	0	0	0	0
Federal Way		0	0	2	3	5
Issaquah		0	0	4	4	8
Kenmore		0	0	0	0	0
Kent		0	1	6	5	12
Kirkland		0	0	0	0	0
Mercer Island		0	0	0	0	0
Redmond		0	0	0	0	0
Renton		1	0	3	5	9
Sammamish		0	0	0	0	0
SeaTac		0	0	0	0	0
Shoreline		0	0	0	0	0
Tukwila		0	0	0	0	0
Seattle		3	0	4	12	19
Other KC		0	0	2	4	6
Outside KC		0	0	5	1	6
Unknown		0	0	0	0	0
TOTAL	0	4	2	40	36	82

REIMBURSEMENT REQUESTS

Agency and Program Name **HealthPoint Dental Care**
 Address 955 Powell Ave SW
 City & ZIP Renton 98057
 Program Contact Name Joseph Adriano Phone 323-52
 Email jadriano@healthpointchc.org Invoice Date 1/7
 Costs below incurred from 10/1/20 to 12/31/20
 Signature of Authorized Signer *David* Printed Name Joseph Adria

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

Admin use only

** MOU **

Authorized Payment Amt:

Authorization Code / Acct #

Authorized Signature / City

APPROVED FOR PAYMENT

Date

1/12/21

BY: *Kim Cooper*

DATE: *1/12/21*

BARS# *001.000.10.505.10.41.012*

1,212%

SERVICE UNIT 1

Service Unit 1: Dental Care

Measurement: Appointment

Description: A dental visit providing oral health care delivery.

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn						0	
Bellevue	178	226	80	162	258	726	408%
Bothell						0	
Burien	24	138	24	66	55	283	1179%
Covington	24	58	21	51	52	182	758%
Des Moines	24	315	111	194	280	900	3750%
Federal Way	109	1,625	474	977	1,376	4,452	4084%
Issaquah	24	62	28	36	59	185	771%
Kenmore	14	187	48	85	182	502	3586%
Kent	72	3,101	1,006	1,815	2,972	8,894	12353%
Kirkland	77	570	190	418	575	1,753	2277%
Mercer Island						0	
Redmond	120	765	206	456	731	2,158	1798%
Renton	36	535	219	379	994	2,127	5908%
Sammamish	19	72	17	51	101	241	1268%
SeaTac	24	183	73	136	114	506	2108%
Shoreline						0	
Tukwila	24	247	51	133	143	574	2392%
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
TOTAL	769	8,084	2,548	4,959	7,892	23,483	

RESIDENTS

	Annual Goal	Actual # of Residents				YTD
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn						0
Bellevue	48	129	53	95	125	402
Bothell						0
Burien	9	78	19	43	30	170
Covington	9	30	13	27	31	101
Des Moines	9	187	71	131	156	545
Federal Way	41	986	300	574	784	2644
Issaquah	9	32	15	21	28	96
Kenmore	2	99	36	49	76	260
Kent	27	1889	641	1111	1558	5199
Kirkland	29	311	126	219	303	959
Mercer Island						0
Redmond	44	438	147	269	400	1254
Renton	13	304	135	207	270	916
Sammamish	7	37	13	27	56	133
SeaTac	9	107	44	74	60	285
Shoreline						0
Tukwila	9	116	29	71	76	292
Seattle						0
Other KC						0
Outside KC						0
Unknown						0
TOTAL	265	4743	1642	2918	3953	13256

316%

NARRATIVE

As with all society, COVID-19 impacted HealthPoint throughout Q4. For Q4, all our dental clinic sites were open to patients. Until June, we focused largely on urgent dental care and remote visits ("teledentistry"). We have since been expanding in-person access. PPE and infection control protocols have made it more difficult for providers to see as many patients as they did pre-COVID, but work continues toward refining scheduling practices with the intent to create more access for patients.

Our sites are back to providing routine care for both adults and children but are functioning at about 75% of capacity due to safety precautions and PPE burdens. We continue to provide virtual care in appropriate situations to stay connected to our high-risk patients who may not be visiting us in person at this time.

Several months ago we outfitted all of our dental clinics with high efficiency HEPA filtration air scrubbers to create negative pressure. They continuously cycle the air out of the clinic and pump in fresh, filtered air. We have also purchased strong extraoral suction devices for our hygienists to use while performing cleanings.

Being able to safely continue this important work during the pandemic is vital to maintaining the overall health of the populations we serve, especially patients with chronic diseases.

Visits are down when contrasted with Q4 2019. Across the share1app cities overall, Q4 2020 visits were 71% of visit levels in Q4 2019. (This is an improvement over Q3 2020, when these visits were 41% of Q3 2019 levels; and over Q2, when Q2 2020 visits were 22% of their Q2 2019 levels.) Q4 2020 visits from residents in specific cities were as high as 155% of Q2 2019 levels for Renton; over 75% of Q4 2019 levels for Bellevue and Kent; but 20-50% of Q2 2019 levels for Burien, Des Moines, SeaTac, and Kenmore. However, the number of visits per month by residents of the share1app cities has been increasing over the course of the pandemic. While HealthPoint is below our 2019 levels, we have met contract goals.

CITY LINE ITEM TABLES

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

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

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

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

KENT Line Item Table

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

REIMBURSEMENT REQUESTS

Agency and Program Name **HealthPoint Medical Care**
 Address 955 Powell Ave SW
 City & ZIP Renton 98057
 Program Contact Name Joseph Adriano Phone 323-523-5632
 Email jadriano@healthpointchc.org 1/7/21
 Costs below incurred from 10/1/20 to 12/31/20
 Signature of Authorized Signer *Joe* Printed Name Joseph Adriano

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

Admin use only

Authorized Payment Amt: * MOU* Authorization Code / Acct #

Authorized Signature / City BY *Kim Cooper* Date 11/12/21

APPROVED FOR PAYMENT
 BY *Kim Cooper*
 DATE 11/12/21
 BARS# 001.000.10.505.10.41.012

10,111%

SERVICE UNIT 1

Service Unit 1: Medical Care

Measurement: Appointment

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

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn						0	
Bellevue	156	483	546	532	663	2,224	1426%
Bothell						0	
Burien	43	554	533	1,770	546	3,403	7914%
Covington	20	183	160	190	226	759	3795%
Des Moines	22	1,137	948	1,005	1,098	4,188	19036%
Federal Way	55	5,600	5,044	5,201	5,553	21,398	38905%
Issaquah	27	93	90	115	144	442	1637%
Kenmore	27	354	362	475	479	1,670	6185%
Kent	60	10,632	9,112	9,759	10,176	39,679	66132%
Kirkland	63	1,123	1,026	1,100	1,314	4,563	7243%
Mercer Island						0	
Redmond	113	1,243	1,023	1,112	1,283	4,661	4125%
Renton	37	3,427	3,831	3,866	4,047	15,171	41003%
Sammamish						0	
SeaTac	43	958	708	795	799	3,260	7581%
Shoreline						0	
Tukwila	20	649	536	479	646	2,310	11550%
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
TOTAL	686	26,436	23,919	26,399	26,974	103,728	

RESIDENTS

	Annual Goal	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	YTD
Auburn						0
Bellevue	55	331	317	322	342	1312
Bothell						0
Burien	14	323	273	270	264	1130
Covington	6	103	82	98	105	388
Des Moines	7	715	501	563	560	2339
Federal Way	17	3738	2990	3123	3144	12995
Issaquah	10	62	69	80	72	283
Kenmore	10	253	221	249	267	990
Kent	21	6888	5305	5776	5764	23733
Kirkland	22	773	610	663	741	2787
Mercer Island						0
Redmond	40	856	654	646	686	2842
Renton	11	2046	2015	2097	1875	8033
Sammamish						0
SeaTac	14	549	366	431	424	1770
Shoreline						0
Tukwila	6	430	287	300	253	1270
Seattle						0
Other KC						0
Outside KC						0
Unknown						0
TOTAL	233	17067	13690	14618	14497	59872

12,642^{0%}

NARRATIVE

Throughout Q4, HealthPoint has been busy continuing to deliver excellent health care during the COVID-19 pandemic while also preparing for flu season, increasing community COVID-19 testing, and rolling out COVID vaccines to health care workers.

HealthPoint has been reimagining what ideal healthcare looks like during the COVID-19 pandemic. There is a balance between the safety of keeping vulnerable at-risk patients at home where they are less likely to be exposed to the coronavirus and the risks associated with avoiding needed health care for chronic conditions. Telehealth visits make up a significant portion of our overall visits. From 10/1/2020-12/31/2020, we had just over 51,000 visits; 40,000 or 78% were telehealth visits. The increase in the proportion of telehealth visits is up from Q3. In Q3, we had just under 61,000 visits, but only 32,000 or 52% were telehealth visits. For reference, in Q2, we had just under 50,000 visits; 31,000 or 62% were telehealth visits. Nonetheless, Q4 2020 visits overall are down among the share1app cities when comparing to Q4 2019 (even though contract goals are being met). For example, Q4 2020 visits are as low as 48% and 63% of their Q4 2019 levels for Burien and SeaTac, respectively. Most of the Q4 2020 visits from residents of the other share1app cities are 65-106% of Q4 2019 levels. Bellevue and Covington had Q4 2020 visit levels comparable to Q4 2019 visit levels, at 102% and 106%, respectively.

As we have been expanding our use of telehealth, our focus is on providing excellent patient care how, when and where our patients want. We have worked to safely provide well child checks and keep children current on immunizations. We have performed outreach to patients with hypertension to provide them with blood pressure cuffs so we can assist them in monitoring their blood pressure remotely. Our behavioral health providers have been connecting regularly with patients via telehealth or in-person care to provide mental health support during these stressful and challenging times. We have continued to provide routine cancer screenings for breast and cervical cancer. Our School Based Health Centers have remained open on a limited schedule to provide needed adolescent health services and to provide support to students while learning has been fully remote. Additionally, we continue to provide outreach to individuals who test positive for COVID-19 to connect them with community resources so they can safely isolate and keep themselves, their families, and our communities safe.

In addition to our routine health services, HealthPoint has been focused on our commitment to diversity, equity, and inclusion at all levels of our organization. All leaders have been trained in conversing about crucial topics in an open, inviting, and inclusive way. We have formed a Diversity Equity and Inclusion Council of employees from all backgrounds and levels of the organization that will continue to define how we can ensure that all our employees and patients are always treated respect and dignity.

In October 2020, we started our annual push to provide flu vaccines to our staff and patients. Providing flu vaccines has been especially important to minimize the impact on limited health resources during the COVID-19 pandemic. HealthPoint has also partnered with other community health centers in a coordinated effort to deploy the COVID-19 vaccine to our health care workers as quickly as possible. We will be continuing this effort into Q1 2021 as we look ahead to be able to vaccinate our patients and slow the community spread of COVID-19.

HealthPoint continued community testing through our sites and also in our partnership with Public Health – Seattle & King County and Atlas Genomics at the high-volume, low-barrier testing site at the old Renton emissions testing facility. We have been able to test between 500 and 800 people per day and provide results usually within 48 hours.

CITY LINE ITEM TABLES

BELLEVUE Line Item Table

*Back-up documentation required for line item expenses

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

FEDERAL WAY Line Item Table

*Back-up documentation required for line item expenses

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

KENT Line Item Table

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

REIMBURSEMENT REQUESTS

Agency and Program Name Highline Area Food Bank
 Address P O Box 66427 18300 4th Ave. So.
 City & ZIP Burien Wa. 98166 Burien Wa. 98148
 Program Contact Name Mike Werle Phone 206-433-9900
 Email thefbman@aol.com Invoice Date 1/3/2020
 Costs below incurred from 10/1/2020/ to 12/31/2020
 Signature of Authorized Signer *Mike Werle* Printed Name Mike Werle

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

Admin use only 3,000-
 Authorized Payment Amt: **APPROVED FOR PAYMENT** Authorization Code / Acct # 11667
 Authorized Signature *Kim Cooper* Date 11/12/21
 DATE 11/12/21
125% BARS# 001.000.10.505.10.41.012

SERVICE UNIT 1

Service Unit 1: Food

Measurement: Pound of food

Description: Totall pounds of food distributed to all clients

	Annual	Actual Units, regardless of funding source				YTD	
	Goal	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn						0	#DIV/0!
Bellevue						0	#DIV/0!
Bothell						0	#DIV/0!
Burien	77,000	150,564	180,137	154,677	188,595	673,973	875%
Covington						0	#DIV/0!
Des Moines						0	#DIV/0!
Federal Way						0	#DIV/0!
Issaquah						0	#DIV/0!
Kenmore						0	#DIV/0!
Kent						0	#DIV/0!
Kirkland						0	#DIV/0!
Mercer Island						0	#DIV/0!
Redmond						0	#DIV/0!
Renton						0	#DIV/0!
Sammamish						0	#DIV/0!
SeaTac	180,000	56,845	68,765	58,336	65,354	249,300	139%
Shoreline						0	#DIV/0!
Tukwila						0	#DIV/0!
Seattle						0	
Other KC		28,566	25,273	20,337	35,276	109,452	
Outside KC						0	
Unknown						0	
TOTAL	257,000	235,975	274,175	233,350	289,225	1,032,725	

SERVICE UNIT 2

Service Unit 1: Food

Measurement: Individual

Description: These are unduplicated individuals served.

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn						0	#DIV/0!
Bellevue						0	#DIV/0!
Bothell						0	#DIV/0!
Burien	300	1,767	524	211	456	2,958	986%
Covington						0	#DIV/0!
Des Moines						0	#DIV/0!
Federal Way						0	#DIV/0!
Issaquah						0	#DIV/0!
Kenmore						0	#DIV/0!
Kent						0	#DIV/0!
Kirkland						0	#DIV/0!
Mercer Island						0	#DIV/0!
Redmond						0	#DIV/0!
Renton						0	#DIV/0!
Sammamish						0	#DIV/0!
SeaTac	900	654	294	81	108	1,137	126%
Shoreline						0	#DIV/0!
Tukwila						0	#DIV/0!
Seattle						0	
Other KC		230	302	26	213	771	
Outside KC						0	
Unknown						0	
TOTAL	1,200	2,651	1,120	318	777	4,866	

SERVICE UNIT 3

Service Unit 1: Food

Measurement: Individual

Description: Number of duplicated individuals receiving food.

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn						0	#DIV/0!
Bellevue						0	#DIV/0!
Bothell						0	#DIV/0!
Burien	2,500	3,936	3,372	2,934	3,626	13,868	555%
Covington						0	#DIV/0!
Des Moines						0	#DIV/0!
Federal Way						0	#DIV/0!
Issaquah						0	#DIV/0!
Kenmore						0	#DIV/0!
Kent						0	#DIV/0!
Kirkland						0	#DIV/0!
Mercer Island						0	#DIV/0!
Redmond						0	#DIV/0!
Renton						0	#DIV/0!
Sammamish						0	#DIV/0!
SeaTac	4,000	1,298	1,024	973	1,016	4,311	108%
Shoreline						0	#DIV/0!
Tukwila						0	#DIV/0!
Seattle						0	
Other KC		803	484	453	596	2,336	
Outside KC						0	
Unknown						0	
TOTAL	6,500	6,037	4,880	4,360	5,238	20,515	

Well as I sit down and write this I had hoped that the new year would bring some relief from this virus but seems like we are going backwards again. This has been a very strange year as we have had less people coming in for food while having more more food than I can ever remember. Our supplies have been great thru out this whole pandemic other than the 1st 3 weeks. I really think there are still a lot of folks who are just plain scared to go out who have not been accessing our services. Yet the phone has not been ringing off the hook from people asking about food either. We have continued to operate with a self select service for our clients thru-out the year so as not to have food wasted as they hopefully are able to select only what they want or need. Truthfully a number of folks have declined food because they claim to have a lot already at home. I can see this especially at our meat counter. They have been able to take around 25 - 35 pounds of meat since April and many decline saying they don't have room in their freezer. Well the truth is we don't either here, and for the last 2 months I've been turning down a number of meat items because our freezers have been full. We 've continued to practice social distancing as clients come thru to pick up their food. The volunteers and clients are all temperature checked and wearing gloves and masks when they enter the building and to this point we have had no reported cases from anyone here. We have still been thin on volunteers and the staff is really exhausted but we continue on. The community has been awesome with lots of food drives taking place and we have had record amounts of financial donations as well. The garden did very well again this summer and many of the neighbors brought in their surplus also. We have added about 1520 cu. Ft of dry storage and 200 cu. ft. of cold storage over the last year. We have served many folks out of our service area during the year as people go all over to find food. So we are well equipped now to deal with the growth of clients who no doubt will be coming to visit us they see their jobs and businesses go away due to the long shut downs. My preliminary numbers show that for the year we averaged 49 lbs of food per person per visit. I know that when clients were exiting the building there shopping carts were real full and they were very happy. That's what i like about my job. There's not to many days that go by that someone coming thru our doors for maybe the first time is so pleased by how much food they received and being able to pick it out themselves. Smiles is what we aim for here and this last year alot of folks needed a smile in the life. Here's hopping that 2021 will allow us to get somewhat back to normal!

RESIDENTS

	Annual Goal	1st Qtr	Actual # of Residents			YTD
			2nd Qtr	3rd Qtr	4th Qtr	
Auburn						0
Bellevue						0
Bothell						0
Burien	300	1767	524	211	456	2958
Covington						0
Des Moines						0
Federal Way						0
Issaquah						0
Kenmore						0
Kent						0
Kirkland						0
Mercer Island						0
Redmond						0
Renton						0
Sammamish						0
SeaTac	900	654	294	81	108	1137
Shoreline						0
Tukwila						0
Seattle						0
Other KC		230	302	26	213	771
Outside KC						0
Unknown						0
TOTAL	1200	2651	1120	318	777	4866

REIMBURSEMENT REQUESTS

Agency and Program Name **Hospitality House**
 Address 1419 SW 150th St
 City & ZIP Burien, WA 98166
 Program Contact Name Sheenah Randolph Phone 206-242-1860
 Email sheenahr.hospitalityhouse@gmail.com Invoice Date 1/4/21
 Costs below incurred from **10/1/20** to **12/31/20**
 Signature of Authorized Signer 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	\$15,000.00	\$3,750.00	\$3,750.00	\$3,750.00	\$3,750.00	\$0.00
Covington						\$0.00
Des Moines	\$14,000.00	\$3,500.00	\$3,500.00	\$3,500.00	\$3,500.00	\$0.00
Federal Way	\$10,000.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$0.00
Issaquah						\$0.00
Kenmore						\$0.00
Kent	CAG-2019-140 \$10,000.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$0.00
Kirkland						\$0.00
Mercer Island						\$0.00
Redmond						\$0.00
Renton						\$0.00
Sammamish						\$0.00
SeaTac	\$10,000.00	\$2,500.00	\$2,500.00		\$5,000.00	\$0.00
Shoreline						\$0.00
Tukwila	19-002 \$7,500.00	\$1,875.00	\$1,875.00	\$1,875.00	\$1,875.00	\$0.00

Admin use only **5,000-**

Authorized Payment Amt:

Authorized Signature / City

Authorization Code / Acct #

Date

APPROVED FOR PAYMENT

BY Kim Cooper

DATE 1/12/21

BARS# 001.000.10.505.1041.012

12794

1/12/21

282%

SERVICE UNIT 1

Service Unit 1: Shelter

Measurement: Bed night

Description: One night of shelter

	Annual	Actual Units, regardless of funding source				YTD	
	Goal	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn	0	69	54	34	36	193	
Bellevue	0	69	102	0	0	171	
Bothell	0	0	0	0	0	0	
Burien	160	150	297	2	31	480	300%
Covington	0	0	0	0	0	0	
Des Moines	122	11	0	2	14	27	22%
Federal Way	100	121	0	64	14	199	199%
Issaquah	0	0	0	0	0	0	
Kenmore	0	0	0	0	0	0	
Kent	124	71	124	242	162	599	483%
Kirkland	0	0	0	0	0	0	
Mercer Island	0	0	0	0	0	0	
Redmond	0	0	0	0	0	0	
Renton	0	0	0	0	63	63	
Sammamish	0	0	0	0	0	0	
SeaTac	125	74	82	118	0	274	219%
Shoreline	0	0	0	0	0	0	
Tukwila	63	33	9	80	108	230	365%
Seattle		148	50	101	132	431	
Other KC		0	0	0		0	
Outside KC		19	139	26		184	
Unknown				0		0	
TOTAL	694	765	857	669	560	2,851	

RESIDENTS

	Annual Goal	Actual # of Residents				YTD
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn		2	1	2	0	5
Bellevue		1	1	0	0	2
Bothell		0	0	0	0	0
Burien	6	4	3	1	1	9
Covington		0	0	0	0	0
Des Moines	3	1	0	1	0	2
Federal Way	4	4	0	2	1	7
Issaquah		0	0	0	0	0
Kenmore		0	0	0	0	0
Kent	3	4	2	7	0	13
Kirkland		0	0	0	0	0
Mercer Island		0	0	0	0	0
Redmond		0	0	0	0	0
Renton		0	0	0	1	1
Sammamish		0	0	0	0	0
SeaTac	5	2	2	4	0	8
Shoreline			0	0	0	0
Tukwila	3	1	1	2	3	7
Seattle		5	4	4	2	15
Other KC			0	0	0	0
Outside KC		1	3	1	0	5
Unknown					0	0
TOTAL	24	25	17	24	8	74

160%to

NARRATIVE

The fourth quarter was presented many challenges, but we have weathered the storm and looking towards the light at the end of the tunnel.

In November, we had a COVID-19 outbreak. All our clients tested positive for COVID-19. The shelter was closed for 14-days to accommodate cleaning and quarantine. Clients were taken to offsite accommodations through the King County homeless quarantine program.

Every staff member was exposed and were required to quarantine while working from home. Hospitality House's diligence in following CDC guidelines served staff well. No one on staff tested positive.

Our clients exited quarantine on Thanksgiving Day. Upon their return to Hospitality House, they were met with a home-cooked traditional Turkey dinner with all the fixings. We were grateful to have our clients back and that they only experienced mild symptoms.

Throughout the fourth quarter we experienced a high number of cancelled and no call/no shows for intake. Often around the holidays, family and friends will let someone experiencing homelessness stay with them. This year with COVID, it seemed more prevalent. While we want everyone to be safe, it makes filling beds challenging when we know there is still a high need.

Q4 Client Story

Christina arrived at Hospitality House disheveled and all over the place. She had just left an unhealthy living situation and needed help putting her life back in order. Although she appeared to struggle maintaining proper hygiene, Christina had the redeeming characteristics of positivity and a good sense of humor. If there were two things anyone knew about Christina it was that she loved to make people laugh and she loved candy. And although Christina struggled to stay organized, no one doubted her genuine efforts to find housing.

It was evident to Christina's Case Manager at their first meeting, that getting Christina housed was going to be a challenge. Christina faced significant obstacles in her housing search. Christina was elderly and struggled with a chronic lung disease, which made talking difficult. Christina was also deaf, and her Case Manager had to use a dry erase board to communicate with her during their meetings. The housing options Christina was willing to pursue were also limited, she was not open to transitional housing and wanted to focus only on room rentals near her grandkids.

Christina's Case Manager worked hard to find all room rentals that would work for Christina and would print out listings for Christina multiple times a week in the hopes that one would work out for her. With patient determination Christina called every listing provided by her Case Manager. A few times Christina was turned down, and in some instances, places were unresponsive.

One early afternoon at the shelter, Christina walked into the office with tears welled up in her eyes, "I got the room rental I wanted. I have a place to live and I get to be close to my grandkids!" Christina was overcome with relief and joy about having attained her goal in the midst of a pandemic and with so many barriers. With staff's support. Christina was able to move into her ideal room rental.

SERVICE UNIT 2

Service Unit 1: Food

Measurement: Meal

Description: Meal = 2 meals a day

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn		138	108	68	72	386	
Bellevue		138	204	0	0	342	
Bothell		0	0	0	0	0	
Burien		300	594	4	62	960	
Covington		0	0	0	0	0	
Des Moines	244	22	0	4	28	54	22%
Federal Way	712	242	0	128	28	398	56%
Issaquah		0	0	0	0	0	
Kenmore		0	0	0	0	0	
Kent		142	248	484	324	1,198	
Kirkland		0	0	0	0	0	
Mercer Island		0	0	0	0	0	
Redmond		0	0	0	0	0	
Renton		0	0	0	126	126	
Sammamish		0	0	0	0	0	
SeaTac		148	164	236	0	548	370%
Shoreline		0	0	0	0	0	
Tukwila		66	18	160	216	460	
Seattle		296	100	202	264	862	
Other KC		0	0	0	0	0	
Outside KC		38	278	52	0	368	
Unknown						0	
TOTAL	956	1,530	1,714	1,338	1,120	5,702	

SERVICE UNIT 3

Service Unit 1: Case Management

Measurement: 90 minutes

Description: Individualized client case planning - housing & barrier focused

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn		9	7	4	5	25	
Bellevue		9	14	0	0	23	
Bothell		0	0	0	0	0	
Burien		21	42	1	4	68	
Covington		0	0	0	0	0	
Des Moines	28	1	0	1	2	4	14%
Federal Way		17	0	9	2	28	
Issaquah		0	0	0	0	0	
Kenmore		0	0	0	0	0	
Kent	21	10	18	34	23	85	405%
Kirkland		0	0	0	0	0	
Mercer Island		0	0	0	0	0	
Redmond		0	0	0	0	0	
Renton		0	0	0	9	9	
Sammamish		0	0	0	0	0	
SeaTac		10	11	17	0	38	380%
Shoreline		0	0	0	0	0	
Tukwila		4	1	11	15	31	
Seattle		21	3	14	18	56	
Other KC		0	0	0	0	0	
Outside KC		2	19	4	0	25	
Unknown					0	0	
TOTAL	49	104	115	95	78	392	

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 12/22/20
 Costs below incurred from 10/1/20 to 12/31/20
 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				Reimbursement Requests		Balance Remaining
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	2nd Qtr	3rd Qtr	
Auburn		\$20,000.00	\$4,921.80	\$5,121.94	\$5,357.69	\$4,598.57	\$0.00	
Bellevue	GF201	\$78,171.00	\$20,593.12	\$21,249.66	\$21,239.75		\$15,088.47	
Bothell		\$0.00	\$0.00				\$0.00	
Burien		\$8,000.00	\$1,968.72	\$2,048.77	\$2,143.07		\$1,839.44	
Covington		\$5,576.00	\$1,372.21	\$1,428.00	\$1,493.72		\$1,282.07	
Des Moines		\$4,308.00	\$1,060.16	\$1,103.27	\$1,154.05		\$990.52	
Federal Way		\$20,000.00	\$4,921.79	\$5,121.93	\$5,357.68		\$4,598.60	
Issaquah		\$9,100.00	\$2,275.00	\$2,275.00	\$2,275.00		\$2,275.00	
Kenmore		\$3,245.00	\$811.25	\$811.25	\$811.25		\$811.25	
Kent	CAG2019-143	\$25,000.00	\$6,250.00	\$6,250.00	\$6,250.00		\$6,250.00	
Kirkland		\$19,760.00	\$4,940.00	\$4,940.00	\$4,940.00		\$4,940.00	
Mercer Island		\$4,000.00	\$1,000.00	\$1,000.00	\$1,000.00		\$1,000.00	
Redmond		\$16,587.00	\$4,146.75	\$4,146.75	\$4,146.75		\$4,146.75	
Renton	19-115	\$32,000.00	\$7,874.87	\$8,195.09	\$8,572.29	\$7,357.75	\$0.00	
Sammamish		\$0.00	\$0.00				\$0.00	
SeaTac		\$5,000.00	\$1,230.44	\$1,280.47	\$1,339.41		\$1,149.68	
Shoreline		\$8,000.00	\$2,000.00	\$2,000.00	\$2,000.00		\$2,000.00	
Tukwila		\$8,632.00	\$2,124.27	\$2,210.65	\$2,312.40		\$1,984.68	

Admin use only

Authorized Payment Amt:

Authorization Code / Acct #

Authorized Signature / City

** MOU **

APPROVED FOR PAYMENT

Date 11/12/21

BY *Kim Cooper*

DATE 11/12/21

BARS# 001.000.10.565.10.41.012

← **\$1,149.68**

390%

SERVICE UNIT 1

Service Unit 1: Advocacy

Measurement: 60 minutes

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

	Annual Goal	Actual Units, regardless of funding source				YTD	% Achieved
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn	179	482	219	257	261	1,219	681%
Bellevue	678	258	346	325		929	137%
Bothell		45	13	58		116	
Burien	73	78	98	85		261	358%
Covington	50	63	51	29		143	286%
Des Moines	39	93	81	51		225	577%
Federal Way	179	367	232	281		880	492%
Issaquah	81	76	67	101		244	301%
Kenmore	29	13	14	21		48	166%
Kent	225	353	284	374		1,011	449%
Kirkland	178	134	134	151		419	235%
Mercer Island	36	18	15	38		71	197%
Redmond	149	148	118	81		347	233%
Renton	287	465	177	281		923	322%
Sammamish		23	13	38		74	
SeaTac	44	117	52	33		202	459%
Shoreline	72	31	42	51		124	172%
Tukwila	77	32	42	47		121	157%
Seattle		558	482	827		1,867	
Other KC		411	618	418		1,447	
Outside KC		523	489	768		1,780	
Unknown		709	506	604		1,819	
TOTAL	2,376	4,997	4,093	4,919	261	14,270	

NARRATIVE

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

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

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

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

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

Narrative:



Auburn Service Summary

Reporting Period: 10/01/2020 - 12/31/2020

New Clients this period: 20

Total Clients this period: 128

Total Clients YTD: 219

Client Counts					
Service	Adult	Child	Period Totals	YTD Totals	New (In Period) Adult/Child
General Advocacy: Adult	9	0	9	37	7
General Advocacy: Case Management	1	3	4	9	1
General Advocacy: Child Advocacy	0	17	17	75	9
General Advocacy: Parent Education	0	3	3	21	1
Legal Advocacy	27	81	108	182	18
Medical Advocacy	1	0	1	7	1
Resource Line: Crisis Intervention	2	1	3	7	3
Resource Line: Information & Referral	5	1	6	22	5
Therapy	2	7	9	25	0
Therapy: PHP Phone Screen	0	0	0	3	0
Therapy: Psychiatric	0	0	0	1	0
Totals:	47	113	160	389	45

Contact Hours					
Service	Adult	Child	Period Totals	YTD Totals	Q4 Advocacy Hrs
General Advocacy: Adult	6.08	0.00	6.08	42.42	261
General Advocacy: Case Management	0.58	0.92	1.50	9.75	
General Advocacy: Child Advocacy	0.00	18.00	18.00	92.33	
General Advocacy: Parent Education	0.00	8.17	8.17	93.58	
Legal Advocacy	46.58	177.00	223.58	972.42	
Medical Advocacy	0.17	0.00	0.17	1.08	
Resource Line: Crisis Intervention	0.92	0.17	1.08	4.08	
Resource Line: Information & Referral	2.58	0.17	2.75	8.92	
Therapy	20.17	44.33	64.50	275.92	
Therapy: PHP Phone Screen	0.00	0.00	0.00	0.33	
Therapy: Psychiatric	0.00	0.00	0.00	2.00	
Totals:	77.08	248.75	325.83	1,502.83	

Contact Counts				
Service	Adult	Child	Period Totals	YTD Totals
General Advocacy: Adult	67	0	67	328
General Advocacy: Case Management	4	9	13	55
General Advocacy: Child Advocacy	0	154	154	723
General Advocacy: Parent Education	0	21	21	280
Legal Advocacy	337	1,293	1,630	6,377
Medical Advocacy	2	0	2	11
Resource Line: Crisis Intervention	2	1	3	10
Resource Line: Information & Referral	21	1	22	78
Therapy	25	69	94	419
Therapy: PHP Phone Screen	0	0	0	4
Therapy: Psychiatric	0	0	0	2
Totals:	458	1,548	2,006	8,287

RESIDENTS

	Annual Goal	Actual # of Residents				YTD	% Achieved
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn	63	145	24	30	20	219	348%
Bellevue	121	84	24	34		142	117%
Bothell		18	6	17		41	
Burien	38	44	20	5		69	182%
Covington	15	26	7	2		35	233%
Des Moines	22	47	7	8		62	282%
Federal Way	55	129	30	23		182	331%
Issaquah	23	34	9	16		59	257%
Kenmore	7	9	2	1		12	171%
Kent	71	139	29	47		215	303%
Kirkland	41	67	15	16		98	239%
Mercer Island	8	8	4	5		17	213%
Redmond	35	29	9	10		48	137%
Renton	86	171	23	42		236	274%
Sammamish		16	2	6		24	
SeaTac	14	33	9	3		45	321%
Shoreline	17	20	4	6		30	176%
Tukwila	24	20	5	4		29	121%
Seattle		350	164	221		735	
Other KC		169	49	51		269	
Outside KC		290	102	153		545	
Unknown		376	165	181		722	
TOTAL	640	2224	709	881	20	3834	

REIMBURSEMENT REQUESTS

Agency and Program Name **Literacy Source - ESOL and Family Literacy**
 Address 3200 NE 125th St.
 City & ZIP Seattle, 98125
 Program Contact Name Shira Rosen Phone 206-782-2050
 Email shirar@literacysource.org Invoice Date 1/4/21
 Costs below incurred from **10/1/20** to **12/31/20**
 Signature of Authorized Signer Printed Name Shira Rosen

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

Admin use only

Authorized Payment Amt:

Authorized Signature / City

Ø

Authorization Code / Acct #

Date

12791

1/12/21

54%

SERVICE UNIT 1

Service Unit 1: Training/Workshops/Classes

Measurement: 60 minutes

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

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn						0	#DIV/0!
Bellevue						0	#DIV/0!
Bothell						0	#DIV/0!
Burien						0	#DIV/0!
Covington						0	#DIV/0!
Des Moines						0	#DIV/0!
Federal Way						0	#DIV/0!
Issaquah						0	#DIV/0!
Kenmore						0	#DIV/0!
Kent						0	#DIV/0!
Kirkland						0	#DIV/0!
Mercer Island						0	#DIV/0!
Redmond						0	#DIV/0!
Renton						0	#DIV/0!
Sammamish						0	#DIV/0!
SeaTac	260	66	102	95	0	263	101%
Shoreline						0	#DIV/0!
Tukwila						0	#DIV/0!
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
TOTAL	260	66	102	95	0	263	

SERVICE UNIT 2

Service Unit 1: Child Care

Measurement: 60 minutes

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

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

NARRATIVE

We did not run any classes in SeaTac for Q4.

NARRATIVE

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

RESIDENTS

	Annual Goal	1st Qtr	Actual # of Residents			YTD
			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	70	21	2	3	0	26
Shoreline						0
Tukwila						0
Seattle						0
Other KC						0
Outside KC						0
Unknown						0
TOTAL	70	21	2	3	0	26

57%

REIMBURSEMENT REQUESTS

Agency and Program Name **Lutheran Community Services NW - Refugees NW Community Programs**
 Address 4040 S. 188th St #100
 City & ZIP SeaTac, 98188
 Program Contact Name Adriana Mendivil Phone 206.60:
 Email amendivil@lcsnw.org Invoice Date 1/15
 Costs below incurred from **10/1/20** to **12/31/20**
 Signature of Authorized Signer Printed Name Jay Kang

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

Admin use only **12,000-**

Authorized Payment Amt:

Authorization Code / Acct #

2385

Authorized Signature / City

Date

1/12/21

APPROVED FOR PAYMENT

BY *Kym Cooper*

DATE *1/12/21*

DATE# *001.000.10.505.10.41.012*

194%

SERVICE UNIT 1

Service Unit 1: Outreach

Measurement: Individual

Description: The Back to School Fair (educational Q4 Large Food Distribution)

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn		4	0	0	31	35	#DIV/0!
Bellevue		11	0	0	0	11	#DIV/0!
Bothell		0	0	0	0	0	#DIV/0!
Burien	27	0	0	0	157	157	581%
Covington		0	0	0	0	0	#DIV/0!
Des Moines		25	0	0	364	389	#DIV/0!
Federal Way		29	0	0	124	153	#DIV/0!
Issaquah		0	0	0	0	0	#DIV/0!
Kenmore		0	0	0	0	0	#DIV/0!
Kent		25	0	0	146	171	#DIV/0!
Kirkland		0	0	0	0	0	#DIV/0!
Mercer Island		0	0	0	0	0	#DIV/0!
Redmond		0	0	0	0	0	#DIV/0!
Renton		3	0	0	68	71	#DIV/0!
Sammamish		0	0	0	0	0	#DIV/0!
SeaTac	439	91	0	0	1,771	1,862	424%
Shoreline		0	0	0	0	0	#DIV/0!
Tukwila		19	0	0	66	85	#DIV/0!
Seattle		21	0	0	169	190	
Other KC		1	0	0	5	6	
Outside KC		7	0	0	0	7	
Unknown		18	0	0	13	31	
TOTAL	466	254	0	0	2,914	3,168	

SERVICE UNIT 2

Service Unit 1: Information and Referral

Measurement: One-on-one session

Increased
knowledge

Description:

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn		5	25	20	16	66	#DIV/0!
Bellevue		4	1	0	5	10	#DIV/0!
Bothell		0	0	0	0	0	#DIV/0!
Burien	50	8	7	14	2	31	62%
Covington		0	9	2	0	11	#DIV/0!
Des Moines		69	54	56	40	219	#DIV/0!
Federal Way		136	77	70	49	332	#DIV/0!
Issaquah		0	0	0	0	0	#DIV/0!
Kenmore		1	3	0	0	4	#DIV/0!
Kent		175	182	141	120	618	#DIV/0!
Kirkland		1	1	1	0	3	#DIV/0!
Mercer Island		0	0	0	0	0	#DIV/0!
Redmond		2	11	1	1	15	#DIV/0!
Renton		12	33	44	38	127	#DIV/0!
Sammamish		0	0	0	0	0	#DIV/0!
SeaTac	774	214	64	201	327	806	104%
Shoreline		3	3	0	0	6	#DIV/0!
Tukwila	0	76	19	30	41	166	#DIV/0!
Seattle		0	35	20	17	72	
Other KC		0	45	3	5	53	
Outside KC		0	14	10	25	49	
Unknown		0	12	2	5	19	
TOTAL	824	706	595	615	691	2,607	

SERVICE UNIT 3

Service Unit 3: Training/Workshops/Classes

Measurement: Individual

Description: Community connection

	Annual Goal	Actual Units, regardless of funding source				YTD
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn		16	13	38	34	101
Bellevue		0	0	0	0	0
Bothell		0	0	0	0	0
Burien	23	0	0	0	0	0
Covington		7	11	23	9	50
Des Moines		17	7	12	10	46
Federal Way		33	16	45	35	129
Issaquah		0	0	0	0	0
Kenmore		0	0	0	0	0
Kent		33	71	142	93	339
Kirkland		14	0	0	0	14
Mercer Island		0	0	0	0	0
Redmond		9	7	24	12	52
Renton		17	26	85	59	187
Sammamish		0	0	0	0	0
SeaTac	1,050	166	6	30	19	221
Shoreline		0	5	11	6	22
Tukwila	199	9	0	0	0	9
Seattle		4	1	2	4	11
Other KC		0	6	0	0	6
Outside KC		8	0	26	27	61
Unknown		0	0	0	0	0
TOTAL	1,272	333	169	438	308	1,248

21%

RESIDENTS

	Annual Goal	Actual # of Residents				YTD
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn		11	4	3	34	52
Bellevue		15	1	0	10	26
Bothell		0	0	0	0	0
Burien	100	6	6	7	158	177
Covington		2	0	0	0	2
Des Moines		78	18	23	376	495
Federal Way		130	29	23	139	321
Issaquah		0	0	0	0	0
Kenmore		2	1	0	0	3
Kent		175	48	40	154	417
Kirkland		1	1	1	0	3
Mercer Island		0	0	0	0	0
Redmond		3	0	0	1	4
Renton		19	8	6	72	105
Sammamish		0	0	0	0	0
SeaTac	976	255	31	83	1,857	2226
Shoreline		3	0	0	0	3
Tukwila	199	66	9	11	68	154
Seattle		70	24	11	182	287
Other KC		6	9	2	20	37
Outside KC		21	6	5	17	49
Unknown		19	8	2	27	56
TOTAL	1275	882	203	217	3115	4417

228%

NARRATIVE

Attached as a Word Document.

NOVIEMBRE
24 & 25

Distribución de
COMIDA Y PAÑALES
únicamente para
residentes de
SEATAC

Para agendar cita, favor de llamar al:

(206) 602-1351

Lugar: Lutheran Community Services Northwest
4040 S 188th St. Suite 100
SeaTac, WA 98188



refugees
NORTHWEST
A PROGRAM OF
Lutheran Community Services Northwest

**NOVEMBER
24 & 25**

**FOOD & DIAPERS
DISTRIBUTION
SEATAC
RESIDENTS ONLY**

To set an appointment, please call:

(206) 602-1351

Where: Lutheran Community Services Northwest
4040 S 188th St. Suite 100
SeaTac, WA 98188



**refugees
NORTHWEST**
A PROGRAM OF
Lutheran Community Services Northwest

Aside from the large food distribution event previously mentioned, the Angle Lake Community Resource Center continues working towards meeting the needs of the community through its weekly distribution of food and hygiene items. People receive boxes of fresh produce collected from Farmer Frog, as well as dairy items, dry goods, and other shelf stable items. Also, our clients receive hygiene kits that include face masks. Moreover, as reported in the service unit 2 numbers, this quarter we had 691 one-on-one sessions with community members to connect them with information, resources, referrals to appropriate community partners, and basic needs. These services are provided in person during scheduled appointments and by our staff, working remotely, to provide information and referral services by telephone.

We also continue working in our Refugee Youth Mentoring Program and our Elder Refugees Program. For both of these programs, we are committed to finding new ways to continue to offer these services using virtual environments as in-person services and large group meetings are not an option.

At LCSNW is our goal to continue improving and delivering our services during this unprecedented time and we greatly appreciate the support we receive from the cities of Burien, SeaTac and Tukwila.

4rd quarter October - December 2020 LCSNW Refugees NW Community Programs

Burien, Tukwila and SeaTac ~

Despite the continuing COVID-19 pandemic and the obstacles it has meant to our work, this last quarter, Lutheran Community Services NW, through the Angle Lake Community Resources Center, continued seeing this as an opportunity to expand and strengthen the food related services that were first introduced in May. Unfortunately, food insecurity is a reality in our community and the number of families requiring extra support has significantly increased due to the economic hardships they are facing. For this reason, LCSNW in partnership with the Angle Lake Neighborhood Church and the Highline School Foundation, held for three consecutive weeks, a once a week *truck-to-trunk* food distribution at the church's parking lot. Along with our employees, amazing volunteers made this effort possible. As a result, 157 Burien residents, 66 Tukwila residents and 1,771 residents of SeaTac were benefited during the food distribution. A grand total of 2,914 residents from South King County received food boxes. All the families got dairy products, fresh produce, meat and dry goods.




SeaTac ~

Another effort to support the City of SeaTac residents was the distribution of almost \$10,000 worth of diapers and culturally sensitive foods through CARES funding. 86 homes representing over 400 residents of SeaTac were benefited from it. It's important to mention that many of these households have multiple infant and toddlers, which represents a problem for the already financially struggling families. In addition, these families also received food bags containing culturally appropriate items. In order to reach out to as many SeaTac residents as possible, LCSNW contacted several school teachers and counselors from the Highline School district so they could direct families in need to our event. The response from the community was very touching and showed us we need to keep up with the work we're doing. Attached is the event's flyer created in English and Spanish.



REIMBURSEMENT REQUESTS

Agency and Program Name **Multi-Service Center - Rent & Emergency Assistance**
 Address P.O. Box 23699, 1200 S 336th St
 City & ZIP Federal Way, 98093
 Program Contact Name Trish Crocker Phone (253) 835-7678 ext 112
 Email trishc@mschelps.org Invoice Date 1/4/21
 Costs below incurred from 10/1/20 to 12/31/20
 Signature of Authorized Signer  Printed Name Beth Lancaster, Finance Director

	Contract ID#	Annual	Reimbursement Requests				Balance
		Award Amt	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Remaining
Auburn	GF-19-2025	\$15,000.00	\$3,750.00	\$3,750.00	\$3,750.00	\$3,750.00	\$0.00
Bellevue							\$0.00
Bothell							\$0.00
Burien							\$0.00
Covington							\$0.00
Des Moines	19-026	\$7,667.00	\$5,484.96	\$743.09	\$488.30	\$950.65	\$0.00
Federal Way			Invoiced Separately				\$0.00
Issaquah							\$0.00
Kenmore							\$0.00
Kent			Invoiced Separately				\$0.00
Kirkland							\$0.00
Mercer Island							\$0.00
Redmond							\$0.00
Renton		\$9,000.00	\$2,624.46	\$0.00	\$1,934.86	\$4,440.68	\$0.00
Sammamish							\$0.00
SeaTac		\$20,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$0.00
Shoreline							\$0.00
Tukwila			Invoiced Separately				\$0.00

Admin use only

Authorized Payment Amt: **5,000-** Authorization Code / Acct # **3545**

Authorized Signature / City **APPROVED FOR PAYMENT** Date **1/12/21**

BY: *Kim Cooper*

DATE: *1/12/21*

DATE: *01/09/21 09:51:41 - 012*

125%

SERVICE UNIT 1

Service Unit 1: Financial Aid

Measurement: Voucher

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

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn	10	12	4	1	1	18	180%
Bellevue						0	
Bothell						0	
Burien				0	0	0	
Covington						0	
Des Moines	15	12	3	0	1	16	107%
Federal Way						0	
Issaquah						0	
Kenmore						0	
Kent		59	51	59	19	188	
Kirkland						0	
Mercer Island						0	
Redmond						0	
Renton	13	5	0	2	8	15	115%
Sammamish						0	
SeaTac	21	11	11	0	1	23	110%
Shoreline						0	
Tukwila	48	12	11	6	8	37	77%
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
TOTAL	107	111	80	68	38	297	

NARRATIVE

MSC received a request for rent assistance from Adele, a single disabled Caucasian adult female, living with her daughters and grandchild in Renton. Adele was advised to quarantine due to her underlying health conditions. She also indicated she needed support from her children due to this health condition. The family faced financial hardship when Adele's daughters also lost income due to COVID19. MSC was able to assist this household with funding from the City of Renton. Adele feels hopeful that her daughters will be able to gain employment and no longer need assistance for future rent.

RESIDENTS

	Annual Goal	1st Qtr	Actual # of Residents			YTD
			2nd Qtr	3rd Qtr	4th Qtr	
Auburn	20	28	8	1	5	42
Bellevue						0
Bothell						0
Burien					0	0
Covington						0
Des Moines	20	24	7	0	1	32
Federal Way		0				0
Issaquah						0
Kenmore						0
Kent		104	110	131	33	378
Kirkland						0
Mercer Island						0
Redmond						0
Renton	24	6	0	11	20	37
Sammamish						0
SeaTac	31	16	26	0	2	44
Shoreline						0
Tukwila	48	27	23	12	19	81
Seattle						0
Other KC						0
Outside KC						0
Unknown						0
TOTAL	143	205	174	155	80	614

141^{0/16}

REIMBURSEMENT REQUESTS

Agency and Program Name Multi-Service Center - Shelter & Transitional Housing
 Address P.O. Box 23699, 1200 S 336th St
 City & ZIP Federal Way, 98093
 Program Contact Name Maju Qureshi Phone (253) 838-6810
 Email majuq@mschelps.org Invoice Date
 Costs below incurred from 10/1/20 to 12/31/20
 Signature of Authorized Signer Printed Name Beth Lancaster, Finance Director

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

Admin use only
 Authorized Payment Amt: * MOUTX Authorization Code / Acct #
 Authorized Signature / City Date 1/21/21

32%

SERVICE UNIT 1

Service Unit 1: Case Management

Measurement: Contact

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

	Annual	Actual Units, regardless of funding source				YTD	
	Goal	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn	23	10	24	24	28	86	374%
Bellevue						0	
Bothell						0	
Burien	15	34	36	36	32	138	920%
Covington						0	
Des Moines		12	12	12	12	48	
Federal Way	84	99	72	120	91	382	455%
Issaquah						0	
Kenmore						0	
Kent		74	96	100	100	370	
Kirkland						0	
Mercer Island						0	
Redmond						0	
Renton	23	48	12	12	12	84	365%
Sammamish						0	
SeaTac	19	0	0	0	6	6	32%
Shoreline						0	
Tukwila	12	16	12	12	12	52	433%
Seattle		8	12	12	12	44	
Other KC						0	
Outside KC		37	15	8	10	70	
Unknown						0	
TOTAL	176	338	291	336	315	1,280	

SERVICE UNIT 2

Service Unit 1: Shelter

Measurement: Bed night

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

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn	450	361	990	1,001	794	3,146	699%
Bellevue						0	
Bothell						0	
Burien	250	420	270	273	459	1,422	569%
Covington						0	
Des Moines		270	270	273	273	1,086	
Federal Way	350	550	1,625	1,274	752	4,201	1200%
Issaquah						0	
Kenmore						0	
Kent		1,703	335	742	910	3,690	
Kirkland						0	
Mercer Island						0	
Redmond						0	
Renton	450	810	540	546	546	2,442	543%
Sammamish						0	
SeaTac	370	0	0	0	135	135	36%
Shoreline						0	
Tukwila	225	265	450	455	455	1,625	722%
Seattle		145	450	455	455	1,505	
Other KC						0	
Outside KC		741	564	728	745	2,778	
Unknown						0	
TOTAL	2,095	5,265	5,494	5,747	5,524	22,030	

SERVICE UNIT 3

Service Unit 1: Transitional Housing

Measurement: Bed night

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

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn						0	
Bellevue						0	
Bothell						0	
Burien						0	
Covington						0	
Des Moines						0	
Federal Way	350	513	540	610	495	2,158	617%
Issaquah						0	
Kenmore						0	
Kent						0	
Kirkland						0	
Mercer Island						0	
Redmond						0	
Renton						0	
Sammamish						0	
SeaTac						0	
Shoreline						0	
Tukwila						0	
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
TOTAL	350	513	540	610	495	2,158	

The Malcolm family of 5 have been a MSC shelter resident for nearly 12 months. They have shown great perseverance and dedication to finding appropriate housing for their family. When the families were in the throes of the pandemic, the Malcolm family adjusted as best as they possibly could- Mr. Malcolm took up a job, while Ms. Malcolm assumed duties of at home teacher and parent. The MSC Housing Advocate was able to assist the family with navigating several resources, including triage work with other agencies. As a result, the family learned that their past eviction debt would be paid off. They also received a notification this past month that their lottery number for Section -8 was nearly approaching, after a 7 year wait. MSC will be assisting the family with their permanent housing once it has been identified by the family. Although MSC did not meet our goals for serving 10 SeaTac residents at the shelter, we have conducted extensive outreach, including a direct partnership with Neighborhood House to work on receiving a referral for a SeaTac household. We were able to house a SeaTac family of 3 this quarter through our efforts. MSC has also been able to provide masks, cleaning supplies and host COVID19 screenings at the shelter to prevent the spread of COVID19. We are fortunate that we have had very few cases at the shelter, and due to the unique structure of the individual shelter units, we are able to avoid a super spread of the virus.

RESIDENTS

	Annual Goal	1st Qtr	Actual # of Residents			YTD
			2nd Qtr	3rd Qtr	4th Qtr	
Auburn	12	11	0	0	0	11
Bellevue						0
Bothell						0
Burien	7	5	0	0	3	8
Covington						0
Des Moines		3	0	0	0	3
Federal Way	21	14	1	1	0	16
Issaquah						0
Kenmore						0
Kent		22	3	4	0	29
Kirkland						0
Mercer Island						0
Redmond						0
Renton	12	9	0	0	0	9
Sammamish						0
SeaTac	10	0	0	0	3	3
Shoreline						0
Tukwila	6	5	0	0	0	5
Seattle		5	0	0	0	5
Other KC						0
Outside KC		11	3	0	1	15
Unknown						0
TOTAL	68	85	7	5	7	104

30%

REIMBURSEMENT REQUESTS

Agency and Program Name **Navos-Children, Youth & Family Outpatient Counseling**
 Address 1210 SW 136th St
 City & ZIP Burien, WA 98166
 Program Contact Name Sonja Whitaker Phone 206-257-6651
 Email sonja.whitaker@navos.org Invoice Date 1/11/20
 Costs below incurred from 10/1/20 to 12/31/20
 Signature of Authorized Signer Sonja Whitaker Printed Name Sonja Whitaker

Contract ID#	Annual Award Amt	Reimbursement Requests				Balance Remaining
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn						\$0.00
Bellevue						\$0.00
Bothell						\$0.00
Burien						\$0.00
Covington						\$0.00
Des Moines						\$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	\$0.00
SeaTac	1078	\$30,000.00	\$7,500.00	\$7,500.00	\$0.00	\$7,500.00
Shoreline						\$0.00
Tukwila						\$0.00

Admin use only

Authorized Payment Amt: ~~0~~

Authorized Signature / City

Authorization Code / Acct #

Date

1078

1/12/21

52%

SERVICE UNIT 1

Service Unit 1: Counseling (e.g., Mental Health, Domestic Violence, Substance Abuse, Housing, Employment)
 Measurement: 60 minutes

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

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn						0	#DIV/0!
Bellevue						0	#DIV/0!
Bothell						0	#DIV/0!
Burien						0	#DIV/0!
Covington						0	#DIV/0!
Des Moines						0	#DIV/0!
Federal Way						0	#DIV/0!
Issaquah						0	#DIV/0!
Kenmore						0	#DIV/0!
Kent						0	#DIV/0!
Kirkland						0	#DIV/0!
Mercer Island						0	#DIV/0!
Redmond						0	#DIV/0!
Renton						0	#DIV/0!
Sammamish						0	#DIV/0!
SeaTac	150	13	11	16	27	67	45%
Shoreline						0	#DIV/0!
Tukwila						0	#DIV/0!
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
TOTAL	150	13	11	16	27	67	

NARRATIVE

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

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

RESIDENTS

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

60%

REIMBURSEMENT REQUESTS

Agency and Program Name **New Roots Fund**
 Address 1610 S. King Street
 City & ZIP Seattle, WA 98144
 Program Contact Name Greg Hope Phone 206-910-1644
 Email greg.m.hope@gmail.com Invoice Date 10/13/20
 Costs below incurred from **10/1/20** to **12/31/20**
 Signature of Authorized Signer _____ Printed Name Greg Hope

	Contract ID#	Annual Award Amt	Reimbursement Requests				Balance Remaining
			1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn							\$0.00
Bellevue							\$0.00
Bothell							\$0.00
Burien							\$0.00
Covington							\$0.00
Des Moines							\$0.00
Federal Way							\$0.00
Issaquah							\$0.00
Kenmore							\$0.00
Kent							\$0.00
Kirkland							\$0.00
Mercer Island							\$0.00
Redmond							\$0.00
Renton							\$0.00
Sammamish							\$0.00
SeaTac		\$12,000.00	\$3,593.07	\$2,973.11	\$3,325.95	\$2,107.87	\$0.00
Shoreline							\$0.00
Tukwila							\$0.00

Admin use only
 Authorized Payment Amt: 2,107.87
 Authorized Signature / City Kym Cooper BY: _____ Date 1/12/21
 Authorization Code / Acct # 18490

DATE: 1/12/21
 BARS# 001.000.10.505.10.41.012

147%

SERVICE UNIT 1

Service Unit 1: Training/Workshops/Classes

Measurement: Day

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

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn						0	#DIV/0!
Bellevue						0	#DIV/0!
Bothell						0	#DIV/0!
Burien						0	#DIV/0!
Covington						0	#DIV/0!
Des Moines						0	#DIV/0!
Federal Way						0	#DIV/0!
Issaquah						0	#DIV/0!
Kenmore						0	#DIV/0!
Kent						0	#DIV/0!
Kirkland						0	#DIV/0!
Mercer Island						0	#DIV/0!
Redmond						0	#DIV/0!
Renton						0	#DIV/0!
Sammamish						0	#DIV/0!
SeaTac	17	4	3	4	6	17	100%
Shoreline						0	#DIV/0!
Tukwila						0	#DIV/0!
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
TOTAL	17	4	3	4	6	17	

SERVICE UNIT 2

Service Unit 1: Outreach

Measurement: Visit

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

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn						0	#DIV/0!
Bellevue						0	#DIV/0!
Bothell						0	#DIV/0!
Burien						0	#DIV/0!
Covington						0	#DIV/0!
Des Moines						0	#DIV/0!
Federal Way						0	#DIV/0!
Issaquah						0	#DIV/0!
Kenmore						0	#DIV/0!
Kent						0	#DIV/0!
Kirkland						0	#DIV/0!
Mercer Island						0	#DIV/0!
Redmond						0	#DIV/0!
Renton						0	#DIV/0!
Sammamish						0	#DIV/0!
SeaTac	30	20	15	17	21	73	243%
Shoreline						0	#DIV/0!
Tukwila						0	#DIV/0!
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
TOTAL	30	20	15	17	21	73	

NARRATIVE

New Roots Fund is reached out to 21 more business in Seatac and conducted a zoom class on business planning. Six persons received classroom training in the last quarter of 2020. Three of the six had additional one-on-one training after class. One of these persons, Hason Javid, opened a rideshare/delivery business. Other persons are waiting for the Summer or Fall of 2021 to open their businesses.

RESIDENTS

	Annual Goal	1st Qtr	Actual # of Residents			YTD
			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	17	4	3	4	6	17
Shoreline						0
Tukwila						0
Seattle						0
Other KC						0
Outside KC						0
Unknown						0
TOTAL	17	4	3	4	6	17

100%

REIMBURSEMENT REQUESTS

Agency and Program Name **PARTNER IN EMPLOYMENT**
 Address 21400 INTERNATIONAL BLVD, SUITE 302
 City & ZIP SEATAC, WA 98198
 Program Contact Name Hien Kieu Phone 206-429-3824
 Email hien@partnerinemployment.org Invoice Date 10/15/2020
 Costs below incurred from 7/1/2020 to 9/30/2020
 Signature of Authorized Signer Printed Name Hien Kieu

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

Admin use only **\$18,500.00**

Authorized Payment Amt: **APPROVED FOR PAYMENT** Authorization Code / Acct # **18489**
 Authorized Signature / City **Gym Cooper** Date **1/12/21**
 DATE: **1/12/21**
 BARS# **001.000.10.505.10.41.012**

127%

SERVICE UNIT 1

Service Unit 1: Case Management

Measurement: Individual

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

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn						0	#DIV/0!
Bellevue						0	#DIV/0!
Bothell						0	#DIV/0!
Burien	5	7	0	0	4	11	220%
Covington						0	#DIV/0!
Des Moines						0	#DIV/0!
Federal Way						0	#DIV/0!
Issaquah						0	#DIV/0!
Kenmore						0	#DIV/0!
Kent						0	#DIV/0!
Kirkland						0	#DIV/0!
Mercer Island						0	#DIV/0!
Redmond						0	#DIV/0!
Renton	4	2	1	3	2	8	200%
Sammamish						0	#DIV/0!
SeaTac	30	12	3	14	5	34	113%
Shoreline						0	#DIV/0!
Tukwila	7	16	13	4	7	40	571%
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
TOTAL	46	37	17	21	18	93	

SERVICE UNIT 2

Service Unit 1: Case Management

Measurement: Individual

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

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn						0	#DIV/0!
Bellevue						0	#DIV/0!
Bothell						0	#DIV/0!
Burien						0	#DIV/0!
Covington						0	#DIV/0!
Des Moines						0	#DIV/0!
Federal Way						0	#DIV/0!
Issaquah						0	#DIV/0!
Kenmore						0	#DIV/0!
Kent						0	#DIV/0!
Kirkland						0	#DIV/0!
Mercer Island						0	#DIV/0!
Redmond						0	#DIV/0!
Renton						0	#DIV/0!
Sammamish						0	#DIV/0!
SeaTac	7	1	0	1	9	11	157%
Shoreline						0	#DIV/0!
Tukwila						0	#DIV/0!
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
TOTAL	7	1	0	1	9	11	

RESIDENTS

	Annual Goal	Actual # of Residents				YTD
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn						0
Bellevue						0
Bothell						0
Burien		7	0	0	4	11
Covington						0
Des Moines						0
Federal Way						0
Issaquah						0
Kenmore						0
Kent						0
Kirkland						0
Mercer Island						0
Redmond						0
Renton		2	1	3	2	8
Sammamish						0
SeaTac	30	12	3	14	5	34
Shoreline						0
Tukwila		16	13	4	7	40
Seattle						0
Other KC						0
Outside KC						0
Unknown						0
TOTAL	0	37	17	21	18	93

113%


NARRATIVE

General Update for ALL CITIES: In the last quarter of 2020, we have experienced a flux of clients needing a variety of services that include, employment, unemployment services, rental assistance, food and baby supplies and other social services. Due to mass layoffs and housing insecurity, PIE has expanded our programs to serve more clients in all the cities and deepened our capacity to provide rental assistance in order to prevent homelessness and displacements.

This year we launched a new summer youth program for youth ages 16-24 working to restore city parks. The experience will allow them to gain work experience and skill sets that will be transferable to a career in the environment and sustainability sector as well as learn about the environment. PIE also continues to do our workers rights trainings to ensure workers know their rights on the job and during the pandemic to better advocate for themselves in the work place.

In the past year, we were able to reach many clients who applied for rental assistance from all cities . Various were selected for their rent to be paid up to six months. Though we had a waiting list of 100 + people, we reached all of them and were able to serve 30 clients on that list. Feedback such as “feelings of appreciation were prevalent when times are difficult, and someone is helping put a roof over our heads, from Seatac residents.” Another success story one of our case managers had is with a Congolese Tukwila resident working for Amazon. She came to our organization with the stress that comes along with finding a job. Her passion in the Congo was to become a nurse and came to us seeking advice on how to join a professional healthcare team. We were able to help her pass her WA State Food Handling Exam along with attending CPR coaching sessions. Currently, she is looking for a part time job as a registered nursing assistant to gain experience


REIMBURSEMENT REQUESTS

Agency and Program Name **SafeFutures Youth Center - Case Management**
 Address 6337 35th Avenue SW
 City & ZIP Seattle 98126
 Program Contact Name Daniel Rhee Phone 206-938-9606x102
 Email daniel@sfyc.net Invoice Date 1/4/21
 Costs below incurred from 10/1/20 to 12/31/20
 Signature of Authorized Signer  Printed Name Sorya Svy

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

Admin use only **\$4,000 -**

Authorized Payment Amt: Authorization Code / Acct # **1564**
 Authorized Signature / City Date **1/12/21**

APPROVED FOR PAYMENT
 BY: 
 DATE: 1/12/21
 BARS# 001.000.10.905.10.41.012

115%

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
Bellevue						0
Bothell						0
Burien	365	90	95	93	92	370
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	500	120	125	132	130	507
Shoreline						0
Tukwila						0
Seattle						0
Other KC						0
Outside KC						0
Unknown						0
TOTAL	865	210	220	225	222	877

101 0/0

SERVICE UNIT 2

Service Unit 1: Choose from drop down list

Measurement: Choose from drop down list

Description:

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

RESIDENTS

	Annual Goal	Actual # of New Residents				YTD
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn		3				3
Bellevue						0
Bothell						0
Burien	6	29	4	1	1	35
Covington						0
Des Moines		2				2
Federal Way		8		1		9
Issaquah						0
Kenmore						0
Kent		1			2	3
Kirkland						0
Mercer Island						0
Redmond						0
Renton						0
Sammamish						0
SeaTac	10	10			3	13
Shoreline						0
Tukwila		7				7
Seattle		55	10	4	2	71
Other KC						0
Outside KC						0
Unknown						0
TOTAL	16	115	14	6	8	143

130%

The 17-year-old male was needing a male mentor in order to enroll in Washington Youth Academy last year. He was introduced by Ms. Rizza and has specifically connected with Marc to help him find a mentor, not just WYA, but a mentor outside of the program. Marc's youth was stationed at the academy for a short period of time. During COVID-19, he is doing virtual learning at WYA. he meets with his instructor every week working on assignments and workout plans throughout the quarter. Marc has supported him throughout this process and will continue to do so.

With his older brother, 18-years-old, Marc enrolled him into SWFYS Credit Retrieval Program and During COVID-19, it created an environment with no motivation to complete his assignments through online classes. At youth source, he meets with his teacher once a week. He is currently working on his subject test and Marc has tutored him to pass his Math subject. Marc has also visited him at work to check up on him and he has been doing just fine during this quarter. Marc's goal for his youth is to build a relationship with his birth mom. He still continues to call Marc when it comes between him and his mom. Marc has become a listener and helped him through this process since it's been difficult to wrap his head around. Marc will continue to consistently check up on his youth and be another ear if needed.

a 16-year-old male who needed a male role model was enrolled last year. This quarter he has been virtual learning at Tyee high school. Marc has noticed a pattern with many students during virtual learning. Marc's youth explained that virtual learning has been difficult to stay engaged and motivated During COVID-19. Marc has met with his youth in support of his academic goals. Marc tutors his youth when he struggles with a specific assignment.

A 16-year-old female was also enrolled by Ms. Rizza. She also has a history of illegal activities and court history. Marc youth is also one of the many students who is struggling with virtual learning. She has been trying to keep up with her assignments but told Marc that he might have to tutor her when she gets behind on her work. Marc struggles with communicating with this youth. She is also in the same group chat with the rest of his youth, but she doesn't respond to the group.

a 19-year-old male recently enrolled in SFYC by Marc. He needed to get enrolled into a GED program. Marc has already started the process and connected his youth with Ted, who works at Youth Source. He mentioned to Marc that he needs to get his GED done and apply for employment. Marc has helped him with the enrollment forms at the Renton Tech Institute and will be starting his first class after winter break. His youth has expressed how much this means to him and how this will help him with his long-term goals in life.

During these past months, Marc has noticed an increase in emotional struggles among his youth as they went through the winter and holiday season. Marc has worked hard to bring various supports and some holiday spirit to the youth and families. He continues to encourage and coach them to take on positive mindsets, but he is observing many youth fatigued and feeling the negative impacts of COVID-19 in their communities and families.

Case Management for the City of SeaTac

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

It is worth mentioning that SFYC was contracted to serve 10 youth in the City of SeaTac for 2020. However, due to the high level of need of the youth and families this year with COVID-19 and the social unrest, it has been a challenge for Marc to support even his 7 youth on his caseload. SFYC adjusted staff service regions to provide Marc with extra support and ensure the contract was fulfilled. As a result, a total of 12 youth residing in SeaTac were served.

During the months of October, November, and December. Current Case Manager, Marc Bautista has been working with 7 youth. 6 male and 1 female. He is working with youth who are in between the ages of 16-19.

In the past six months, it has felt like a roller coaster ride for Marc and his caseload. With COVID-19 challenging barriers and obstacles in our school system, it has created a drastic change in students' motivation and commitment during Virtual learning. Marc has used his Facebook lmessage in order to connect with his caseload at once and facetimeing with his youth occasionally to check on how they are progressing.

An 18-year-old male who was enrolled last year in Marc's caseload due to negative behavior, attitude, and negative influences. In the last three months, he has lost his position at Chipotle due to tardiness. With this obstacle, Marc focused on his fixed mindset since it was turning very negative throughout the month. Last quarter Marc was able to apply for COVID-19 EFA funding and received funding for his newborn baby. She is healthy and his youth is thankful to have his child born. He has been focusing his time and energy in his GED program at SWYFS credit Retrieval Program. He meets with his teacher once a week to stay updated on assignments he is working on. He is also being productive and making custom t-shirts for Youth Source. Marc has connected him with some of Marc's connection regarding custom shirts. Marc will continue to support him with subject tests that are coming up soon in order to graduate from the program. Marc was also to support in getting an appointment schedule for his State ID.

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

Assistance through SafeFutures Youth Center. Tevin is working with getting this youth involved with positive pro social activities involving music, weekly check-ins, connecting him navigating drug and alcohol counseling, and getting on track with high school completion. Tevin has been using arts and music to connect with this youth and has been assisting his family with COVID relief funds through SFYC.

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

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

A 17-year-old male has been struggling with getting adjusted with online school because it has been a tough adjustment for him. He has been utilizing his free time with his new job at Pagliacci's Pizza and gaining valuable work experience while in school. Tevin has been coaching this youth with figuring out a career path for himself as this youth makes his way through high school towards his goal of graduating and getting employment.

An 18-year-old youth who had been gang involved, homeless and facing employment challenges has recently graduated high school from Puget Sound Skills Center despite all of the barriers that have come his way. This youth has recently faced challenges with the juvenile justice system and is working with Tevin and Team Child to resolve some issues that have happened recently. Tevin has helped this youth by being a positive support system and connecting him with basic needs resources relating to this youth's situation. This youth is now employed and working with a construction company. Tevin is helping this youth with an entrepreneurial pathway of detailing cars and creating his own business through it to create a positive pathway for himself. Recently during the Pandemic, this youth has needed additional support from his family and community members because of his history with negative influences.

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

This quarter, Tevin's youth have been becoming more comfortable working with him and asking him for help. The youth and families are doing their best during the pandemic and seem to be needing more help and support than before. The youth are getting fatigued by working online the entire school year but have been working through it and know when to ask for support.

2020 Q4 Narrative Report | SafeFutures Youth Center

Case Management for the City of Burien

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

During the months of October, November, and December, Case Manager Tevin Gladney has been working with 9 youth; 7 male and 2 female. He is working with youth who are in between the ages of 15-24. In addition, SafeFutures is serving 26 additional youth residing in Burien through its other funding sources.

In the past three months, Tevin has been working with his youth throughout the season helping them into employment and internship opportunities as well as being a supportive coach during these troubling times.

Tevin finds that the youth value support from him and other case managers in his organization even more since school has been out, and due to the changes with COVID.

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

A 16-year-old female was enrolled by Tevin after speaking at WELS (Waskowitz Leadership and Service). Tevin has also connected this youth to the North West Education Access program for further assistance and connections to higher education and career exploration. Tevin is also helping this youth with EFA funding to support their family with essential resources to get through these times.

An 18-year-old male Tevin has been working with a low-income single parent household and wants to become more involved with activities to help him socially and professionally. His goal is to attend college and learn about resources to help him learn about business, and financial management. Tevin is helping this youth find higher paying job opportunities and has connected him to King County resources such as Career Launch pad and Reconnect To Opportunity. Tevin has been helping this youth with his resume and interview skills, as well as connecting him to online resources such as Apprentice Pathways To Construction Jobs through King County's Virtual Job Launch.

A 16-year-old male was recently enrolled into Tevin's caseload. This youth was referred from the Choose 180 program. This youth attends New Start High School and has faced charges recently with King County Juvenile Court. He is living with a single mother in a small apartment with 4 kids. Recently, one of this youth's siblings has contracted COVID-19 and has made it difficult for the mother to go to work. Tevin has helped this family with Emergency Funding

REIMBURSEMENT REQUESTS

Agency and Program Name Sound Generations Meals on Wheels
 Address 2208 2nd Ave Ste 100
 City & ZIP Seattle 98121
 Program Contact Name Adam Porter Phone (206) 727-6242
 Email adamp@soundgenerations.org Invoice Date 1/4/21
 Costs below incurred from 10/1/20 to 12/31/20
 Signature of Authorized Signer *Joanne Donahue* Printed Name Joanne Donahue

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

Admin use only

Authorized Payment Amt:

Authorization Code / Acct #

Authorized Signature / City

APPROVED FOR PAYMENT

Date

1/12/21

BY *Kim Cooper*

DATE: *1/12/21*

BARS# *001.000.10.505.10.41.012*

802%

SERVICE UNIT 1

Service Unit 1: Food

Measurement: Meal

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

	Annual	Actual Units, regardless of funding source				YTD	
	Goal	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn	2,049	6,131	6,689	6,260	7,768	26,848	1310%
Bellevue	2,833	1,792	1,947	1,925	2,211	7,875	278%
Bothell	0	1,127	1,054	988	1,150	4,319	
Burien	1,392	3,612	3,490	3,566	3,169	13,837	994%
Covington	515	337	506	526	553	1,922	373%
Des Moines	62	977	1,348	1,116	1,446	4,887	7882%
Federal Way	3,036	5,724	5,785	5,813	6,600	23,922	788%
Issaquah	1,367	707	835	857	738	3,137	229%
Kenmore	96	273	535	344	556	1,708	1779%
Kent	0	7,638	5,951	7,237	7,753	28,579	
Kirkland	1,907	1,747	2,604	1,837	2,272	8,460	444%
Mercer Island	0	378	403	248	222	1,251	
Redmond	640	1,275	1,809	1,109	1,096	5,289	826%
Renton	2,466	6,478	7,224	7,143	7,592	28,437	1153%
Sammamish	0	124	446	174	209	953	
SeaTac	1,897	2,272	3,073	3,017	3,429	11,791	622%
Shoreline	954	2,263	3,029	3,716	3,715	12,723	1334%
Tukwila	1,688	1,485	2,020	2,094	2,517	8,116	481%
Seattle		59,579	68,189	63,262	64,478	255,508	
Other KC		3,882	5,508	4,945	5,198	19,533	
Outside KC		0	0	0		0	
Unknown		0	0	0		0	
TOTAL	20,902	107,801	122,445	116,177	122,672	469,095	

RESIDENTS

	Annual Goal	Actual # of Residents				YTD
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn	6	74	14	17	20	125
Bellevue	8	28	14	7	19	68
Bothell	0	16	2	5	3	26
Burien	4	46	3	9	7	65
Covington	3	9	2	2	2	15
Des Moines	2	15	5	4	8	32
Federal Way	9	79	10	18	20	127
Issaquah	4	8	4	8	2	22
Kenmore	1	5	3	0	4	12
Kent	0	83	10	24	20	137
Kirkland	5	30	7	5	7	49
Mercer Island	0	8	2	0	0	10
Redmond	2	24	8	2	9	43
Renton	8	88	13	23	34	158
Sammamish	0	4	4	0	2	10
SeaTac	6	36	6	12	5	59
Shoreline	3	38	14	16	7	75
Tukwila	5	18	10	4	3	35
Seattle		723	168	112	133	1136
Other KC		76	30	24	29	159
Outside KC		0	0	0	0	0
Unknown		0	0	0	0	0
TOTAL	66	1408	329	292	334	2363

983%

We had our fair share of challenges in 2020, navigating and quickly adapting to the issues surrounding the coronavirus (COVID-19), prioritizing volunteer, staff, and client safety, while continuing to provide Meals on Wheels. Our 20 satellite sites, most located at Community and Senior Centers, had their own challenges to contend with but they were wonderful partners in ensuring this essential service continued, helping to keep some of the most vulnerable members of our community safe and fed. We are fortunate to have a very strong volunteer base and most of our volunteers were able to continue to volunteer with safety protocols in place. We recruited new volunteers as needed and utilized staff to fill any gaps. We received an influx of interest in getting onto the MOW program this year. It has been a huge team effort and our partnerships were key.

We added a part time volunteer coordinator position in May. This position was added to better support our 20 satellite sites and 300 volunteers. Having someone dedicated to this role has been a great help to the program, getting PPE and cleaning supplies out to volunteers and sending masks to our sites to distribute to our MOW participants, connecting with new volunteers to fill gaps, and supporting and appreciating our volunteers.

We already had it in the works to release a new menu in April 2020, and the pandemic could not stop that ball from rolling. Our program is unique, even in comparison to other Meals on Wheels programs, as we offer choice and we have quite a large selection. We further diversified our menu in an effort to make it more culturally relevant and respond to participant feedback. Our Halal menu was also updated. Our Registered Dietician worked with many participants throughout the year in choosing meals that best suit their dietary needs due to various health conditions. We also distributed our mealtime memo each quarter providing nutrition education, advertising that we offer free nutrition counseling, and included covid safety reminders. Copies of our menus, as well as the nutrition information, can be viewed on our website; www.soundgenerations.org.

We have continued our outreach efforts throughout King County. We now offer a flyer with information on our program in English plus 15 additional languages.

As of December 2nd, our new warehouse freezer was operational, replacing a much smaller one that served the program for nearly 30 years. For seven weeks, while the new freezer was being built, we utilized two 53' long freezer trailers parked in a parking lot behind our warehouse, minimizing the impact to client deliveries and our warehouse team. This last quarter we also hired two new driver/warehouse assistants, filling vacancies, and our team is fully staffed.

We made over 550 direct referrals to Sound Generations Pathway's Information and Assistance program in 2020, on behalf of Meals on Wheels participants to help connect them with additional services. Some of those referrals were passed on to Sound Generations Geriatric Regional Assessment Team (GRAT). The GRAT team at Sound Generations rolled out in August of 2020 and it has been a great resource. One of our Assessors referred an older adult in her late 70's due to concerns about her sparse food intake, inability to manage day-to-day activities, and refusal to let in those from an agency who were sent to assist her. A GRAT Clinician provided an assessment of the client's memory, mental status, functioning, and supports. The Clinician found clear memory deficits affecting her ability to live

independently. With the client's permission, the clinician rallied family and collaborated with community agencies to stabilize her. A MOW participant in his 60's with a history of long-term mental illness was also referred, as he was fearful that his mental health providers would not allow him to return to the clinic due to COVID. He was anxious that he would not be able to get his medications refilled and would end up in crisis. He also had concerns about his insurance coverage. With Client's consent, GRAT Clinician was able to communicate with his mental health clinic, reconnect him to services, and recommended he be referred to the clinic's therapy team as he described increased difficulty coping with COVID. The client was able to get his medication refills delivered. GRAT also referred the client to SHIBA (Statewide Health Insurance Benefits Advisers), where a volunteer was able to sort out his insurance coverage. GRAT then coached the client on how to communicate his coverage with his clinic to ensure that he did not receive any bills. He scheduled a well visit appointment with his primary care physician, the first appointment in over two years, as he had confidence that his insurance would cover it.

We received a lot of great feedback from our annual client survey this year and wanted to share some of the feedback with you. Your partnership helps to make this possible.

- "Thank you for making this service available. It has made it possible to remain in my home. I appreciate everyone who has made this possible and for the kindness of all contacts."
- "So grateful for the meals. My husband is sick, so the meals help us keep healthy, especially when I'm so busy taking care of him. I feel so thankful to have the food delivered to us."
- "I would starve to death if it wasn't for Meals on Wheels."
- "I commend their loyalty and bravery for helping out those of us who cannot help ourselves. I am always glad to see them, with smiles on their faces and at times, a kind uplifting and hopeful note left in the delivery bag. It always brightens up my day."
- "Your meals are so much appreciated. Living alone, I get a variety of food I wouldn't have. It's impossible to have the ingredients on hand and don't use very often, wasteful and expensive."
- "Thank you for all that you do! I no longer need to stress about my husband's next meal and when friends and family are not able to help us with food preparations. May God be with each one of you. You do great work! Bless you all."
- "I feel very blessed to get such nice help from all of you. I do have difficulty in standing long periods of time and cooking for myself lately is challenging. I appreciate the calls to remind me to order. God bless you all."
- "During the pandemic having food delivered to our house has solved our food shopping problems. We are both in are mid to upper 80's so need to be careful. Having prepared meals helps me, 85 year old sole caretaker of my 88 years old husband who has had a stroke."

- “Your meals are so much appreciated. Living alone, I get a variety of food I wouldn't have. It's impossible to have the ingredients on hand and don't use very often, wasteful and expensive.”
- “Thank you for all that you do! I no longer need to stress about my husband's next meal and when friends and family are not able to help us with food preparations. May God be with each one of you. You do great work! Bless you all.”
- “I feel very blessed to get such nice help from all of you. I do have difficulty in standing long periods of time and cooking for myself lately is challenging. I appreciate the calls to remind me to order. God bless you all.”
- “During the pandemic having food delivered to our house has solved our food shopping problems. We are both in are mid to upper 80's so need to be careful. Having prepared meals helps me, 85 year old sole caretaker of my 88 years old husband who has had a stroke.”
- “Your help has helped me not worry about who's cooking for me. I'm disable and can easily get the food from the freezer and warm it up in the microwave. It takes away the stress and anxiety of having to figure out what I'll be eating. Muchas Gracias!”
- “Having this service during the COVID-19 crisis has been a blessing. Thank you!”

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.

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

REIMBURSEMENT REQUESTS

Agency and Program Name **Sound Generations / Volunteer Transportation**
 Address 2208 2nd Avenue
 City & ZIP Seattle WA 98121
 Program Contact Name Suma Mondal Phone 206-727-6246
 Email sumam@soundgenerations.org Invoice Date 12/31/20
 Costs below incurred from **Oct** to **Dec**
 Signature of Authorized Signer *Joanne Donohue* Printed Name Joanne Donohue

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

Admin use only

** MOLL **

Authorized Payment Amt:

Authorization Code / Acct #

Authorized Signature / City

APPROVED FOR PAYMENT

Date

1/12/21

BY *Kim Cooper*

DATE *1/12/21*

BARS# *001.000. 10.505. 10. 41. 012*

272%

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	Actual Units, regardless of funding source				YTD	
	Goal	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn	1,000	173	102	109	154	538	54%
Bellevue	1,200	243	130	179	275	827	69%
Bothell	0	0	0	0	0	0	#DIV/0!
Burien	280	54	32	6	32	124	44%
Covington	140	39	18	64	28	149	106%
Des Moines	300	69	20	15	24	128	43%
Federal Way	900	154	43	62	230	489	54%
Issaquah	0	28	3	8	11	50	#DIV/0!
Kenmore	240	31	4	6	2	43	18%
Kent	900	294	242	167	199	902	100%
Kirkland	860	173	55	51	78	357	42%
Mercer Island	0	0	0	0	0	0	#DIV/0!
Redmond	1,192	162	45	65	97	369	31%
Renton	222	385	141	128	166	820	369%
Sammamish	0	12	4	2	6	24	#DIV/0!
SeaTac	100	110	84	83	63	340	340%
Shoreline	850	153	27	92	93	365	43%
Tukwila	170	20	17	0	7	44	26%
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
TOTAL	8,354	2,100	967	1,037	1,465	5,569	

SERVICE UNIT 2

Service Unit 1: Transportation

Measurement: Miles

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

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn	23,000	3,135	1,832	2,036	2,575	9,578	42%
Bellevue	14,000	3,003	1,237	1,697	2,103	8,040	57%
Bothell	0	0	0	0	0	0	#DIV/0!
Burien	4,424	764	492	83	365	1,704	39%
Covington	2,900	627	217	952	611	2,406	83%
Des Moines	5,500	1,346	556	257	558	2,716	49%
Federal Way	12,700	2,574	866	1,000	2,977	7,418	58%
Issaquah	0	338	63	71	194	666	#DIV/0!
Kenmore	3,900	452	50	74	26	602	15%
Kent	17,000	5,251	4,786	3,357	4,355	17,749	104%
Kirkland	10,000	1,841	447	315	459	3,062	31%
Mercer Island	0	0	0	0	0	0	#DIV/0!
Redmond	17,106	2,709	591	684	1158	5,142	30%
Renton	2,860	4,866	1,713	2,023	2432	11,034	386%
Sammamish	0	173	37	9	179	397	#DIV/0!
SeaTac	1,760	1,546	1,160	1,041	905	4,653	264%
Shoreline	9,400	1,536	377	1,101	1118	4,133	44%
Tukwila	2,600	302	237	0	98	637	25%
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
TOTAL	127,150	30,463	14,661	14,701	20,112	79,937	

NARRATIVE

2020 was a year to be reckoned as the most challenging year in the Volunteer Transportation program's recent history. The senior community we serve is especially vulnerable to COVID-19. Senior centers have closed and many seniors are now isolated in their homes. Like it happened to other services it posed a challenge to continue the service same as the pre-pandemic level. Some services adopted fast and some did slow, while some decided to discontinue. For VTS it has been a slow process with only 30% of the drivers continuing to provide service. With that percentage of volunteers (added with less commitment from those available drivers) and clients opting for most essential appointments, overall we managed 52% of last year's performance. Many medical appointments have been cancelled or postponed, but some of our clients have critical treatments like eye injections, chemotherapy, and lab tests that cannot be put off. Volunteer Transportation has remained in operation to meet the needs of that group. We have continued to take and fulfill ride requests keeping the ride denial at a lower rate. This was possible as we started offering Uber rides to our clients.


As a team, we are currently working remotely from our homes. This has created some new challenges, but we are adapting to them. Even though we weren't able to get together and have our volunteer appreciation luncheon this year, we tried to make the best of it. In collaboration with BGW Media we created a video thanking our volunteers <http://bit.ly/ThankYouVTS2020> . There were drawing prizes for participating volunteers and years of service awards, and those were either shipped directly or picked up by the volunteers. Our program also collaborated with Sound Generations' Information and Assistance, City of Bellevue, City of Kirkland and Hopelink to provide food boxes to the residents of both cities. This was a contracted service. Our program recruited volunteers and connected them with the residents in need.

RESIDENTS

	Annual Goal	1st Qtr	Actual # of Residents			YTD
			2nd Qtr	3rd Qtr	4th Qtr	
Auburn	78	34	8	6	6	54
Bellevue	90	47	5	11	8	71
Bothell	0	0	0	0	0	0
Burien	51	20	3	0	6	29
Covington	12	7	2	2	1	12
Des Moines	35	17	1	3	1	22
Federal Way	75	25	4	2	11	42
Issaquah	0	5	0	0	3	8
Kenmore	15	7	2	2	0	11
Kent	120	49	7	4	12	72
Kirkland	65	32	3	0	6	41
Mercer Island	0	0	0	0	0	0
Redmond	75	30	7	2	3	42
Renton	18	52	13	5	8	78
Sammamish	0	3	1	0	0	4
SeaTac	8	11	5	0	1	17
Shoreline	65	28	2	5	3	38
Tukwila	20	6	2	0	1	9
Seattle						0
Other KC						0
Outside KC						0
Unknown						0
TOTAL	727	373	65	42	70	550

212% -

REIMBURSEMENT REQUESTS

Agency and Program Name **Southwest Youth and Family Services**
 Address **4555 Delridge Way SW**
 City & ZIP **Seattle 98106**
 Program Contact Name **Heather Hallman** Phone **206-937-7680**
 Email **hhallman@swyfs.org** Invoice Date **1/4/21**
 Costs below incurred from **10/1/20** to **12/31/20**
 Signature of Authorized Signer  Printed Name **Steve Daschle**

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

Admin use only **5,000.-**

Authorized Payment Amt:

Authorization Code / Acct #

16550

Authorized Signature / City

APPROVED FOR PAYMENT

Date

1/12/21

BY: **Kevin Cooper**

DATE: **1/12/21**

BARS# **001.000.10.505.10.41.012**

2,124%

SERVICE UNIT 1

Service Unit 1: Advocacy

Measurement: Contact

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

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn						0	#DIV/0!
Bellevue						0	#DIV/0!
Bothell						0	#DIV/0!
Burien	7	390	265	832	1,175	2,662	38029%
Covington						0	#DIV/0!
Des Moines						0	#DIV/0!
Federal Way						0	#DIV/0!
Issaquah						0	#DIV/0!
Kenmore						0	#DIV/0!
Kent						0	#DIV/0!
Kirkland						0	#DIV/0!
Mercer Island						0	#DIV/0!
Redmond						0	#DIV/0!
Renton						0	#DIV/0!
Sammamish						0	#DIV/0!
SeaTac	40	123	102	136	484	845	2113%
Shoreline						0	#DIV/0!
Tukwila						0	#DIV/0!
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
TOTAL	47	513	367	968	1,659	3,507	

SERVICE UNIT 2

Service Unit 1: Tutoring

Measurement: 60 minutes

Description: Number of duplicated hours spent tutoring Youth

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn						0	#DIV/0!
Bellevue						0	#DIV/0!
Bothell						0	#DIV/0!
Burien	36	2,750	797	960	2,540	7,047	19575%
Covington						0	#DIV/0!
Des Moines						0	#DIV/0!
Federal Way						0	#DIV/0!
Issaquah						0	#DIV/0!
Kenmore						0	#DIV/0!
Kent						0	#DIV/0!
Kirkland						0	#DIV/0!
Mercer Island						0	#DIV/0!
Redmond						0	#DIV/0!
Renton						0	#DIV/0!
Sammamish						0	#DIV/0!
SeaTac	209	1,213	477	876	3,658	6,224	2978%
Shoreline						0	#DIV/0!
Tukwila						0	#DIV/0!
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
TOTAL	245	3,963	1,274	1,836	6,198	13,271	

SERVICE UNIT 3

Service Unit 1: Youth Services

Measurement: 60 minutes

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

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn						0	#DIV/0!
Bellevue						0	#DIV/0!
Bothell						0	#DIV/0!
Burien	36	2,750	797	960	2,540	7,047	19575%
Covington						0	#DIV/0!
Des Moines						0	#DIV/0!
Federal Way						0	#DIV/0!
Issaquah						0	#DIV/0!
Kenmore						0	#DIV/0!
Kent						0	#DIV/0!
Kirkland						0	#DIV/0!
Mercer Island						0	#DIV/0!
Redmond						0	#DIV/0!
Renton						0	#DIV/0!
Sammamish						0	#DIV/0!
SeaTac	413	1,213	477	876	3,658	6,224	1507%
Shoreline						0	#DIV/0!
Tukwila						0	#DIV/0!
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
TOTAL	449	3,963	1,274	1,836	6,198	13,271	

RESIDENTS

	Annual Goal	1st Qtr	Actual # of Residents			YTD
			2nd Qtr	3rd Qtr	4th Qtr	
Auburn						0
Bellevue						0
Bothell						0
Burien	75	711	13	26	16	766
Covington						0
Des Moines						0
Federal Way						0
Issaquah						0
Kenmore						0
Kent						0
Kirkland						0
Mercer Island						0
Redmond						0
Renton						0
Sammamish						0
SeaTac	23	433	1	3	0	437
Shoreline						0
Tukwila						0
Seattle						0
Other KC						0
Outside KC						0
Unknown						0
TOTAL	98	1144	14	29	16	1203

1900%

