

REIMBURSEMENT REQUESTS

Agency and Program Name African Community Housing & Development

Address 16256 Military Rd S Suite 206

City & ZIP SeaTac, WA 98188

Program Contact Name Amal Mohamed Phone 206.407.7256

Email [amal@achdo.org](mailto:amal@achdo.org) Invoice Date 1/5/24

Costs below incurred from 10/1/23 to 12/31/23

Signature of Authorized Signer  Printed Name Hamdi Abdulle

		Annual	Reimbursement Requests				Balance
	Contract ID#	Award Amt	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Remaining
Auburn	GF23/2402	\$30,000.00	\$7,500.00	\$7,500.00	\$7,500.00	\$7,500.00	\$0.00
Bellevue							\$0.00
Bothell							\$0.00
Burien	CON-23-053	\$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	AG 23-046	\$23,000.00	\$5,750.00	\$5,750.00	\$5,750.00	\$5,750.00	\$0.00
Issaquah							\$0.00
Kenmore							\$0.00
Kent	CAG2023-121	\$15,000.00	\$3,750.00	\$3,750.00	\$3,750.00	\$3,750.00	\$0.00
Kirkland							\$0.00
Mercer Island							\$0.00
Redmond							\$0.00
Renton							\$0.00
Sammamish							\$0.00
SeaTac		\$50,000.00	\$12,500.00	\$12,500.00	\$12,500.00	\$12,500.00	\$0.00
Shoreline							\$0.00
Tukwila	23-040	\$13,000.00	\$3,250.00	\$3,250.00	\$3,250.00	\$3,250.00	\$0.00

Admin use only

Authorized Payment Amt: Authorization Code/Acct #

Authorized Signature / City Date

SERVICE UNIT 1

Service Unit 1: Training/Workshops/Classes

Measurement: 90 minutes

Description: Quarterly Housing informational/resource workshops.

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

SERVICE UNIT 2

Service Unit 1: Case Management

Measurement: Appointment

Description: Unduplicated Residents/households enrolled into case management in order to increase housing stabilization.

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn	50	13	5	12	20	50	100%
Bellevue						0	
Bothell						0	
Burien	8	2	2	1	7	12	150%
Covington						0	
Des Moines		1				1	
Federal Way	38	12	1	13	12	38	100%
Issaquah						0	
Kenmore						0	
Kent	25	10	4	9	11	34	136%
Kirkland						0	
Mercer Island						0	
Redmond		1				1	
Renton						0	
Sammamish						0	
SeaTac	83	42	7	5	29	83	100%
Shoreline						0	
Tukwila	8	10	6	2	15	33	413%
Seattle			1	1		2	
Other KC						0	
Outside KC						0	
Unknown						0	
<b>TOTAL</b>	<b>212</b>	<b>91</b>	<b>26</b>	<b>43</b>	<b>94</b>	<b>254</b>	

SERVICE UNIT 3

Service Unit 1: Basic Needs Supplies

Measurement: Individual

Description: Number of Residents Served

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn						0	
Bellevue						0	
Bothell						0	
Burien						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	83	42	7	5	29	83	100%
Shoreline						0	
Tukwila	32	13	6	2	11	32	100%
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
<b>TOTAL</b>	<b>115</b>	<b>55</b>	<b>13</b>	<b>7</b>	<b>40</b>	<b>115</b>	

## NARRATIVE

### Burien-

ACHD's fourth workshop of the year was held at our main office's learning center. We hosted an information session on tenant rights. We provided a hot meal for all attendees. ACHD case managers were in attendance to provide services like workforce case management, drug expungement case management. We also distributed our Farmers' Market buyback program.

### SeaTac-

ACHD hosted its fourth workshop at our ACHD Learning Center. Our focus was to ensure we provided wrap-around services for all our clients. Our workforce case manager, our social services case manager, and eviction prevention specialist were in attendance to provide valuable information and help clients enroll into case management. We provided a culturally relevant hot meal. We also distributed basic needs items such as diapers, wipes, toothpaste, sanitizer and detergent.

### Tukwila-

ACHD hosted its fourth workshop of the year. Our assessment from Q3 findings were our clients need more wrap around services and basic needs. We were able to provide a hot meal for all attendees. Our case managers were in attendance to enroll clients to on-going case management. We also provided free produce from our Farmers' Market buyback program. We also distributed basic needs items such as diapers, wipes, toothpaste, sanitizer, soap and detergent.

### Auburn-

See  
Attachment

## RESIDENTS

	Annual Goal	1st Qtr	Actual # of Residents			YTD
			2nd Qtr	3rd Qtr	4th Qtr	
Auburn	50	13	5	12	20	50
Bellevue						0
Bothell						0
Burien	8	2	2	1	3	8
Covington						0
Des Moines				2		2
Federal Way	38	12	1	13	12	38
Issaquah						0
Kenmore						0
Kent	25	10	4	9	2	25
Kirkland						0
Mercer Island						0
Redmond						0
Renton						0
Sammamish						0
SeaTac	83	42	7	5	29	83
Shoreline						0
Tukwila	8	10	6	2	10	28
Seattle			1	1		2
Other KC						0
Outside KC						0
Unknown						0
<b>TOTAL</b>	<b>212</b>	<b>89</b>	<b>26</b>	<b>45</b>	<b>76</b>	<b>236</b>

#### Burien-

ACHD's fourth workshop of the year was held at our main office's learning center. We hosted an information session on tenant rights. We provided a hot meal for all attendees. ACHD case managers were in attendance to provide services like workforce case management, drug expungement case management. We also distributed our Farmers' Market buyback program.

#### SeaTac-

ACHD hosted its fourth workshop at our ACHD Learning Center. Our focus was to ensure we provided wrap-around services for all our clients. Our workforce case manager, our social services case manager, and eviction prevention specialist were in attendance to provide valuable information and help clients enroll into case management. We provided a culturally relevant hot meal. We also distributed basic needs items such as diapers, wipes, toothpaste, sanitizer and detergent.

#### Tukwila-

ACHD hosted its fourth workshop of the year. Our assessment from Q3 findings were our clients need more wrap around services and basic needs. We were able to provide a hot meal for all attendees. Our case managers were in attendance to enroll clients to on-going case management. We also provided free produce from our Farmers' Market buyback program. We also distributed basic needs items such as diapers, wipes, toothpaste, sanitizer, soap and detergent.

#### Auburn-

ACHD hosted its fourth workshop at our learning center. We again provided information on eviction rights. We provided a hot meal for all attendees. We had our Case Managers in attendance to provide wrap around services for all attendees. We also provided basic needs for mothers in attendance.

#### Federal Way-

ACHD hosted its fourth workshop held at our Learning Center. We provided a light meal for all attendees. Our case managers were in attendance to provide information on rental assistance, utility assistance as well as other services like work force case management.

#### Kent-

ACHD held our fourth workshop of the year. We provided rental assistance as well as utility assistance referrals. We enrolled attendees into ongoing case management with our social service case managers. We provided hot meals for all attendees and basic need items such as diapers, wipes, and other basic need items.





## RESIDENTS

	Annual Goal	1st Qtr	Actual # of Residents			YTD
			2nd Qtr	3rd Qtr	4th Qtr	
Auburn	3	2	3	2	3	10
Bellevue	4	1	1	5	1	8
Bothell						0
Burien	3	0	3	1	1	5
Covington	6	1	1	0	0	2
Des Moines						0
Federal Way	8	1	2	11	4	18
Issaquah						0
Kenmore						0
Kent						0
Kirkland						0
Mercer Island						0
Redmond						0
Renton	6	6	5	3	6	20
Sammamish						0
SeaTac	8	0	2	3	1	6
Shoreline						0
Tukwila						0
Seattle						0
Other KC						0
Outside KC						0
Unknown						0
<b>TOTAL</b>	<b>38</b>	<b>11</b>	<b>17</b>	<b>25</b>	<b>16</b>	<b>69</b>

REIMBURSEMENT REQUESTS

Agency and Program Name **Apprenticeship and Nontraditional Employment for Women**  
 Address 18338 Andover Park W  
 City & ZIP Tuwila, WA 98188  
 Program Contact Name Kerstin Torrescano Phone 206-710-1003  
 Email kerstin@anewcareer.org Invoice Date 1/12/24  
 Costs below incurred from 10/1/23 to 12/31/23  
 Signature of Authorized Signer Printed Name Kerstin Torrescano

	Contract ID#	Annual	Reimbursement Requests				Balance
		Award Amt	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Remaining
Auburn		\$12,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$0.00
Bellevue		\$6,000.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	\$0.00
Bothell							\$0.00
Burien		\$6,000.00	\$0.00	3000	\$1,500.00	\$1,500.00	#REF!
Covington	027-2023	\$16,497.00	\$4,124.25	\$4,124.25	\$0.00	\$0.00	\$8,248.50
Des Moines							\$0.00
Federal Way		\$12,000.00	\$0.00	\$0.00	\$12,000.00	\$0.00	\$0.00
Issaquah							\$0.00
Kenmore							\$0.00
Kent							\$0.00
Kirkland							\$0.00
Mercer Island							\$0.00
Redmond							\$0.00
Renton		\$10,000.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$0.00
Sammamish							\$0.00
SeaTac		\$12,000.00	\$0.00	\$3,000.00	\$4,500.00	\$0.00	\$4,500.00
Shoreline							\$0.00
Tukwila							\$0.00

Admin use only

Authorized Payment Amt:

Authorization Code / Acct #

Authorized Signature / City

Date

SERVICE UNIT 1

Service Unit 1: Training/Workshops/Classes

Measurement: Individual

One 11 week training under the Trades Rotation Program (TRP)

Description: Training is an 11 week hands-on construction and soft skills instruction - for a total of 300 hours of training time.

	Annual	Actual Units, regardless of funding source				YTD	
	Goal	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn	2	1	2	2	0	5	250%
Bellevue	2	1	1	2	1	5	250%
Bothell						0	#DIV/0!
Burien	2	0	0	1	0	1	50%
Covington	2	0	0	0	0	0	0%
Des Moines						0	#DIV/0!
Federal Way	4	1	1	8	0	10	250%
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	3	4	2	1	1	8	267%
Sammamish						0	#DIV/0!
SeaTac	4	0	0	2	0	2	50%
Shoreline						0	#DIV/0!
Tukwila						0	#DIV/0!
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
<b>TOTAL</b>	<b>19</b>	<b>7</b>	<b>6</b>	<b>16</b>	<b>2</b>	<b>31</b>	

SERVICE UNIT 2

Service Unit 1: Employment Services

Measurement: Individual

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

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn	1	2	2	4	4	12	1200%
Bellevue	2	0	0	3	0	3	150%
Bothell						0	#DIV/0!
Burien	1	0	3	0	1	4	400%
Covington	3	1	1	0	0	2	67%
Des Moines						0	#DIV/0!
Federal Way	4	0	1	5	4	10	250%
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	3	3	3	2	6	14	467%
Sammamish						0	#DIV/0!
SeaTac	4	0	2	1	1	4	100%
Shoreline						0	#DIV/0!
Tukwila						0	#DIV/0!
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
<b>TOTAL</b>	<b>18</b>	<b>6</b>	<b>12</b>	<b>15</b>	<b>16</b>	<b>49</b>	



## **NARRATIVE**

### Q4 2023 Narrative

Auburn – ANEW served 4 clients living in Auburn this quarter. Four clients were enrolled in ARC. They all received support services to assist them in staying in their apprenticeships. We helped clients with tuition, books, and transportation assistance.

Bellevue – ANEW served 1 client living in Bellevue this quarter. This client enrolled in pre-apprenticeship training in September and graduated in December.

Burien – ANEW served 1 client this quarter living in Burien. This client was enrolled in ARC and received support services to assist them in staying in their apprenticeship.

Covington – ANEW did not serve any clients this quarter living in Covington.

Federal Way – ANEW served 4 clients this quarter living in Federal Way. All 4 clients enrolled in ARC and received support service assistance to get out to work for the first time or to maintain at work.

Renton – ANEW served 7 clients living in Renton this quarter. 6 clients were enrolled in ARC. They received support services for union dues and work clothing. One client enrolled in pre-apprenticeship training and graduated in December

## RESIDENTS

	Annual Goal	1st Qtr	Actual # of Residents			YTD
			2nd Qtr	3rd Qtr	4th Qtr	
Auburn	3	2	3	2	3	10
Bellevue	4	1	1	5	1	8
Bothell						0
Burien	3	0	3	1	1	5
Covington	6	1	1	0	0	2
Des Moines						0
Federal Way	8	1	2	11	4	18
Issaquah						0
Kenmore						0
Kent						0
Kirkland						0
Mercer Island						0
Redmond						0
Renton	6	6	5	3	6	20
Sammamish						0
SeaTac	8	0	2	3	1	6
Shoreline						0
Tukwila						0
Seattle						0
Other KC						0
Outside KC						0
Unknown						0
<b>TOTAL</b>	<b>38</b>	<b>11</b>	<b>17</b>	<b>25</b>	<b>16</b>	<b>69</b>





REIMBURSEMENT REQUESTS

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

Address 3639 Martin Luther King Jr. Way S

City & ZIP Seattle, WA 98144

Program Contact Name Leah Post Phone (206) 413-7904

Email leahp@acrs.org Invoice Date 1/5/24

Costs below incurred from 10/1/23 to 12/31/23

Signature of Authorized Signer Leah Post Printed Name Leah Post

Contract ID#	Annual	Reimbursement Requests				Balance
	Award Amt	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Remaining
Auburn	\$10,000.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$0.00
Bellevue	\$60,000.00	\$12,907.79	\$13,213.06	\$20,862.67	\$13,016.48	\$0.00
Bothell						\$0.00
Burien	\$21,000.00	\$5,250.00	\$5,250.00	\$5,250.00	\$5,250.00	\$0.00
Covington						\$0.00
Des Moines						\$0.00
Federal Way	\$21,000.00	\$5,250.00	\$5,250.00	\$5,250.00	\$5,250.00	\$0.00
Issaquah						\$0.00
Kenmore						\$0.00
Kent	\$20,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$0.00
Kirkland	\$8,025.00	\$2,006.25	\$2,006.25	\$2,006.25	\$2,006.25	\$0.00
Mercer Island						\$0.00
Redmond	\$15,000.00	\$3,750.00	\$3,750.00	\$3,750.00	\$3,750.00	\$0.00
Renton	\$20,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$0.00
Sammamish						\$0.00
SeaTac	\$15,000.00	\$3,750.00	\$3,750.00	\$3,750.00	\$3,750.00	\$0.00
Shoreline						\$0.00
Tukwila						\$0.00

\* MOUT \*

Admin use only

Authorized Payment Amt:

Authorization Code/Acct #

Authorized Signature / City

Date

SERVICE UNIT 1

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

Measurement: 60 minutes

Description: Culturally competent mental health services for ANH&PI King County residents living with chronic mental illness.

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn	67	834	701	601		2,135	3187%
Bellevue	399	861	720	718		2,299	576%
Bothell						0	
Burien	140	533	559	474		1,566	1118%
Covington						0	
Des Moines						0	
Federal Way	140	720	628	560		1,908	1363%
Issaquah						0	
Kenmore						0	
Kent	133	2,818	2,590	2,391		7,799	5864%
Kirkland	32	410	291	273		974	3043%
Mercer Island						0	
Redmond	100	218	211	211		640	640%
Renton	133	870	876	814		2,560	1925%
Sammamish						0	
SeaTac	100	328	257	209		794	794%
Shoreline						0	
Tukwila						0	
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
<b>TOTAL</b>	<b>1,244</b>	<b>7,592</b>	<b>6,833</b>	<b>6,249</b>	<b>0</b>	<b>20,674</b>	





## RESIDENTS

	Annual Goal	1st Qtr	Actual # of Residents			YTD
			2nd Qtr	3rd Qtr	4th Qtr	
Auburn	19	66	7	6		79
Bellevue	115	118	18	12		148
Bothell						0
Burien	40	43	4	3		50
Covington						0
Des Moines						0
Federal Way	40	82	6	7		95
Issaquah						0
Kenmore						0
Kent	38	226	12	22		260
Kirkland	16	51	2	4		57
Mercer Island						0
Redmond	30	30	4	4		38
Renton	38	120	13	16		149
Sammamish						0
SeaTac	30	31	3	3		37
Shoreline						0
Tukwila						0
Seattle						0
Other KC						0
Outside KC						0
Unknown						0
<b>TOTAL</b>	<b>366</b>	<b>767</b>	<b>69</b>	<b>77</b>	<b>0</b>	<b>913</b>

**CITY LINE ITEM TABLE**

**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	\$60,000.00	\$12,907.79	\$13,213.06	\$20,862.67	\$13,016.48	\$60,000.00	\$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
<b>TOTAL</b>	<b>\$60,000.00</b>	<b>\$12,907.79</b>	<b>\$13,213.06</b>	<b>\$20,862.67</b>	<b>\$13,016.48</b>	<b>\$60,000.00</b>	<b>\$0.00</b>

REIMBURSEMENT REQUESTS

Agency and Program Name Babies of Homelessness

Address PO Box 147

City & ZIP Bothell, WA 98041

Program Contact Name Katie Forrest Phone (425)866-7357

Email katie@babiesofhomelessness.org Invoice Date 1/9/23

Costs below incurred from 10/1/23 to 12/31/23

Signature of Authorized Signer *Katie Forrest*

Printed Name Katie Forrest

	Contract ID#	Annual Award Amt	Reimbursement Requests				Balance Remaining
			1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn							\$0.00
Bellevue	GF-367	\$13,411.00	\$3,352.75	\$3,352.75	\$3,352.75	\$3,352.75	\$0.00
Bothell							\$0.00
Burien							\$0.00
Covington	028-2023	\$10,000.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$0.00
Des Moines		\$5,000.00	\$1,250.00	\$1,250.00	\$1,250.00	\$1,250.00	\$0.00
Federal Way							\$0.00
Issaquah							\$0.00
Kenmore							\$0.00
Kent							\$0.00
Kirkland							\$0.00
Mercer Island							\$0.00
Redmond							\$0.00
Renton	CAG-23-06	\$10,000.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$0.00
Sammamish							\$0.00
* SeaTac		\$10,000.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$0.00
Shoreline							\$0.00
Tukwila							\$0.00

Admin use only

Authorized Payment Amt:

Authorization Code/Acct #

Authorized Signature / City

Date

SERVICE UNIT 1

Service Unit 1: Basic Needs Supplies

Measurement: Bundle of items

Renton: 1 box of diapers or pull-ups and 2 packages of wipes

Des Moines/ SeaTac: 1 box of diapers or pull-ups and 2 packages of wipes, can of

Description: formula

Bellevue: 1 box of diapers or pull-ups, 2 packages of wipes per child served

Covington: 1 box of diapers or pull-ups

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn						0	
Bellevue	25,300	4,758	8,870	5,215	8,745	27,588	109%
Bothell						0	
Burien						0	
Covington	36,000	18,775	14,295	12,730	16,925	62,725	174%
Des Moines	32	33	28	24	51	136	425%
Federal Way						0	
Issaquah						0	
Kenmore						0	
Kent						0	
Kirkland						0	
Mercer Island						0	
Redmond						0	
Renton	33,000	7,992	9,287	10,350	10,695	38,324	116%
Sammamish						0	
SeaTac	30,000	7,950	4,500	5,400	13,800	31,650	106%
Shoreline						0	
Tukwila						0	
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
<b>TOTAL</b>	<b>124,332</b>	<b>39,508</b>	<b>36,980</b>	<b>33,719</b>	<b>50,216</b>	<b>160,423</b>	







## NARRATIVE

Most diaper banks distribute diapers directly to clients or partner agencies. Our diaper bank offers three programs to easily and quickly access services: direct service, partner distribution and mobile service.

**Direct Service:** Families experiencing homelessness—living in cars, tent cities, encampments, tiny homes, motels, shelters, RVs, or couch surfing—call our intake line and place an order of diapers, wipes and formula in preferred sizes and brands. Outreach volunteers drive to the family and deliver the order within 72-hours, depending on the urgency.

**Partner Distribution:** We supply bulk quantities of diapers, wipes and formula through community partner agencies because clients needing help with diapers have other needs. Each month, case managers submit orders for diapers, wipes and formulas in requested sizes and brands using a user-friendly electronic form. Our paid full-time Program Manager pulls inventory from the warehouse, loads the van and drops off bulk inventory quantities to each partner agency. Case managers then distribute inventory to their clients. Our easy ordering process, bulk quantity, and direct service allow case managers to focus on delivering top-notch case management without worrying about how to procure diapers, submit long weekly orders, or pick up diapers.

**Mobile Pickup Service:** Four times a month, families pick up a box of diapers, package of wipes and can of formula at one of three bus-accessible locations in Everett, Bellevue, Kent or Auburn. Clients call our intake line in advance to place an order.

## RESIDENTS

	Annual Goal	1st Qtr	Actual # of Residents			YTD
			2nd Qtr	3rd Qtr	4th Qtr	
Auburn						0
Bellevue	150	42	65	52	81	240
Bothell						0
Burien						0
Covington	120	121	94	85	132	432
Des Moines	32	33	28	24	51	136
Federal Way						0
Issaquah						0
Kenmore						0
Kent						0
Kirkland						0
Mercer Island						0
Redmond						0
Renton	84	64	231	258	260	813
Sammamish						0
SeaTac	100	56	32	39	138	265
Shoreline						0
Tukwila						0
Seattle						0
Other KC						0
Outside KC						0
Unknown						0
<b>TOTAL</b>	<b>486</b>	<b>316</b>	<b>450</b>	<b>458</b>	<b>662</b>	<b>1886</b>

**CITY LINE ITEM TABLE**

**BELLEVUE Line Item Table**

\*Back-up documentation required for line item expenses

	Budget	Q1 Request	Q2 Request	Q3 Request	Q4 Request	Cumulative Requested	Balance Remaining
Personnel	\$2,800.00	\$700.00	\$700.00	\$700.00	\$700.00	\$2,800.00	\$0.00
Office/Ops	\$1,500.00	\$375.00	\$375.00	\$375.00	\$375.00	\$1,500.00	\$0.00
Purchased Svc						\$0.00	\$0.00
Communication						\$0.00	\$0.00
Travel/Training	\$1,250.00	\$312.50	\$312.50	\$312.50	\$312.50	\$1,250.00	\$0.00
Other	\$7,861.00	\$1,965.25	\$1,965.25	\$1,965.25	\$1,965.25	\$7,861.00	\$0.00
<b>TOTAL</b>	<b>\$13,411.00</b>	<b>\$3,352.75</b>	<b>\$3,352.75</b>	<b>\$3,352.75</b>	<b>\$3,352.75</b>	<b>\$13,411.00</b>	<b>\$0.00</b>

REIMBURSEMENT REQUESTS

Agency and Program Name **Backpack Brigade**  
 Address 4111 E. Madison ST.  
 City & ZIP Seattle, 98112  
 Program Contact Name Nichelle Hilton Phone 206-495-8983  
 Email nichelle@backpackbrigade.org Invoice Date ~~10/15/23~~  
 Costs below incurred from 10/1/23 to 12/31/23 **1/5/2024**  
 Signature of Authorized Signer *Nichelle Hilton* Printed Name Nichelle Hilton

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						\$0.00
Covington						\$0.00
Des Moines	\$17,500.00	\$4,375.00	\$4,375.00	\$4,375.00	\$4,375.00	\$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
<b>SeaTac</b>	<b>\$10,000.00</b>	<b>\$2,500.00</b>	<b>\$2,500.00</b>	<b>\$2,500.00</b>	<b>\$2,500.00</b>	\$0.00
Shoreline						\$0.00
Tukwila						\$0.00

Admin use only

Authorized Payment Amt:

Authorization Code/Acct #

Authorized Signature / City

Date

SERVICE UNIT 1

Service Unit 1: Food

Measurement: Item

Description: Count is per weekend hunger bag

	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	2,500	2,860	2,065	1,058	2,081	8,064	323%
Federal Way						0	
Issaquah						0	
Kenmore						0	
Kent						0	
Kirkland						0	
Mercer Island						0	
Redmond						0	
Renton						0	
Sammamish						0	
SeaTac	3,600	2,530	1,996	820	1,151	6,497	180%
Shoreline						0	
Tukwila						0	
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
<b>TOTAL</b>	<b>6,100</b>	<b>5,390</b>	<b>4,061</b>	<b>1,878</b>	<b>3,232</b>	<b>14,561</b>	







## 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	2500	2860	2065	1068	2081	8074
Federal Way						0
Issaquah						0
Kenmore						0
Kent						0
Kirkland						0
Mercer Island						0
Redmond						0
Renton						0
Sammamish						0
SeaTac	3600	2530	1996	820	1151	6497
Shoreline						0
Tukwila						0
Seattle						0
Other KC						0
Outside KC						0
Unknown						0
<b>TOTAL</b>	<b>6100</b>	<b>5390</b>	<b>4061</b>	<b>1888</b>	<b>3232</b>	<b>14571</b>

## **NARRATIVE**

If you can believe it, our last delivery on 12/14 was our highest numbers ever in the history of the agency. We added 2 new schools in your area, where we are serving students in both Seatac and Des Moines, as well as many other cities. Inflation is still causing challenges, as well as supply chain and getting items we need in time. We prep and pack food every day with over 150 volunteers, that then drive the weekend hunger bags directly to the schools we partner with. We are constantly being asked to increase our bags to schools, which makes this funding even more important to us. The new cold bag- which will bring perishables to the students, like go gurts and cheese sticks have been a HUGE hit, and we love seeing the feedback from the schools saying the kids love it! We are now in 4 school districts, 96 schools, we delivered 4353 bags to hungry students on 12/14 We hope to continue running a top rate program with the support of funding like this. THANK YOU!



REIMBURSEMENT REQUESTS

Agency and Program Name **BrightSpark Early Learning Services (formerly Child Care Resources) - Informatior**

Address 555 S Renton Village Pl Suite 280

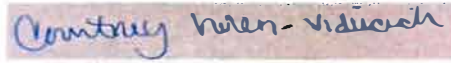
City & ZIP Renton 98057

Program Contact Name Courtney Nolen-Viducich Phone 253-861-1214

Email nolen-viducich@childcare.org Invoice Date 1/9/23

Costs below incurred from 10/1/23 to 12/31/23

Signature of Authorized Signer



Printed Name Courtney Nolen-Viducich

	Contract ID#	Annual Award Amt	Reimbursement Requests				Balance Remaining
			1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn							\$0.00
Bellevue	GF-181	\$15,000.00	\$3,699.07	\$3,651.71	\$3,639.57	\$3,822.78	\$186.87
Bothell							
Burien	CON-23-056	\$6,871.00	\$1,717.75	\$1,717.75	\$1,717.75	\$1,717.75	\$0.00
Covington	CON-23-056	\$5,223.00	\$1,305.75	\$1,305.75	\$1,305.75	\$1,305.75	\$0.00
Des Moines							\$0.00
Federal Way							\$0.00
Issaquah							\$0.00
Kenmore	22-C2876	\$1,200.00	\$300.00	\$300.00	\$300.00	\$300.00	\$0.00
Kent							\$0.00
Kirkland	32300110	\$8,025.00	\$2,006.25	\$2,006.25	\$2,006.25	\$2,006.25	\$0.00
Mercer Island							\$0.00
Redmond							\$0.00
Renton	CON-23-056	\$10,000.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$0.00
Sammamish							\$0.00
SeaTac	CON-23-056	\$5,882.00	\$1,470.50	\$1,470.50	\$1,470.50	\$1,470.50	\$0.00
Shoreline	10521	\$5,000.00	\$1,250.00	\$1,250.00	\$1,250.00	\$1,250.00	\$0.00
Tukwila	CON-23-056	\$5,869.00	\$1,467.25	\$1,467.25	\$1,467.25	\$1,467.25	\$0.00

Admin use only

\* MOU \*

Authorized Payment Amt:

Authorization Code/Acct #

Authorized Signature / City

Date

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		58	70	34	31	193	
Bellevue	90	78	76	52	42	248	276%
Bothell		55	48	32	32	167	
Burien	40	17	31	24	14	86	215%
Covington	30	4	12	9	8	33	110%
Des Moines		17	17	12	4	50	
Federal Way		64	46	51	28	189	
Issaquah		21	22	20	17	80	
Kenmore	7	11	10	13	7	41	586%
Kent		88	67	68	53	276	
Kirkland	49	63	38	28	17	146	298%
Mercer Island		2	3	2	1	8	
Redmond		50	30	34	28	142	
Renton	77	66	59	48	45	218	283%
Sammamish		13	7	7	5	32	
SeaTac	30	28	12	7	9	56	187%
Shoreline	31	47	33	28	27	135	435%
Tukwila	30	16	14	20	14	64	213%
Seattle		472	405	362	222	1,461	
Other KC		65	62	43	36	206	
Outside KC		2,492	2,400	2,235	1,625	8,752	
Unknown		0	0	0	0	0	
<b>TOTAL</b>	<b>384</b>	<b>3,727</b>	<b>3,462</b>	<b>3,129</b>	<b>2,265</b>	<b>12,583</b>	

SERVICE UNIT 2

Service Unit 1: Technical Assistance

Measurement: 60 minutes

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

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn		0	1	1	1	3	
Bellevue	24	8	6	7	5	26	107%
Bothell		0	0	1	0	1	
Burien	13	6	2	3	4	15	116%
Covington	8	5	1	0	3	10	121%
Des Moines		0	1	1	0	2	
Federal Way		1	0	2	1	4	
Issaquah		0	0	0	2	2	
Kenmore	0	0	0	1	1	1	
Kent		2	3	3	2	10	
Kirkland	5	4	1	5	1	11	215%
Mercer Island		0	0	0	0	0	
Redmond		1	0	0	1	2	
Renton	7	4	9	3	3	19	267%
Sammamish		0	0	0	0	0	
SeaTac	13	7	2	6	2	18	135%
Shoreline	8	4	1	3	2	9	111%
Tukwila	14	5	5	5	1	16	112%
Seattle		3	6	8	5	22	
Other KC		0	1	1	0	2	
Outside KC		22	15	29	18	83	
Unknown		0	0	0		0	
<b>TOTAL</b>	<b>92</b>	<b>72</b>	<b>55</b>	<b>76</b>	<b>50</b>	<b>253</b>	

SERVICE UNIT 3

Service Unit 1: Training/Workshops/Classes

Measurement: 60 minutes

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

	Annual	Actual Units, regardless of funding source				YTD	
	Goal	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn		10	9	41	2	62	
Bellevue	49	44	36	43	6	129	263%
Bothell		2	4	2	4	12	
Burien	16	4	0	0	18	22	138%
Covington	11	0	2	2	40	44	400%
Des Moines		10	2	4	2	18	
Federal Way		0	5	6	2	13	
Issaquah		0	0	0	4	4	
Kenmore	0	0	9	0	0	9	
Kent		0	4	41	8	53	
Kirkland	36	18	11	13	66	108	299%
Mercer Island		0	0	0	0	0	
Redmond		0	2	10	6	18	
Renton	30	12	12	18	8	50	165%
Sammamish		0	4	0	4	8	
SeaTac	20	0	0	14	6	20	98%
Shoreline	0	0	8	0	0	8	
Tukwila	16	0	0	33	0	33	206%
Seattle		22	44	32	30	128	
Other KC		10	34	9	2	55	
Outside KC		52	100	47	14	213	
Unknown			0	0	0	0	
<b>TOTAL</b>	<b>178</b>	<b>184</b>	<b>285</b>	<b>312</b>	<b>222</b>	<b>1,003</b>	



## NARRATIVE

IR: In the fourth quarter, the Family Center had the opportunity to engage with families seeking child care and assistance with child care subsidies. Our dedicated navigation representatives assisted families in applying for programs such as Working Connection and the Homeless Grace period. The primary focus of the Family Center was to connect families with high-quality early learning opportunities and offering case management-like services to those experiencing homelessness and in need of assistance with basic resources. As the fourth quarter typically sees a decrease in call volume, our staff had the capacity to provide more comprehensive support and actively engage in outreach, both virtually and in the community. Callers frequently sought assistance with subsidy support, child care for children with complex needs, nonstandard hour care, and support for families experiencing homelessness. Looking ahead to the first quarter of 2024, the Family Center aims to further enhance support for families in suburban cities by participating in community events, collaborating with other service providers, and amplifying family voices during the upcoming legislative session.

TA: 2023 was an interesting year. We have had providers opening and some providers closing their businesses. One of the challenges over the past year has been low enrollment. A lot of the providers are struggling with getting children enrolled in their programs. Another challenge has been finding quality staff to work in Family Childcares and Centers. In some of the centers they have had to close or combine classrooms due to lack of staff and children. We have offered so many marketing sessions for providers to help them increase their enrollment. Some of the providers have been successful and others are still having challenges. One big challenge has been licensing. Licensors were going out to programs and finding licensing violations. We collaborated with various programs helping them stay in compliance with licensing rules and regulations. This is an ongoing process so we will continue to support the providers with any licensing concerns. We have had a lot of successes in 2023 and offered support daily. We collaborated with a lot of pre-licensing providers who have opened businesses and are maintaining them very well. One enormous success we had was when we collaborated with a provider throughout the year who was trying to move her business, which meant she had to start the whole licensing process over again. During the time we collaborated with her she received her new license at the new location. We also got her enrolled in Early Achievers, she participated in Group Learning Experiences. She built her enrollment up by taking marketing trainings with BrightSpark. She even hired an assistant and got an increase in capacity. We supported her with applying for the Needs Base Grant and the Dual Language Designation grant. She received both grants! She has a thriving business and we connected her to resources to help her continue to be successful. Many providers struggle in their first year because they often do not know what and where the resources are available to them. Thanks to the Suburban cities contract we have been able to be there and support this provider and others on a consistent basis. We will continue to collaborate with providers this year to support them with any needs they may have. We will be sure to let all new and seasoned providers know they can reach out to us for any support they may need.

TR: Our biggest success of the 4th Quarter was meeting our goals for all our cities. Throughout the year we offered free custom training to childcare sites, in addition to the free quarterly training offerings. We saw an increase in providers taking advantage of free training for their staff, it was a great collaboration effort between our trainers and Early Learning Coaches. Challenges: We had some challenges with specific cities such as SeaTac, there were not many custom training requests making it hard to meet our goals. We continued to stay positive and offered a variety of free quarterly trainings accessible to providers who reside on those cities. Despite having to meet our deliverables we want to also share that sometimes when we

## RESIDENTS

	Annual Goal	Actual # of Residents				YTD
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn	90	58	70	34	31	193
Bellevue		78	76	52	42	248
Bothell		55	48	32	32	167
Burien	40	17	31	24	14	86
Covington	30	4	12	9	8	33
Des Moines		17	17	12	4	50
Federal Way		64	46	51	28	189
Issaquah		21	22	20	17	80
Kenmore	7	11	10	13	7	41
Kent		88	67	68	53	276
Kirkland	49	63	38	28	17	146
Mercer Island		2	3	2	1	8
Redmond		50	30	34	28	142
Renton	77	66	59	48	45	218
Sammamish		13	7	7	5	32
SeaTac	30	28	12	7	9	56
Shoreline	31	47	33	28	27	135
Tukwila	30	16	14	20	14	64
Seattle		472	405	362	222	1461
Other KC		65	62	43	36	206
Outside KC		2492	2400	2235	1625	8752
Unknown		0	0		0	0
<b>TOTAL</b>	<b>384</b>	<b>3727</b>	<b>3462</b>	<b>3129</b>	<b>2265</b>	<b>12583</b>

**CITY LINE ITEM TABLE**

**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	\$12,263.00	\$3,065.75	\$3,065.75	\$3,065.75	\$3,065.75	\$12,263.00	\$0.00
Office/Ops - Rent/Utilities	\$389.00	\$97.25	\$97.25	\$97.61	\$96.89	\$389.00	\$0.00
Purchased Svc						\$0.00	\$0.00
Communication	\$984.00	\$195.07	\$147.71	\$135.21	\$319.14	\$797.13	\$186.87
Travel/Training						\$0.00	\$0.00
Other - Admin/Indirect	\$1,364.00	\$341.00	\$341.00	\$341.00	\$341.00	\$1,364.00	\$0.00
<b>TOTAL</b>	<b>\$15,000.00</b>	<b>\$3,699.07</b>	<b>\$3,651.71</b>	<b>\$3,639.57</b>	<b>\$3,822.78</b>	<b>\$14,813.13</b>	<b>\$186.87</b>

7%

REIMBURSEMENT REQUESTS

Agency and Program Name Catholic Community Services, Emergency Assistance

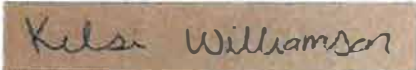
Address 100 23rd Ave S

City & ZIP Seattle, WA 98144

Program Contact Name Kelsi Williamson Phone 425-331-0668

Email KelsiT@ccsww.org Invoice Date 1/10/24

Costs below incurred from 10/1/23 to 12/31/23

Signature of Authorized Signer  Printed Name Kelsi Williamson

Contract ID#	Annual Award Amt	Reimbursement Requests				4th Qtr	Balance Remaining
		1st Qtr	2nd Qtr	3rd Qtr			
Auburn							\$0.00
Bellevue	\$14,710.00	\$4,707.20	\$3,334.27	\$5,998.65	\$669.88		\$0.00
Bothell							\$0.00
Burien	\$13,500.00	\$3,375.00	\$3,375.00	\$3,375.00	\$3,375.00		\$0.00
Covington							\$0.00
Des Moines	\$15,000.00	\$3,750.00	\$3,750.00	\$3,750.00	\$3,750.00		\$0.00
Federal Way	\$8,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00		\$0.00
Issaquah							\$0.00
Kenmore							\$0.00
Kent	\$10,000.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00		\$0.00
Kirkland							\$0.00
Mercer Island							\$0.00
Redmond	\$12,000.00	\$3,240.00	\$2,920.00	\$5,077.67	\$762.33		\$0.00
Renton							\$0.00
Sammamish							\$0.00
SeaTac	\$15,000.00	\$3,750.00	\$3,750.00	\$3,750.00	\$3,750.00		\$0.00
Shoreline							\$0.00
Tukwila	\$25,000.00	\$11,691.54	\$6,750.12	\$2,376.91	\$3,791.00		\$390.43

\* MOUT \*



Admin use only

Authorized Payment Amt: Authorization Code/Acct #

Authorized Signature / City Date

SERVICE UNIT 1

Service Unit 1: Financial Aid

Measurement: Household

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

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn						0	
Bellevue	19	6	7	12	10	35	184%
Bothell						0	
Burien	25	7	8	7	7	29	116%
Covington						0	
Des Moines	20	6	6	4	8	24	120%
Federal Way	14	5	6	4	4	19	136%
Issaquah						0	
Kenmore						0	
Kent	16	4	5	7	6	22	138%
Kirkland						0	
Mercer Island						0	
Redmond	15	4	5	7	3	19	127%
Renton						0	
Sammamish						0	
SeaTac	25	6	9	9	4	28	112%
Shoreline						0	
Tukwila		6	4	3	6	19	
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
<b>TOTAL</b>	<b>134</b>	<b>44</b>	<b>50</b>	<b>53</b>	<b>48</b>	<b>195</b>	





## NARRATIVE

Fourth Quarter 2023

Narratives

Burien:

During the 4th Quarter there were no specific problems or hinderances while serving Burien residents. In quarter 4 we assisted 8 Households, 17 Individuals with \$7060.58, \$1315.58 was Burien funding, \$5745 was other funding. This enabled us to prevent 7 evictions and the disconnection of 1 household's utility service.

The EA program spent \$383.58 to prevent the eviction of a family of three. The family is led by a single, working parent. Her hours at work were cut without notice and she was struggling to get by. We gave her other resources for financial assistance as well.

AMI-17% Rent Burden-73%

Des Moines:

During the 4th quarter there were no specific problems or hinderances while serving Des Moines residents. In quarter 4 we assisted 8 households, 20 individuals with a total of \$6829.25, of which \$1825 was Des Moines funds, \$5004.25 was other funding. Tis enabled us to prevent 7 evictions and the disconnection of one household's utility service.

The EA program assisted single mother of two with \$365 to prevent utility shut off. She is working full time but has a very high rent and struggles to get by. Additional resources for financial assistance were shared with familv.



## RESIDENTS

	Annual Goal	1st Qtr	Actual # of Residents			YTD
			2nd Qtr	3rd Qtr	4th Qtr	
Auburn						0
Bellevue	33	17	19	28	18	82
Bothell						0
Burien	35	14	14	16	17	61
Covington						0
Des Moines	40	16	15	10	20	61
Federal Way	36	17	29	8	14	68
Issaquah						0
Kenmore						0
Kent		7	20	17	13	57
Kirkland						0
Mercer Island						0
Redmond	30	8	6	15	11	40
Renton						0
Sammamish						0
SeaTac	50	12	14	20	6	52
Shoreline						0
Tukwila	10	9	7	3	6	25
Seattle						0
Other KC						0
Outside KC						0
Unknown						0
<b>TOTAL</b>	<b>234</b>	<b>100</b>	<b>124</b>	<b>117</b>	<b>105</b>	<b>446</b>

**CITY LINE ITEM TABLE**

**BELLEVUE Line Item Table**

\*Back-up documentation required for line item expenses

	Budget	Q1 Request	Q2 Request	Q3 Request	Q4 Request	Cumulative Requested	Balance Remaining
Personnel	\$7,355.00	\$1,908.60	\$1,120.74	\$3,740.16	\$0.00	\$6,769.50	\$585.50
Office/Ops		\$585.50				\$585.50	-\$585.50
Purchased Svc	\$7,355.00	\$2,213.10	\$2,213.53	\$2,258.49	\$669.88	\$7,355.00	\$0.00
Communication						\$0.00	\$0.00
Travel/Training						\$0.00	\$0.00
Other						\$0.00	\$0.00
<b>TOTAL</b>	<b>\$14,710.00</b>	<b>\$4,707.20</b>	<b>\$3,334.27</b>	<b>\$5,998.65</b>	<b>\$669.88</b>	<b>\$14,710.00</b>	<b>\$0.00</b>

REIMBURSEMENT REQUESTS

Agency and Program Name **Catholic Community Services - Volunteer Services**

Address 100 23rd Ave S

City & ZIP Seattle, WA 98144

Program Contact Name Jonathan Prociv Phone 206-328-6853

Email [JProciv@ccsww.org](mailto:JProciv@ccsww.org) Invoice Date 1/10/24

Costs below incurred from 10/1/23 to 12/31/23

Signature of Authorized Signer  Printed Name Jonathan Prociv

	Contract ID#	Annual	Reimbursement Requests				Balance
		Award Amt	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Remaining
Auburn	GF-21/2209	\$10,000.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$0.00
Bellevue	GF-229	\$16,581.00	\$4,145.25	\$4,145.25	\$4,145.25	\$4,145.25	\$0.00
Bothell							\$0.00
Burien							\$0.00
Covington	029-2023	\$5,000.00	\$1,250.00	\$1,250.00	\$1,250.00	\$1,250.00	\$0.00
Des Moines							\$0.00
Federal Way		\$10,000.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$0.00
Issaquah							\$0.00
Kenmore							\$0.00
Kent		\$10,000.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$0.00
Kirkland	GF-229	\$6,688.00	\$1,672.00	\$1,672.00	\$1,672.00	\$1,672.00	\$0.00
Mercer Island							\$0.00
Redmond	GF-229	\$9,181.00	\$2,295.25	\$2,295.25	\$2,295.25	\$2,295.25	\$0.00
Renton	CAG-21-112	\$12,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$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: \_\_\_\_\_ Authorization Code / Acct # \_\_\_\_\_

Authorized Signature / City \_\_\_\_\_ Date \_\_\_\_\_

SERVICE UNIT 1

Service Unit 1: Chore Services/In-Home Care

Measurement: 60 minutes

Description: Chore Services include transportation for older adults and persons with disabilities to access basic needs, assistance with household chores, yard work, and minor home repair to help those individuals remain in their homes for as long as safely possible.

	Annual	Actual Units, regardless of funding source				YTD	
	Goal	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn	578	104	103	96	583	886	153%
Bellevue	960	144	271	289	488	1,191	124%
Bothell	0	21	21	19	34	95	
Burien	0	75	39	34	134	283	
Covington	289	64	67	46	446	623	216%
Des Moines	0	0	19	0	6	25	
Federal Way	280	80	47	79	640	846	302%
Issaquah	0	1,260	1,153	1,330	1,508	5,250	
Kenmore	0	18	48	20	28	114	
Kent	575	68	88	159	864	1,180	205%
Kirkland	386	42	78	75	307	502	130%
Mercer Island	0	23	41	38	25	127	
Redmond	532	169	90	91	624	974	183%
Renton	694	33	123	370	452	978	141%
Sammamish	0	0	0	6	3	8	
SeaTac	434	248	40	279	155	722	166%
Shoreline	0	45	58	47	33	183	
Tukwila	0	0	0	0	3	3	
Seattle		474	543	613	433	2,063	
Other KC		66	78	90	96	330	
Outside KC		0	0	0	0	0	
Unknown		0	0	0	0	0	
<b>TOTAL</b>	<b>4,728</b>	<b>2,934</b>	<b>2,907</b>	<b>3,681</b>	<b>6,861</b>	<b>16,382</b>	





## RESIDENTS

	Annual Goal	Actual # of Residents				YTD
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn	13	5	2	3	7	17
Bellevue	22	9	9	2	8	28
Bothell	0	2	0	0	3	5
Burien	0	3	2	0	2	7
Covington	7	3	0	1	3	7
Des Moines	0	0	1	0	0	1
Federal Way	14	5	1	4	14	24
Issaquah	0	8	0	0	4	12
Kenmore	0	1	1	0	0	2
Kent	13	7	0	3	8	18
Kirkland	8	3	7	0	8	18
Mercer Island	0	1	1	0	0	2
Redmond	12	9	3	5	8	25
Renton	16	5	5	5	9	24
Sammamish	0	0	0	1	0	1
SeaTac	10	6	0	0	4	10
Shoreline	0	2	0	0	0	2
Tukwila	0	0	0	0	1	1
Seattle		34	9	9	42	94
Other KC		2	2	2	6	12
Outside KC		0	0	0	0	0
Unknown		0	0	0	0	0
<b>TOTAL</b>	<b>115</b>	<b>105</b>	<b>43</b>	<b>35</b>	<b>127</b>	<b>310</b>

## NARRATIVE

### Auburn

S.V. is a client in a Senior living building in Auburn who has lost most use of his feet, and deals with chronic pain on top of other health issues. He has an emotional support dog as well. He has been unable to keep up with keeping his apartment clean, especially with the dog hair and getting his garbage out to the dumpster. Volunteer A.B. began visiting him in October and helping with cleaning the floors and taking the garbage/recycling out. They have also enjoyed taking his dog out for a short walk in the park across the street and watching some of the Seahawks games together.

### Covington

Client M.L.H. has been a caregiver for her husband for many years. Recently he was diagnosed with dementia, and her health problems have increased as well, particularly with her heart. Volunteer C.M. has helped her by calling and talking to her on the phone every week and offering support with some errands and cleaning as M.L.H. has navigated the difficult transition of her husband going into an assisted living situation.

Client M.S. is a fiercely independent 84 year old woman who has always been able to take care of herself. Recently she has needed a little extra help with cleaning her house every other week—particularly changing the sheets and cleaning the floors. Volunteer M.B. has been able to step in and help that little bit so M.S. can continue living independently.

### Federal Way

70 year old single woman rents a studio unit in a large house. Her space has overwhelmed her with Amazon boxes and cardboard boxes that are taking all her space. She can't get herself organized due to her

### Seatac

A near 90 year old living alone in Seatac with her small dog needed a fence repair so the school kids won't come on to her property. A handy local volunteer was able to use the wood scraps she had to fix her fence safely.

A homebound senior finally got her medical paperwork in the mail after a volunteer came to help her fill it out and read it for her. The client was able to sign her own documents but the print was too small for the client to read so the correct information was collected for the medical paperwork.

### REDMOND

In October 2022, the freshmen class at Forest Ridge School had service day and provided yard work for residents at Friendly Village Mobile Home Park. They enjoyed the experience so much that they requested a return to Friendly Village again in October 2023 as sophomores. It turned out to be a much bigger project though! More than 60 students came by in two groups for about two hours each. Over the course of the day they helped more than 25 residents of the 55-and-over mobile home park with light yard work. Students and residents each shared how much they enjoyed the interaction.

Ms. SG is 74 years old and lives in the Ames Lake area of Redmond. After an injury she had weekly need for rides to physical therapy for helping to recover. While she has some family support, her therapy was during the day when her support network was working and unavailable. Volunteer Services was able to provide transportation to several appointments and provide resources for other potential organizations to help out as well.

### BELLEVUE





REIMBURSEMENT REQUESTS

Agency and Program Name **Circle of Caring Friends Program Beacon of Hope**  
 Address 1819 Central Ave Sunit D68  
 City & ZIP Kent WA 98030  
 Program Contact Name Lyuba Vasilyuk Phone 253-632-2543  
 Email lyubav@ccfcharity.org Invoice Date 1/25/24  
 Costs below incurred from 10/1/23 to 12/31/23  
 Signature of Authorized Signer Printed Name

	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							\$0.00
Covington							\$0.00
Des Moines							\$0.00
Federal Way							\$0.00
Issaquah							\$0.00
Kenmore							\$0.00
Kent							\$0.00
Kirkland							\$0.00
Mercer Island							\$0.00
Redmond							\$0.00
Renton							\$0.00
Sammamish							\$0.00
SeaTac		\$8,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$0.00
Shoreline							\$0.00
Tukwila							\$0.00

Admin use only

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

To Barb 1/29

SERVICE UNIT 1

Service Unit 1: Basic Needs Supplies

Measurement: Appointment

Description: Number of clients that have been served with with basic needs items like matrasses, beddings, and kitchen items.

	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	28	7	7	7	7	28	100%
Shoreline						0	
Tukwila						0	
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
<b>TOTAL</b>	<b>28</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>28</b>	

SERVICE UNIT 2

Service Unit 1: Clothing Bank

Measurement: Appointment

Description: Number of bundles/ boxes of clothings and household supplies provided to clients served in Q4.

	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	28	7	7	7	7	28	100%
Shoreline						0	
Tukwila						0	
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
<b>TOTAL</b>	<b>28</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>28</b>	

SERVICE UNIT 3

Service Unit 1: Basic Needs Supplies

Measurement: Bundle of items

Description: Number of bundles/ boxes of clothings and household supplies provided to each family served in Q4.

	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	88	22	22	22	22	88	100%
Shoreline						0	
Tukwila						0	
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
<b>TOTAL</b>	<b>88</b>	<b>22</b>	<b>22</b>	<b>22</b>	<b>22</b>	<b>88</b>	

## **NARRATIVE**

In Q4 seven families, residents of Sea-Tac, have been provided with furniture items, clothing, food, and other necessities. Thank you!

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	88	22	22	22	22	88
Shoreline						0
Tukwila						0
Seattle						0
Other KC						0
Outside KC						0
Unknown						0
<b>TOTAL</b>	<b>88</b>	<b>22</b>	<b>22</b>	<b>22</b>	<b>22</b>	<b>88</b>





REIMBURSEMENT REQUESTS

Agency and Program Name **Consejo Counseling and Referral Service**  
 Address 723 SW 10th Street  
 City & ZIP Renton, 98057  
 Program Contact Name Norma Guzman Phone 260-461-4880  
 Email [nguzman@consejocounseling.org](mailto:nguzman@consejocounseling.org) Invoice Date 1/3/24  
 Costs below incurred from 10/1/23 to 12/31/23  
 Signature of Authorized Signer *Mario E. Paredes* Printed Name Mario E. Paredes

	Contract ID#	Annual Award Amt	Reimbursement Requests				Balance Remaining
			1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn	GF23/2412	\$10,000.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$0.00
Bellevue		\$16,080.00	\$4,020.00	\$4,020.00	\$4,020.00	\$4,020.00	\$0.00
Bothell	2659	\$3,000.00	\$3,000.00	\$0.00	\$0.00	\$0.00	\$0.00
Burien							\$0.00
Covington							\$0.00
Des Moines		\$10,000.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$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		\$10,000.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$0.00
Kirkland		\$15,000.00	\$3,750.00	\$3,750.00	\$3,750.00	\$3,750.00	\$0.00
Mercer Island							\$0.00
Redmond	10148	\$10,000.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$0.00
Renton		\$10,000.00	\$1,250.00	\$3,750.00	\$2,500.00	\$2,500.00	\$0.00
Sammamish							\$0.00
SeaTac		\$6,500.00	\$1,625.00	\$1,625.00	\$1,625.00	\$1,625.00	\$0.00
Shoreline							\$0.00
Tukwila		\$5,000.00	\$1,250.00	\$1,250.00	\$1,250.00	\$1,250.00	\$0.00

Admin use only

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

SERVICE UNIT 1

Service Unit 1: Advocacy

Measurement: 60 minutes

Description: Provide Spanish speaking and DV advocacy/Crisis intervention services and safety panning.

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn	30	4	18	48	25	95	317%
Bellevue	40	98	16	51	43	208	520%
Bothell	12	21	5	16	5	47	392%
Burien		18	28	51	32	129	
Covington						0	
Des Moines	20	16	3	18	9	46	228%
Federal Way	30	26	41	85	83	235	783%
Issaquah		10	5	10	7	32	
Kenmore			6	4	1	11	
Kent	10	7	53	38	48	146	1460%
Kirkland	85	44	15	17	10	86	101%
Mercer Island						0	
Redmond	35	23	19	14	10	66	189%
Renton	75	42	75	72	30	219	292%
Sammamish						0	
SeaTac	20	18	2		52	72	360%
Shoreline		4				4	
Tukwila	23	14			16	30	130%
Seattle		84	85	158		327	
Other KC				10		10	
Outside KC						0	
Unknown						0	
<b>TOTAL</b>	<b>380</b>	<b>428</b>	<b>371</b>	<b>592</b>	<b>371</b>	<b>1,762</b>	

SERVICE UNIT 2

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

Measurement: 60 minutes

Description: To provide emotional support, counseling, financial resources, relocation assistance, and connecting DV Survivors with community resources.

	Annual	Actual Units, regardless of funding source				YTD	
	Goal	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn	30	4	11	21	14	50	165%
Bellevue	40	42	8	32	22	104	259%
Bothell	24	13	4	4	5	26	108%
Burien		6	24	35	19	84	
Covington						0	
Des Moines	20	10	3	7	5	25	125%
Federal Way	35	16	27	20	35	97	277%
Issaquah		10	4	5	5	24	
Kenmore			6	3	1	10	
Kent	10	5	33	22	25	85	845%
Kirkland	80	44	5	15	16	80	99%
Mercer Island						0	
Redmond	35	22	5	8	7	42	120%
Renton	75	15	54	31	18	118	157%
Sammamish						0	
SeaTac	15	14	2		30	46	307%
Shoreline		4				4	
Tukwila	26	14			16	30	115%
Seattle		78	60	104		242	
Other KC				10		10	
Outside KC						0	
Unknown						0	
<b>TOTAL</b>	<b>390</b>	<b>295</b>	<b>244</b>	<b>317</b>	<b>218</b>	<b>1,074</b>	

SERVICE UNIT 3

Service Unit 1: Support Group

Measurement: 60 minutes

Description:

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn	30	8	6	2	11	27	90%
Bellevue	40	4	2	42	31	79	198%
Bothell	24			14	11	25	104%
Burien		6				6	
Covington						0	
Des Moines	20	6	18		3	27	133%
Federal Way	35	7	32	22	13	74	211%
Issaquah		2	2	20	14	38	
Kenmore						0	
Kent	10	2		2	8	12	120%
Kirkland	35			16	22	38	109%
Mercer Island						0	
Redmond	12	5	2	6	2	15	125%
Renton	75	8		7	18	33	44%
Sammamish						0	
SeaTac	3	16			12	28	933%
Shoreline						0	
Tukwila	8	8				8	100%
Seattle		10	50	25		85	
Other KC						0	
Outside KC						0	
Unknown						0	
<b>TOTAL</b>	<b>292</b>	<b>82</b>	<b>112</b>	<b>156</b>	<b>145</b>	<b>495</b>	

## NARRATIVE

Challenges observed during this report period, continue to be the lack of resources for undocumented/immigrant DV survivors as well the lack of shelters. However, as usual, we keep on witnessing the resilience of DV survivors once they have received the life saving services provided to them. Client has shown resilience, determination, and more confidence in the support system that the US has to offer. I am a firm believer that when you seek help and speak up, one of many people will listen to your story and help. She described me as that person to her. I saw her angry, stressed, doubtful, about to give up, and I saw her cry tears of joy. After spending endless days with her going to court and writing a petition for a protection order, client A. became more confident in herself and more trusting of good people. I noticed over time client A. being able to trust the process and have more hope that as long as she speaks up, she can receive the support she deserves. Client A. mentioned the first time that we met that no one listened to her. She stated that she had doors closed on her and lost hope that she would get the help with a protection order. She was fearful for her life but she was willing to risk living with fear because no one would listen to her story. Client A. mentioned not being able to have enough proof of her domestic violence but she was reminded that she just needs to tell her story and express how she feels because her feelings are valid and domestic violence is not just physical abuse. After weeks of expressing her story, client A. was able to obtain a protection order. Client A.'s success story lies in her full hearing. She was able to stand next to her aggressor and tell the commissioner her story. She was able to speak up. She was able to have someone's full attention and express her fear. Client A. said she never felt that empowered in her life.

She cried tears of joy because she didn't think she could do it and she thanked me for believing in her. I reminded client A. that she should always believe in herself and tell her story as it could inspire other victims to speak up and believe in themselves too.

## RESIDENTS

	Annual Goal	1st Qtr	Actual # of Residents			YTD
			2nd Qtr	3rd Qtr	4th Qtr	
Auburn	18	4	4	3	6	17
Bellevue	8	12	3	8	2	25
Bothell	7	3	2		4	9
Burien		5	2	1	4	12
Covington						0
Des Moines	10	4		3		7
Federal Way	12	7	4	1		12
Issaquah		4	1	1		6
Kenmore			2			2
Kent	6	5	7	5	3	20
Kirkland	10	7	4	1		12
Mercer Island						0
Redmond	7	3	4	1		8
Renton	10	10	3	5	1	19
Sammamish		1				1
SeaTac	6	1		1	7	9
Shoreline		2				2
Tukwila	3	1			7	8
Seattle		27	14	12		53
Other KC						0
Outside KC						0
Unknown						0
<b>TOTAL</b>	<b>97</b>	<b>96</b>	<b>50</b>	<b>42</b>	<b>34</b>	<b>222</b>

**CITY LINE ITEM TABLES**

**BELLEVUE Line Item Table**

\*Back-up documentation required for line item expenses


	Budget	Q1 Request	Q2 Request	Q3 Request	Q4 Request	Cumulative Requested	Balance Remaining
Personnel		\$1,531.02	\$2,069.11	\$2,065.42	\$2,570.02	\$8,235.57	-\$8,235.57
Office/Ops		\$1,108.17	\$714.12	\$781.61	\$800.96	\$3,404.86	-\$3,404.86
Purchased Svc		\$4.91	\$33.93	\$8.38	\$16.65	\$63.87	-\$63.87
Communication		\$55.63	\$80.70	\$131.17	\$101.36	\$368.86	-\$368.86
Travel/Training		\$85.49	\$283.65	\$59.48	\$6.66	\$435.28	-\$435.28
Other		\$1,234.78	\$838.49	\$973.94	\$524.35	\$3,571.56	-\$3,571.56
<b>TOTAL</b>	<b>\$0.00</b>	<b>\$4,020.00</b>	<b>\$4,020.00</b>	<b>\$4,020.00</b>	<b>\$4,020.00</b>	<b>\$16,080.00</b>	<b>-\$16,080.00</b>

**FEDERAL WAY Line Item Table**

\*Back-up documentation required for line item expenses

	Budget	Q1 Request	Q2 Request	Q3 Request	Q4 Request	Cumulative Requested	Balance Remaining
Personnel		\$2,290.62	\$2,069.48	\$2,011.43	\$2,235.92	\$8,607.45	-\$8,607.45
Office/Ops		\$6.03	\$11.00	\$10.08	\$6.92	\$34.03	-\$34.03
Purchased Svc		\$0.45	\$3.29	\$0.00	\$0.00	\$3.74	-\$3.74
Communication		\$24.80	\$32.92	\$40.78	\$79.62	\$178.12	-\$178.12
Travel/Training		\$1.30	\$1.70	\$0.08	\$0.74	\$3.82	-\$3.82
Other		\$176.80	\$381.61	\$437.63	\$176.80	\$1,172.84	-\$1,172.84
<b>TOTAL</b>	<b>\$0.00</b>	<b>\$2,500.00</b>	<b>\$2,500.00</b>	<b>\$2,500.00</b>	<b>\$2,500.00</b>	<b>\$10,000.00</b>	<b>-\$10,000.00</b>

REIMBURSEMENT REQUESTS

Agency and Program Name Domestic Abuse Women's Network - CAP  
 Address PO Box 1449  
 City & ZIP Kent, WA 98035  
 Program Contact Name Elba Moreira Phone 253-893-1600  
 Email [Elba@dawnrising.org](mailto:Elba@dawnrising.org) Invoice Date 1/7/24  
 Costs below incurred from 10/1/23 to 12/31/23  
 Signature of Authorized Signer  Printed Name Zinka Galusic

	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	23-057	\$3,500.00	\$875.00	\$875.00	\$875.00	\$875.00	\$0.00
Covington	035-2023	\$3,000.00	\$750.00	\$750.00	\$750.00	\$750.00	\$0.00
Des Moines							\$0.00
Federal Way		\$15,000.00	\$3,750.00	\$3,750.00	\$3,750.00	\$3,750.00	\$0.00
Issaquah							\$0.00
Kenmore							\$0.00
Kent	CAG2023-126	\$35,000.00	\$8,750.00	\$8,750.00	\$8,750.00	\$8,750.00	\$0.00
Kirkland							\$0.00
Mercer Island							\$0.00
Redmond							\$0.00
Renton	23-110	\$15,000.00	\$3,750.00	\$3,750.00	\$3,750.00	\$3,750.00	\$0.00
Sammamish							\$0.00
SeaTac		\$9,000.00	\$2,250.00	\$2,250.00	\$2,250.00	\$2,250.00	\$0.00
Shoreline							\$0.00
Tukwila	23-050	\$4,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$0.00

Admin use only

Authorized Payment Amt:

Authorization Code / Acct #

Authorized Signature / City

Date

91%



SERVICE UNIT 1

Service Unit 1: Case Management

Measurement: 60 minutes

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

	Annual Goal	Actual Units, regardless of funding source					YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr			
Auburn		340	381	351	334	1,406	#DIV/0!	
Bellevue		13	8	19	102	142	#DIV/0!	
Bothell		0	0	0	3	3	#DIV/0!	
Burien	19	25	11	12	25	73	384%	
Covington	20	5	1	4	18	28	140%	
Des Moines		18	29	32	22	101	#DIV/0!	
Federal Way	208	353	334	279	306	1,272	612%	
Issaquah		10	7	7	39	63	#DIV/0!	
Kenmore		0	0	0	3	3	#DIV/0!	
Kent	500	376	218	280	377	1,251	250%	
Kirkland		0	13	1	26	40	#DIV/0!	
Mercer Island		0	0	0	0	0	#DIV/0!	
Redmond		0	0	18	76	94	#DIV/0!	
Renton	180	522	358	259	345	1,484	824%	
Sammamish		0	0	6	2	8	#DIV/0!	
SeaTac	125	29	19	20	38	106	85%	
Shoreline		0	0	0	3	3	#DIV/0!	
Tukwila	42	95	93	42	51	281	669%	
Seattle		542	609	455	729	2,335		
Other KC		155	106	105	163	529		
Outside KC		41	76	45	95	257		
Unknown		0			20	20		
<b>TOTAL</b>	<b>1,094</b>	<b>2,524</b>	<b>2,263</b>	<b>1,935</b>	<b>2,777</b>	<b>9,499</b>		

SERVICE UNIT 2

Service Unit 1: Crisis Line

Measurement: Phone call

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

	Annual Goal	Actual Units, regardless of funding source					YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr			
Auburn		82	53	62	60	257	#DIV/0!	
Bellevue		19	20	62	144	245	#DIV/0!	
Bothell		0	2	3	2	7	#DIV/0!	
Burien	12	20	16	15	23	74	617%	
Covington	15	7	7	5	5	24	160%	
Des Moines		6	7	17	13	43	#DIV/0!	
Federal Way	92	91	86	44	73	294	320%	
Issaquah		0	5	1	6	12	#DIV/0!	
Kenmore		0	1	0	1	2	#DIV/0!	
Kent	200	182	162	112	116	572	286%	
Kirkland		0	8	3	3	14	#DIV/0!	
Mercer Island		0	1	2	1	4	#DIV/0!	
Redmond		0	0	5	5	10	#DIV/0!	
Renton		122	131	109	111	473	#DIV/0!	
Sammamish		0	2	1	5	8	#DIV/0!	
SeaTac	51	11	11	8	12	42	82%	
Shoreline		8	3	9	2	22	#DIV/0!	
Tukwila		14	20	16	17	67	#DIV/0!	
Seattle		268	226	282	306	1,082		
Other KC		68	31	25	43	167		
Outside KC		124	107	91	82	404		
Unknown		190	157	173	263	783		
<b>TOTAL</b>	<b>370</b>	<b>1,212</b>	<b>1,056</b>	<b>1,045</b>	<b>1,293</b>	<b>4,606</b>		



## RESIDENTS

	Annual Goal	Actual # of Residents				YTD
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn		52	55	64	70	241
Bellevue		2	2	5	19	28
Bothell		0	0	0	1	1
Burien	5	5	5	4	7	21
Covington		1	1	2	3	7
Des Moines		5	5	6	7	23
Federal Way	37	79	76	79	82	316
Issaquah		3	3	4	9	19
Kenmore		0	0	0	1	1
Kent	100	75	60	73	82	290
Kirkland		0	2	1	6	9
Mercer Island		0	0	0	0	0
Redmond		0	0	4	17	21
Renton	5	70	75	76	88	309
Sammamish		0	0	1	1	2
SeaTac	21	6	6	6	5	23
Shoreline		0	0	0	1	1
Tukwila	5	5	4	3	2	14
Seattle		99	116	124	171	510
Other KC		28	22	22	27	99
Outside KC		14	18	14	25	71
Unknown		0	0	0	2	2
<b>TOTAL</b>	<b>173</b>	<b>444</b>	<b>450</b>	<b>488</b>	<b>626</b>	<b>2008</b>

## NARRATIVE

In Quarter 4 of 2023, DAWN's Community Advocacy program successfully increased the number of clients served from 488 to 626, marking a significant growth of 28.28%. To meet the rising demand, DAWN's community advocacy team hired and trained four new advocates as DAWN had faced staffing challenges in Quarter 3.

Despite encountering challenges, our dedicated team worked tirelessly to provide vital support, counseling, and advocacy to survivors of domestic violence. Utilizing innovative approaches such as virtual support groups, telephone consultations, zoom meetings, and in-person sessions, we continued our commitment to providing support. Additionally, we enlisted the assistance of an intern for legal advocacy and a few other interns and volunteers to support our 24-hour advocacy and support line.

DAWN's expansion of the DSHS contract for CSO offices across King County has been exceptionally successful. We hired and trained a second CSO advocate to primarily support Seattle after our former Seattle advocate moved out of Washington. This expansion resulted in the hiring and training of another advocate, bringing the total to five CSO advocates covering King County populations. These advocates operate in 10 offices, serving an average of 300 clients throughout King County. Their services include creating personalized Family Violence Services Plans to address the multiple obstacles survivors face on their journey to safety.

CSO advocates play an essential role in ensuring clients have access to services like childcare, legal aid, housing, and employment. All our advocates facilitate weekly support groups, focusing on different areas, from CSO-based clients to drop-in support groups and youth support groups. They aim to create spaces of connection and support for our clients.

Recently, our advocates began participating in tabling events at locations like Green River College to raise awareness of available services. We also had different organizations approach DAWN to train the community



REIMBURSEMENT REQUESTS

Agency and Program Name Domestic Abuse Women's Network - Housing  
 Address P.O Box 1449  
 City & ZIP Kent, WA 9032  
 Program Contact Name Aushenae Matthews Phone 253-893-1600  
 Email [aushenaem@dawnrising.org](mailto:aushenaem@dawnrising.org) Invoice Date 1/7/23  
 Costs below incurred from 10/1/23 to 12/31/23

Signature of Authorized Signer  Printed Name Zinka Galusic

Email: Zinka@dawnrising.org Phone: 253-893-1606

Contract ID#	Annual Award Amt	Reimbursement Requests				Balance Remaining
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn	\$25,000.00	\$6,250.00	\$6,250.00	\$6,250.00	\$6,250.00	\$0.00
Bellevue						\$0.00
Bothell						\$0.00
Burien						\$0.00
Covington						\$0.00
Des Moines						\$0.00
Federal Way	\$11,000.00	\$2,750.00	\$2,750.00	\$2,750.00	\$2,750.00	\$0.00
Issaquah						\$0.00
Kenmore						\$0.00
Kent						\$0.00
Kirkland						\$0.00
Mercer Island						\$0.00
Redmond						\$0.00
Renton	23-110 \$15,000.00	\$3,750.00	\$3,750.00	\$3,750.00	\$3,750.00	\$0.00
Sammamish						\$0.00
SeaTac	\$8,500.00				\$2,125.00	\$6,375.00
Shoreline						\$0.00
Tukwila						\$0.00

Admin use only

Authorized Payment Amt:

Authorized Signature / City

Date

SERVICE UNIT 1

Service Unit 1: Shelter

Measurement: Bed night

Description: DAWN's housing program provides holistic confidential emergency shelter for survivors of domestic violence and their dependents. All meals, household supplies, and personal are provided by the program. All residents are offered on-site comprehensive domestic violence advocacy.

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn	267	618	637	420	190	1,865	699%
Bellevue						0	#DIV/0!
Bothell						0	#DIV/0!
Burien	128		16	30		46	36%
Covington		15		16		31	#DIV/0!
Des Moines		9				9	#DIV/0!
Federal Way	117	0	114	196		310	265%
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	160	442	170	242	184	1,038	649%
Sammamish						0	#DIV/0!
SeaTac	90				70	70	78%
Shoreline						0	#DIV/0!
Tukwila						0	#DIV/0!
Seattle		135	258	444	342	1,179	
Other KC				24		24	
Outside KC		432	138	105	138	813	
Unknown						0	
<b>TOTAL</b>	<b>762</b>	<b>1,651</b>	<b>1,333</b>	<b>1,477</b>	<b>924</b>	<b>5,385</b>	







RESIDENTS

	Annual Goal	1st Qtr	Actual # of Residents			YTD
			2nd Qtr	3rd Qtr	4th Qtr	
Auburn	5	7	7	7	4	25
Bellevue						0
Bothell						0
Burien			1	3		4
Covington		1		1		2
Des Moines		1				1
Federal Way	5	0	2	5		7
Issaquah						0
Kenmore						0
Kent						0
Kirkland						0
Mercer Island						0
Redmond						0
Renton	3	10	3	4	2	19
Sammamish						0
SeaTac	3				1	1
Shoreline						0
Tukwila						0
Seattle		4	4	7	9	24
Other KC				4		4
Outside KC		7	2	4	2	15
Unknown						0
<b>TOTAL</b>	<b>16</b>	<b>30</b>	<b>19</b>	<b>35</b>	<b>18</b>	<b>102</b>

## NARRATIVE

Q4: Fall and winter is always a weird time for shelter and families fleeing DV. To get up and leave everything behind during the holidays with uncertainty if there will be a roof over your childrens heads, presents under the tree, or a warm dinner for the holidays is stressful. While we had less intakes and bednights this quarter, we noticed less families fleeing during this season just due to such a high risk of ending up on the streets. We also noticed large decline of our shelter with increased concern of our communal living when people would screen for our shelter and be informed of our program. While we screen for all rooms this quarter that are/became available, it can be hard when communal shelters have negative connotations, causing families to decline safe living arrangements. Our families at our shelter, even some longer term ones, were able to get into permanent supportive housing units, subsidized housing, transitional housing and rapid rehousing, causing family after family to exit successfully from our program! Our shelter program maintained our adopt a family program with donations from organizations up to \$5,000 for families. Ranging from bikes, to clothes, bedding, and toys, even laptops for some moms. Our shelter team also planned and ran our marketplace for mobile clients assisting 74 families in need in December. Clients were able to access our marketplace donations from amazon and target, ranging from cleaning supplies, hygiene products, perfume, school supplies and more. Our shelter exceeded our King County Audit/inspection. While we prepped and had vendors in and out all year working on electrical work, landscaping, new floors, painting, trees/arborists, updated appliances, it all paid off to continue to be in compliance with our King County team.

Q3: The summer time going into fall is always a huge transition for families. Everyone needs school supplies, school clothes, school transportation needs to be set up. These are things that aren't normally navigated or imagined to be navigated while staying in a shelter. Mckinney Vento isnt a common resource moms know about prior to coming into shelter. having to shop off gift cards or asking your primary advocate for school



Agency and Program Name Des Moines Area Food Bank

Address 22225 9th Ave S (Mailing: PO Box 98788)

City & ZIP Des Moines, WA 98198

Program Contact Name Barb Houston-Shimizu Phone (206) 898-7182

Email dmafb@hotmail.com Invoice Date 1/10/24

Costs below incurred from 10/1/23 to 12/31/23

Signature of Authorized Signer  Printed Name Barb Houston-Shimizu

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						\$0.00
Covington						\$0.00
Des Moines	\$40,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$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	\$50,000.00	\$12,500.00	\$12,500.00	\$12,500.00	\$12,500.00	\$0.00
Shoreline						\$0.00
Tukwila						\$0.00

Admin use only

Authorized Payment Amt:

Authorization Code / Acct #

Authorized Signature / City

Date

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		4,859	6,809	11,925	11,284	34,877	
Bellevue						0	
Bothell						0	
Burien		12,213	13,965	17,223	10,623	54,024	
Covington						0	
Des Moines	68,640	140,223	173,586	169,675	181,776	665,260	969%
Federal Way		14,107	23,033	27,538	24,840	89,518	
Issaquah						0	
Kenmore						0	
Kent		33,932	49,505	38,604	41,583	163,624	
Kirkland						0	
Mercer Island						0	
Redmond						0	
Renton		10,447	8,841	9,925	9,823	39,036	
Sammamish						0	
SeaTac	380,000	81,067	91,467	86,152	81,797	340,483	90%
Shoreline						0	
Tukwila		6,425	9,788	30,234	7,490	53,937	
Seattle		21,820	21,221	19,317	14,004	76,362	
Other KC		1,383	7,279	4,963	4,170	17,795	
Outside KC		1,187	1,803	1,763	1,828	6,581	
Unknown						0	
<b>TOTAL</b>	<b>448,640</b>	<b>327,663</b>	<b>407,297</b>	<b>417,319</b>	<b>389,218</b>	<b>1,541,497</b>	

Service Unit 1: Food

Measurement: Individual

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

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn		316	412	805	919	2,452	
Bellevue						0	
Bothell						0	
Burien		849	895	948	944	3,636	
Covington						0	
Des Moines	1,784	9,462	10,675	11,153	14,847	46,137	2586%
Federal Way		898	1,386	1,859	2,023	6,166	
Issaquah						0	
Kenmore						0	
Kent		2,160	2,979	2,606	3,389	11,134	
Kirkland						0	
Mercer Island						0	
Redmond						0	
Renton		665	532	670	800	2,667	
Sammamish						0	
SeaTac	838	5,232	5,416	5,445	6,663	22,756	2716%
Shoreline						0	
Tukwila		409	589	2,041	610	3,649	
Seattle		1,389	1,277	1,304	1,153	5,123	
Other KC		97	438	335	352	1,222	
Outside KC		86	110	119	156	471	
Unknown						0	
<b>TOTAL</b>	<b>2,622</b>	<b>21,563</b>	<b>24,709</b>	<b>27,285</b>	<b>31,856</b>	<b>105,413</b>	



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		9	3		72	84	
Bellevue						0	
Bothell						0	
Burien		96	72		133	301	
Covington						0	
Des Moines		719	427			1,146	
Federal Way						0	
Issaquah						0	
Kenmore						0	
Kent					4	4	
Kirkland						0	
Mercer Island						0	
Redmond						0	
Renton						0	
Sammamish						0	
SeaTac	296	96	83		2	181	61%
Shoreline						0	
Tukwila						0	
Seattle					21	21	
Other KC		12			21	33	
Outside KC		14	2		12	28	
Unknown						0	
<b>TOTAL</b>	<b>296</b>	<b>946</b>	<b>587</b>	<b>0</b>	<b>265</b>	<b>1,798</b>	

## NARRATIVE

This quarter's numbers continued to skyrocket, with the increase of new customers at 49% for Des Moines, 24% for Kent, 1% for SeaTac, and 105% for other cities compared to this quarter last year. New client totals for this year over last year are up 29% for Des Moines, 40% for Kent, 7% for SeaTac, and 103% for other cities. These stats are not 100% complete and we will be resending final figures in about one week. It is a blessing to have the support of our local communities to be able to serve these families in need. Jay, one of our clients, recently shared that "the food bank has helped me manage my food budget tremendously. I track these things and I was able to save over \$2400 last year." He went on to share, though, that "Coming to the food bank is not only about food, but also about having community." The year has not been without its struggles. In particular, vandalism of our vehicles has been a repeated problem. As we look to the new year, we will have challenges with several experienced staff members moving away or taking time off for medical leave, so we will need to grow a new crew. Again, we will follow up with revised stats and additional narrative info in the next week or so (we have to add December back packs and government commodity lbs).

Funding from the cities of Des Moines and SeaTac are essential to our financial stability. Thanks so much!

## RESIDENTS

	Annual Goal	Actual # of Residents				YTD
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn		82	81	172	118	453
Bellevue						0
Bothell						0
Burien		133	116	86	122	457
Covington						0
Des Moines	985	2486	875	662	955	4978
Federal Way		336	316	349	448	1449
Issaquah						0
Kenmore						0
Kent		710	445	328	318	1801
Kirkland						0
Mercer Island						0
Redmond						0
Renton		99	18	35	48	200
Sammamish						0
SeaTac	1,200	1029	342	210	272	1853
Shoreline						0
Tukwila		67	51	44	55	217
Seattle		195	56	48	88	387
Other KC		50	10	17	27	104
Outside KC		27	21	61	51	160
Unknown						0
<b>TOTAL</b>	<b>2185</b>	<b>5214</b>	<b>2331</b>	<b>2012</b>	<b>2502</b>	<b>12059</b>

REIMBURSEMENT REQUESTS

Agency and Program Name **Essentials First - Community Kits Program**  
 Address 919 124th Av. NE, Suite 103  
 City & ZIP Bellevue, WA 98005  
 Program Contact Name Khizer Sheriff Phone 425-213-7810  
 Email khizer@essentialsfirst.org Invoice Date 1/5/2024

Costs below incurred from 10/1/2023 to 12/31/2023

Signature of Authorized Signer *Signature needed - see attached* Printed Name Khizer Sheriff

Contract ID#	Annual Reimbursement Requests					Balance Remaining
	Award Amt	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn						\$0.00
Bellevue	\$20,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$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	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Renton						\$0.00
Sammamish	\$5,000.00	\$1,250.00	\$1,250.00	\$150.00	<del>\$1,250.00</del>	\$1,100.00
SeaTac	\$10,000.00	\$2,500.00	\$2,500.00	\$2,500.00	<del>\$2,500.00</del>	\$0.00
Shoreline						\$0.00
Tukwila						\$0.00

Admin use only

Authorized Payment Amt: Authorization Code/Acct #

Authorized Signature / City Date

SERVICE UNIT 1

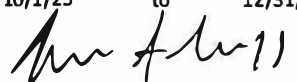
Service Unit 1: Basic Needs Supplies

Measurement: Bundle of items

Description: A standard Hygiene Kit includes shampoo, conditioner, soap, feminine hygiene items, women and men's deodorants, tooth paste, toothbrushes, razors, wipes, laundry detergent and liquid dish soap.

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn						0	
Bellevue	257	55	67	62	65	249	97%
Bothell						0	
Burien						0	
Covington						0	
Des Moines						0	
Federal Way						0	
Issaquah					23	23	
Kenmore						0	
Kent						0	
Kirkland						0	
Mercer Island						0	
Redmond	0	32	42	60	75	209	
Renton						0	
Sammamish	64	12	10	12	31	65	102%
SeaTac	130	34	54	60	42	190	146%
Shoreline						0	
Tukwila						0	
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
<b>TOTAL</b>	<b>451</b>	<b>133</b>	<b>173</b>	<b>194</b>	<b>236</b>	<b>736</b>	

REIMBURSEMENT REQUESTS

Agency and Program Name Essentials First - Community Kits Program  
 Address 919 124th Av. NE, Suite 103  
 City & ZIP Bellevue, WA 98005  
 Program Contact Name Khizer Sheriff Phone 425-213-7810  
 Email khizer@essentialsfirst.org Invoice Date 1/5/24  
 Costs below incurred from 10/1/23 to 12/31/23  
 Signature of Authorized Signer  Printed Name Khizer Sheriff

Contract ID#	Annual Award Amt	Reimbursement Requests				Balance Remaining
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn						\$0.00
Bellevue	\$20,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$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	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Renton						\$0.00
Sammamish	\$5,000.00	\$1,250.00	\$1,250.00	\$150.00	\$1,250.00	\$1,100.00
SeaTac	\$10,000.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$0.00
Shoreline						\$0.00
Tukwila						\$0.00

Admin use only

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







## **NARRATIVE**

Notes for Q4 : As in previous years, Essentials First hosted both a Thanksgiving meals event (this time at the Together Center in Redmond) as well as a Holiday event at the Bellevue office. Both events saw a large number of families from various Eastside cities who attended. We also saw an increased uptick in clients in our office in Redmond. Several clients from Sammanish and Issaquah found it more convenient to come to our Redmond office. We saw an increase from clients from these cities in the Redmond office

## RESIDENTS

	Annual Goal	1st Qtr	Actual # of Residents			YTD
			2nd Qtr	3rd Qtr	4th Qtr	
Auburn						0
Bellevue	49	55	67	62	65	249
Bothell						0
Burien						0
Covington						0
Des Moines						0
Federal Way						0
Issaquah					23	23
Kenmore						0
Kent						0
Kirkland						0
Mercer Island						0
Redmond	0	32	42	60	75	209
Renton						0
Sammamish	16	12	10	12	31	65
SeaTac	130	34	54	60	42	190
Shoreline						0
Tukwila						0
Seattle						0
Other KC						0
Outside KC						0
Unknown						0
<b>TOTAL</b>	<b>195</b>	<b>133</b>	<b>173</b>	<b>194</b>	<b>236</b>	<b>736</b>

**CITY LINE ITEM TABLE**

**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	\$10,000.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$10,000.00	\$0.00
Office/Ops						\$0.00	\$0.00
Purchased Svc						\$0.00	\$0.00
Communication						\$0.00	\$0.00
Travel/Training						\$0.00	\$0.00
Other	\$10,000.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$10,000.00	\$0.00
<b>TOTAL</b>	<b>\$20,000.00</b>	<b>\$5,000.00</b>	<b>\$5,000.00</b>	<b>\$5,000.00</b>	<b>\$5,000.00</b>	<b>\$20,000.00</b>	<b>\$0.00</b>

REIMBURSEMENT REQUESTS

Agency and Program Name HealthPoint - *Dental*  
 Address 955 Powell Ave SW  
 City & ZIP Renton WA 98057  
 Program Contact Name Susan Amberson Phone 360-584-3908  
 Email samberson@healthpointchc.org Invoice Date 1/8/23  
 Costs below incurred from 10/1/23 to 12/31/23  
 Signature of Authorized Signer *Susan E Amberson* Printed Name Susan Amberson

	Contract ID#	Annual Award Amt	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Balance Remaining
Auburn							\$0.00
Bellevue	GF-184	\$30,000.00	\$7,500.00	\$7,500.00	\$7,500.00	\$7,500.00	\$0.00
Bothell							\$0.00
Burien	037-2023	\$10,000.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$0.00
Covington	037-2023	\$15,000.00	\$3,750.00	\$3,750.00	\$3,750.00	\$3,750.00	\$0.00
Des Moines	037-2023	\$10,000.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$0.00
Federal Way	037-2023	\$20,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$0.00
Issaquah							\$0.00
Kenmore	GF-184	\$5,000.00	\$1,250.00	\$1,250.00	\$1,250.00	\$1,250.00	\$0.00
Kent	33917	\$15,000.00	\$3,750.00	\$3,750.00	\$3,750.00	\$3,750.00	\$0.00
Kirkland	GF-184	\$16,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$0.00
Mercer Island							\$0.00
Redmond	GF-184	\$25,000.00	\$6,250.00	\$6,250.00	\$6,250.00	\$6,250.00	\$0.00
Renton							\$0.00
Sammamish	GF-184	\$10,000.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$0.00
SeaTac	037-2023	\$7,500.00	\$1,875.00	\$1,875.00	\$1,875.00	\$1,875.00	\$0.00
Shoreline							\$0.00
Tukwila	037-2023	\$7,500.00	\$1,875.00	\$1,875.00	\$1,875.00	\$1,875.00	\$0.00

Admin use only

*\* MOLA \**

Authorized Payment Amt:

Authorization Code/Acct #

Authorized Signature / City

Date

SERVICE UNIT 1

Service Unit 1: Dental Care

Measurement: Appointment

Description: HealthPoint provides dental appointments to community residents, with 60% of patients seen during the contract period, who initiate a dental treatment plan, complete that plan within 12 months.

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn						0	
Bellevue	129	257	271	281	331	1,140	884%
Bothell						0	
Burien	44	238	294	265	330	1,127	2561%
Covington	44	76	87	90	128	381	866%
Des Moines	44	555	537	646	604	2,342	5323%
Federal Way	88	2,471	2,286	2,422	2,457	9,636	10950%
Issaquah						0	
Kenmore	22	205	192	210	258	865	3932%
Kent	65	3,732	3,524	3,927	3,813	14,996	23071%
Kirkland	69	652	608	661	650	2,571	3726%
Mercer Island						0	
Redmond	108	642	704	660	807	2,813	2605%
Renton						0	
Sammamish	43	83	92	54	51	280	651%
SeaTac	33	687	612	804	709	2,812	8521%
Shoreline						0	
Tukwila	33	438	410	442	377	1,667	5052%
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
<b>TOTAL</b>	<b>722</b>	<b>10,036</b>	<b>9,617</b>	<b>10,462</b>	<b>10,515</b>	<b>40,630</b>	





## RESIDENTS

	Annual Goal	1st Qtr	Actual # of Residents			YTD
			2nd Qtr	3rd Qtr	4th Qtr	
Auburn						0
Bellevue	48	127	151	133	164	575
Bothell						0
Burien	17	96	104	100	90	390
Covington	17	37	38	45	64	184
Des Moines	17	302	296	333	305	1236
Federal Way	34	1175	1117	1166	1132	4590
Issaquah						0
Kenmore	8	120	94	111	126	451
Kent	24	2041	1957	2169	2145	8312
Kirkland	26	367	318	344	342	1371
Mercer Island						0
Redmond	40	348	361	362	399	1470
Renton						0
Sammamish	16	48	47	25	29	149
SeaTac	13	354	296	385	344	1379
Shoreline						0
Tukwila	13	194	193	203	207	797
Seattle						0
Other KC						0
Outside KC						0
Unknown						0
<b>TOTAL</b>	<b>273</b>	<b>5209</b>	<b>4972</b>	<b>5376</b>	<b>5347</b>	<b>20904</b>



## NARRATIVE

In 2023, HealthPoint continued to focus on increasing access for dental patients across our clinic network. Services are provided at dental locations in Auburn, Bothell, Federal Way, Kent, Des Moines, Redmond, Family First - Renton and Tukwila. HealthPoint believes in educating families on the importance of preventive care, including healthy eating habits and daily brushing and flossing. HP clinics encourage children to learn good oral health habits at an early age.

As we start 2024, HealthPoint will continue to support and promote quality metrics that equitably improve quality outcomes across the population of patients. With its commitment to provide the best care and access to its patients and communities, HealthPoint is transitioning to Epic, a new electronic medical record. Our Epic partners visited our Midway and SeaTac health centers in October to learn more about HealthPoint and its approach to caring for its communities. Training is currently underway and the move to Epic is expected in October of 2024. This transition will help us toward our vision of having the healthiest communities in the county.



REIMBURSEMENT REQUESTS

Agency and Program Name **HealthPoint Medical**  
 Address 955 Powell Ave SW  
 City & ZIP Renton WA 98057  
 Program Contact Name Susan Amberson Phone 360-584-3908  
 Email samberson@healthpointchc.org Invoice Date 1/8/23

Costs below incurred from 10/1/23 to 12/31/23

Signature of Authorized Signer *Susan E Amberson* Printed Name Susan Amberson

	Contract ID#	Annual Award Amt	Reimbursement Requests				Balance Remaining
			1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn							\$0.00
Bellevue	GF-186	\$20,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$0.00
Bothell							\$0.00
Burien	036-2023	\$5,000.00	\$1,250.00	\$1,250.00	\$1,250.00	\$1,250.00	\$0.00
Covington	036-2023	\$20,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$0.00
Des Moines	036-2023	\$10,000.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$0.00
Federal Way	036-2023	\$15,000.00	\$3,750.00	\$3,750.00	\$3,750.00	\$3,750.00	\$0.00
Issaquah							\$0.00
Kenmore	GF-186	\$7,000.00	\$1,750.00	\$1,750.00	\$1,750.00	\$1,750.00	\$0.00
Kent	GF-186	\$15,000.00	\$3,750.00	\$3,750.00	\$3,750.00	\$3,750.00	\$0.00
Kirkland	GF-186	\$16,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$0.00
Mercer Island							\$0.00
Redmond	GF-186	\$29,000.00	\$7,250.00	\$7,250.00	\$7,250.00	\$7,250.00	\$0.00
Renton							\$0.00
Sammamish	GF-186	\$8,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$0.00
SeaTac	036-2023	\$7,000.00	\$1,750.00	\$1,750.00	\$1,750.00	\$1,750.00	\$0.00
Shoreline							\$0.00
Tukwila	036-2023	\$7,500.00	\$1,875.00	\$1,875.00	\$1,875.00	\$1,875.00	\$0.00

Admin use only

Authorized Payment Amt: Authorization Code/Acct #

Authorized Signature / City Date

SERVICE UNIT 1

Service Unit 1: Medical Care

Measurement: Appointment

Description: HealthPoint will provide medical appointments to members of each community, with the outcome of 90% of these patients establishing a medical home with a designated Primary Care Provider.

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn						0	
Bellevue	61	554	530	640	651	2,375	3893%
Bothell						0	
Burien	16	508	629	569	630	2,336	14600%
Covington	64	193	200	237	231	861	1345%
Des Moines	32	1,276	1,338	1,405	1,516	5,535	17297%
Federal Way	48	6,710	6,806	7,137	7,350	28,003	58340%
Issaquah						0	
Kenmore	22	336	383	368	414	1,501	6823%
Kent	62	10,295	11,044	11,151	11,326	43,816	70671%
Kirkland	50	991	998	1,080	1,096	4,165	8330%
Mercer Island						0	
Redmond	90	961	998	1,035	1,147	4,141	4601%
Renton						0	
Sammamish	25	70	60	54	61	245	980%
SeaTac	22	1,318	1,340	1,476	1,598	5,732	26055%
Shoreline						0	
Tukwila	24	841	951	1,090	1,195	4,077	16988%
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
<b>TOTAL</b>	<b>516</b>	<b>24,053</b>	<b>25,277</b>	<b>26,242</b>	<b>27,215</b>	<b>102,787</b>	

## RESIDENTS

	Annual Goal	1st Qtr	Actual # of Residents			YTD
			2nd Qtr	3rd Qtr	4th Qtr	
Auburn						0
Bellevue	19	348	342	351	382	1423
Bothell						0
Burien	6	258	308	295	279	1140
Covington	24	125	127	148	150	550
Des Moines	12	744	781	808	837	3170
Federal Way	18	3781	3889	4068	4143	15881
Issaquah						0
Kenmore	6	208	251	223	258	940
Kent	20	6206	6607	6796	6900	26509
Kirkland	15	650	648	667	676	2641
Mercer Island						0
Redmond	27	622	689	652	685	2648
Renton						0
Sammamish	7	44	41	36	41	162
SeaTac	8	764	779	824	909	3276
Shoreline						0
Tukwila	9	538	593	634	699	2464
Seattle						0
Other KC						0
Outside KC						0
Unknown						0
<b>TOTAL</b>	<b>171</b>	<b>14288</b>	<b>15055</b>	<b>15502</b>	<b>15959</b>	<b>60804</b>

## NARRATIVE

In 2023, HealthPoint continued to provide integrated services including medical, dental, pharmacy, behavioral health, school-based health. HealthPoint has been providing low barrier physical and behavioral health and harm reduction services and supplies for individuals who use drugs and are experiencing homelessness. Our primary care clinics and our urgent care location provide medications for opioid use disorder (MOUD) during regular clinic hours and dedicated walk-in times for patients who want MOUD on-demand.

HealthPoint has a Homeless Services outreach team providing medical care, social work and case management to people experiencing homelessness, families and young adults in shelters, supportive housing sites and other community-based locations. The Homeless Services (HS) program team, which includes nurses and social workers, conducts outreach and engagement to adults and children living in homeless shelters, provides field-based medical care and assists with acute medical needs, health education, and care coordination.

The large number of asylum seekers (over 300) who have been camped at the Riverton Park United Methodist Church in Tukwila presented many challenges for the Homeless Services program and several HealthPoint clinics because of the high demand for services and limited resources. HealthPoint encountered challenges in trying to communicate and collaborate with other entities, including local municipalities, UW/Harborview and Public Health, Seattle & King County (PHSKC). HealthPoint plan to continue direct communication with different agencies to collaborate and support this large number of people who do not necessarily fit under the traditional definition of people experiencing homelessness.









REIMBURSEMENT REQUESTS

Agency and Program Name Highline Area Food Bank

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

City & ZIP Burien 98148

Program Contact Name Mike Werle Phone 206-433-9900

Email Invoice Date 1/8/2023

Costs below incurred from 10/1/2023 to 12/31/2023

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

Authorized Payment Amt: Authorization Code/Acct #

Authorized Signature / City Date

SERVICE UNIT 1

Service Unit 1: Food

Measurement: Pound of food

Description: Total pounds of food distributed to all clients

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn		1,404	1,855	2,183	1,467	6,909	
Bellevue		797	158	877	1,446	3,278	
Bothell						0	
Burien	120,000	143,548	138,525	145,692	148,868	576,633	481%
Covington		312	2,006	2,295	999	5,612	
Des Moines		11,583	12,582	10,997	10,960	46,122	
Federal Way		6,685	10,614	11,225	11,263	39,787	
Issaquah		43			113	156	
Kenmore						0	
Kent		4,641	3,162	10,595	9,940	28,338	
Kirkland						0	
Mercer Island						0	
Redmond				85	910	995	
Renton		2,145	4,389	4,239	4,655	15,428	
Sammamish						0	
SeaTac	180,000	38,835	60,447	64,575	70,914	234,771	130%
Shoreline					108	108	
Tukwila		3,889	5,303	5,873	8,525	23,590	
Seattle		9,684	4,048	8,044	10,690	32,466	
Other KC		12,391	5,639	8,085	8,530	34,645	
Outside KC		1,010	1,120	1,175	1,570	4,875	
Unknown						0	
<b>TOTAL</b>	<b>300,000</b>	<b>236,967</b>	<b>249,848</b>	<b>275,940</b>	<b>290,958</b>	<b>1,053,713</b>	

SERVICE UNIT 2

Service Unit 1: Food

Measurement: Individual

Description: These are unduplicated individuals served

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn		11	8	7	5	31	
Bellevue		7	4	3	3	17	
Bothell						0	
Burien	300	1,255	289	355	416	2,315	772%
Covington		5	7	4	6	22	
Des Moines		85	53	26	31	195	
Federal Way		57	54	34	44	189	
Issaquah		1			1	2	
Kenmore						0	
Kent		45	42	32	38	157	
Kirkland						0	
Mercer Island						0	
Redmond				2	3	5	
Renton		27	23	13	21	84	
Sammamish						0	
SeaTac	900	537	171	198	164	1,070	119%
Shoreline					1	1	
Tukwila		63	49	16	29	157	
Seattle		119	35	130	133	417	
Other KC		107	52	31	29	219	
Outside KC		19	5	14	15	53	
Unknown						0	
<b>TOTAL</b>	<b>1,200</b>	<b>2,338</b>	<b>792</b>	<b>865</b>	<b>939</b>	<b>4,934</b>	

SERVICE UNIT 3

Service Unit 1: Food

Measurement: Individual

Description: Number of duplicated individuals receiving food

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn		36	53	62	35	186	
Bellevue		20	37	24	40	121	
Bothell						0	
Burien	2,500	3,532	3,815	4,104	3,814	15,265	611%
Covington		28	59	65	27	179	
Des Moines		297	373	308	282	1,260	
Federal Way		191	321	315	288	1,115	
Issaquah		1			3	4	
Kenmore						0	
Kent		119	193	297	284	893	
Kirkland						0	
Mercer Island						0	
Redmond				2	26	28	
Renton		55	131	120	133	439	
Sammamish						0	
SeaTac	4,000	1,233	1,724	1,785	1,822	6,564	164%
Shoreline					3	3	
Tukwila		181	157	168	235	741	
Seattle		246	121	230	294	891	
Other KC		297	173	231	238	939	
Outside KC		26	32	33	42	133	
Unknown						0	
<b>TOTAL</b>	<b>6,500</b>	<b>6,262</b>	<b>7,189</b>	<b>7,744</b>	<b>7,566</b>	<b>28,761</b>	

## NARRATIVE

The 4th Qtr. Continued along like the others this year. The numbers continue to go up with the amount of food going down. We have also had issues re-emerging with the supply chain of food. Interesting thing we find happening lately is the number of repeat clients during the month has decreased while new clients continue to increase. I've lost one of my long time computer folks who checks clients in as she decided it was just becoming to hard and taking up to much of her time. When we can't ask for ID verification for clients It becomes harder to verify the proper spelling of names which means the next time they come in we can't find them in our computer system frustrating them as well as our staff. My computer person suffered from a classic case of burnout. We continue to see our food costs rise as we have had to order more food to keep up with the amount of clients coming in. The report this Qtr. is going to be short because there is not much else to say. But as always we thank both our cities for their continued support as we are trying our best to serve all who show up to our Food Bank.

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## RESIDENTS

	Annual Goal	Actual # of Residents				YTD
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn		11	8	7	5	31
Bellevue		7	4	3	3	17
Bothell						0
Burien	300	1,255	289	355	416	2315
Covington		5	7	4	6	22
Des Moines		85	53	26	31	195
Federal Way		57	54	34	44	189
Issaquah		1			1	2
Kenmore						0
Kent		45	42	32	38	157
Kirkland						0
Mercer Island						0
Redmond				2	3	5
Renton		27	23	13	21	84
Sammamish						0
SeaTac	900	537	171	198	164	1070
Shoreline					1	1
Tukwila		63	49	16	29	157
Seattle		119	35	130	133	417
Other KC		107	52	31	29	219
Outside KC		19	5	14	15	53
Unknown						0
<b>TOTAL</b>	<b>1200</b>	<b>2338</b>	<b>792</b>	<b>865</b>	<b>939</b>	<b>4934</b>





REIMBURSEMENT REQUESTS

Agency and Program Name Hospitality House

Address 1419 SW 150th St

City & ZIP Burien, WA 98166

Program Contact Name Sheenah Randolph Phone 435-876-9576

Email sheenahr.hospitalityhouse@gmail.com Invoice Date 1/10/2024

Costs below incurred from 10/1/2023 to 12/31/2023

Signature of Authorized Signer Sheenah Randolph Printed Name Sheenah Randolph

Contract ID#	Annual Award Amt	Reimbursement Requests				4th Qtr	Balance Remaining
		1st Qtr	2nd Qtr	3rd Qtr			
Auburn	\$10,000.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$0.00	
Bellevue						\$0.00	
Bothell						\$0.00	
Burien	\$15,000.00	\$3,750.00	\$3,750.00	\$3,750.00	\$3,750.00	\$0.00	
Covington	\$1,000.00	\$250.00	\$250.00	\$250.00	\$250.00	\$0.00	
Des Moines	\$14,000.00	\$3,500.00	\$3,500.00	\$3,500.00	\$3,500.00	\$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	\$10,000.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$0.00	
Shoreline		<del>X</del> <i>NOU</i> <del>X</del>				\$0.00	
Tukwila	\$10,000.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$0.00	

Admin use only

Authorized Payment Amt:

Authorization Code/Acct #

Authorized Signature / City

Date

SERVICE UNIT 1

Service Unit 1: Shelter

Measurement: Bed night

Description: One night of shelter

	Annual Goal	Actual Units, regardless of funding source				YTD
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn		59	58	40	114	271
Bellevue		0	0	0	0	0
Bothell		0	0	0	4	4
Burien		148	140	128	167	583
Covington		0	60	77	0	137
Des Moines		0	0	11	18	29
Federal Way		51	7	75	18	151
Issaquah		0	0	0	0	0
Kenmore		0	0	0	0	0
Kent		0	51	0	0	51
Kirkland		43	12	0	0	55
Mercer Island		0	0	0	0	0
Redmond		0	0	0	0	0
Renton		0	0	0	67	67
Sammamish		0	0	0	0	0
SeaTac		3	0	0	64	67
Shoreline		0	0	0	0	0
Tukwila		1	23	0	58	82
Seattle		346	207	296	118	967
Other KC		32	20	0	0	52
Outside KC		70	129	115	74	388
Unknown		0	0	0	0	0
<b>TOTAL</b>	<b>0</b>	<b>753</b>	<b>707</b>	<b>742</b>	<b>702</b>	<b>2,904</b>

SERVICE UNIT 2

Service Unit 1: Case Management

Measurement: 90 minutes

Description: Individualized client case planning - housing & barrier focused

	Annual Goal	Actual Units, regardless of funding source				YTD
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn		8	8	6	16	38
Bellevue		0	0	0	0	0
Bothell		0	0	0	1	1
Burien		21	20	19	24	84
Covington		0	9	11	0	20
Des Moines		0	0	2	3	5
Federal Way		7	1	11	3	22
Issaquah		0	0	0	0	0
Kenmore		0	0	0	0	0
Kent		0	7	0	0	7
Kirkland		6	2	0	0	8
Mercer Island		0	0	0	0	0
Redmond		0	0	0	0	0
Renton		0	0	0	10	10
Sammamish		0	0	0	0	0
SeaTac		1	0	0	9	10
Shoreline		0	0	0	0	0
Tukwila		1	4	0	8	13
Seattle		49	30	43	17	139
Other KC		5	3	0	0	8
Outside KC		10	18	17	11	56
Unknown		0	0	0	0	0
<b>TOTAL</b>	<b>0</b>	<b>108</b>	<b>102</b>	<b>109</b>	<b>102</b>	<b>421</b>

SERVICE UNIT 3

Service Unit 1: Food

Measurement: Meal

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

	Annual Goal	Actual Units, regardless of funding source				YTD
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn		118	116	80	228	542
Bellevue		0	0	0	0	0
Bothell		0	0	0	8	8
Burien		296	300	256	334	1,186
Covington		0	120	154	0	274
Des Moines		0	0	22	36	58
Federal Way		102	14	150	36	302
Issaquah		0	0	0	0	0
Kenmore		0	0	0	0	0
Kent		0	102	0	0	102
Kirkland		86	24	0	0	110
Mercer Island		0	0	0	0	0
Redmond		0	0	0	0	0
Renton		0	0	0	134	134
Sammamish		0	0	0	0	0
SeaTac		6	0	0	128	134
Shoreline		0	0	0	0	0
Tukwila		2	26	0	116	144
Seattle		692	414	592	236	1,934
Other KC		64	40	0	0	104
Outside KC		140	258	230	148	776
Unknown		0	0	0	0	0
<b>TOTAL</b>	<b>0</b>	<b>1,506</b>	<b>1,414</b>	<b>1,484</b>	<b>1,404</b>	<b>5,808</b>

## NARRATIVE

The fourth quarter at Hospitality House was filled with changes.

We received funding to replace carpet with laminate flooring in the hallways and dormitory, new full sized lockers, new bunks, and new durable underbed storage. This was quite an undertaking in terms of serving our current clients during the construction, managing various volunteer groups, and keeping all aspects on schedule. We are feeling proud of our newly renovated spaces and are hoping to keep this momentum going in 2024 as we look to renovate our kitchen and front office.

As I have shared the last three quarters, 2023 has been especially challenging for Hospitality House. Our staff has been stretched, stressed, and coping with a high level of burn out. Due to this, we lost two full time staff members in December. While we supported these staff members needing to pull away from community work to focus on their own well being, this could not have come at a worse time. December is one of our busiest months. We have almost triple the amount of in-kind donations to process (generally a good problem), volunteer availability is lower, and client support needs always increase around the holidays. Somehow, somehow we have kept our doors open - all of us sharing the burden of overnight, weekend, and holiday shifts.

We are fortunate to have a very generous donor base who know how to make our clients feel worthy and valued. This is especially true during the holidays. Special home cooked meals, sweet treats, and gifts were in abundance. There's nothing quite like seeing a client tear up because they have never known the unconditional love of a stranger. Love is something we do well at Hospitality House no matter what is going

## RESIDENTS

	Annual Goal	Actual # of Residents				YTD
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn		1	0	2	3	6
Bellevue		0	0	0	0	0
Bothell		0	0	0	1	1
Burien		6	3	4	5	18
Covington		0	2	1	0	3
Des Moines		0	0	1	1	2
Federal Way		1	0	1	1	3
Issaquah		0	0	0	0	0
Kenmore		0	0	0	0	0
Kent		0	3	0	0	3
Kirkland		1	1	0	0	2
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		1	0	0	1	2
Shoreline		0	0	0	0	0
Tukwila		1	2	0	2	5
Seattle		9	6	8	8	31
Other KC		1	1	0	0	2
Outside KC		2	3	2	2	9
Unknown		0	0	0	0	0
<b>TOTAL</b>	<b>0</b>	<b>23</b>	<b>21</b>	<b>19</b>	<b>25</b>	<b>88</b>



REIMBURSEMENT REQUESTS

Agency and Program Name KCBA Pro Bono Services - NLC

Address 1200 5th Ave, Suite #700

City & ZIP Seattle, 98101

Program Contact Name Judy Lin Phone 2062677023

Email judylin@kcba.org Invoice Date 1/10/24

Costs below incurred from 10/1/23 to 12/31/23

Signature of Authorized Signer  Printed Name Judy Lin

Contract ID#	Annual Award Amt	Reimbursement Requests					Balance Remaining
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn	\$10,000.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$7,500.00	
Bellevue GF-295	\$9,800.00	\$2,450.00	\$2,450.00	\$2,450.00	\$2,450.00	\$7,350.00	
Bothell N/A	N/A	N/A	N/A	N/A	N/A	N/A	
Burien	\$10,000.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$7,500.00	
Covington 041-2023	\$2,000.00	\$500.00	\$500.00	\$500.00	\$500.00	\$1,500.00	
Des Moines	\$2,500.00	\$625.00	\$625.00	\$625.00	\$625.00	\$1,875.00	
Federal Way	\$9,000.00	\$2,250.00	\$2,250.00	\$2,250.00	\$2,250.00	\$6,750.00	
Issaquah N/A	N/A	N/A	N/A	N/A	N/A	N/A	
Kenmore 22-C2879	\$800.00	\$200.00	\$200.00	\$200.00	\$200.00	\$600.00	
Kent	\$20,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$15,000.00	
Kirkland 32300154	\$5,350.00	\$1,337.50	\$1,337.50	\$1,337.50	\$1,337.50	\$4,012.50	
Mercer Island N/A	N/A	N/A	N/A	N/A	N/A	N/A	
Redmond N/A	N/A	N/A	N/A	N/A	N/A	N/A	
Renton	\$12,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$9,000.00	
Sammamish	\$3,000.00	\$750.00	\$750.00	\$750.00	\$750.00	\$2,250.00	
SeaTac	\$5,000.00	\$1,250.00	\$1,250.00	\$1,250.00	\$1,250.00	\$3,750.00	
Shoreline N/A	N/A	N/A	N/A	N/A	N/A	N/A	
Tukwila	\$10,000.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$7,500.00	

Admin use only

Authorized Payment Amt:

  
Authorization Code / Acct #

Authorized Signature / City

Date



SERVICE UNIT 1

Service Unit 1: Legal Services

Measurement: Household

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

	Annual	Actual Units, regardless of funding source				YTD	
	Goal	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn	40	31	24	49	44	148	370%
Bellevue	39	23	19	35	40	117	300%
Bothell	N/A	3	5	8	7	23	#####
Burien	40	10	13	18	30	71	178%
Covington	5	0	5	5	4	14	280%
Des Moines	8	4	3	4	11	22	275%
Federal Way	36	24	27	43	44	138	383%
Issaquah	N/A	4	4	11	14	33	#####
Kenmore	3	2	4	5	6	17	567%
Kent	80	32	33	49	56	170	213%
Kirkland	21	18	15	20	22	75	357%
Mercer Island	N/A	5	4	4	1	14	#####
Redmond	N/A	13	17	25	20	75	#####
Renton	48	21	23	46	32	122	254%
Sammamish	12	5	6	4	8	23	192%
SeaTac	24	12	8	21	13	54	225%
Shoreline	N/A	1	9	9	9	28	#####
Tukwila	40	11	5	13	19	48	120%
Seattle		212	244	313	374	1,143	
Other KC		23	27	31	32	113	
Outside KC		30	43	83	68	224	
Unknown		0	0	0	0	0	
<b>TOTAL</b>	<b>396</b>	<b>484</b>	<b>538</b>	<b>796</b>	<b>854</b>	<b>2,672</b>	

SERVICE UNIT 2

Service Unit 1: Legal Services

Measurement: 60 minutes

Description: Number of Attorney Hours represents the amount of time a volunteer attorney donated on advising or representing individuals and/or families. Clients on average will receive 30 to 60 minutes of legal help at no cost. Each hour of legal help is valued at \$250.

	Annual	Actual Units, regardless of funding source				YTD	
	Goal	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn	40	17	12	26	23	78	194%
Bellevue	39	13	10	21	22	65	165%
Bothell	N/A	2	3	4	5	13	#####
Burien	40	5	7	29	16	57	143%
Covington	5	0	3	3	2	7	140%
Des Moines	8	3	2	2	6	13	163%
Federal Way	36	14	14	22	25.5	76	210%
Issaquah	N/A	2	2	6	7	17	#####
Kenmore	3	1	2	3	3	9	300%
Kent	80	19	18	27	32	95	119%
Kirkland	21	10	8	11	12	41	193%
Mercer Island	N/A	3	2	2	1	7	#####
Redmond	N/A	7	9	14	11	41	#####
Renton	48	11	12	26	17	64	133%
Sammamish	12	3	3	2	4	12	96%
SeaTac	24	7	4	12	8	30	123%
Shoreline	N/A	1	5	5	5	14	#####
Tukwila	26	7	3	7	12	29	112%
Seattle		116	128	163	200	606	
Other KC		12	14	17	17	60	
Outside KC		16	22	44	36	117	
Unknown		0	0	0	0	0	
<b>TOTAL</b>	<b>382</b>	<b>264</b>	<b>279</b>	<b>443</b>	<b>461</b>	<b>1,446</b>	

## NARRATIVE

### Overview:

The Neighborhood Legal Clinics (NLC) program provides limited legal advice and referrals to King County residents and individuals with cases filed in King County courts. NLC attorney volunteers counsel clients on a wide range of civil legal issues including family safety, housing, employment, consumer, immigration, estate planning, civil rights, and others. A typical appointment is 30-minutes long (or 60 if the client requires an interpreter or other accommodation) and attorneys provide legal advice, resources, and paperwork assistance. NLC has the broadest client eligibility guidelines of any King County Bar Pro Bono program and aims to be accessible to clients regardless of factors like income, education, language, or disability. Our staff members recruit, train, and schedule volunteers (attorneys, clinic assistants, and interns), screen and schedule clients for clinic appointments, and maintain partnerships with other community organizations, some of which work with KCBA to host their own “partner neighborhood legal clinics.”

This quarter, NLC saw another increase in clients served, from 796 households in Q3 2023 to 854 households in Q4 2023. Program staff attended resource fairs in Seattle, Tukwila, Burien, and Skyway to work toward our goal of making NLC accessible to residents across King County, particularly those who reside in our funding cities where we were below service unit targets last quarter. In Burien, we piloted a “pop-up” clinic model at the monthly Burien Library Resource Fair: When available, NLC attorneys attend the resource fair and conduct same-day consultations with clients on a first-come-first-served basis; if we run out of time or an attorney is unavailable on the day of the fair, NLC staff are able to schedule resource fair attendees at other upcoming clinics. We are unsure of our capacity to expand this model to other cities but intend to continue attending the Burien Library Resource Fair in 2024 as long as staff and attorneys can attend.

NLC’s greatest program challenges remain the same: recruiting enough volunteers – both attorneys and non-

## RESIDENTS

	Annual Goal	Actual # of Residents				YTD
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn	108	79	64	113	124	380
Bellevue	81	57	40	89	77	263
Bothell	N/A	8	9	21	19	57
Burien	100	21	21	44	69	155
Covington	12	0	9	16	13	38
Des Moines	18	13	11	10	25	59
Federal Way	93	75	74	97	106	352
Issaquah	N/A	9	10	16	29	64
Kenmore	10	3	8	10	12	33
Kent	200	84	95	137	159	475
Kirkland	47	44	35	41	49	169
Mercer Island	N/A	13	12	10	2	37
Redmond	N/A	28	29	41	38	136
Renton	102	56	55	109	81	301
Sammamish	29	10	14	11	23	58
SeaTac	52	24	17	34	22	97
Shoreline	N/A	2	23	20	19	64
Tukwila	88	24	6	26	45	101
Seattle		386	434	509	652	1981
Other KC		56	65	77	85	283
Outside KC		65	104	181	159	509
Unknown		0	0	0	0	0
<b>TOTAL</b>	<b>940</b>	<b>1057</b>	<b>1135</b>	<b>1612</b>	<b>1808</b>	<b>5612</b>

**CITY LINE ITEM TABLES**

**BELLEVUE Line Item Table**

\*Back-up documentation required for line item expenses

	Budget	Q1 Request	Q2 Request	Q3 Request	Q4 Request	Cumulative Requested	Balance Remaining
Personnel	\$9,800.00	\$2,450.00	\$2,450.00	\$2,450.00	\$2,450.00	\$9,800.00	\$0.00
Office/Ops	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Purchased Svc	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Communication	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Travel/Training	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL</b>	<b>\$9,800.00</b>	<b>\$2,450.00</b>	<b>\$2,450.00</b>	<b>\$2,450.00</b>	<b>\$2,450.00</b>	<b>\$9,800.00</b>	<b>\$0.00</b>





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.

Service Hours	Annual Goal	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	YTD	% Achieved
Auburn	81	343	364	356	340	1,403	1734%
Bellevue	656	254	145	219	197	815	124%
Bothell		89	37	43	25	194	
Burien	69	87	210	131	126	554	803%
Covington	40	20	22	21	44	107	266%
Des Moines	39	36	69	48	117	270	691%
Federal Way	178	322	296	307	352	1,277	717%
Issaquah	81	132	69	63	44	308	380%
Kenmore	28	7	16	10	9	42	148%
Kent	226	456	293	394	364	1,507	667%
Kirkland	178	197	155	127	105	584	328%
Mercer Island	21	18	13	19	5	55	262%
Redmond	143	110	198	133	115	556	388%
Renton	243	556	357	356	341	1,610	664%
Sammamish	41	12	33	11	24	80	196%
SeaTac	40	25	83	64	69	241	601%
Shoreline	67	44	51	53	30	178	264%
Tukwila	70	28	53	27	16	124	176%
Seattle		908	726	609	443	2,686	
Other KC		530	356	423	295	1,604	
Outside KC		645	628	693	580	2,546	
Unknown		585	710	910	693	2,898	
<b>TOTAL</b>	<b>2,202</b>	<b>5,401</b>	<b>4,884</b>	<b>5,017</b>	<b>4,334</b>	<b>19,636</b>	



REIMBURSEMENT REQUESTS

Agency and Program Name **Lighthouse NW, Rise**

Address PO Box 13593,

City & ZIP Des Moines, WA, 98198

Program Contact Name Bobbie Jo Shockley Phone (419)378-1769

Email bobbiejo@lighthousenw.org Invoice Date **1/8/24**

Costs below incurred from **10/1/23** to **12/31/23**

Signature of Authorized Signer Bobbie Jo Shockley Printed Name Bobbie Jo Shockley

*Signature needed - see attached*

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	\$7,500.00	\$1,875.00	\$1,875.00	\$1,875.00	\$1,875.00	\$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	\$18,620.00	\$4,655.00	\$4,655.00	\$4,655.00	\$4,655.00	\$0.00
Shoreline						\$0.00
Tukwila						\$0.00

Admin use only

Authorized Payment Amt:

Authorization Code/Acct #

Authorized Signature / City

Date

SERVICE UNIT 1

Service Unit 1: Case Management

Measurement: 30 minutes

Description: session(30-120 min) with program manger, life coach, advocate, mentor, or other volunteer to ensure the women met their quarterly goals

	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	33	83	97	98	142	420	1273%
Federal Way						0	
Issaquah						0	
Kenmore						0	
Kent						0	
Kirkland						0	
Mercer Island						0	
Redmond						0	
Renton						0	
Sammamish						0	
SeaTac	30	21	81	73	72	247	823%
Shoreline						0	
Tukwila						0	
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
<b>TOTAL</b>	<b>63</b>	<b>104</b>	<b>178</b>	<b>171</b>	<b>214</b>	<b>667</b>	

Agency and Program Name Lighthouse NW, Rise

Address PO Box 13593,

City & ZIP Des Moines, WA, 98198

Program Contact Name Bobbie Jo Shockley

Phone (419)378-1769

Email bobbiejo@lighthousenw.org

Invoice Date 1/8/24

Costs below incurred from 01/1/23 to 12/31/23

Signature of Authorized Signer

*Bobbie Jo Shockley*

Printed Name Bobbie Jo Shockley

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	\$7,500.00	\$1,875.00	\$1,875.00	\$1,875.00	\$1,875.00	\$0.00
Federal Way						\$0.00
Issaquah						\$0.00
Kenmore						\$0.00
Kern						\$0.00
Kirkland						\$0.00
Mervet Island						\$0.00
Redmond						\$0.00
Renton						\$0.00
Sumner						\$0.00
SeaTac	\$18,620.00	\$4,655.00	\$4,655.00	\$4,655.00	\$4,655.00	\$0.00
Shoreline						\$0.00
Tukwila						\$0.00

Agency use only

Authorized Payment Amt

Authorization Code/Acct #

Authorized Signature / City

Date

SERVICE UNIT 2

Service Unit 1: Basic Needs Supplies

Measurement: Bed night

Description: Number of bed nights

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn						0	
Bellevue						0	
Bothell						0	
Burien						0	
Covington						0	
Des Moines	197	388	514	223	420	1,545	784%
Federal Way						0	
Issaquah						0	
Kenmore						0	
Kent						0	
Kirkland						0	
Mercer Island						0	
Redmond						0	
Renton						0	
Sammamish						0	
SeaTac	470	27	273	276	300	876	186%
Shoreline						0	
Tukwila						0	
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
<b>TOTAL</b>	<b>667</b>	<b>415</b>	<b>787</b>	<b>499</b>	<b>720</b>	<b>2,421</b>	



## NARRATIVE

We are so excited about all of the people who are receiving Rise services. We are continuing to grow our Rise meetings. Because of the expansion of how we offer these meetings, Lighthouse was able to provide services to over 35 people in the community in Q4. Women in Rise community meetings, participate in support group, workshops, and activities provided by local community members and businesses. Workshops and activities include car care, book studies, community picnic, and much more. Their children can participate in our children's programming that is provided at each meeting.

At Sacha's House, our community living space, we are continuing to provide the opportunity and skills for healing and creating a thriving life. Women and children in this program are provided with a personalized plan to allow them to graduate from the program with financial, housing, and career, while achieving the goals they have for their lives. They receive daily support from their care team (mentor, program manager, and life coach). Services provided to these families can include: individual assessment and advocacy, counseling, life skill training and coaching, mentoring, book studies, workshops, support groups, parenting training, children's programs, peer support, assistance with education and employment, communication and conflict resolution coaching, chiropractic care, karate classes, gym membership, and community activities. We have a resident who is continuing to thrive in her college classes. Another resident passed her driving test and is beginning a training program. A third woman has begun her journey at Sacha's House. She is taking steps to create stability in her life and the lives of her children. She is also taking the first steps to enroll in college in Spring Quarter. All of these steps help to build independent, sustainable lives for the women and their kids.

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	4	20	2	10	8	40
Federal Way						0
Issaquah						0
Kenmore						0
Kent						0
Kirkland						0
Mercer Island						0
Redmond						0
Renton						0
Sammamish						0
SeaTac	4	8	0	1	1	10
Shoreline						0
Tukwila						0
Seattle						0
Other KC						0
Outside KC						0
Unknown						0
<b>TOTAL</b>	<b>8</b>	<b>28</b>	<b>2</b>	<b>11</b>	<b>9</b>	<b>50</b>







REIMBURSEMENT REQUESTS

Agency and Program Name **Lutheran Community Services NW - Refugees NW Community Programs**  
 Address 4040 S. 188th St. Suite 100  
 City & ZIP SeaTac, 98188  
 Program Contact Name Najib Nazhat Phone 206.60.  
 Email [nnazhat@lcsnw.org](mailto:nnazhat@lcsnw.org) Invoice Date 1/10  
 Costs below incurred from 10/1/23 to 12/31/23  
 Signature of Authorized Signer  Printed Name Najib Nazhat

	Contract ID#	Annual Award	Reimbursement Requests			
		Amt	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr
Auburn						
Bellevue						
Bothell						
Burien	CON-23-061	\$5,000.00	\$1,250.00	\$1,250.00	\$1,250.00	\$1,250.00
Covington						
Des Moines						
Federal Way						
Issaquah						
Kenmore						
Kent						
Kirkland						
Mercer Island						
Redmond						
Renton						
Sammamish						
SeaTac	N/A	\$34,200.00	\$8,550.00	\$8,550.00	\$8,550.00	\$8,550.00
Shoreline						
Tukwila	23-049	\$9,000.00	\$2,250.00	\$2,250.00	\$2,250.00	\$2,250.00

Admin use only

Authorized Payment Amt:

Authorization Code / Acct #

Authorized Signature / City

Date

REIMBURSEMENT REQUESTS

2.1341

1/24

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Balance  
Remaining

\$0.00

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SERVICE UNIT 1

Service Unit 1:

Measurement:

Description:

	Annual Goal	Actual Units, regardless of funding source				YTD
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn						
Bellevue						
Bothell						
Burien						
Covington						
Des Moines						
Federal Way						
Issaquah						
Kenmore						
Kent						
Kirkland						
Mercer						
Redmond						
Renton						
Sammamish						
SeaTac	750 BACKPACKS			1,080 backpacks		144%
Shoreline						
Tukwila						
Seattle						
Other KC						
Outside KC						
Unknown						
<b>TOTAL</b>						

SERVICE UNIT 1

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SERVICE UNIT 2

Service Unit 2: Information and Referral

Measurement: One-on-one session

Increased  
knowledge

Description:

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn		58	69	81	90	298	#####
Bellevue		7	1	4	8	20	#####
Bothell		2	1	5	0	8	#####
Burien	100	74	81	35	65	255	255%
Covington		5	8	2	7	22	#####
Des Moines		274	311	179	124	888	#####
Federal Way		159	227	141	171	698	#####
Issaquah		1	2	0	2	5	#####
Kenmore		1	1	1	6	9	#####
Kent		346	388	280	229	1,243	#####
Kirkland		2	2	1	2	7	#####
Mercer Island		0	0	0	0	0	#####
Redmond		2	1	3	0	6	#####
Renton		105	85	58	63	311	#####
Sammamish		0	0	0	0	0	#####
SeaTac	400	548	688	400	390	2,026	507%
Shoreline		0	2	1	0	3	#####
Tukwila	90	124	149	115	62	450	500%
Seattle		85	146	67	87	385	
Other KC		4	3	4	17	28	
Outside KC		41	43	45	66	195	
Unknown		3	1	7	5	16	
<b>TOTAL</b>	<b>590</b>	<b>1,841</b>	<b>2,209</b>	<b>1,429</b>	<b>1,394</b>	<b>6,873</b>	

SERVICE UNIT 2

SERVICE UNIT 3

Service Unit 3:

Measurement:

Description:

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



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## RESIDENTS

	Annual Goal	Actual # of Residents				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn		41	47	54	66	208	
Bellevue		7	1	4	5	17	
Bothell		2	1	4	0	4	
Burien	60	40	30	15	29	114	
Covington		5	8	2	7	22	
Des Moines		101	89	46	40	276	
Federal Way		88	99	48	98	333	
Issaquah		1	2	0	0	3	
Kenmore		1	1	1	3	6	
Kent		192	143	93	98	526	
Kirkland		2	1	1	2	6	
Mercer Island		0	0	0	0	0	
Redmond		1	0	2	0	3	
Renton		44	18	22	28	112	
Sammamish		0	0	0	0	0	
SeaTac	200	238	199	107	137	681	340%
Shoreline		0	2	1	0	3	
Tukwila	90	67	47	39	24	177	
Seattle		60	74	28	59	221	
Other KC		4	2	1	7	14	
Outside KC		37	32	36	41	146	
Unknown		3	1	3	4	11	
<b>TOTAL</b>	<b>350</b>	<b>934</b>	<b>797</b>	<b>507</b>	<b>648</b>	<b>2883</b>	

## NARRATIVE

In Q4 a total of 1600 units of service were recorded at the Angle Lake CRC. In our Culturally Appropriate Food program, 568 people were supported; 37 for Burien, 36 Tukwila and 212 SeaTac; supporting over 1,200 household members. During Q4 our Diaper Program was on pause as we waited for our contract renewal, however we provided donated diapers to a total of 57 children. Over 40 Hygiene kits were distributed, 270 people received bus tickets under our King Metro program and 301 WestSide Baby orders were handed out to families in need. Over 30 clients received information referrals. This quarter we had extra funding to purchase winter clothing and so far over 200 clients have received either sweaters, jackets or coats for adults and children. We still have winter clothes available and will continue distributing them throughout the next quarter.

During Q4 we continued our partnership with Public Health Seattle and King County to host community events at the Angle Lake CRC. A total of 7 events were scheduled this quarter and more than 140 people attended. Community members had the opportunity to enroll in health related programs, health insurance, ORCA Lift program and also obtained free cellphones for those who qualified. Also, they were able to receive the flu and Covid-19 Vaccines. This quarter we also participated at the Resource Fair of the City of Tukwila, which was a great opportunity to let the community know about the services we provide.


Our Angle Lake CRC Employment Program supported over 27 clients this quarter and 13 have already secured full-time employment that pays \$20+ per hour and a number of them have also received rental assistance of at least three months, which is making a positive impact on their lives and their families. Our Employment Program staff has also continued participating at monthly outreach events at the SeaTac Municipal Court to offer our services to those people recently released from incarceration. We are also providing assistance at the immigrant camp at the Riverton Church in Tukwila.

We are delighted to announce the revival of the Free Tax Prep in partnership with United Way. A vital initiative for our community's financial well-being. Every Monday through April from 10am-5pm, the program will provide accessible tax assistance.

We appreciate the ongoing support from the Cities of Burien, SeaTac and Tukwila, which has been instrumental in



REIMBURSEMENT REQUESTS

Agency and Program Name **Mary's Place**  
 Address PO Box 1711  
 City & ZIP Seattle, WA 98111  
 Program Contact Name Dominique Alex Phone 206-235-8010  
 Email grants@marysplaceseattle.org Invoice Date 12/31/23  
 Costs below incurred from 10/1/23 to 12/31/23  
 Signature of Authorized Signer  Printed Name Dominique Alex

	Contract ID#	Annual Award Amt	Reimbursement Requests				Balance Remaining
			1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn	GF23/2421	\$100,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$0.00
Bellevue	2350207	\$13,750.00	\$0.00	\$13,750.00			\$0.00
Bothell							\$0.00
Burien	GF 23/2421	\$22,660.00	\$5,650.00	\$5,680.00	\$5,665.00	\$5,665.00	\$0.00
Covington	GF 23/2421	\$2,000.00	\$500.00	\$500.00	\$500.00	\$500.00	\$0.00
Des Moines							\$0.00
Federal Way	GF 23/2421	\$20,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$0.00
Issaquah							\$0.00
Kenmore							\$0.00
Kent							\$0.00
Kirkland							\$0.00
Mercer Island							\$0.00
Redmond							\$0.00
Renton	GF 23/2421	\$30,000.00	\$7,500.00	\$7,500.00	\$7,500.00	\$7,500.00	\$0.00
Sammamish							\$0.00
SeaTac	GF 23/2421	\$10,000.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$0.00
Shoreline			* MOU *				\$0.00
Tukwila	GF 23/2421	\$10,000.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$0.00

Admin use only

Authorized Payment Amt:

Authorization Code/Acct #

Authorized Signature / City

Date

SERVICE UNIT 1

Service Unit 1: Financial Aid

Measurement: Household

Description: Households receiving DCA through Outreach, Shelter, or Prevention programs

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn	36	24	17	15	30	86	239%
Bellevue	5	5	6	5	10	26	520%
Bothell						0	
Burien	14	2	10	9	2	23	164%
Covington	1	2	0	3	2	7	700%
Des Moines						0	
Federal Way	8	28	29	11	43	111	1388%
Issaquah						0	
Kenmore						0	
Kent						0	
Kirkland						0	
Mercer Island						0	
Redmond						0	
Renton	5	10	22	7	29	68	1360%
Sammamish						0	
SeaTac	4	7	5	6	14	32	800%
Shoreline						0	
Tukwila	4	2	4	6	2	14	350%
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
<b>TOTAL</b>	<b>77</b>	<b>80</b>	<b>93</b>	<b>62</b>	<b>132</b>	<b>367</b>	

SERVICE UNIT 2

Service Unit 1: Outreach

Measurement: Household

Description: Households served through Outreach programs

	Annual	Actual Units, regardless of funding source				YTD	
	Goal	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn	20	10	12	19	24	65	325%
Bellevue	0	2	1	3	11	17	
Bothell						0	
Burien	4	2	6	9	6	23	575%
Covington	1	0	1	3	2	6	600%
Des Moines						0	
Federal Way	4	16	12	18	34	80	2000%
Issaquah						0	
Kenmore						0	
Kent						0	
Kirkland						0	
Mercer Island						0	
Redmond						0	
Renton	2	6	27	23	24	80	4000%
Sammamish						0	
SeaTac	<del>0</del> 2	1	1	4	16	22	1,100%
Shoreline						0	
Tukwila	2	4	3	3	14	24	1200%
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
<b>TOTAL</b>	<b>33</b>	<b>41</b>	<b>63</b>	<b>82</b>	<b>131</b>	<b>317</b>	

SERVICE UNIT 3

Service Unit 1: Shelter

Measurement: Household

Description: Households accessing any Mary's Place shelter across King County

	Annual	Actual Units, regardless of funding source				YTD	
	Goal	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn	10	14	15	15	11	55	550%
Bellevue	0	8	8	5	7	28	
Bothell						0	
Burien	9	7	6	3	1	17	189%
Covington	0	0	1	0	0	1	
Des Moines						0	
Federal Way	4	16	11	11	12	50	1250%
Issaquah						0	
Kenmore						0	
Kent						0	
Kirkland						0	
Mercer Island						0	
Redmond						0	
Renton	2	7	8	7	7	29	1450%
Sammamish						0	
SeaTac	2	8	5	6	6	25	1250%
Shoreline						0	
Tukwila	2	5	4	6	4	19	950%
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
<b>TOTAL</b>	<b>29</b>	<b>65</b>	<b>58</b>	<b>53</b>	<b>48</b>	<b>224</b>	



## NARRATIVE

### Q4 Overview

Over the past year there has been a marked increase in the length of shelter stay for many Mary's Place guests. During Q4 the Housing team reviewed shelter data to determine the cause of this increase and find solutions. Two notable factors impacting stay length were changes to the Coordinated Entry nomination process and delays in court hearings regarding immigration. As mentioned in our Q2 and Q3 reporting, the biggest change to our demographics this year has been the increase in migrant and asylum-seeking families who experience long shelter stays while waiting for their legal status to resolve.

Similar issues are also impacting our Outreach team's ability to move homeless families directly into housing. Inflation and housing costs remain high, making access unaffordable for most of the families we serve. Migrant families seeking asylum and/or who are undocumented face barriers to obtaining work authorization, accessing public benefits, and acquiring financial resources to sustain housing. These challenges are further compounded by the shortage of accessible legal resources for families seeking asylum and needing legal representation to navigate the complex process.

To help all families make the best use of their time at Mary's Place while waiting for court and suitable housing solutions, the Housing team strategized ways to provide additional supports that better position families for long-term stability. During Q4, two MSW graduate interns joined the team and will remain with the program throughout the school year. They have begun assisting families in stability planning, budgeting, and creating a social map to identify areas where families can foster community and build a strong social network outside of Mary's Place. It is hoped that by providing a stronger emphasis on stability, we will

RESIDENTS

	Annual Goal	1st Qtr	Actual # of Residents			YTD
			2nd Qtr	3rd Qtr	4th Qtr	
Auburn	126	127	135	138	233	633
Bellevue	11	34	43	43	84	204
Bothell						0
Burien	49	19	29	28	20	96
Covington	3	28	4	19	30	81
Des Moines						0
Federal Way	28	185	183	191	286	845
Issaquah						0
Kenmore						0
Kent						0
Kirkland						0
Mercer Island						0
Redmond						0
Renton	18	81	108	96	162	447
Sammamish						0
SeaTac	14	43	37	55	117	252
Shoreline						0
Tukwila	14	20	14	26	59	119
Seattle						0
Other KC						0
Outside KC						0
Unknown						0
<b>TOTAL</b>	<b>263</b>	<b>537</b>	<b>553</b>	<b>596</b>	<b>991</b>	<b>2677</b>

*1,800 %*



REIMBURSEMENT REQUESTS

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

Address 1200 S 336th St

City & ZIP Federal Way WA 98003

Program Contact Name Maju Qureshi Phone 253-838-6810

Email [majuq@mschelps.org](mailto:majuq@mschelps.org) Invoice Date 1/20/24

Costs below incurred from 10/1/23 to 12/31/23

Signature of Authorized Signer *Amanda Santo* Printed Name Amanda Santo

Contract ID#	Annual Award Amt	Reimbursement Requests				4th Qtr	Balance Remaining
		1st Qtr	2nd Qtr	3rd Qtr			
Auburn	\$36,000.00	\$4,358.32	\$13,641.68	\$9,000.00	\$9,000.00	\$0.00	
Bellevue						\$0.00	
Bothell						\$0.00	
Burien	\$17,950.00	\$1,446.31	\$7,528.69	\$4,508.81	\$4,466.19	\$0.00	
Covington						\$0.00	
Des Moines						\$0.00	
Federal Way	\$20,000.00	\$5,564.58	\$4,435.42	\$5,000.00	\$5,000.00	\$0.00	
Issaquah						\$0.00	
Kenmore						\$0.00	
Kent		Invoiced Separately				\$0.00	
Kirkland						\$0.00	
Mercer Island						\$0.00	
Redmond						\$0.00	
Renton	\$14,000.00	\$0.00	\$3,500.00	\$4,276.32	\$6,223.68	\$0.00	
Sammamish						\$0.00	
SeaTac	\$26,000.00	\$932.05	\$12,067.95	\$5,496.60	\$7,503.40	\$0.00	
Shoreline		<i>* MOU *</i>				\$0.00	
Tukwila		Invoiced Separately				\$0.00	

Admin use only

Authorized Payment Amt:

Authorization Code / Acct #

Authorized Signature / City

Date

SERVICE UNIT 1

Service Unit 1: Financial Aid

Measurement: Voucher

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

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn	25	5	7	10	10	32	128%
Bellevue						0	
Bothell						0	
Burien	15	2	5	7	6	20	133%
Covington						0	
Des Moines						0	
Federal Way	16	5	9	3	0	17	106%
Issaquah						0	
Kenmore						0	
Kent	50	2	13	40	17	72	144%
Kirkland						0	
Mercer Island						0	
Redmond						0	
Renton	14	0	3	8	6	17	121%
Sammamish						0	
SeaTac	12	1	3	5	9	18	150%
Shoreline						0	
Tukwila	25	2	7	7	6	22	88%
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
<b>TOTAL</b>	<b>157</b>	<b>17</b>	<b>47</b>	<b>80</b>	<b>54</b>	<b>198</b>	

SERVICE UNIT 2

Service Unit 1: Financial Aid

Measurement: Voucher

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

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn	10	0	1	1	2	4	40%
Bellevue						0	
Bothell						0	
Burien	7	0	0	3	0	3	43%
Covington						0	
Des Moines						0	
Federal Way	5	0	3	0	0	3	60%
Issaquah						0	
Kenmore						0	
Kent	80	0	1	2	4	7	9%
Kirkland						0	
Mercer Island						0	
Redmond						0	
Renton	4	0	0	0	3	3	75%
Sammamish						0	
SeaTac	6	0	1	0	1	2	33%
Shoreline						0	
Tukwila	8	1	2	1	5	9	113%
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
<b>TOTAL</b>	<b>120</b>	<b>1</b>	<b>8</b>	<b>7</b>	<b>15</b>	<b>31</b>	

SERVICE UNIT 3

Service Unit 1: Case Management

Measurement: Contact

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

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn	4	10	16	22	24	72	1800%
Bellevue						0	
Bothell						0	
Burien	2	4	10	20	12	46	2300%
Covington						0	
Des Moines						0	
Federal Way	3	10	24	6	0	40	1333%
Issaquah						0	
Kenmore						0	
Kent	7	4	28	84	42	158	2257%
Kirkland						0	
Mercer Island						0	
Redmond						0	
Renton	2	0	6	16	18	40	2000%
Sammamish						0	
SeaTac	4	2	8	10	20	40	1000%
Shoreline						0	
Tukwila	2	6	18	16	22	62	3100%
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
<b>TOTAL</b>	<b>24</b>	<b>36</b>	<b>110</b>	<b>174</b>	<b>138</b>	<b>458</b>	

## NARRATIVE

John Norris is a single parent, African American male who lives in the city of Burien. He has been the sole caretaker of his young child since his wife abruptly left the home. Mr. Norris was working for a company that shut down in November 2023 and he was laid off as a result of the closure. Unfortunately, this resulted in Mr. Norris falling behind on some of his bills, including rent assistance. MSC staff supported Mr. Norris with his rent payment and provided him with some resource navigation services specifically WIC, TANF and childcare resources. Mr. Norris plans to join the workforce soon but needs to figure out childcare first as he doesn't have community or family support at this time.

Demand for rent assistance continues to increase in the south King County cities we serve. MSC has experienced some challenges, specifically equity related, when we look at the distribution of rent assistance amounts based on the cities we serve. While we are grateful to be awarded funding to provide the necessary assistance, it can be challenging to determine average assistance amounts for all cities, since the award amounts vary quite greatly. In addition to this, our EARNNS program is not fully funded by our city partners. MSC has had to leverage CSBG funding to support program operations, and admin costs related to running this project efficiently over the last several years. We hope to bring awareness of the "real" costs involved with operating such a project. We look forward to continuing to work with our city partners to offer this support to our community members.



## NARRATIVE

RESIDENTS

	Annual Goal	1st Qtr	Actual # of Residents			YTD	
			2nd Qtr	3rd Qtr	4th Qtr		
Auburn	40	8	19	29	37	93	
Bellevue						0	
Bothell						0	
Burien	30	8	18	18	18	62	
Covington						0	
Des Moines						0	
Federal Way	27	14	31	14	0	59	
Issaquah						0	
Kenmore						0	
Kent	164	5	34	116	71	226	
Kirkland						0	
Mercer Island						0	
Redmond						0	
Renton	20	0	8	16	28	52	
Sammamish						0	
SeaTac	24	2	8	11	21	42	175%
Shoreline						0	
Tukwila	39	3	19	22	30	74	
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
<b>TOTAL</b>	<b>344</b>	<b>40</b>	<b>137</b>	<b>226</b>	<b>205</b>	<b>608</b>	



REIMBURSEMENT REQUESTS

Agency and Program Name Multi-Service Center Shelter and Supportive Housing  
 Address 1200 S 336th St  
 City & ZIP Federal Way WA 98003  
 Program Contact Name Maju Qureshi Phone 253-838-6810  
 Email [majuq@mschelps.org](mailto:majuq@mschelps.org) Invoice Date 1/8/24  
 Costs below incurred from 10/1/23 to 12/31/23  
 Signature of Authorized Signer *Amanda Santo* Printed Name Amanda Santo

Contract ID#	Annual Award Amt	Reimbursement Requests				4th Qtr	Balance Remaining
		1st Qtr	2nd Qtr	3rd Qtr			
Auburn	\$13,000.00	\$3,250.00	\$3,250.00	\$3,250.00	\$3,250.00	\$0.00	
Bellevue						\$0.00	
Bothell						\$0.00	
Burien	\$5,500.00	\$0.00	\$1,375.00	\$1,375.00	\$2,750.00	\$0.00	
Covington						\$0.00	
Des Moines						\$0.00	
Federal Way	\$10,000.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$0.00	
Issaquah						\$0.00	
Kenmore						\$0.00	
Kent				Invoiced Separately		\$0.00	
Kirkland						\$0.00	
Mercer Island						\$0.00	
Redmond						\$0.00	
Renton						\$0.00	
Sammamish						\$0.00	
SeaTac	\$6,000.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	\$0.00	
Shoreline				<i>* MOU *</i>		\$0.00	
Tukwila	\$4,750.00	\$1,187.50	\$1,187.50	\$1,187.50	\$1,187.50	\$0.00	

Admin use only

Authorized Payment Amt:

Authorization Code / Acct #

Authorized Signature / City

Date

SERVICE UNIT 1

Service Unit 1: Case Management

Measurement: Contact

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

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn	120	40	40	40	60	180	150%
Bellevue						0	
Bothell						0	
Burien	48	0	8	16	16	40	83%
Covington						0	
Des Moines						0	
Federal Way	120	124	96	84	64	368	307%
Issaquah						0	
Kenmore						0	
Kent	150	64	52	56	124	296	197%
Kirkland						0	
Mercer Island						0	
Redmond						0	
Renton		4	0	0	0	4	
Sammamish						0	
SeaTac	23	0	32	32	36	100	435%
Shoreline						0	
Tukwila	36	32	32	0	0	64	178%
Seattle		44	52	40	36	172	
Other KC		0	0	0	0	0	
Outside KC		12	12	12	12	48	
Unknown		0	0	0	0	0	
<b>TOTAL</b>	<b>497</b>	<b>320</b>	<b>324</b>	<b>280</b>	<b>348</b>	<b>1,272</b>	

SERVICE UNIT 2

Service Unit 1: Shelter

Measurement: Bed night

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

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn	1,350	900	910	920	1,010	3,740	277%
Bellevue						0	
Bothell						0	
Burien	720	0	6	336	368	710	99%
Covington						0	
Des Moines						0	
Federal Way	1,800	2,173	2,133	1,902	1,102	7,310	406%
Issaquah						0	
Kenmore						0	
Kent	2,250	96	0	0	487	583	26%
Kirkland						0	
Mercer Island						0	
Redmond						0	
Renton		59	0	0	0	59	
Sammamish						0	
SeaTac	338	0	285	736	663	1,684	498%
Shoreline						0	
Tukwila	540	720	543	0	0	1,263	234%
Seattle		768	850	917	828	3,363	
Other KC		0	0	0	0	0	
Outside KC		270	273	276	276	1,095	
Unknown		0	0	0	0	0	
<b>TOTAL</b>	<b>6,998</b>	<b>4,986</b>	<b>5,000</b>	<b>5,087</b>	<b>4,734</b>	<b>19,807</b>	

SERVICE UNIT 3

Service Unit 1: Transitional Housing

Measurement: Bed night

Description: Number of individual bed night stays in supportive housing

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn						0	
Bellevue						0	
Bothell						0	
Burien						0	
Covington						0	
Des Moines						0	
Federal Way						0	
Issaquah						0	
Kenmore						0	
Kent	4,500	1,136	1,065	1,204	1,213	4,618	103%
Kirkland						0	
Mercer Island						0	
Redmond						0	
Renton						0	
Sammamish						0	
SeaTac						0	
Shoreline						0	
Tukwila						0	
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
<b>TOTAL</b>	<b>4,500</b>	<b>1,136</b>	<b>1,065</b>	<b>1,204</b>	<b>1,213</b>	<b>4,618</b>	

RESIDENTS

	Annual Goal	1st Qtr	Actual # of Residents			YTD
			2nd Qtr	3rd Qtr	4th Qtr	
Auburn	15	10	0	0	5	15
Bellevue						0
Bothell						0
Burien	8	0	2	2	0	4
Covington						0
Des Moines						0
Federal Way	20	31	0	0	0	31
Issaquah						0
Kenmore						0
Kent	25	16	1	2	18	37
Kirkland						0
Mercer Island						0
Redmond						0
Renton		1	0	0	0	1
Sammamish						0
SeaTac	4	0	8	0	1	9
Shoreline						0
Tukwila	6	8	0	0	0	8
Seattle		11	2	0	0	13
Other KC		0	0	0	0	0
Outside KC		3	0	0	0	3
Unknown		0	0	0	0	0
<b>TOTAL</b>	<b>78</b>	<b>80</b>	<b>13</b>	<b>4</b>	<b>24</b>	<b>121</b>

22%



## NARRATIVE

MSC's small but mighty Family Shelter program made some impressive strides in this last reporting period. 121 individuals received shelter services through MSC. Of the 10 exiting households, 100% exited to permanent housing. All households have completed the self-sufficiency matrix assessment for life domains. Life Domains is the analysis including Housing, Income/Benefits/Employment, Mental Health, Legal, Children's Education, and Community. Staff meet with program participants, asking detailed questions to understand how program participants respond and assess their self-sufficiency as a result of their own resiliency and staff support. MSC is excited to review and analyze a year's worth of data when it becomes available. In 2021 and 2022 MSC's shelter was vulnerable to several disturbances on the property involving shelter occupants and non occupants. The police had a very strong presence on site at that time. MSC is grateful to have been the recipient of city of Kent funding to hire a part time evening staff member at the shelter site. This has significantly lowered criminal activity on site. From dealing with police calls nearly every day in 2021-2022, the shelter site has seen fewer than 8 incidents requiring police intervention in 2023. Some challenges include lack of affordable housing for families, especially in the south King County region. Furthermore, costs at the shelter have been increasing. Our landlord, KCHA, is increasing our rent in 2024, and maintenance costs by at least 10% which will significantly impact our operating budget for this program. MSC's Family Shelter is not fully funded by the cities nor KCRHA. MSC is leveraging funding from other resources to keep the project afloat to serve vulnerable families in our community.



REIMBURSEMENT REQUESTS

Agency and Program Name **MAPS-MCRC Emergency rental assistatnce for refugees**

Address 16305 NE 87th Street, Suite 140

City & ZIP Redmond, WA 98052

Program Contact Name Nickhath Sheriff Phone

Email nicky@mrcrseattle.org Invoice Date 1/4/2024

Costs below incurred from 10/1/2023 to 12/31/2023

Signature of Authorized Signer *needs signature see attached* Printed Name Nickhath Sheriff

Contract ID#	Annual	Reimbursement Requests				Balance Remaining
	Award Amt	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn						\$0.00
Bellevue	\$34,155.00	\$8,538.75	\$8,538.75	\$8,538.75	\$8,538.75	\$0.00
Bothell						\$0.00
Burien						\$0.00
Covington						\$0.00
Des Moines						\$0.00
Federal Way						\$0.00
Issaquah	\$10,000.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$0.00
Kenmore						\$0.00
Kent						\$0.00
Kirkland	\$22,000.00	\$5,500.00	\$5,500.00	\$5,500.00	\$5,500.00	\$0.00
Mercer Island						\$0.00
Redmond	\$0.00	\$0.00				\$0.00
Renton						\$0.00
Sammamish	\$0.00	\$0.00				\$0.00
SeaTac	\$32,000.00	\$8,000.00	\$8,000.00	\$8,000.00	\$8,000.00	\$0.00
Shoreline						\$0.00
Tukwila						\$0.00

Admin use only

Authorized Payment Amt:

Authorization Code/Acct #

Authorized Signature / City

Date

SERVICE UNIT 1


Service Unit 1: Financial Aid

Measurement: Household

Description: Each woman staying one night in MCRC Housing will be counted as 1 bed night

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn						0	
Bellevue	28	12	27	17	20	76	271%
Bothell						0	
Burien						0	
Covington						0	
Des Moines						0	
Federal Way						0	
Issaquah	2	1	4	3	4	12	600%
Kenmore						0	
Kent		28				28	
Kirkland	15	2	17	12	11	42	280%
Mercer Island						0	
Redmond	0	2	23	25	15	65	
Renton						0	
Sammamish	0	0	2	3	2	7	
SeaTac	28	8	10	12	12	42	150%
Shoreline						0	
Tukwila		10				10	
Seattle		12				12	
Other KC						0	
Outside KC						0	
Unknown						0	
<b>TOTAL</b>	<b>73</b>	<b>75</b>	<b>83</b>	<b>72</b>	<b>64</b>	<b>294</b>	

REIMBURSEMENT REQUESTS

Agency and Program Name Essentials First - Community Kits Program  
 Address 919 124th Av. NE, Suite 103  
 City & ZIP Bellevue, WA 98005  
 Program Contact Name Khizer Sheriff Phone 425-213-7810  
 Email khizer@essentialsfirst.org Invoice Date 1/5/24  
 Costs below incurred from 10/1/23 to 12/31/23  
 Signature of Authorized Signer  Printed Name Khizer Sheriff

Contract ID#	Annual Award Amt	Reimbursement Requests				Balance Remaining
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn						\$0.00
Bellevue	\$20,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$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	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Renton						\$0.00
Sammamish	\$5,000.00	\$1,250.00	\$1,250.00	\$150.00	\$1,250.00	\$1,100.00
SeaTac	\$10,000.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$0.00
Shoreline						\$0.00
Tukwila						\$0.00

Admin use only

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





## NARRATIVE

Immigrants and Refugee assistance:-

MCRC helped many refugee families from different countries stay on the East Side by providing various services, rent, utilities, food, and hygiene items.

Recently, we helped a large refugee family of 7 members, a father unable to secure a job due to language barriers. The family faced difficulties paying the rent, utilities, and food. MCRC has case managers who speak different languages and can understand and work very closely with varying families of background. MCRC paid the rent and provided food assistance to the family, and still, the case manager is working with the family to address their need.

In 2023 more than 250 refugee families in the Eastside. MCRC has helped these families by providing various services including assistance with rent, food, finding vocational training and other resources to stabilize their lives. Here is just one of the many stories that we encounter each day in our office - A single woman refugee in Bellevue has come to our office requesting assistance. Since she does not know anyone here, she needed help finding resources for her food and covering her expenses. She met with one of our case managers, and he called her landlord requesting the ledger balance. MCRC paid her rent, and the case manager is still working with her to stabilize her life.



## RESIDENTS

	Annual Goal	1st Qtr	Actual # of Residents			YTD
			2nd Qtr	3rd Qtr	4th Qtr	
Auburn						0
Bellevue	82	48	27	17	20	112
Bothell						0
Burien						0
Covington						0
Des Moines						0
Federal Way						0
Issaquah	27	5	4	3	4	16
Kenmore						0
Kent						0
Kirkland	60	12	17	12	11	52
Mercer Island						0
Redmond	0	0	23	25	15	63
Renton						0
Sammamish	0	0	2	3	2	7
SeaTac	88	40	50	48	12	150
Shoreline						0
Tukwila						0
Seattle						0
Other KC						0
Outside KC						0
Unknown						0
<b>TOTAL</b>	<b>257</b>	<b>105</b>	<b>123</b>	<b>108</b>	<b>64</b>	<b>400</b>

**CITY LINE ITEM TABLE**

**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	\$34,155.00	\$8,538.75	\$8,538.75	\$8,538.75	\$8,538.75	\$34,155.00	\$0.00
Office/Ops						\$0.00	\$0.00
Purchased Svc						\$0.00	\$0.00
Communication						\$0.00	\$0.00
Travel/Training						\$0.00	\$0.00
Other						\$0.00	\$0.00
<b>TOTAL</b>	<b>\$34,155.00</b>	<b>\$8,538.75</b>	<b>\$8,538.75</b>	<b>\$8,538.75</b>	<b>\$8,538.75</b>	<b>\$34,155.00</b>	<b>\$0.00</b>

REIMBURSEMENT REQUESTS

Agency and Program Name Northwest Education Access  
 Address 6920 Roosevelt Way NE #355  
 City & ZIP Seattle 98115  
 Program Contact Name Laura DiZazzo Phone 206-413-9992  
 Email laura@nweducationaccess.org Invoice Date 12/31/2023  
 Costs below incurred from 9/1/2023 to 12/31/2023  
 Signature of Authorized Signer *Laura DiZazzo* Printed Name Laura DiZazzo

	Contract ID#	Annual Award Amt	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Balance Remaining
Auburn	GF23/2424	\$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							\$0.00
Federal Way	N/A	\$8,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$0.00
Issaquah							\$0.00
Kenmore							\$0.00
Kent	CAG-2023-096	\$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	N/A	\$10,000.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$0.00
Sammamish							\$0.00
SeaTac	N/A	\$3,000.00	\$750.00	\$750.00	\$750.00	\$750.00	\$0.00
Shoreline							\$0.00
Tukwila							\$0.00

Admin use only

Authorized Payment Amt:

Authorization Code/Acct #

Authorized Signature / City

Date

SERVICE UNIT 1

Service Unit 1: Navigation

Measurement: Appointment

Description: One on One Navigation sessions. Education Advocates meet with student to coach and provide resource navigation support

	Annual	Actual Units, regardless of funding source				YTD
	Goal	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn	124	63	58	85	44	250
Bellevue						0
Bothell						0
Burien						0
Covington						0
Des Moines						0
Federal Way	66	49	50	90	93	282
Issaquah						0
Kenmore						0
Kent	84	110	117	136	130	493
Kirkland						0
Mercer Island						0
Redmond						0
Renton	76	69	55	54	101	279
Sammamish						0
SeaTac	27	12	10	6	13	41
Shoreline						0
Tukwila						0
Seattle						0
Other KC						0
Outside KC						0
Unknown						0
<b>TOTAL</b>	<b>377</b>	<b>303</b>	<b>290</b>	<b>371</b>	<b>381</b>	<b>1,345</b>

151%

SERVICE UNIT 1

202%

427%

587%

367%

152%





## NARRATIVE

**Q4:** Fall quarter is always very busy and we are excited to see enrollment numbers continue to grow. NWEA continues to lead college readiness workshops throughout South King County. While our Financial completion workshops have been delayed a bit due to the prolonged release of the updated FAFSA/WASFA, the new applications finally launched in early January. We continue to use these opportunities to connect with new students and build relationships with other community-based organizations. With student enrollments on the rise, we are also excited to announce that we have maintained a Persistence rate of over 70%. This means that for every student who starts a post-secondary program with NWEA, over 70% continue in their programs during year 2. This rate is higher than the average for all Community College students in Washington despite our students facing significant systemic barriers. **Please note: We do not have all data from our Education Advocates by the 1/8/2024 deadline for this form by some cities, so only partial data is included for Q4.**

**Q3:** Referrals in South King County are finally moving back towards pre-pandemic levels. While we are still seeing lower enrollment at many of our referral sites (GED programs, Community-based organizations, Open Doors Programs, etc.), we are starting to find new ways to recruit students (Financial Aid events, Post-Secondary Readiness Workshops). We are leading a series of workshops with the Family First Center in Renton/Kent (Cascade/Benson Hill neighborhood) and are excited about a new partnership with Talley Highschool. In addition, we continue to develop the newer partnerships we shared in our previous quarterly update. This fall, NWEA was also able to send staff to the Aspen Foundation's Opportunity Youth Forum, a conference that brings together organizations from around the country to share best practices and strategies for re-engaging opportunity youth. We always learn so much from these convenings and are excited to implement new ideas that we bring home from this event.

**Q2:** Referrals continue to increase throughout South King County. Our key partners remain Open Doors Programs, on-campus ABE/GED programs, Community-based organizations, and other providers connected to the Road Map Project and the Re-engagement network. This quarter, we started new partnerships with El Centro de la Raza's Si Se Puede Academy, Pro Se Potential (Federal Way), and Becoming a Man. In addition, we increased collaboration with a number of CBOs including the Congolese Integration Network, Centro Rendu, and Open Doors for Multi-cultural Families. In May, a few NWEA staff members had the opportunity to join Highline's Learning Cohort Community staff at the Umoja Summer Learning Institute in Los Angeles. This was an amazing conference that increased our understanding of key resources available to BIPOC students at Highline College. In addition, it allowed our team to build stronger relationships with the Highline staff, which will undoubtedly help us partner to better serve students.

**Q1:** NWEA has had a successful first quarter serving Opportunity Youth across South King County with Human Services Department support!

While enrollments in reengagement and post-secondary programs are still below pre-pandemic levels, we have seen a slow but steady increase in the number of young people returning to their education pathways. This very recent uptick means that we have already surpassed our annual goals regarding number of students served in each of the cities who support our work. We are also well on track to meet our targets for service units in all cities. This indicates that reengaged learners are wanting high connection with Education Advocates as they return to school. This typically involves assistance in navigating program exploration, enrollment processes, and financial aid systems. Our challenge will be to sustain outreach efforts as we also provide direct service to students in areas where we know there are still many disconnected youth remaining. We have intentionally been reaching out to other community partners and have strengthened our connections and cross-referrals in the first quarter, especially with iGrad in Kent and the new El Centro



RESIDENTS

	Annual Goal	1st Qtr	Actual # of Residents			YTD	
			2nd Qtr	3rd Qtr	4th Qtr		
Auburn	8	11	5	3	1	20	
Bellevue						0	
Bothell						0	
Burien						0	
Covington						0	
Des Moines						0	
Federal Way	4	13	3	3	2	21	
Issaquah						0	
Kenmore						0	
Kent	5	14	17	7	4	42	
Kirkland						0	
Mercer Island						0	
Redmond						0	
Renton	5	12	7	5	4	28	
Sammamish						0	
SeaTac	2	3	2	1	0	6	300%
Shoreline						0	
Tukwila						0	
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
<b>TOTAL</b>	<b>24</b>	<b>53</b>	<b>34</b>	<b>19</b>	<b>11</b>	<b>117</b>	



REIMBURSEMENT REQUESTS

Agency and Program Name **OneAmerica - English Innovations**

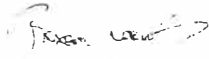
Address 1225 S Weller St # 430

City & ZIP Seattle, WA 98144

Program Contact Name Marisa Parshotam Phone 425-344-5612

Email marisa@weareoneamerica.org Invoice Date 1/10/24

Costs below incurred from 10/1/23 to 12/31/23

Signature of Authorized Signer  Printed Name Roxana Norouzi

	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							\$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	23-137	\$10,000.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$0.00
Sammamish							\$0.00
SeaTac		\$10,000.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$0.00
Shoreline							\$0.00
Tukwila	23- 068	\$5,000.00	\$1,250.00	\$1,250.00	\$1,250.00	\$1,250.00	\$0.00

Admin use only

Authorized Payment Amt: Authorization Code/Acct #

Authorized Signature / City Date

SERVICE UNIT 1

Service Unit 1: Training/Workshops/Classes

Measurement: 60 minutes

The number of hours of training/workshops/classes provided to participants to improve English skills and digital literacy, which includes three-month English

Description: classes and supplemental digital literacy workshops in the home language of learners, along with practice meetings and tutoring. Participants attend 2 classes per week for 1.5 hours each class for 10-12 weeks.

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn		24	10	3	32	69	
Bellevue		8			3	11	
Bothell		8				8	
Burien						0	
Covington			6	17		23	
Des Moines		15	25	39	60	139	
Federal Way		6	3	108	66	183	
Issaquah						0	
Kenmore						0	
Kent		45	60	277	141	523	
Kirkland		16	34	16	27	92	
Mercer Island						0	
Redmond						0	
Renton	120	14	79	78	69	239	199%
Sammamish						0	
SeaTac	120	18	53	19	20	109	90%
Shoreline						0	
Tukwila	60	26	36	75	23	159	265%
Seattle		44	73	2	32	150	
Other KC		2				2	
Outside KC		60	210	18	35	323	
Unknown		2	5		3	10	
<b>TOTAL</b>	<b>300</b>	<b>285</b>	<b>593</b>	<b>650</b>	<b>509</b>	<b>2,036</b>	





## RESIDENTS

	Annual Goal	Actual # of Residents				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn		5		1	3	9	
Bellevue		1			1	2	
Bothell		1				1	
Burien						0	
Covington			1	1		2	
Des Moines		3		4	3	10	
Federal Way		2	1	5		8	
Issaquah						0	
Kenmore						0	
Kent		7	1	15	4	27	
Kirkland		2		1		3	
Mercer Island						0	
Redmond						0	
Renton	4	4	4	4		12	
Sammamish						0	
SeaTac	4	3	2	1		6	150%
Shoreline						0	
Tukwila	2	6	2	1	1	10	
Seattle		8		1	1	10	
Other KC		1				1	
Outside KC		17	5	2	2	26	
Unknown		1				1	
<b>TOTAL</b>	<b>10</b>	<b>61</b>	<b>16</b>	<b>36</b>	<b>15</b>	<b>128</b>	

## NARRATIVE

We held fall quarter of classes during this reporting period, including one high-beginning level class, one intermediate level class, and one bilingual class in Dari & English for Afghan community members. Discussion topics this quarter included: hobbies, daily routines, school education, immigration, parenting, making change, food, sharing your story, community resources, and childcare. During the topic on food, students identified foods, used verbs related to cooking, and discussed likes, dislikes, and preferences. Students who engaged in conversations around topics like education and childcare learned important information and built connections with each other as parents navigating the school system by discussing their experiences both in their home countries and the US. For example, they were prompted to ask each other questions like: who is your child's teacher, what is the name of the school, what is the name of the principal, and what number do you call to contact the teacher or principal. They also discussed how and where to find out the teachers' contact info and strategies for talking to the schools' main office. Many students have expressed an interest in building their leadership skills through conversations they've had with their classmates, teacher, and volunteers, and have gained more confidence and tools for advocating for their child and communicating with their child's school.

We integrated technology lessons into our classes as well. Some highlights from our high-beginning and English for Afghan Community class include using gmail - this was very helpful for our students because after learning and practicing gmail in class, they are now able to communicate with their child's teacher. For example, one student had never used gmail before but is now able to apply that skill in her life as a parent. Additionally, students learned more about features in Google Translate - for example they learned how to scan a picture with their phone and translate it. We received lots of feedback from students that learning this





REIMBURSEMENT REQUESTS

Agency and Program Name Partner in Employment- Employment & Training  
 Address 19530 International Blvd., Suite 108  
 City & ZIP SeaTac, WA 98188  
 Program Contact Name Hien Kieu Phone 206-429-3824  
 Email hien@partnerinemployment.org Invoice Date 1/11/24  
 Costs below incurred from 10/1/23 to 12/31/23

Signature of Authorized Signer  Printed Name Hien Kieu

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						\$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	\$85,000.00	\$21,250.00	\$21,250.00	\$21,250.00	\$21,250.00	\$0.00
Shoreline						\$0.00
Tukwila						\$0.00

Admin use only

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

SERVICE UNIT 1

Service Unit 1: Case Management

Measurement: 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	Actual Units, regardless of funding source				YTD	
	Goal	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn						0	
Bellevue						0	
Bothell						0	
Burien						0	
Covington						0	
Des Moines						0	
Federal Way						0	
Issaquah						0	
Kenmore						0	
Kent						0	
Kirkland						0	
Mercer Island						0	
Redmond						0	
Renton						0	
Sammamish						0	
SeaTac	34	11	14	14	5	44	129%
Shoreline						0	
Tukwila						0	
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
<b>TOTAL</b>	<b>34</b>	<b>11</b>	<b>14</b>	<b>14</b>	<b>5</b>	<b>44</b>	





## **NARRATIVE**

**GENERAL UPDATE:** We wrapped up several trainings successfully at the beginning of December 2023 and ended the year with a one-week holiday for PIE staff. One of the program successes in Q4 include eviction prevention for 15 families before we ended the year 2023. In December, we also began planning for workforce development activities for the homeless asylum seekers in Tukwila and SeaTac and playing a part helping people build work readiness skills to be successful as they become employment authorized. We hope to begin on the ground work directly with the homeless asylum seekers in late January 2024 or early February. We are looking for a robust 2024 year ahead.

**CLIENT SUCCESS STORY:** Halimo, a participant in our youth program, successfully completed barista training and gained 3 months of valuable work experience as a front desk assistant at Partner in Employment. Following her training and work experience, Halimo secured a full-time position as a barista at the SeaTac Airport. There was a huge progression in her self-confidence as she completes each of the training. We are proud of Halima and will continue to be a support to her with future career growth.

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	34	11	14	14	5	44	129%
Shoreline						0	
Tukwila						0	
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
<b>TOTAL</b>	<b>34</b>	<b>11</b>	<b>14</b>	<b>14</b>	<b>5</b>	<b>44</b>	





REIMBURSEMENT REQUESTS

Agency and Program Name REACH - Center of Hope  
 Address 3604 NE 10th Court  
 City & ZIP Renton, 98056  
 Program Contact Name Fenice Fregoso Phone 509-902-9937  
 Email Fenicce@reachrenton.org Invoice Date 1/2/23  
 Costs below incurred from 10/1/23 to 12/31/23  
 Signature of Authorized Signer *Fenice Fregoso* Printed Name Fenice Fregoso

Contract ID#	Annual	Reimbursement Requests				Balance
	Award Amt	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Remaining
Auburn	\$33,600.00	\$4,200.00	\$4,200.00	\$12,600.00	\$12,600.00	\$0.00
Bellevue						\$0.00
Bothell						\$0.00
Burien						\$0.00
Covington						\$0.00
Des Moines						\$0.00
Federal Way						\$0.00
Issaquah						\$0.00
Kenmore						\$0.00
Kent						\$0.00
Kirkland						\$0.00
Mercer Island						\$0.00
Redmond						\$0.00
Renton	\$51,630.00	\$12,907.00	\$12,907.00	\$12,907.00	\$12,909.00	\$0.00
Sammamish						\$0.00
SeaTac	18,000.00	\$4,500.00	\$4,500.00	\$4,500.00	\$4,500.00	\$0.00
Shoreline						#REF!
Tukwila	10,000.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$0.00

Admin use only

Authorized Payment Amt:

Authorization Code/Acct #

Authorized Signature / City

Date

RESIDENTS

	Annual Goal	1st Qtr	Actual # of Residents			YTD
			2nd Qtr	3rd Qtr	4th Qtr	
Auburn	11	5	3	3	3	14
Bellevue						0
Bothell						0
Burien		1		1		2
Covington						0
Des Moines						0
Federal Way					3	3
Issaquah						0
Kenmore						0
Kent		1	2		10	13
Kirkland				5		5
Mercer Island						0
Redmond						0
Renton	26	2	18	3	1	24
Sammamish						0
SeaTac	4	4		1	3	8
Shoreline						0
Tukwila		3		1		4
Seattle		5	19		4	28
Other KC						0
Outside KC		12	7			19
Unknown				1		1
<b>TOTAL</b>	<b>41</b>	<b>33</b>	<b>49</b>	<b>15</b>	<b>24</b>	<b>121</b>

*200%*

SERVICE UNIT 1

Service Unit 1: Shelter

Measurement: Bed night

Description:

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn	281	7	221	78	260	306	109%
Bellevue						0	
Bothell		9				9	
Burien		10		23		33	
Covington						0	
Des Moines						0	
Federal Way					216	0	
Issaquah						0	
Kenmore		2				2	
Kent		2	16		450	18	
Kirkland				40		40	
Mercer Island						0	
Redmond						0	
Renton	664		442	621	168	1,063	160%
Sammamish						0	
SeaTac	85	371		5	63	376	442%
Shoreline						0	
Tukwila	106	91	387	507		985	929%
Seattle		184	242	238	117	664	
Other KC			20			20	
Outside KC		559	12			571	
Unknown				4	6	4	
<b>TOTAL</b>	<b>1,136</b>	<b>#REF!</b>	<b>1,340</b>	<b>1,516</b>	<b>1,235</b>	<b>4,091</b>	

SERVICE UNIT 2

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

Measurement: 30 minutes

Description:

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

RESIDENTS

Actual # of Residents

	Annual Goal	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	YTD	% Achieved
Auburn	23	137	33	28	26	224	974%
Bellevue	137	95	26	29	32	182	133%
Bothell		20	3	6	5	34	
Burien	20	38	12	11	13	74	370%
Covington	12	12	1	3	7	23	192%
Des Moines	11	28	16	2	12	58	527%
Federal Way	50	138	38	25	40	241	482%
Issaquah	20	41	9	4	4	58	290%
Kenmore	8	7	2	2	2	13	163%
Kent	68	168	29	26	28	251	369%
Kirkland	50	54	22	9	15	100	200%
Mercer Island	5	9	1	3	1	14	280%
Redmond	33	45	22	9	7	83	252%
Renton	71	201	31	27	35	294	414%
Sammamish	10	10	5	1	6	22	220%
SeaTac	12	21	14	6	4	45	375%
Shoreline	19	18	8	7	9	42	221%
Tukwila	21	17	4	2	1	24	114%
Seattle		485	185	175	116	961	
Other KC		181	22	28	21	252	
Outside KC		298	113	89	70	570	
Unknown		358	281	285	316	1,240	
<b>TOTAL</b>	<b>570</b>	<b>2,381</b>	<b>877</b>	<b>777</b>	<b>770</b>	<b>4,805</b>	

SERVICE UNIT 2

Service Unit 1: Case Management

Measurement: 15 minutes

Description:

	Annual	Actual Units, regardless of funding source				YTD	
	Goal	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn	73	15	25	30	6	76	104%
Bellevue		15				15	
Bothell		15				15	
Burien				12		12	
Covington		15				15	
Des Moines						0	
Federal Way		15			5	15	
Issaquah		15				15	
Kenmore		15				15	
Kent		15	2		41	17	
Kirkland		5		10		15	
Mercer Island						0	
Redmond		15				15	
Renton	44	10	37	360	45	452	1027%
Sammamish						0	
SeaTac	22	15		3	10	31	141%
Shoreline		5				5	
Tukwila			30	40		70	
Seattle		15	33	50	25	123	
Other KC		15	2			17	
Outside KC		10	40			50	
Unknown				3		3	
<b>TOTAL</b>	<b>139</b>	<b>#REF!</b>	<b>169</b>	<b>508</b>	<b>210</b>	<b>976</b>	

**NARRATIVE**





REIMBURSEMENT REQUESTS

Agency and Program Name Society of St. Vincent de Paul Council of Seattle/King County, Centro Rendu

Address 5950 4th Ave. S

City & ZIP Seattle, WA 98108

Program Contact Name Rian Ries Phone 206-799-0077

Email grants@svdpseattle.org Invoice Date 1/10/24

Costs below incurred from 10/1/23 to 12/31/23

Signature of Authorized Signer  Printed Name Mirya Muñoz-Roach

	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	CON-23-068	\$26,400.00	\$6,600.00	\$6,600.00	\$6,600.00	\$6,600.00	\$0.00
Covington							\$0.00
Des Moines							\$0.00
Federal Way							\$0.00
Issaquah							\$0.00
Kenmore							\$0.00
Kent		\$35,000.00	\$8,750.00	\$8,750.00	\$8,750.00	\$8,750.00	\$0.00
Kirkland							\$0.00
Mercer Island							\$0.00
Redmond							\$0.00
Renton	CAG-23-078	\$15,000.00	\$3,750.00	\$3,750.00	\$3,750.00	\$3,750.00	\$0.00
Sammamish							\$0.00
SeaTac		\$5,000.00	\$1,250.00	\$1,250.00	\$1,250.00	\$1,250.00	\$0.00
Shoreline							\$0.00
Tukwila		\$3,000.00	\$750.00	\$750.00	\$750.00	\$750.00	\$0.00

Admin use only

Authorized Payment Amt: Authorization Code/Acct #

Authorized Signature / City Date

SERVICE UNIT 1

Service Unit 1: Training/Workshops/Classes

Measurement: Group session

A wide range of literacy, basic education and skill-building classes, anchored by the INEA (International Institute for the Education of Adults) curriculum provided in

Description: partnership with the Mexican consulate. GED prep classes, 21+ program, multiple levels of English as a Second Language, parent workshops, and basic computer courses are also provided.

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn						0	
Bellevue						0	
Bothell						0	
Burien	34	14	18	49	47	128	376%
Covington						0	
Des Moines						0	
Federal Way						0	
Issaquah						0	
Kenmore						0	
Kent	32	123	187	166	229	705	2203%
Kirkland						0	
Mercer Island						0	
Redmond						0	
Renton	26	35	120	91	136	382	1469%
Sammamish						0	
SeaTac	5	23	47	71	56	197	3940%
Shoreline						0	
Tukwila	3	22	11	50	26	109	3633%
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
<b>TOTAL</b>	<b>100</b>	<b>217</b>	<b>383</b>	<b>427</b>	<b>494</b>	<b>1,521</b>	

SERVICE UNIT 2

Service Unit 1: Case Management

Measurement: Appointment

Description: Case management assessments of educational and other needs are done in Spanish, with culturally-responsive interviewing. Clients create an action plan focused on addressing basic needs such as stable housing, food and clothing, education, legal issues, health and behavioral health needs and employment.

	Annual	Actual Units, regardless of funding source				YTD	
	Goal	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn						0	
Bellevue						0	
Bothell						0	
Burien	40	27	54	60	74	215	538%
Covington						0	
Des Moines						0	
Federal Way						0	
Issaquah						0	
Kenmore						0	
Kent	40	34	112	95	147	388	970%
Kirkland						0	
Mercer Island						0	
Redmond						0	
Renton	44	93	93	102	75	363	825%
Sammamish						0	
SeaTac	5	9	10	33	19	71	1420%
Shoreline						0	
Tukwila	0	2	4	19	13	38	
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
<b>TOTAL</b>	<b>129</b>	<b>165</b>	<b>273</b>	<b>309</b>	<b>328</b>	<b>1,075</b>	

## NARRATIVE

In our final quarter of 2023, Centro Rendu of the Society of St. Vincent de Paul of Seattle/King County was able to serve an additional 188 unduplicated residents from the cities of Burien, Kent, Renton, SeaTac, and Tukwila, bringing our annual total of unduplicated residents served to 822. We provided nearly 500 class, workshop, and training sessions during this quarter, including ESL classes, GED classes, afterschool Spanish language classes for youth ages 5-13, emergency medical service workshops, financial literacy workshops, and positive parenting workshops. We also held over 300 case management sessions with Latinx community members of these cities, aiding with housing and utilities, legal referrals, physical and mental health referrals, and more.

We partnered with Puget Sound Energy this quarter, hosting PSE Assistance Program educational sessions in-person for the Latinx community of South King County, which in turn benefited the residents of the cities we serve through this funding. One such resident was an elderly widow from the city of Kent, living off the pension left for her by her husband. She has a brother living in Florida who is very ill, and she had run out of money while visiting and caring for him. She attended one of our PSE workshops as she needed help with her electricity bill, which was over \$800. By attending and following up with her Case Manager, this neighbor had nearly her entire debt to PSE cleared as they removed \$700 off her bill. It was a huge relief for her, and she was so thankful for the help from Centro Rendu's case management team.


Another family we served from the city of Burien came to us in early October via a referral from the St. Vincent de Paul Helpline. The husband had lost his job, and his 27-year-old wife is hard of hearing and can only communicate via email. For this reason, she cannot work to support her husband and their two daughters, ages 1 and 2 years old. Our Case Manager began by referring the family to KidVantage for clothing, shoes, wipes, diapers, and a car seat for their daughters, then connected the husband with someone who had contacts at a parcel company who was actively hiring. The husband has since begun working and he reports they are doing well. We are so grateful for funding from our partners in the cities of Burien, Kent, Renton, SeaTac, and Tukwila that gives us the opportunity to help our neighbors- such as this family- reach their goals of self-sufficiency.

RESIDENTS

	Annual Goal	1st Qtr	Actual # of Residents			YTD	
			2nd Qtr	3rd Qtr	4th Qtr		
Auburn						0	
Bellevue						0	
Bothell						0	
Burien	80	27	25	35	31	118	
Covington						0	
Des Moines						0	
Federal Way						0	
Issaquah						0	
Kenmore						0	
Kent	72	143	71	94	99	407	
Kirkland						0	
Mercer Island						0	
Redmond						0	
Renton	44	96	27	38	39	200	
Sammamish						0	
SeaTac	10	20	8	20	13	61	Let's %
Shoreline						0	
Tukwila	6	15	3	12	6	36	
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
<b>TOTAL</b>	<b>212</b>	<b>301</b>	<b>134</b>	<b>199</b>	<b>188</b>	<b>822</b>	



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 1/2/24  
 Costs below incurred from 10/1/23 to 12/31/23  
 Signature of Authorized Signer  Printed Name Joanne Donahue

Contract ID#	Annual	Reimbursement Requests					Balance
	Award Amt	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Remaining	
Auburn	\$13,250.00	\$3,312.50	\$3,312.50	\$3,312.50	\$3,312.50	\$0.00	
Bellevue	\$17,010.00	\$4,252.50	\$4,252.50	\$4,252.50	\$4,252.50	\$0.00	
Bothell	\$0.00					\$0.00	
Burien	\$7,420.00	\$1,855.00	\$1,855.00	\$1,855.00	\$1,855.00	\$0.00	
Covington	\$5,000.00	\$1,250.00	\$1,250.00	\$1,250.00	\$1,250.00	\$0.00	
Des Moines	\$4,108.00	\$1,027.00	\$1,027.00	\$1,027.00	\$1,027.00	\$0.00	
Federal Way	\$12,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$0.00	
Issaquah	\$7,120.00	\$1,780.00	\$1,780.00	\$1,780.00	\$1,780.00	\$0.00	
Kenmore	\$600.00	\$150.00	\$150.00	\$150.00	\$150.00	\$0.00	
Kent	\$0.00					\$0.00	
Kirkland	\$12,634.00	\$3,158.50	\$3,158.50	\$3,158.50	\$3,158.50	\$0.00	
Mercer Island	\$0.00					\$0.00	
Redmond	\$4,260.00	\$1,065.00	\$1,065.00	\$1,065.00	\$1,065.00	\$0.00	
Renton	CAG-03-012 \$13,780.00	\$3,445.00	\$3,445.00	\$3,445.00	\$3,445.00	\$0.00	
Sammamish	\$697.00	\$174.25	\$174.25	\$174.25	\$174.25	\$0.00	
SeaTac	<del>\$10,600.00</del> \$2,650.00	<del>\$2,650.00</del> \$2,650.00	<del>\$2,650.00</del> \$2,650.00	\$2,650.00	\$2,650.00	\$0.00	
Shoreline	\$7,950.00	\$1,987.50	\$1,987.50	\$1,987.50	\$1,987.50	\$0.00	
Tukwila	\$11,237.00	\$2,809.25	\$2,809.25	\$2,809.25	\$2,809.25	\$0.00	

Admin use only

Authorized Payment Amt:

*\* MOU \**

Authorization Code/Acct #

Authorized Signature / City

Date

SERVICE UNIT 1

Service Unit 1: Food

Measurement: Meal

Description: A service unit is one home delivered meal provided to a homebound elder or disabled adult.

	Annual	Actual Units, regardless of funding source					YTD	
	Goal	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr			
Auburn	2,020	8,242	8,316	7,847	7,714	32,119	1590%	
Bellevue	2,593	3,098	3,392	3,450	2,721	12,661	488%	
Bothell		1,773	1,611	1,552	1,694	6,630		
Burien	1,131	3,246	3,192	2,923	2,818	12,179	1077%	
Covington	763	631	750	733	748	2,862	375%	
Des Moines	626	1,767	1,723	1,773	1,733	6,996	1118%	
Federal Way	1,829	6,040	5,849	6,069	6,529	24,487	1339%	
Issaquah	1,086	890	928	819	790	3,427	316%	
Kenmore	97	301	278	225	333	1,137	1172%	
Kent		8,360	8,144	7,950	7,250	31,704		
Kirkland	1,935	3,446	3,002	2,606	2,524	11,578	598%	
Mercer Island		133	35	35	100	303		
Redmond	649	1,543	1,240	1,127	905	4,815	742%	
Renton	2,101	7,412	7,019	7,287	7,275	28,993	1380%	
Sammamish	67	261	210	189	315	975	1455%	
SeaTac	1,616	3,380	3,105	3,105	3,198	12,788	791%	
Shoreline	1,212	6,177	5,659	5,427	4,748	22,011	1816%	
Tukwila	1,713	3,313	2,976	2,787	2,641	11,717	684%	
Seattle		63,740	66,734	65,210	63,263	258,947		
Other KC		6,046	6,305	5,955	6,070	24,376		
Outside KC		0	0	0	0	0		
Unknown		0	0	0	0	0		
<b>TOTAL</b>	<b>19,438</b>	<b>129,799</b>	<b>130,468</b>	<b>127,069</b>	<b>123,369</b>	<b>510,705</b>		







## NARRATIVE

Quarterly Update on Our Sound Generations Meals on Wheels Program.

At the beginning of 2023, we implemented a waitlist due to limited funding, and by year-end, it had expanded to 997 individuals waiting to access the program. Our meal numbers for 2023 closely mirrored those of 2022, marking one of our peak years for meal deliveries in many years. Program participants are ordering more meals on average compared to previous years. While we're grateful to have served as many people as possible, it's disheartening to confront the overwhelming need and explain our inability to accommodate everyone. On average, we receive 40 applications per week, leading us to refer applicants to Sound Generations Pathway's Information and Assistance program to try to connect them with alternative resources.

Throughout the year, we delivered a total of 516,100 meals and served 2229 people, drawing support from various funding sources. Hundreds of referrals were made to Sound Generations Pathway's Information and Assistance program, linking Meals on Wheels participants with crucial services such as transportation, home repairs, caregiving, and more. Some of these referrals were directed to Sound Generations Geriatric Regional Assessment Team (GRAT). Our Registered Dietitian 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 and advertising that we offer free nutrition counseling. These connections and additional services are a good example of how Meals on Wheels is much more than a nutritious, home-delivered meal.

Over half of the meals we served were delivered by our dedicated Meals on Wheels volunteers. We often hear from participants how much they look forward to seeing their friendly delivery driver each week, and chatting with those that call them to take their order. Leveraging the efforts of more than 300 active volunteers countywide significantly helps control costs. Our volunteers contributed nearly 20,000 hours of time in 2023. We welcomed 102 new volunteers during the year to support our program and fill positions left by retiring, relocating, and departing volunteers. Our reach throughout the county is attributed to the

## RESIDENTS

	Annual Goal	1st Qtr	Actual # of Residents			YTD
			2nd Qtr	3rd Qtr	4th Qtr	
Auburn	6	108	4	7	9	128
Bellevue	8	44	5	3	1	53
Bothell		25	2	0	3	30
Burien	3	55	6	2	3	66
Covington	3	15	9	1	0	25
Des Moines	2	25	3	0	2	30
Federal Way	5	86	11	6	9	112
Issaquah	3	12	1	0	1	14
Kenmore	2	4	0	1	2	7
Kent		97	14	11	4	126
Kirkland	6	47	4	3	6	60
Mercer Island		3	0	1	0	4
Redmond	2	39	0	2	3	44
Renton	6	101	11	7	7	126
Sammamish	3	6	0	0	2	8
SeaTac	5	41	2	3	4	50
Shoreline	4	76	5	2	2	85
Tukwila	5	32	4	4	0	40
Seattle		805	90	46	27	968
Other KC		122	20	15	7	164
Outside KC		0	0	0	0	0
Unknown		0	0	0	0	0
<b>TOTAL</b>	<b>63</b>	<b>1743</b>	<b>191</b>	<b>114</b>	<b>92</b>	<b>2140</b>

1,000%

**CITY LINE ITEM TABLE**

**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	\$16,695.41	\$4,173.85	\$4,173.85	\$4,173.85	\$4,173.86	\$16,695.41	\$0.00
Office/Ops	\$25,971.80	\$6,492.95	\$6,492.95	\$6,492.95	\$6,492.95	\$25,971.80	\$0.00
Purchased Svc	\$98.65	\$24.66	\$24.66	\$24.66	\$24.67	\$98.65	\$0.00
Communication	\$180.84	\$45.21	\$45.21	\$45.21	\$45.21	\$180.84	\$0.00
Travel/Training	\$533.71	\$133.43	\$133.43	\$133.43	\$133.42	\$533.71	\$0.00
Other	\$6,790.58	\$1,697.65	\$1,697.65	\$1,697.65	\$1,697.63	\$6,790.58	\$0.00
<b>TOTAL</b>	<b>\$50,271</b>	<b>\$12,567.75</b>	<b>\$12,567.75</b>	<b>\$12,567.75</b>	<b>\$12,567.74</b>	<b>\$50,270.99</b>	<b>\$0.00</b>

REIMBURSEMENT REQUESTS

Agency and Program Name Sound Generations Volunteer Transportation Service (VTS)  
 Address 2208 Second Ave., Suite 100  
 City & ZIP Seattle 98121-2055  
 Program Contact Name Phirun Lach Phone 206.554.1655  
 Email [phirunl@soundgenerations.org](mailto:phirunl@soundgenerations.org) Invoice Date 1/8/24  
 Costs below incurred from 10/1/23 to 12/31/23

Signature of Authorized Signer  Joanne Donohue

	Contract ID#	Annual	Reimbursement Requests				Balance
		Award Amt	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Remaining
Auburn	GF23/2432	\$10,000.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$0.00
Bellevue		\$20,747.00	\$5,186.75	\$5,186.75	\$5,186.75	\$5,186.75	\$0.00
Bothell							
Burien	Con-23-070	\$3,500.00	\$875.00	\$875.00	\$875.00	\$875.00	\$0.00
Covington	CAG#044-2023	\$1,030.00	\$257.50	\$772.50	\$0.00	\$0.00	\$0.00
Des Moines		\$3,090.00	\$772.50	\$772.50	\$772.50	\$772.50	\$0.00
Federal Way							
Issaquah							
Kenmore		\$550.00	\$137.50	\$137.50	\$137.50	\$137.50	\$0.00
Kent	CAG2023-072	\$10,000.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$0.00
Kirkland		\$8,240.00	\$2,060.00	\$2,060.00	\$2,060.00	\$2,060.00	\$0.00
Mercer Island							
Redmond		\$7,245.00	\$1,811.25	\$1,811.25	\$1,811.25	\$1,811.25	\$0.00
Renton	CAG-23-093	\$10,000.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$0.00
Sammamish							
SeaTac		\$3,090.00	\$772.50	\$772.50	\$772.50	\$772.50	\$0.00
Shoreline		\$4,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$0.00
Tukwila	23-034	\$3,090.00	\$772.50	\$772.50	\$772.50	\$772.50	\$0.00

Admin use only

Authorized Payment Amt:

Authorization Code / Acct #

Authorized Signature / City

Date

SERVICE UNIT 1

Service Unit 1: Transportation

Measurement: One-way trip

Description: Transportation = one way trip, involving rides to and from medical appointments, eye exams, and doctor prescribed/advised activities linked to physical health.

	Annual	Actual Units, regardless of funding source				YTD	
	Goal	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn	180	77	181	79	53	390	217%
Bellevue	375	182	234	197	169	782	209%
Bothell						0	
Burien	63	19	37	67	32	155	246%
Covington	19	12	20	10	10	52	274%
Des Moines	88	27	53	47	38	165	188%
Federal Way						0	
Issaquah						0	
Kenmore	10	16	31	17	8	72	720%
Kent	63	116	222	90	93	521	827%
Kirkland	149	105	158	109	101	473	317%
Mercer Island						0	
Redmond	131	157	159	157	124	597	456%
Renton	180	201	149	157	153	660	367%
Sammamish						0	
SeaTac	56	53	48	17	42	160	286%
Shoreline	72	59	51	53	30	193	268%
Tukwila	56	15	14	14	8	51	91%
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
<b>TOTAL</b>	<b>1,442</b>	<b>1,039</b>	<b>1,357</b>	<b>1,014</b>	<b>861</b>	<b>4,271</b>	

SERVICE UNIT 2

Service Unit 1: Transportation

Measurement: Miles

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

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn	1992	1239	3104	1298	1,037	6,678	335%
Bellevue	4,133	1,915	2,453	1,896	1,370	7,634	185%
Bothell							
Burien	698	274	297	613	296	1,480	212%
Covington	205	122	305	97	95	619	302%
Des Moines	1,613	288	955	1143	829	3,215	199%
Federal Way							
Issaquah							
Kenmore	123	131	334	122	96	683	555%
Kent	698	1,544	3,359	1,091	992	6,986	1001%
Kirkland	1,641	863	1,132	796	892	3,683	224%
Mercer Island							
Redmond	1,443	3566	2906	2687	2,775	11,934	827%
Renton	2,000	2,988	2,170	2,198	2,106	9,462	473%
Sammamish						0	
SeaTac	616	1270	894	182	505	2,851	463%
Shoreline	1,283	540	450	613	313	1,916	149%
Tukwila	NA	206	212	151	110	679	#####
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
<b>TOTAL</b>	<b>16,445</b>	<b>14,946</b>	<b>18,571</b>	<b>12,887</b>	<b>11,416</b>	<b>57,820</b>	





## NARRATIVE

For the entire year of 2023, the Volunteer Transportation Program exceeded annual one way trip goals in all but one city, Tukwila (91%). Every city has met or exceeded annual mileage goals. Volunteer Transportation Services has expanded services to include trips to senior centers, food access, and all other essential appointments. This has helped boost ridership in lower performing cities in 2022.

Our outreach to medical agencies, senior living complexes, faith communities and referral agencies is robust. Sound Generation's ambassador guide and outreach coordinator distributed hundreds of flyers in the communities of Kent, Covington, Bellevue, Northshore, Tukwila, Federal Way, Des Moines, Burien, Kenmore, Kirkland, Redmond, Renton, and SeaTac. We continue to distribute translations of our promotional flyers in fifteen languages in all the communities we serve. We have continued to take and fulfill ride requests keeping the ride denial at a lower rate. Our Volunteer Coordinator is adding new volunteer drivers every month, an encouraging sign. Our team is hard working, collegial, and deeply committed to the older adults we serve and connect to all types of medically related and essential destinations. Ridership has also increased 4%, compared to 2022. Riders are starting to utilize our service once again and we are excited to provide such essential transportation services.

RESIDENTS

	Annual Goal	1st Qtr	Actual # of Residents			YTD
			2nd Qtr	3rd Qtr	4th Qtr	
Auburn	16	19	12	12	3	46
Bellevue	23	28	18	9	6	61
Bothell						0
Burien	8	9	3	3	3	18
Covington	na	2	4	0	0	6
Des Moines	8	4	5	2	1	12
Federal Way						0
Issaquah						0
Kenmore	2	2	3	2	1	8
Kent	8	24	11	6	8	49
Kirkland	16	21	14	4	4	43
Mercer Island						0
Redmond	13	21	8	3	4	36
Renton	18	36	18	7	10	71
Sammamish						0
SeaTac	3	8	3	1	2	14
Shoreline	6	10	3	5	2	20
Tukwila	10	4	3	2	1	10
Seattle						0
Other KC						0
Outside KC						0
Unknown						0
<b>TOTAL</b>	<b>131</b>	<b>188</b>	<b>105</b>	<b>56</b>	<b>45</b>	<b>394</b>

466%



REIMBURSEMENT REQUESTS

Agency and Program Name **St Stephen Housing Association / Housing Stability Program**  
 Address 13055 SE 192nd St  
 City & ZIP Renton 98058  
 Program Contact Name Ann Allen Phone 253-638-9798  
 Email aallen@ststephenhousing.org Invoice Date 12/19/23  
 Costs below incurred from 10/1/23 to 12/31/23

Signature of Authorized Signer \_\_\_\_\_ Printed Name Ann Allen

*(needs signed)*  
*\* see attached*

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	CAG #045-202	\$3,000.00	\$750.00	\$750.00	\$750.00	\$750.00	\$0.00
Des Moines		\$7,500.00		\$500.00	\$3,069.29	\$3,930.71	\$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 #023-105	\$10,000.00	\$500.00	\$1,500.00	\$5,209.87	\$2,790.13	\$0.00
Sammamish							\$0.00
SeaTac		\$10,000.00	\$1,000.00	\$1,250.00	\$4,994.78	<b>\$2,755.22</b>	\$0.00
Shoreline							\$0.00
Tukwila							\$0.00

Admin use only

Authorized Payment Amt:

Authorization Code/Acct #

Authorized Signature / City

Date

SERVICE UNIT 1

Service Unit 1: Financial Aid

Measurement: Individual

Description: Number of unduplicated residents served

	Annual Goal	Actual Units, regardless of funding source				YTD	
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn						0	
Bellevue						0	
Bothell						0	
Burien						0	
Covington	15	0	6	11	3	20	133%
Des Moines	30	0	8	31	18	57	190%
Federal Way						0	
Issaquah						0	
Kenmore						0	
Kent						0	
Kirkland						0	
Mercer Island						0	
Redmond						0	
Renton	45	2	6	31	15	54	120%
Sammamish						0	
SeaTac	45	6	11	29	13	59	131%
Shoreline						0	
Tukwila						0	
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
<b>TOTAL</b>	<b>135</b>	<b>8</b>	<b>31</b>	<b>102</b>	<b>49</b>	<b>190</b>	

**REIMBURSEMENT REQUESTS**

Agency and Program Name St Stephen Housing Association / Housing Stability Program

Address 13055 SE 192nd St

City & ZIP Renton 98058

Program Contact Name Ann Allen

Phone 253-638-9798

Email aallen@ststephenhousing.org

Invoice Date 12/19/23

Costs below incurred from 10/1/23 to 12/31/23

Signature of Authorized Signer



Printed Name Ann Allen

	Annual Contract ID#	Award Amt	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Balance Remaining
Auburn							\$0.00
Bellevue							\$0.00
Bothell							\$0.00
Burien							\$0.00
Covington	AG #045-202	\$3,000.00	\$750.00	\$750.00	\$750.00	\$750.00	\$0.00
Des Moines		\$7,500.00		\$500.00	\$3,069.29	\$3,930.71	\$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 #023-105	\$10,000.00	\$500.00	\$1,500.00	\$5,209.87	\$2,790.13	\$0.00
Sammamish							\$0.00
SeaTac		\$10,000.00	\$1,000.00	\$1,250.00	\$4,994.78	\$2,755.22	\$0.00
Shoreline							\$0.00
Tukwila							\$0.00

Admin use only

Authorized Payment Amt:

Authorization Code/Acct #

Authorized Signature / City

Date

SERVICE UNIT 2

Service Unit 1: Financial Aid

Measurement: Household

Description: Number of unduplicated households

	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	5	0	3	3	0	6	120%
Des Moines	12	0	1	8	7	16	133%
Federal Way						0	
Issaquah						0	
Kenmore						0	
Kent						0	
Kirkland						0	
Mercer Island						0	
Redmond						0	
Renton	18	1	3	11	5	20	111%
Sammamish						0	
SeaTac	18	2	3	10	4	19	106%
Shoreline						0	
Tukwila						0	
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
<b>TOTAL</b>	<b>53</b>	<b>3</b>	<b>10</b>	<b>32</b>	<b>16</b>	<b>61</b>	




#### **NARRATIVE**

At the start of the 4th quarter we had a robust response in requests for assistance. Based on numerous requests from persons in cities not included in this funding we chose to also serve tenants from additional cities with **other funding**. We also increased our assistance budget in the contracted cities with **other funding** in response to the significant need. We served families who were primarily single parent households and those who were unemployed or underemployed.

RESIDENTS

	Annual Goal	1st Qtr	Actual # of Residents			YTD	
			2nd Qtr	3rd Qtr	4th Qtr		
Auburn						0	
Bellevue						0	
Bothell						0	
Burien						0	
Covington	15	0	6	11	3	20	
Des Moines	30	0	8	31	18	57	
Federal Way						0	
Issaquah						0	
Kenmore						0	
Kent						0	
Kirkland						0	
Mercer Island						0	
Redmond						0	
Renton	45	2	6	31	15	54	
Sammamish						0	
SeaTac	45	6	11	29	13	59	131%
Shoreline						0	
Tukwila						0	
Seattle						0	
Other KC						0	
Outside KC						0	
Unknown						0	
<b>TOTAL</b>	<b>135</b>	<b>8</b>	<b>31</b>	<b>102</b>	<b>49</b>	<b>190</b>	

**REIMBURSEMENT REQUESTS**

Agency and Program Name **The Genesis Project Drop-in Center Operations**  
 Address 2819 S 208th St  
 City & ZIP SeaTac, WA 98198  
 Program Contact Name Alyssa Vanderlin Phone 206-592-2362  
 Email alyssa@gpseattle.net Invoice Date 1/2/2024  
 Costs below incurred from 10/1/2023 to 12/31/2023  
 Signature of Authorized Signer  Printed Name Andy Conner

Contract ID#	Annual Award Amt	Reimbursement Requests				4th Qtr	Balance Remaining
		1st Qtr	2nd Qtr	3rd Qtr			
Auburn	\$11,295.00	\$2,823.75	\$2,823.75	\$2,823.75	\$2,823.75	\$0.00	
Bellevue						\$0.00	
Bothell						\$0.00	
Burien						\$0.00	
Covington						\$0.00	
Des Moines	\$3,765.00	\$0.00	\$1,882.50	\$941.25	\$941.25	\$0.00	
Federal Way	AG 23-056 \$6,000.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	\$0.00	
Issaquah						\$0.00	
Kenmore						\$0.00	
Kent						\$0.00	
Kirkland						\$0.00	
Mercer Island						\$0.00	
Redmond						\$0.00	
Renton						\$0.00	
Sammamish						\$0.00	
SeaTac	\$15,000.00	\$3,750.00	\$3,750.00	\$3,750.00	\$3,750.00	\$0.00	
Shoreline						\$0.00	
Tukwila						\$0.00	

Admin use only

Authorized Payment Amt:

Authorization Code/Acct #

Authorized Signature / City

Date

SERVICE UNIT 1

Service Unit 1: Case Management

Measurement: Individual

Description: We will track the number of clients being served

	Annual	Actual Units, regardless of funding source				YTD	
	Goal	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn	3	2	0	1	0	3	100%
Bellevue						0	
Bothell			1			1	
Burien		3	1			4	
Covington						0	
Des Moines	1	0	1	0	0	1	100%
Federal Way	2	2	1	0	1	4	200%
Issaquah						0	
Kenmore						0	
Kent		1	2	1		4	
Kirkland		1				1	
Mercer Island						0	
Redmond						0	
Renton		2		1		3	
Sammamish						0	
SeaTac	10	3	0	0	0	3	30%
Shoreline		1				1	
Tukwila			1	1		2	
Seattle		8	1	1	1	11	
Other KC		2				2	
Outside KC		5	1	1	1	8	
Unknown		2				2	
<b>TOTAL</b>	<b>16</b>	<b>32</b>	<b>9</b>	<b>6</b>	<b>3</b>	<b>50</b>	

SERVICE UNIT 2

Service Unit 1: Case Management

Measurement: Appointment

Description: We will track the number of case management sessions for each client

	Annual	Actual Units, regardless of funding source				YTD	
	Goal	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Auburn	16	18	18	8	13	57	356%
Bellevue						0	
Bothell			13	17	3	33	
Burien		3	2	3	4	12	
Covington						0	
Des Moines	4	0	1	0	0	1	25%
Federal Way	2	14	28	7	11	60	3000%
Issaquah						0	
Kenmore						0	
Kent		3	15	15		33	
Kirkland						0	
Mercer Island						0	
Redmond						0	
Renton				1		1	
Sammamish						0	
SeaTac	20	11	19	6	2	38	190%
Shoreline		1				1	
Tukwila			1	7		8	
Seattle		19	20	7	10	56	
Other KC		2				2	
Outside KC		24		14	13	51	
Unknown		3				3	
<b>TOTAL</b>	<b>42</b>	<b>98</b>	<b>117</b>	<b>85</b>	<b>56</b>	<b>356</b>	



## NARRATIVE

The Genesis Project's Q1 has been going well. Our clients were able to make progress in housing, employment, legal, and mental health goals. There have been a lot of "wins" including multiple clients receiving counseling through a new partnership organization. One client has been able to start working at the Orion Industries through their job program and loves it. Multiple clients have been meeting with a lawyer who volunteers with us to work on legal issues and one finally got awarded full custody of her son! A client got car insurance and can drive legally again. Not to mention, many clients received clothing, food, and hygiene products. GP hosted a Valentine's Day Party and a St. Patrick's Day Party for clients which were both fun. So far this year we have not served clients from every municipality but that is hard to predict or control since we are a drop-in center.

During Quarter 2, clients at The Genesis Project have experienced a few lows, but many highs! Our clients have been able to make great strides this quarter - some of the most notable being finding housing, which seems like an impossible task recently. One of our clients went to a treatment program, so that was able to detox and give birth to her first child, a baby boy! Three of our clients have moved into new apartments that suit their families needs and give them a sense of home! We've gotten three clients into immediate and safe shelter so that they are not living on the streets also. Our pro-bono lawyer has been able to help 3 clients with parenting plans, as well as help with a civil lawsuit for one client! We are actively working on getting 3 different clients travel visas after they were brought to us for help by local law enforcement and one of our clients started her first quarter of college to become a nurse! Additionally, four of our clients have been receiving weekly trauma therapy, and all of our clients have been given clothes, food, and hygiene products whenever they come in. We also partnered with a local agency that provides diapers to all of our clients with kids who need them! Over the second quarter, we were able to celebrate different events and host many workshops for the clients. We put on a Dress for Success workshop where we spoke about dressing professionally and for the job, a Financial 101 workshop to talk about saving money, and a Parenting workshop to help our clients who are most often, single parents, with a myriad of questions when it comes to parenting. We celebrated Cinco De Mayo by hosting a taco bar party and Mother's Day by celebrating our clients with lunch and gifts, while also have their kids create Mother's Day crafts for them. Our last outing of the quarter was going Skeet Shooting, thanks to one of our volunteers and donors. We took the clients on this outing and learned about the skill, while gaining confidence in ourselves when we were able to hit the target. It was a great boost for the clients! We have gotten more clients from surrounding areas over quarter 2. and hope to continue getting more clients throughout the remainder of the year so that we can continue

## NARRATIVE

Quarter 3 at The Genesis Project was our slowest quarter of the year as the summer time takes a toll on everyone's schedules and personal lives, including our clients. Although we were not as busy, our clients who were actively working on themselves got so much accomplished! We had some big wins, starting with one of our clients finishing her first quarter of college and even making the Dean's List! It is just the beginning to her nursing track, but working full time, raising two kids, and going to school all at the same time is a challenge and she is doing amazing at it. She also was able to find a new, clean, place to live for her and her family - so the summer was a success all around. 3 of our clients got new jobs with help from The Genesis Project, whether it was sourcing out from her, getting a work visa approved and clearing records so that girls could pass background checks, or writing letters of recommendation - the girls were able to apply and secure jobs with our help. 4 of our clients continue to do weekly trauma therapy to help them get through the experiences in their past and understand the lasting effects. One of our clients was able to work community service hours here at The Genesis Project to help with her prior conviction getting off of her record! We did plan some events when we could, we had BBQ's to help our clients create a sense of community, including an end of summer one that would get everyone back in the mindset that it is time to send the kids back to school! We had biweekly bible studies hosted for the clients who wanted to be introduced to Christianity, regularly we would have 2-4 girls attend those. Lastly, one of our clients was able to get her drivers license reinstated, and another one of our girls took the summer to study and try and get her learners permit! She has a test any day now. Our final huge win of the summer, is one of our clients who lives outside of King County decided to start her own nonprofit as a survivor of trafficking to help girls local to her area - we know this is hard work and hope that her passion to tell her story and help others is a huge success for her and her area!

In our Final Quarter (Q4) of drop-in center operations at The Genesis Project, we have had the honor to celebrate a multitude of holidays with our clients who otherwise, wouldn't have the means to celebrate. We went to the Pumpkin Patch with clients and their children and got pumpkins for everyone! We also had food donated so that we could give our clients Baskets full of Thanksgiving Food to cook for their families - they received Turkeys, Sides, Bakeware, and Dessert for their entire family! Lastly, we were able to celebrate Christmas with all of our clients and their children, as our volunteers donated everything off of our client's wish lists this year! In between the holidays and celebrations this quarter, we also had our clients who made great strides! We had two clients get new jobs so that they can continue to provide for their children, 2 clients working through their trauma with weekly therapy, and we had multiple clients who utilized our pro bono lawyer to help with different legal cases that they needed to work through. We did 3 Intakes over Quarter 4 of clients varying in age from 15 to 52 and have been able to assist with housing, food, clothing, and emotional support for them thus far. Finally, we offered workshops for our clients, multiple bible studies and even a Resume Writing Course so that we could help our clients write new resumes and get new jobs in the future! We are looking forward to the progress that our clients have been making and will continue to



RESIDENTS

	Annual Goal	Actual # of Residents				YTD
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Auburn	3	2	0	1	0	3
Bellevue						0
Bothell			1			1
Burien		2	2			4
Covington						0
Des Moines	1	0	1	0	0	1
Federal Way	2	2	1	0	1	4
Issaquah						0
Kenmore						0
Kent		1	2	1		4
Kirkland		1				1
Mercer Island						0
Redmond						0
Renton		2		1		3
Sammamish						0
SeaTac	10	3	0	0	0	3
Shoreline		1				1
Tukwila			1	1		2
Seattle		8	1	1	1	11
Other KC		2				2
Outside KC		5	1	1	1	8
Unknown		2				2
<b>TOTAL</b>	<b>16</b>	<b>31</b>	<b>10</b>	<b>6</b>	<b>3</b>	<b>50</b>

30%



REIMBURSEMENT REQUESTS

Agency and Program Name **Tukwila Pantry**  
 Address 3118 S. 140th  
 City & ZIP Tukwila Pantry 98168  
 Program Contact Name Des Rodgers Phone 206-4318293  
 Email operations@tukwilapantry.org Invoice Date 5/2/2023

Costs below incurred from 10/1/2024 to 12/31/2024 & date

Signature of Authorized Signer Jan Bolerjack *Signature*  
 Printed Name *Residents served?*

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	\$10,000.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$0.00
Shoreline						\$0.00
Tukwila	23-039 \$40,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$0.00

Admin use only

Authorized Payment Amt: Authorization Code/Acct #

Authorized Signature / City Date

SERVICE UNIT 1

Service Unit 1: Food

Measurement: Visit

Description: Pounds of food. 50lbs/visit

	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		148,250	144,200	52,440	62,370	407,260
Shoreline						0
Tukwila		359,000	407,850	164,760	182,475	1,114,085
Seattle						0
Other KC						0
Outside KC						0
Unknown						0
<b>TOTAL</b>	<b>0</b>	<b>507,250</b>	<b>552,050</b>	<b>217,200</b>	<b>244,845</b>	<b>1,521,345</b>





## **NARRATIVE**

Fourth Quarter - Food distribution continues as usual. Staff is stable with employed and volunteers. Community shows appreciation for the type and quality of supplemental food they receive.

We continue to serve large numbers of community members with produce and staples. I have listed duplicated/unduplicated numbers of clients. Our volunteer base has grown substantially with new residents on the church campus. They are able to get work experience, record volunteer hours for DSHS, practice their English, as well as, get food for their families.





