

**Woodinville Emergency Preparedness
& Public Safety Commissioners**

Janine Brown, Chair - Pos. 1
James Walker, V. Chair – Pos. 2
Kevin King – Pos. 3
John Halpin – Pos. 4
Mark Van Wormer – Pos. 5
Police Chief Larson – Ex. Officio
Fire Chief Ahearn – Ex. Officio



**CITY OF WOODINVILLE
EMERGENCY PREPAREDNESS AND PUBLIC SAFETY
COMMISSION MEETING**

September 12, 2016

5:30 PM

COUNCIL CHAMBERS; 17301 133rd Avenue NE Woodinville, WA 98072

www.ci.woodinville.wa.us

CALL TO ORDER

ROLL CALL

FLAG SALUTE

APPROVAL OF AGENDA IN CONTENT & ORDER

SPECIAL PRESENTATIONS

PUBLIC COMMENT

You are invited to comment on items not listed on our agenda. If you wish to comment on an item listed on the agenda, please save your comments until that issue is presented for discussion. Comments should be limited to 3 minutes per individual.

BUSINESS ITEMS

1. Minutes for August 8, 2016
2. Review of Human Services Grant Applications

REPORTS FROM PUBLIC SAFETY PERSONNEL

1. None at this time.

COUNCIL LIAISON COMMENTS

1. General Comments & Reports

REPORTS FROM STAFF

1. Kellye Mazzoli, Assistant to the City Manager

REPORTS FROM COMMISSION MEMBERS

1. General Comments & Reports
2. Setting Future Meetings & Agendas

ADJOURNMENT

NEXT REGULAR MEETING:

October 10, 2016 5:30 p.m.
November 14, 2016

AGENDA ITEM 1



City of Woodinville, WA

Report to the Emergency Preparedness & Public Safety commission

To: Honorable Emergency Preparedness and Public Safety Commission **Date:** September 12, 2016
From: Kellye Mazzoli, Asst. to the City Manager
Subject: Meeting Minutes from August 8, 2016

ISSUE: Shall the Emergency Preparedness and Public Safety Commission approve the meeting minutes from the August 8, 2016 commission meeting?

RECOMMENDATION: To approve the meeting minutes from the Emergency Preparedness and Public Safety Commission meeting on August 8, 2016.

BACKGROUND/DISCUSSION: The Emergency Preparedness Commission held its regular monthly meeting on August 8, 2016. Pursuant to RCW 35A.39.010 and our rules of procedure it is necessary to keep true and accurate records of the proceedings of commission meetings. The attached draft minutes were prepared by the city's transcriptionist to describe the discussions and decisions made by the commission at the above meeting.

ALTERNATIVES:

1. Approve the meeting minutes as presented.
2. Approve the meeting minutes as amended.

RECOMMENDED MOTION:

I MOVE THAT THE COMMISSION APPROVE THE MEETING MINUTES FROM THE AUGUST 8, 2016 EMERGENCY PREPAREDNESS AND PUBLIC SAFETY COMMISSION AS PRESENTED.

ATTACHMENTS:

- 1 – Draft Meeting Minutes from August 8, 2016 Emergency Preparedness & Public Safety Commission Meeting

**CITY OF WOODINVILLE
EMERGENCY PREPAREDNESS AND
PUBLIC SAFETY COMMISSION
Regular Meeting**

**Monday
August 8, 2016**

**5:30 p.m.
Council Chambers, City Hall**

CALL TO ORDER

The meeting was called to order at 5:34 p.m. by Chair Brown

ROLL CALL

PRESENT: Chair Janine Brown, Vice Chair James Walker, and Commissioners Kevin King, and Mark Van Wormer.

ABSENT: Commissioner John Halpin.

Also present were Executive Assistant/Deputy City Clerk Linda Fava, Assistant to the City Manager Kellye Mazzoli, Police Chief Kathleen Larson, Fire Chief Greg Ahearn, Woodinville Fire & Rescue, and Gail Harris, Emergency Management Consultant.

FLAG SALUTE

Chair Brown led the flag salute.

APPROVAL OF AGENDA IN CONTENT AND ORDER

Chair Brown advised Item 2 would be postponed to a future meeting as Commissioner Halpin, who requested this item, was not present.

**Vice Chair Walker moved to approve the agenda in content and order as amended.
Commissioner Van Wormer seconded the motion.**

Vote: All voted in favor of the motion, and the motion carried (4-0).

SPECIAL PRESENTATION – None

PUBLIC COMMENT

Steve Moller, Woodinville (outside city limits), co-administrator of the Woodinville Neighborhood Watch Facebook group, encouraged the EPPSC to actively educate and engage citizens in and around the City of Woodinville regarding safety and preparedness. He spoke regarding Neighborhood Watch to prevent crime, the importance of finding new ways to keep the public informed and involved, and educating citizens to help themselves and their neighbors in an emergency.

BUSINESS ITEMS

1. Minutes for July 11, 2016

Commissioners requested Commissioners' reports be attached to the minutes.

Chair Brown moved to approve the minutes of July 11, 2016 as amended (changing 5-0 on page 5 to 4-0). Commissioner King seconded the motion.

Vote: All voted in favor of the motion, and the motion carried (4-0).

2. Discussion regarding speeding on NE 175th Street between Woodinville-Duvall Road and 140th Avenue NE

This item was postponed to the October EPPSC meeting.

3. Public Safety Overview

Police Chief Larson explained Woodinville contracts with King County Sheriff's Office for police services. She described the KCSO organizational chart, services KCSO provides, Woodinville Police staffing, crime classifications, police calls for service 2011-2015, communication, Lock It to Stop It program, highlights of the SportsArt American, Inc. investigation, customer service, school resource officer, Woodinville High School DUI simulation, Shop with a Cop, community interaction, and citizen education. She encouraged citizens to call 911 to report any suspicious circumstances. She responded to a Commission question regarding the dates for citizen education.

4. Fire District Overview

Fire Chief Ahearn described Woodinville Fire & Rescue's beginnings; WF&R organizational chart; staffing; size, population, fire stations and staffing in the City of Woodinville and unincorporated King County, responses (all hazards, all risks); response data 2015; revenues and expenditures 2015; revenue 2016; crew development; community risk reduction; and public education/community outreach. He responded to a Commission question regarding residential sprinkler systems.

5. Emergency Management Overview

Consultant Gail Harris described her background and provided an overview of emergency management, Emergency Management Advisory Committee to King County Executive and Council, King County regional coordination framework for disasters and planned exercises for public and private agencies, additional regional planning, Catastrophic Disaster Coordination Plan, the City's inclusion in planning, and next steps for Woodinville. She responded to Commission questions and discussion followed regarding whether the City needs a dedicated emergency manager, hiring a subject matter expert, concern the community does not see a need to prepare, making emergency management a priority, and lessons learned from other disasters.

REPORT FROM PUBLIC SAFETY PERSONNEL - None

1. **Woodinville Police Department, Chief Larson**
2. **Woodinville Fire District, Chief Ahearn**

COUNCIL LIAISON COMMENTS – None

1. **General Comments & Reports**

REPORTS FROM STAFF

1. **Kellye Mazzoli, Asst. to the City Manager**

Ms. Mazzoli relayed the Council's request that the EPPSC review the 2017-2018 Human Services grant applications and provide a recommendation to Council. The application deadline is August 31; the EPPSC will review applications at their September 12 meeting. Discussion followed regarding the EPPSC's review of 2015 human service applications, and the schedule for reviewing applications and forwarding a recommendation to Council.

REPORTS FROM COMMISSION MEMBERS

1. **General Comments and Reports - None**
2. **Setting Future Meetings & Agendas**

September 12: Review and discuss regarding human service grant applications

October 10: Discussion regarding speeding on NE 175th Street between Woodinville-Duvall Road and 140th Avenue NE

ADJOURNMENT

Chair Brown moved to adjourn the meeting. Vice Chair Walker seconded the motion.

Vote: All voted in favor of the motion, and the motion carried (4-0). The meeting was adjourned at 6:58 p.m.

Respectfully submitted,

Linda Fava
Staff Liaison

AGENDA ITEM 2



City of Woodinville, WA

Report to the Emergency Preparedness & Public Safety Commission

To: Honorable Emergency Preparedness and Public Safety Commission **Date:** September 12, 2016

From: Kellye Mazzoli, Assistant to the City Manager

Subject: Evaluation of Human Services Grant Applications

ISSUE: Shall the Commission evaluate and score the human services grant applications?

RECOMMENDATION: Evaluate and score the human services grant applications.

BACKGROUND/DISCUSSION: In the 2015-2016 budget cycle, the City of Woodinville allocated \$65,000 in grants annually to fund human services programs that serve the Woodinville community. The grants funded twelve (12) different organizations that provide youth and family programs, services to seniors, support for homeless individuals, legal assistance programs, food assistance programs, and victim advocate resources. Grant awards to organizations ranged from \$2,000 to \$13,000 annually.

For the upcoming 2017-2018 budget cycle, the city received twelve (12) applications for human services grants. The Emergency Preparedness and Public Safety commission (EPPSC) has been tasked with evaluating and scoring each application and determining funding recommendations for each agency to submit to the City Council for consideration.

2017-2018 Human Services Grant Applicants

- (1) **Northshore Youth and Family Services**—Alcohol, Drug and Substance Abuse Treatment Facility
- (2) **Meals on Wheels**—Nutritious Home-delivered Meals for Older Persons Unable to Leave Home or Shop
- (3) **King County Sexual Assault Resource Center**—Purpose to alleviate trauma of sexual assault for victims and families
- (4) **LifeWire**—Eastside Domestic Violence Advocates
- (5) **Scoters Place**—Equestrian Program Working with Children Needing a Supportive Environment
- (6) **Woodinville Food Bank**—Nourishment to those in need
- (7) **Congregation for the Homeless**—End Eastside Homelessness by helping men make transition to independent living
- (8) **Community Homes, Inc.**—Community-based housing for adults with developmental disabilities
- (9) **Sunshine Foundation**—Grants wishes to children chronically, seriously or physically ill, challenged, or abused whose families cannot fulfill their requests due to financial strain or child's illness
- (10) **Northshore Adult Day Center**—Health and wellness services for adults
- (11) **Harborview Center for Sexual Assault and Traumatic Stress**—Services to those affected by sexual assault
- (12) **Northshore Transportation Program**—Ambulatory seniors age 60+ with transportation services

RECOMMENDED ACTION:

Evaluate and score each human services grant application. Share results and determine funding priorities per organization to recommend to City Council.

ATTACHMENT:

1 – Evaluation Scoring Form: Human Services Grants

**CITY OF WOODINVILLE
HUMAN SERVICES GRANTS
EVALUATION SCORING FORM—EMERGENCY PREPAREDNESS &
PUBLIC SAFETY COMMISSION (EPPSC)**

NAME OF AGENCY EVALUATING: _____

NAME OF COMMISSIONER: _____

EVALUATION SCORING INSTRUCTIONS—Please independently evaluate each agency's application based on the following numeric criteria. A score of "1" is the worst; a score of "10" is the best.

Total scores for each agency's application will be tabulated and the scores will be submitted to the City Council as the commissioner's recommendations for funding over the next biennium (2017-2018).

	SCORING ELEMENT	NUMERIC SCORE (1-10) <i>"1" is the worst; "10" is the best</i>
(1)	Provides physical survival services to City of Woodinville residents (can also take the form of <i>preventative in nature</i>).	
(2)	Provides an appropriate solution or a need or problem in the community.	
(3)	Services promote self-sufficiency and/or independent living.	
(4)	Provides direct services.	
(5)	Demonstrates a reasonable cost per unit of service of a high cost/benefit ratio.	
(6)	Provides a good identification of client population served, particularly regarding residents living in Woodinville.	
(7)	Demonstrates can meet Woodinville's management and performance standards to ensure appropriate use of city funds (e.g.; Insured, registered as a non-profit, meets critical needs in the Woodinville community, etc.).	
(8)	Provides services benefitting poverty, low and moderate income residents.	
(9)	Charges fees based on the ability to pay for providing services to support gainful employment, social support and interaction, and access to services over other like services.	
(10)	Established a process for generating alternative sources of funding or services.	
TOTAL POSSIBLE POINTS OUT OF 100:		

There are (12) twelve human services
grant applications for your review.

#1 of 12

Northshore Youth and Family Services—
Alcohol, Drug and Substance Abuse Treatment Facility

Secondary Contact Information:

Name: Debbie Farrar

Phone Number: 425-485-6541

E-mail Address: Debarrar@msn.com

Funding Request and Program Description

Please complete the following questions:

1. This request is for \$ 12,000 - \$6,000 per year (Total grant funding available is to be determined.)
2. What is the funding request for? Please be specific and clear.

Funding is being requested for subsidizing City of Woodinville residents in all our Youth and Family Counseling Services including: 1) individual and family mental health counseling, 2) drugs/alcohol assessments and treatment, 3) parenting skills groups, 4) drugs/alcohol awareness groups for youth and parents, 5) Juvenile Intervention Program services, and 6) youth crisis/suicide risk prevention and intervention services. City funds will provide needed counseling services to low income youth and families.

3. Where will the activity/program take place? Please provide all relevant addresses.

Services provided by Northshore Youth and Family Services primarily take place in our agency at 10309 NE 185th St. in Bothell – which centrally located in the Northshore School District. However, we will be relocating our offices within the next five months to another centrally located region of downtown Bothell. At this time, we are considering an office next to the Northshore YMCA – which is closer for City of Woodinville residents. In addition, our Healthy Start Program is a home visiting program with participants being seen in their homes and groups being held at various locations throughout the community. Also, Juvenile Rehabilitation Administration substance abuse services are provided at the residential unit located in Woodinville.

4. Please indicate and describe the Funding Priority Goal(s) your project addresses:

Emergency Shelter, Food, or Medical Service
(specify): _____

Gainful Employment
(specify): _____

Social Support and Interaction
(specify): _____

Access to available, appropriate services (transportation, information, referral services)

(specify): _____

X Other

(specify): Mental Health/Substance Abuse Family Counseling Services

5. What are the existing needs that your program will address?

Simply stated, the youth, adults, and families living in the Northshore School District – Woodinville community are at risk. From a financial standpoint, agency demographics indicate that many of our Woodinville families (5.5%) are living well below the poverty level for the City of Woodinville, with many families just above poverty level. The median earnings for females is just \$32,927 compared to \$81,125 for males. This means that for single mothers, trying to provide food, clothing, and shelter for their children is very difficult. This is complicated by the reality that many families have still not recovered from our nation's 2008 economic crisis. The average low income household (living on 50% of the median income or \$49,466) can afford to pay \$1,154 (28% of income) for monthly housing costs – which is inadequate for apartment or house rental when the typical one-bedroom apartment rental is \$1,187 in Woodinville (<http://areavibes.com/woodinville-wa/housing/>, 2016). NYFS is increasingly seeing more families at risk or already in the process of foreclosure, eviction, or homeless. Over the last year, significantly more parents are reporting the need to stay in chaotic, dysfunctional marital relationships due to financial constraints. Often these families try to divide existing housing floor plans to accommodate divorcing parents with disastrous mental health outcomes for the children. Families are also reporting having to relinquish their primary residences and live with extended family members – often indefinitely. Life is further complicated for low income families as employer paid benefits are reduced, families are forced to take pay cuts, jobs are lost, and *affordable* medical and dental care is still relatively unaffordable for many. Family budgets are also impacted by skyrocketing costs for groceries, utilities, and gasoline – let alone the expected costs associated with raising a family and maintaining a job. Experience tells us that economic stress and housing instability leads to increased drug/alcohol usage, domestic violence, inappropriate parenting, academic failure, chronic family crisis, conflicted family relationships, mental illness, depression, school drop-out, teen pregnancy, and suicidal or violence ideation.

Unfortunately, within the Northshore School District there is a wide range of economic disparity and denial. The stigma of disadvantage contributes to the underutilization of community resources – until youth, adults, and families are in crisis. More and more, families are experiencing economic despair, severe mental health problems, chronic substance abuse issues, domestic violence, crime, delinquency, truancy, academic failure, and teen pregnancy. Clinical data from 2014-2015 reveals that an alarming number of youth are from families where alcohol, tobacco, and other drug use is prevalent resulting in youth who are experiencing chronic failure in school, have dropped out of school, are experiencing crises, and/or have committed violent or delinquent activities. In the last year, we have experienced a 40% increase in the number of families requesting substance abuse treatment services. In addition, there is a significant increase in the severity of abuse and dependency problems being presented at time of assessment intake. We have learned that working with youth without the involvement of the family does not usually lead to meaningful change. In order to be successful in addressing the problems of alcohol and other drugs, crime and violence in a family, services need to be comprehensive – involving the youth, family, and the community. Except in rare cases, all substance abuse and mental health treatment services are family oriented – with parents being required to attend assessments and follow-up sessions, as necessary.

As a practice, NYFS strives to meet the needs of the cities we serve and does not turn away youth and families in need. Since 2011, we have been struggling to meet the demand for integrated substance abuse and mental health treatment services. In order to continue serving the community we have increased our substance abuse treatment and mental health staff. However, without continued funding from the City of Woodinville, we will be unable to continue providing services at current capacity.

The subsidized Youth and Family Counseling Services is designed to meet the need for comprehensive mental health and drug/alcohol treatment services for struggling families. The program has been purposefully designed to eliminate or significantly reduce any barriers to service – especially, cultural, financial, transportation, language, and physical barriers. Specifically, services are targeted for low

income youth, adults, and families wanting to gain independence and self-sufficiency through good mental health and positive support systems – but, lacking affordable, flexible access to services.

6. What are the core components of your program and how will they address the needs identified above?

The subsidized Youth and Family Counseling Services exists to meet the demand for affordable, accessible counseling services to work with at risk youth, families, and adults in the City of Woodinville. The primary objective of counseling services is to reduce potential risk by resolving serious problems at home, in school, work, and/or the community. As a dually licensed agency, we are able to provide both mental health and chemical dependency treatment services. We are proposing the following core youth and family counseling services:

- Individual, couples, and family mental health counseling;
- Youth outpatient chemical dependency assessment and treatment services;
- Youth drugs/alcohol treatment groups;
- A WARE Parent-Youth Substance Abuse Program;
- Nurturing Parenting – parenting skills training classes;
- Juvenile Intervention Program;
- Harassment, Intimidation, Bullying, and Suspension assessments and counseling; and
- Youth suicide and violence prevention and early intervention.

The subsidized Youth and Family Counseling Services program is designed to meet the need for comprehensive mental health and drug/alcohol treatment services for struggling Woodinville families. Specifically, services are targeted for low income youth, adults, and families wanting to gain independence and self-sufficiency through good mental health and positive support systems – but, lacking affordable, flexible access to services.

7. Describe how and when services will be provided, and how this addresses the needs identified above.

Program services are provided Monday through Thursday from 8:00am to 8:00pm and Friday from 8:00am to 3:00pm, by appointment or scheduled group time. On average, clients are scheduled for services within a week. Clients needing immediate crisis services are offered a same day appointment depending upon availability and client flexibility. We offer evening appointments to accommodate families unable to receive services during the day – with the majority of clients requesting services between the hours of 3pm and 8pm. To reduce financial impact, services are offered on a sliding fee scale. The program has been purposefully designed to eliminate or significantly reduce any barriers to service – especially, cultural, financial, transportation, language, and physical barriers. NYFS is wheelchair accessible and we are flexible with any special needs of families.

NYFS has developed a simple request for services process. Generally, a youth or adult telephones to request mental health or drug/alcohol counseling. During this initial contact, we gather contact information, appointment availability, special requests – such as interpreters, payment information, and a brief description of the family's need for services. For clients requesting group services, registration is completed during the call. Two-hour intake sessions are scheduled with focus on psychosocial, psychophysical, and developmental data. Treatment plans are developed for all mental health and drug/alcohol clients, with resources and referrals being provided as necessary.

8. What is your vision for success for your activity/program? Please provide specific inputs, outputs and outcomes and how you will measure project success that you will report on at the end of each year of the grant cycle.

NYFS strives to be effective in all counseling services to clients. Our vision for success is having all families receiving services recover from mental illness and/or substance abuse issues. Healthy families raise healthy children and contribute to the community. When applicable, we implement scientifically researched mental health and drug/alcohol treatment models. Of the services offered, two are founded on evidence-based practices – or Best Practices/Promising Practices. All drug/alcohol treatment services adhere to the evidence-based guidelines set forth by the American Society of Addiction Medicine (ASAM) Patient Placement Criteria and include the GAIN assessments provided by the Chestnut Institute. The curriculum used in our parenting skills classes, Nurturing Parenting Programs, is also an evidence-based practice. Mental health treatment services are grounded in theoretical frameworks such as cognitive behavioral therapy (CBT), family systems, brief therapy, object relations, person centered, motivational interviewing, mindfulness practices, structural family therapy, solution focused therapy, narrative therapy, Bowenian therapy, and humanistic therapy.

As in the past, we will we report client demographics and service hours at the end of the funding period to the City of Woodinville – and any other documentation or reporting period required. In addition, NYFS will track and report on the following service outcomes:

1. Improved individual and family functioning –
 - 80% of parents or adults will report improved academic performance, behavior, interpersonal relationships, and family functioning;
2. Increased individual and family mental health stability –
 - 80% of youth, parents, or adults will report families will demonstrate reduced mental health symptomology and mental health stability.
3. Decreased drug/alcohol usage for youth –
 - 80% of youth and families completing drug/alcohol services will demonstrate reduced drug/alcohol usage

From assessment to discharge, clinical effectiveness is evident through weekly progress and scheduled treatment plan reviews. Specifically, measureable data collection methods include:

- Youth and Family Qualitative Self-Report;
- Quantitative Global Assessment of Individual Needs (GAIN) Assessments and Reports – specifically, the GAIN-I, GAIN-SS, and GAIN-M-90 – administered throughout treatment;
- Quantitative Agency Client Satisfaction Surveys – administered periodically and at discharge;
- Urinalysis Screenings – administered during substance abuse assessment and periodically throughout treatment;
- Quantitative/Qualitative Pre- and Post-Test Nurturing Parenting Questionnaires; and
- TARGET/Treatment Analyzer Reports – reviewed monthly.

9. Please describe the area and the target audience the project is intended to serve, accessibility to the general public, and the public benefit.

Geographically, NYFS is the designated mental health-substance abuse treatment agency in the Northshore School District. Under one roof, we provide comprehensive mental health and substance abuse treatment services for children, youth, and adults. The core components of our subsidized Youth and Family Counseling Services provide families with individualized services across the lifespan. In addition to valuable treatment services for families – and more importantly, we offer hope. Our goal is to strengthen families by providing them with the necessary treatment, support, skills, and education to cope effectively with life's challenges.

The Annie E. Casey Foundation considers access to care as a significant problem confronting families today. We are pleased to report that all Woodinville families are able to access family counseling services with NYFS – regardless of income. Because of subsidization, we are able to target low income, underserved youth, adults, and families living in the City of Woodinville. We understand that families are generally struggling long before requesting services. Our goal is to provide families with immediate services to begin stabilization. NYFS strives to avoid placing clients on a waiting list for services. Our policy is to offer families an intake appointment within five days. Families reporting to be in crisis are offered a same day appointment depending upon availability and flexibility of the client. We are open in the evening to accommodate school and work schedules for families – the majority of our families are seen between 3pm and 8pm.

Northshore Youth and Family Services is conveniently located on the Metro bus line, with service to the front of the building. We are also located approximately 3 blocks from a Park-n-Ride offering local service, as well as, express service to Seattle and Everett. We are mindful of the need for families to have access to services without transportation barriers. Therefore, we are purposefully seeking a new agency location that is along the Metro bus line.

Poor mental illness is correlated with anxiety, depression, substance abuse or addiction, agitation, sleeplessness, mood swings, suicidal ideation, anger or rage, impulsive behavior, and social isolation (http://www.va.gov/healthbenefits/access/mental_health_care.asp, 2016). Conversely, mental health wellness allows individuals and families to experience life to the fullest. Good mental health strengthens and supports healthy relationships, decision making, physical health, resiliency skills, and self-actualization. On a societal level, poor mental health also increases domestic violence, academic failure, unemployment, legal offenses, teen pregnancy, truancy, and drug/alcohol involvement. The public benefits of mental health wellness can be seen in reduced medical costs related to depression, anxiety, substance abuse, and other psychological disorders. In addition, mental health is good for the workplace. Employees with mental health wellness tend to have higher productivity, better job performance, consistent attendance, fewer workplace accidents, and better quality of goods and services (<http://www.ripsych.org/importance-of-mental-health>, 2016).

10. What factors demonstrate that your agency is able to manage this program successfully?

Since 1971, Northshore Youth and Family Services has successfully provided services to the families and schools of the north King and south Snohomish communities – including Skykomish, Sultan, Index, and Gold Bar. In 1997, we became a state licensed mental health agency and in 2007, we became a state licensed drugs/alcohol treatment agency. For over 44 years, we have been developing and implementing comprehensive treatment, prevention, and early intervention outcome based programs in the communities we serve.

For nearly two decades, we have held subsidized family counseling contracts with the Cities of

Woodinville, Bothell, and Kenmore. Consistently, we have met or exceeded contractual requirements. In addition, we have demonstrated our ability to deliver program services through contractual agreements with King County; the Northshore, Skykomish, Edmonds, Sultan, and Snohomish School Districts; Snohomish County; Northshore/Shoreline Community Health and Safety Network; Friends of Youth; Office of the Superintendent of Public Instruction; United Way of King and Snohomish Counties; and numerous other funders.

We have also worked with the Bothell Police Department in developing and implementing the Juvenile Intervention Program (JIP) services for first time offending youth. This program has been so successful that the Lake Forest Park Police Department has contracted with us to provide the JIP program to at risk youth and families in their community.

11. Who is the target population serviced by your program? Explain how you will track demographic information to verify that the target population is being served.

The subsidized Youth and Family Counseling Services targets at risk low income, underserved youth, adults, and families living in the Northshore School District – Woodinville community. Demographically, the Northshore School District is 62.6% Caucasian, 0.3% Asian/Pacific Islander, 14.5% Asian, 12.5% Hispanic, 1.8% African American, 0.4% American Indian/Alaskan Native, and 7.8% reporting two or more races. Within the Northshore School District, approximately 16.3% of students qualify for free or reduced-price means at school, 12.6% are enrolled in Special Educational Services, and 6.3% are considered to be transitionally bilingual (<http://reportcard.ospi.k12.wa.us>, 2015). According to 2014-2015 data, the adjusted 4-year cohort graduation rate for 2012 was 90.3% with the 5-year cohort graduation rate for 2011 was 93.6%. Statistically, the majority of Northshore School District Woodinville families are not considered to be living at poverty level, however, 3,452 students are living in low income families and qualify for free or reduced lunches. Sadly, these statistics support our clinical experience – City of Woodinville residents are financially, psychologically, and emotionally at risk. Clinical records indicate that over the past year, the number and severity of mental health and drug/alcohol cases has continued to increase significantly. More than ever, low income City of Woodinville residents need access to affordable counseling services.

During the intake process, NYFS tracks demographic information for each household receiving family counseling services. Specifically, families complete a demographic form asking names and ages of family members, address, employment, annual income, ethnicity, language preference, school, medical information, etc. Income is verified through two consecutive paycheck stubs or the family's most recently completed tax return.

12. How many estimated Woodinville residents (zip code 98072) will your program assist?

2017: 25 Families

2018: 25 Families

13. How does your program accommodate people with special or functional needs?

NYFS meets the requirements of the American Disability Act. We are fully capable of providing services to persons with disabilities. Our facility is wheelchair accessible and we are flexible with any

special needs of clients. To elimination transportation issues, NYFS facilitates client coordination with Access. Unfortunately, we do not have TDD/TTY accessibility. However, special access operators are available via our phone carrier. We also have found communication for scheduling appointments and administrative needs to be effective via e-mail for hearing challenged clients. For persons with developmental delays, staff individually structures delivery of services to accommodate literacy, conceptualization, and comprehension issues. Clients living with chronic illness, including HIV/AIDS, are welcome to receive services. Accommodations are provided based on the client's individual needs -- every effort is made to meet the needs of the client, including flexible scheduling, coordination of care with other providers, and physical accommodations.

In serving families with limited income, we offer all services on a sliding fee scale and staff is available for assisting individuals eligible for APPLE Health/Obamacare. To better accommodate working families, all services are offered in the afterschool and evening hours Monday – Thursday. Northshore Youth and Family Services is conveniently located on the Metro bus line, with service to the front of the building. We are also located approximately 3 blocks from a Park-n-Ride offering local service, as well as, express service to Seattle and Everett. If eligible, we are able to assist clients in receiving transportation benefits through Access or taxi services.

To better serve participating families, we stress cultural competence and relevance in all program services -- especially service delivery. Clinical staff are trained to honor cultural difference including language, cultural beliefs, environment, conception of time, spiritual and religious beliefs, and identification with their individual communities. NYFS is currently making concerted efforts to develop our outreach services to city residents of various cultural and language backgrounds -- in particular, Spanish speaking families. At this time, we have two Spanish speaking staff available to facilitate services. As we recruit new staff, we will be stressing bi-lingual capabilities. With respect to cultural literacy, documentation and HIPAA forms are available in several different languages to accommodate non-English speaking families. In addition, staff and interpreters are available to assist clients presenting with literacy and/or language barriers.

14. Does your program fill a need that is not otherwise addressed within the region? If so, explain how your program fulfills a unique need.

Since 1971, we have been helping families struggling with family conflict, child and adolescent development, academic concerns, drug/alcohol concerns, depression, anxiety, etc. Within the Northshore School District, NYFS is the primary provider of mental health and drug/alcohol services to youth, adults, and families living in the communities we serve. As a dually licensed mental health and chemical dependency treatment agency, our mission is to provide *affordable* family counseling services to City of Woodinville residents. NYFS staff is skilled and experienced in helping families recover from mental health and/or substance abuse issues. The majority of staff providing program services are licensed -- Mental Health Counselors, Marriage and Family Therapists, Chemical Dependency Professionals, and/or Chemical Dependency Professional Trainees. Licensed staff is required to maintain current licenses and meet all continuing education requirements. In addition, all senior staff meets the special population requirements of Child Specialist in Washington State.

15. Does the program/organization formally partner with other agencies or organizations to provide services? If so, list partners and explain partnership arrangements.

- Navos Mental Health Solutions -- mental health treatment for youth and adults. Navos provides psychiatric, client employment services, and administrative support services;

- Skykomish School District – school-based prevention and early intervention substance abuse treatment services. The Skykomish School District provides funding and support services;
- Juvenile Rehabilitation Administration -- substance abuse treatment services for incarcerated youth – located in Woodinville. NYFS collaborates with JRA to provide comprehensive treatment services for youth.

16. What are the estimated measurable program outputs that will result from City funding (e.g., number of meals served, meetings held, vouchers provided, etc.)?

2017: 80 Hours of Family Counseling Services

2018: 80 Hours of Family Counseling Services

17. How is the effectiveness of the program measured? What inputs/outputs/outcomes will be measured in 2017 and 2018?

As stated above, NYFS will measure effectiveness of Family Counseling Services through the following outcomes:

1. Improved individual and family functioning –
 - 80% of parents or adults will report improved academic performance, behavior, interpersonal relationships, and family functioning;
2. Increased individual and family mental health stability –
 - 80% of youth, parents, or adults will report families will demonstrate reduced mental health symptomology and mental health stability.
3. Decreased drug/alcohol usage for youth –
 - 80% of youth and families completing drug/alcohol services will demonstrate reduced drug/alcohol usage

In determining success of our program outcomes, NYFS will utilize the following data collection methods:

- Youth and Family Qualitative Self-Report;
- Quantitative Global Assessment of Individual Needs (GAIN) Assessments and Reports – specifically, the GAIN-I, GAIN-SS, and GAIN-M-90 – administered throughout treatment;
- Quantitative Agency Client Satisfaction Surveys – administered periodically and at discharge;
- Urinalysis Screenings – administered during substance abuse assessment and periodically throughout treatment;
- Quantitative/Qualitative Pre- and Post-Test Nurturing Parenting Questionnaires; and
- TARGET/Treatment Analyzer Reports – reviewed monthly.

Program Budget

Please use **Form A (attached as an excel document)** to provide budget information for your program. Include all revenue sources for your program, including donations, fundraising revenues, foundation grants, in-kind resources, and other governmental funding (federal, state, and local).

If your organization's request is selected and funding is approved by the city council, a copy of your most recent financial statement and general liability, professional liability, and automobile liability insurance certificates (as applicable) will be required.

Program Name NYFS Youth and Family Counseling Services

Date August 2016

Prepared by Susan Grunert

Category Description	2017	2018	Comments
PROGRAM INCOME			
Client Fees and Service Fees	\$650,000	\$700,000	
TOTAL INCOME	\$650,000	\$700,000	
PROGRAM EXPENSES			
Salaries and Benefits	\$700,000	\$725,000	
Miscellaneous	\$25,000	\$30,000	
Building Rental	\$15,000	\$15,000	
Insurance	\$12,000	\$12,000	
Equipment	\$10,000	\$15,000	
Professional Services	\$15,000	\$15,000	
Utilities	\$15,000	\$15,000	
Travel	\$21,000	\$22,000	
Printing and Postage	\$10,000	\$10,000	
TOTAL EXPENSES	\$823,000	\$859,000	
OVERALL TOTAL	(\$173,000)	(\$159,000)	50

Internal Revenue Service

Department of the Treasury

District
Director

P.O. Box 2350, Los Angeles, Calif. 90053

Northshore Youth Services
P.O. Box 171
Bothell, WA. 98041-0171

Person to Contact: J. Teague

Telephone Number: (213) 894-2336

Refer Reply to: EO(0731)96

Date: August 26, 1996

EIN: 91-0885170

Dear Taxpayer:

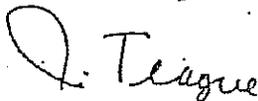
This letter is in response to your request for a copy of the determination letter for the above named organization.

Our records indicate this organization was recognized to be exempt from Federal Income Tax in August 1974 as described in Internal Revenue Code Section 501(c)(3). It is further classified as an organization that is not a private foundation as defined in Section 509(a) of the Code, because it is an organization described in Section 170(b)(1)(A)(vi).

The exempt status for the determination letter issued in August 1974 continues to be effect.

If you need further assistance, please contact our office at the above address or telephone number.

Sincerely,



J. Teague
Disclosure Assistant

#2 of 12

Meals on Wheels—Nutritious Home-delivered Meals for Older Persons
Unable to Leave Home or Shop

City of Woodinville 2017-2018 Human Services Grant Application

INSTRUCTIONS

Please fill out the following application for your request for human services grant funding in 2017-2018. Attach any supporting documents or materials to the end of this application. Additional pages may be used.

APPLICATION

Name of Primary Contact: Adam Porter

Title/Role: Program Manager - Meals on Wheels

Organization Name: Sound Generations (formally Senior Services)

Address: 2208 2nd Ave Ste 100, Seattle, WA

Phone Number: 206-727-6242

E-mail Address: adamp@soundgenerations.org

Website (if applicable): www.soundgenerations.org

Legal Tax Status of your Organization (example: 501(c) (3)): 501(c)(3)
Please provide documentation of tax status.

Purpose or Mission Statement of Organization:

Sound Generations was established in 1967 and has been recognized locally and nationally for our leadership in the field of aging and for setting the standard for best practices in a wide variety of service areas. More than 3,800 volunteers and over 200 employees work together to accomplish our mission to promote the emotional, social, and physical well-being of older adults through a network of community connections and services.

General Description of Services Provided by Organization:

Current programs and services provided by Sound Generations include: Caregiver Support, Community Dining, Hyde Shuttles, Meals on Wheels/Mobile Market, Minor Home Repair, Pathways Information & Assistance, Project Enhance (comprised of Enhance Fitness and Enhance Wellness), Senior Rights Assistance, Statewide Health Insurance Benefits Advisors, and Volunteer Transportation. Central to the delivery of these programs are our seven Community Partner Sites—located in Ballard, West Seattle, Central Seattle, Southeast Seattle, Shoreline, Carnation, and Lake City. Not only do the senior centers offer opportunities for seniors to take classes, keep fit, volunteer, and share meals and companionship, but they are also a hub for social services.

Secondary Contact Information:

Name: Rose Quinby

Phone Number: 206.727.6263

E-mail Address: roseq@soundgenerations.org

Funding Request and Program Description

Please complete the following questions:

1. This request is for \$2,087.00 (Total grant funding available is to be determined.)
2. What is the funding request for? Please be specific and clear.

Sound Generations' Meals on Wheels program delivers nutritious meals directly to the homes of King County residents aged 60 years or more who have difficulty shopping or cooking. This funding will cover the costs of delivering 429 meals to 11 Woodinville homebound seniors in 2017 and 2018.

3. Where will the activity/program take place? Please provide all relevant addresses.

Administration for the program is located at our main office in the Lillian Rice building, located at 2208 2nd Ave, Seattle, WA 98121. Meals are distributed from our main program warehouse, located at 620 S Spokane St, Seattle, WA 98134. From there, meals are delivered directly to the homes of clients in the city of Seattle, or are distributed through satellite sites around King County. Woodinville clients are served through the Northshore Senior Center, located at 10201 East Riverside Dr, Bothell, WA 98011.

4. Please indicate and describe the Funding Priority Goal(s) your project addresses:

Emergency Shelter, Food, or Medical Service

(specify): The program will provide nutritious, home-delivered meals to homebound seniors.

Gainful Employment

(specify): _____

Social Support and Interaction

(specify): _____

Access to available, appropriate services (transportation, information, referral services)

(specify): _____

Other

(specify): _____

5. What are the existing needs that your program will address?

According to the Office of Financial Management Nov 2013 Population Forecast, the population of Washington State adults age 65 and older doubled between 1980 and 2010, and is projected to double again by 2040. One in four of today's 65-year-olds will live past the age of 90. While we celebrate the increase in lifespan, maintaining health while aging comes with a price. As we age, many experience a decline in mobility or health that can strip away independence and diminish the quality of our lives. Activities of Daily Living (ADLs), such as eating, bathing, shopping, and meal prep can become increasingly difficult, if not impossible without outside support. According to The State of Senior Hunger in America 2014, 11.65% of Washington State seniors face the threat of hunger. Malnutrition in seniors is linked to an increased need for hospital and long-term care and to the worsening of chronic health conditions such as osteoporosis, diabetes, and heart disease. Sadly, many King County seniors live alone without a secure social network; the result is thousands of seniors left behind, hungry and alone.

6. What are the core components of your program and how will they address the needs identified above?

Clients call ahead to order up to 14 meals per week, choosing from more than 35 menu options, including vegetarian, kosher, halal-certified, and authentic Asian meal—each of which provides 1/3 of the Recommended Daily Intake of vitamins and minerals to maintain senior health. We offer meals on a suggested donation basis; we never deny meals due to inability to pay. In addition, Mobile Market delivers grocery items at competitive prices with no delivery fee. Those living within Seattle city limits may order a wide variety of groceries. Those living anywhere in King County may order liquid supplements like Ensure. The personal impact of our program is also extremely important—for some homebound seniors, their MOW delivery driver may be their only regular visitor. Beyond simply delivering meals, our staff and delivery drivers check in on their clients' well-being and are trained to refer clients to additional services if necessary. The nutritious meal, friendly visit and safety check help our clients cope with three of the biggest threats of aging: hunger, isolation and loss of independence.

7. Describe how and when services will be provided, and how this addresses the needs identified above.

Through partnerships with 23 satellite sites, and a network of over 250 volunteers, we distribute more than 400,000 meals per year to food insecure and hungry seniors. Once a week, a friendly driver delivers up to 14 meals, which arrive frozen in ready-to-heat, eco-friendly disposable trays that can be heated in a microwave or conventional oven. This is particularly important for clients who take medications that must be taken with food. In 2015, Sound Generations delivered 436,828 meals to 2,528 homebound seniors—up from 419,804 meals to 2,384 clients in 2014. Our Mobile Market made 5,834 grocery deliveries to 1,056 individuals in 2015. More than 350 volunteers contributed 22,346 volunteer hours to the program, by taking meal orders, packaging meals, and delivering meals. Their in-kind donation of time is worth more than \$647,000 annually.

8. What is your vision for success for your activity/program? Please provide specific inputs, outputs and outcomes and how you will measure project success that you will report on at the end of each year of the grant cycle.

Sound Generations' vision is that all elders in King County—those of all abilities, income levels and cultures—have the information, resources, assistance and human connections they need to live a full, happy and healthy life in a caring community that affirms aging. We evaluate the success of Meals on Wheels by tracking both the number of meals and unduplicated clients served. This funding will cover the cost of delivering 429 meals to 11 Woodinville residents during 2017 and 2018. Success is also evaluated by tracking client satisfaction. At year-end, we anticipate at least 90% of clients will report that MOW makes it easier to get enough to eat, and that their health has remained stable or improved since receiving MOW.

9. Please describe the area and the target audience the project is intended to serve, accessibility to the general public, and the public benefit.

An intake assessment screens potential clients to assure eligibility for our program. Eligible individuals include: Residents of King County; 60+ years old or physically disabled; Facing significant mobility impairments; and Unable to safely or easily prepare meals. We strive to make our programs accessible to clients from all backgrounds, both by offering a diverse range of ethnic menu options and assisting those with limited English proficiency. Multilingual Community Service Representatives and program staff work with limited-English clients, and we also utilize telephone interpretation services as needed. Our program flyers are available in six languages in addition to English: Khmer, Russian, Chinese, Somali, Vietnamese, and Spanish; any additional documents can always be translated, if needed.

10. What factors demonstrate that your agency is able to manage this program successfully?

Washington State's largest provider of home-delivered meals, Sound Generations' Meals on Wheels program has delivered nutritious meals directly to the homes of King County residents aged 60 years or more who have difficulty shopping or cooking for more than 40 years. Since our first year of operation in 1974 serving 29,000 meals to approximately 250 homebound seniors, MOW has grown to become the most effective community-based tool for fighting senior hunger. MOW volunteers allow us to run the program with maximum efficiency and reduced overhead costs.

11. Who is the target population serviced by your program? Explain how you will track demographic information to verify that the target population is being served.

Meals on Wheels primarily serves people who are 60 years of age or older, and homebound due to illness or disability, as well as the spouse/caregiver living with the elderly participant. In addition, we also serve people with disabilities regardless of age, who reside with the participant. Our clients are primarily female (56%) and over the age of 75 (54%). Forty percent (40%) are people of color. Seventy-six percent (76%) live alone, and 77% are either low or very low income. Detailed demographic information is collected at intake and stored in a customized client database, running on the Salesforce platform.

12. How many estimated Woodinville residents (zip code 98072) will your program assist?

2017: 11

2018: 11

13. How does your program accommodate people with special or functional needs?

Meals on Wheels has communication capability for persons with disabilities and those with special or functional needs. The agency utilizes the WA state relay system to communicate with people who are deaf or have hearing impairment. There is both a local phone number and a toll-free number. Our application is available by phone, mail, on the internet and via email. Menus are printed in Braille, and Braille labels are available for the meals. MOW meals are delivered directly to participants' homes. Also, in order to further reduce mobility barriers, our volunteer drivers place the meals in an area designated by the client.

14. Does your program fill a need that is not otherwise addressed within the region? If so, explain how your program fulfills a unique need.

Food-insecure homebound seniors are often "out of sight, out of mind." Food banks may be inaccessible due to transportation or mobility issues, so home delivery of meals is critical to reducing hunger. Sound Generations' MOW program fills this gap and is part of several regional collaborations designed to streamline service provision and improve health in our communities.

15. Does the program/organization formally partner with other agencies or organizations to provide services? If so, list partners and explain partnership arrangements.

MOW has formal MOA's with 23 community and senior centers to help provide meals throughout King County. Each satellite site is a key program partner, providing in-kind space, recruiting and training volunteers, and ensuring that meals get delivered on schedule. We are members of the Washington Association of Senior Nutrition Programs, National Association of Nutrition and Aging Services Programs, Regional Food Policy Council, and Meals Partnership Coalition. We also work closely with Chicken Soup Brigade, referring to them when their meals are more appropriate to a client's special dietary needs.

16. What are the estimated measurable program outputs that will result from City funding (e.g., number of meals served, meetings held, vouchers provided, etc.)?

2017: 429

2018: 429

17. How is the effectiveness of the program measured? What inputs/outputs/outcomes will be measured in 2017 and 2018?

As noted above, we evaluate the success of MOW by tracking both the number of meals and unduplicated clients served. This funding will cover the cost of delivering 429 meals to 11 Woodinville residents in 2017 and 2018. Effectiveness is also evaluated by tracking client satisfaction. MOW satisfaction is measured annually by a client survey, which provides evidence of program impact on food security, independence, and satisfaction with meals, service and staff. Our most recent outcome results from our 2015 survey showed that 95.35% of respondents indicated that receiving Meals on Wheels makes it easier for them to have enough food in the house and to get enough to eat. Our survey also showed that 95.57% of the respondents indicated that their health has either improved or been maintained since receiving Meals on Wheels. Finally, our survey also showed that 96.68% of our respondents said that receiving Meals on Wheels helps them to remain independent. At year-end 2017 and 2018, we anticipate at least 90% of clients will report that MOW makes it easier to get enough to eat, and that their health has remained stable or improved since receiving MOW.

Program Budget

Please use **Form A (attached as an excel document)** to provide budget information for your program. Include all revenue sources for your program, including donations, fundraising revenues, foundation grants, in-kind resources, and other governmental funding (federal, state, and local).

If your organization's request is selected and funding is approved by the city council, a copy of your most recent financial statement and general liability, professional liability, and automobile liability insurance certificates (as applicable) will be required.

Sound Generations

2016 Operating Budget - Meals on Wheels

	Total
SUPPORT/REVENUE	
37000 Carryover Funds	-
99100 Fund Transfers	-
40000 Contributions	243,544
42000 Special Events	-
43000 Legacies & Bequests	-
4700 United Way Funds	-
50100 Government Grants	1,035,443
60000 Membership Dues	-
6210 Program Service Fees	-
6220-59 Incidental Revenue	-
6400 Sales to the Public	143,000
6600 Investments	-
6900 Miscellaneous Income	-
Sub-Total	1,421,987
ALLOCATIONS	
4800 United Way Allocations	-
Admin Allocations*	708,820
Total Allocations	708,820
TOTAL REVENUE/SUPPORT	2,130,807
EXPENSES	
Sub-Total Cost of Revenues	72,543
Sub-Total Personnel	780,149
Total Professional Services	2,500
Total Program/Other Supplies	777,558
Total Telephone	15,000
Postage & Shipping	2,000
Total Facilities	81,677
Equip Rental & Maintenance	1,000
Total Printing	9,000
Total Transportation	62,968
Total Conferences & Meetings	1,500
89190 Assistance to Individuals	-
90010 Membership Dues	310
9151 Awards & Grants	-
Total Liability Insurance	12,934
Total Miscellaneous Expense	6,900
'94500 Administrative Services	304,766
Sub-Total Other Expenses	1,278,114
Total Expenses	2,130,806
Excess (Deficit)	1

* Allocations are fundraised money - both from restricted and unrestricted sources

#3 of 12

King County Sexual Assault Resource Center—Purpose to alleviate trauma of sexual assault for victims and families

City of Woodinville 2017-2018 Human Services Grant Application

INSTRUCTIONS

Please fill out the following application for your request for human services grant funding in 2017-2018. Attach any supporting documents or materials to the end of this application. Additional pages may be used.

APPLICATION

Name of Primary Contact: Mary Ellen Stone

Title/Role: Executive Director

Organization Name: King County Sexual Assault Resource Center

Address: 200 Mill Ave S, Suite 10, Renton, WA 98057; Mailing Address: PO Box 300, Renton WA 98057

Phone Number: 425.226.5062

E-mail Address: finance@kcsarc.org

Website (if applicable): www.kcsarc.org

Legal Tax Status of your Organization (example: 501(c) (3)): 501(c)(3)
Please provide documentation of tax status.

Purpose or Mission Statement of Organization:

King County Sexual Assault Resource Center's (KCSARC's) purpose is to alleviate, as much as possible, the trauma of sexual assault for victims and their families. Our mission is to give voice to victims, their families, and the community; create change in beliefs, attitudes, and behaviors about violence; and instill courage for people to speak out about sexual assault.

General Description of Services Provided by Organization:

KCSARC provides sexual assault specific services for victims and families: 24-hour crisis intervention & referrals; legal advocacy through the criminal justice system; advocacy/case management; parent education for caregivers whose children have been sexually abused; trauma-specific therapy; training for service providers; prevention programming targeting high risk youth; and court monitoring to improve the justice system for victims. All services provided in English and Spanish. Programs are built on empirically supported practices. Advocacy services are provided free of cost to program participants.

In 2015, KCSARC served more than 3,800 victims through direct services and nearly 9,800 individuals through prevention and community advocacy.

Secondary Contact Information:

Name: Carrie Jackson

Phone Number: 425.282.0358

E-mail Address: cjackson@kcsarc.org

Funding Request and Program Description

Please complete the following questions:

1. This request is for \$6,000 per year for 2017 and 2018 (Total grant funding available is to be determined.)
2. **What is the funding request for? Please be specific and clear.**

The funding will pay for program staff salaries and benefits to provide Legal Advocacy and General Advocacy Services to child, youth & adult victims of sexual violence and their families. Services will help victims navigate the criminal justice system (and hold offenders accountable), access needed services and (for family members) gain skills to protect and support their children or other loved ones who have been victimized. KCSARC is the only agency able to provide these services to Woodinville victims and their families. KCSARC will serve at least 12 Woodinville clients per year for 2017 and 2018.

KCSARC's projected 2017/18 cost per service hour is \$107/hour for all cities. Actual cost per client depends on the length of service and amount of services provided. KCSARC's total 2015 /2016 funding amount from the City of Woodinville was \$6,000. We are requesting the same amount for 2017/2018. These services are provided in English and Spanish.

3. **Where will the activity/program take place? Please provide all relevant addresses.**

KCSARC's Main Office is located at 200 Mill Ave S, Ste. 10, Renton, WA 98057. North King County benefits from KCSARC's new Redmond Office (8980 161st Ave NE, Redmond).

Legal advocacy for North King County residents will be provided at the Seattle Court House (516 3rd Ave Seattle) and King County Juvenile Court (1211 E. Alder Ave., Seattle), police departments and municipal and district courthouses as well as at the Woodinville police department and with the King County Sheriff department.

4. **Please indicate and describe the Funding Priority Goal(s) your project addresses:**

Emergency Shelter, Food, or Medical Service
(specify): _____

Gainful Employment
(specify): _____

Social Support and Interaction

(specify): Legal Advocates will partner with victims so they feel supported and informed in order to have the courage to seek legal remedies against offenders. KCSARC's General Advocates and 24-Hour Resource Line Advocates will provide support and referrals for needed services, such as housing, emergency resources (e.g., food, clothing), employment, safety planning, forensic medical exams, and other resources for victims and their families. Parenting education programs will help parents support healing for children and teen victims and improve safety in the future.

Access to available, appropriate services (transportation, information, referral services)

(specify): _____

Other

(specify): _____

5. What are the existing needs that your program will address?

NATIONAL, STATE, & LOCAL TRENDS: KCSARC confronts the widespread problem of sexual assault in our communities. Estimates from the Centers for Disease Control are that 1 in 3 girls and 1 in 6 boys will be sexually abused before their 16th birthdays. As cited extensively in research and in the Bellevue 2015-2016 Human Service Needs Update, "traumatic childhood experiences, also called Adverse Childhood Experiences or ACES, become significant risk factors for serious dysfunction later in life (substance abuse, depression, suicide, parenting problems)" (p. 100). These children are also at vastly increased risk of future abuse; studies have found that, among children sexually victimized, 50% were victims of multiple forms of violence (Poly-victimization in a national sample of children & youth. American Journal of Preventive Medicine, 2010).

Adults are vulnerable, too. Victims of sexual assault are: 3 times more likely to suffer from depression; 6 times more likely to suffer from post-traumatic stress disorder; 13 times more likely to abuse alcohol. (Bellevue 2015-2016 Human Service Needs Update, p. 100).

A major issue that we work to overcome is that two-thirds of victims DO NOT report sexual assault to law enforcement and up to 50% do not seek assistance because they are afraid their abuser will harm them again, worried that they will be blamed for what happened, or shamed. Many aspects of our culture foster attitudes and beliefs that contribute to a culture that allows individuals to be raped and then blamed or partially blamed for that victimization. Ultimately, KCSARC seeks to end sexual violence by targeting high-risk populations and encouraging the overall community to speak out against such violence.

Some specific needs include:

SPANISH-SPEAKING VICTIMS: According to the 2010 U.S. Census, 8.9% of King County's population (172,378 individuals) identify as Hispanic or Latino—a dramatic increase over the 2000 count of 95,242 individuals. These individuals face many barriers in seeking services, beyond the obvious limitations in the ability to communicate in English. They often need legal assistance to protect them and their families from offenders. Without legal assistance, these victims are often fearful of involving the criminal justice system, and their families remain at risk of further violence and threats by the offender.

Youth victimization/homeless youth: Sexual abuse is a major cause of youth becoming homeless. More than 40% of homeless youth experience sexual assault prior to becoming homeless (Bellevue 2015-2016 Human Service Needs Update, p. 100). When youth live on the streets they are also at extremely high risk for sexual assault—including commercial sexual exploitation—and trauma. These youth are unlikely to get out of homelessness due to debilitating trauma symptoms such as flashbacks, nightmares, and depression. KCSARC has developed programming in partnership with Friends of Youth in Redmond to respond to this issue and is providing trauma-specific therapy and legal advocacy to homeless youth on the eastside who have been victims of sexual assault.

MORE COMPLEX NEEDS: Many victims face more complex and multiple problems, such as housing or employment. Additionally, cases going through the criminal justice system are taking longer, a year at minimum and 2+ years for cases going to trial. These factors mean legal advocates are carrying larger caseloads for longer periods of time. Caseloads have now grown to about 70 per legal advocate—far more than the optimal number of 55. One of the difficulties in meeting the needs of expanding caseloads is that advocacy services are not reimbursable through other sources such as Medicaid and private insurance. This means that any increases in services need to be supported by grants, contracts, or fund raising specifically for this purpose.

6. What are the core components of your program and how will they address the needs identified above?

KCSARC addresses needs through a menu of trauma informed, empirically supported advocacy, treatment and prevention services provided in English and Spanish in a culturally appropriate manner. Children and teens account for approximately 50% of victims served. Our fully-integrated services include:

- **A 24-hour resource line** staffed by professional counselors and a comprehensive website with information for victims and those who want to support them and prevent sexual assault.
- **Legal Advocacy in Superior & Juvenile Courts:** Advocates partner with victims so they feel supported and informed in order to have the courage to seek legal remedies against offenders.
- **General advocacy and case management**, including linkages to needed services and support, such as housing, emergency resources (e.g., food, clothing), employment, safety planning, forensic medical exams, and other resources for victims and their families.
- **Parenting education programs** to help parents support healing for children and teen victims and improve safety in the future. Includes Parent Child Interaction Therapy (PCIT), an evidence-based practice.
- **Specialized services** for Spanish-speaking victims/families, and youth who are homeless and victims of sexual assault and trafficking.

7. Describe how and when services will be provided, and how this addresses the needs identified above.

KCSARC's toll-free resource line and content rich website are available 24 hours a day to any victim, family member, concerned individual, or professional needing information, support, guidance, connection to resources or crisis counseling. KCSARC tracks the number of calls and web visits and, where possible, the residence of callers.

Legal advocacy is provided in person and by phone. Legal Advocates meet clients at police departments, at municipal and district courthouses throughout the county, and at the Superior Courts in Kent and Seattle and the Juvenile Court in Seattle. (Note: Eastside felony cases are handled at the Seattle Courthouse, as there is no Superior Court on the Eastside). Legal Advocates guide sexual assault victims through the confusing legal process, providing information about the criminal justice process; helping victims assess all their legal needs, including civil options; accompanying victims to all interviews; trouble-shooting cases; securing protective orders; and assisting in trial preparation, court accompaniment, and sentencing accompaniment, including help with victim impact statements. Legal Advocates serve individuals for varying amounts of time depending on factors related to their cases. For example, a case going to trial can take upwards of 2 years.

General advocacy, including Parent Education: Staff provide these services by phone, Skype, and in person at the Renton office, Redmond Office and onsite at 2 homeless youth organizations (YouthCare & Friends of Youth). Evening and emergency slots always available.

8. **What is your vision for success for your activity/program? Please provide specific inputs, outputs and outcomes and how you will measure project success that you will report on at the end of each year of the grant cycle.**

KCSARC's Advocacy Outcome Goal: 75% of the victims, family members and other concerned individuals will state that they were helped by KCSARC.

Outcome Data Collection: Resource line callers are asked outcome-focused questions at the conclusion of the call. Advocates administer legal advocacy and general advocacy surveys at various service points as a check-in to assess whether clients are getting the support and information they need. Outcome data is entered into KCSARC's Client Tracking System. At the end of the each grant year, KCSARC will run a client survey response report and the success rate % will be calculated as follows: # of clients that reported they were helped by KCSARC advocacy staff ÷ # of clients measured.

9. **Please describe the area and the target audience the project is intended to serve, accessibility to the general public, and the public benefit.**

KCSARC provides general advocacy services in King County with office locations in North King County (Redmond), South King County (Renton, Federal Way), and downtown Seattle. Advocacy services are also offered outside of KCSARC locations including law enforcement offices, courthouses, neighborhoods, schools, and faith communities. All KCSARC offices are accessible on bus lines, taxi vouchers are available, and is Access Transportation used when needed.

Over the past several years, the client population has evolved, reflecting changing demographics and understanding about sexual assault. While we serve anyone impacted by sexual assault in King County, some targeted populations include:

Children/youth (including youth who are at unique and higher risk). Children and youth are projected to make up at least 50% of our caseload and will be represented in all regions of the County.

Immigrants and refugees, particularly those from the Latino/Hispanic communities. KCSARC projects services to grow in all sub regions.

Youth who are homeless and street involved. KCSARC targets these youth countywide. Through Project360, KCSARC provides onsite services at Friends of Youth in Redmond and YouthCare in Seattle. Both agencies serve homeless youth from around King County.

Prevention will focus throughout King County and target populations 1) Youth, with an emphasis on high risk youth populations, for example youth who are homeless and youth identifying as LGBTQ, 2) Parents and caregivers. KCSARC targets parents because increasing caregiver awareness of basic child protection and ways that offenders manipulate children and families is the single most important defense against sexual abuse.

Out of every 1,000 rapes, 344 are reported to the police. Of that 1,000, only 6 rapists are incarcerated (RAINN, 2016). Providing advocacy services to individuals who have experienced sexual violence allows victims to hold offenders accountable in the criminal justice system, a benefit that helps to diminish violence in our communities.

10. What factors demonstrate that your agency is able to manage this program successfully?

Since its founding in 1976, KCSARC has had a long history of developing innovative services, such as one of the country's most comprehensive Legal Advocacy programs. In 2015, the Legal Advocacy Program served 1,879 victims and their families; 72% of victims were children and youth under age 18. KCSARC provides 90% of the sexual assault legal advocacy in King County, and does not turn anyone away from services—despite growing caseloads and shrinking funds to support this work.

Legal Advocates help victims feel supported and informed in order to have the courage to seek legal remedies against offenders. Taking part in the legal process is a courageous step that can transform victims into survivors and benefit society as a whole by bringing offenders to justice. Legal Advocacy is also an important part of the healing process, along with other interventions, such as therapy and crisis support. We respectfully ask the City of Woodinville to consider a \$6,000 grant to support this vital work for Woodinville residents in 2017-18.

11. Who is the target population serviced by your program? Explain how you will track demographic information to verify that the target population is being served.

As mentioned above in #9, over the past several years, the client population has evolved, reflecting changing demographics and understanding about sexual assault. While we serve anyone impacted by sexual assault in King County, some targeted populations include:

- Children/youth (including youth who are at unique and higher risk).
- Immigrants and refugees, particularly those from the Latino/Hispanic communities.
- Youth who are homeless and street involved.

Prevention will focus throughout King County and target populations 1) Youth, with an emphasis on high risk youth populations, for example youth who are homeless and youth identifying as LGBTQ, 2) Parents and caregivers. KCSARC targets parents because increasing caregiver awareness of basic child protection and ways that offenders manipulate children and families is the single most important defense against sexual abuse.

Data collection: KCSARC has an excellent track record of collecting and reporting extensive data. Program staff record client data in the agency's confidential Client Tracking System (CTS) database. The staff enter demographic info provided by the client, including age, immigrant and residence status. They verify the client's city and county by looking up the client's address in the online King County Parcel Viewer. They also ask the client for household size and income to determine HUD income categories of very low, low, moderate, or above moderate income levels. KCSARC provides advocacy services at no charge.

12. How many estimated Woodinville residents (zip code 98072) will your program assist?

2017: 12

2018: 12

13. How does your program accommodate people with special or functional needs?

KCSARC has 6 bilingual advocates and therapists who are fluent in Spanish (written & spoken). KCSARC's staff uses paid interpreters to assist with languages other than Spanish.

KCSARC's office is ADA compliant and has a TTY and makes use of ASL interpreters as needed. If a client has difficulties in using a phone (for example, elderly victims or those with disabilities), KCSARC will meet with them in person in their homes. KCSARC has a Legal Advocate who specializes in serving the unique needs of vulnerable populations, such as the elderly and those with physical, mental or developmental disabilities.

14. Does your program fill a need that is not otherwise addressed within the region? If so, explain how your program fulfills a unique need.

As mentioned in #10 above, KCSARC provides 90% of the sexual assault legal advocacy in King County and has developed one of the country's most comprehensive Legal Advocacy programs. KCSARC's legal advocacy services result in tremendous economic benefits to society. Services increase victims' access to the criminal justice system and increase the likelihood that they will file a case and that offenders will be convicted (thus reducing chances of re-offense). Legal advocates also greatly reduce the burden on prosecutors and detectives by providing one-on-one emotional support and information to victims and their non-offending family members. If county personnel had to provide these same services, the costs (at county pay scale) would at least double. Legal advocacy also links victims to KCSARC's other support and treatment services, which result in additional economic benefits, such as reduced likelihood of related mental health issues and other complications which lead to problems such as unemployment.

15. Does the program/organization formally partner with other agencies or organizations to provide services? If so, list partners and explain partnership arrangements.

KCSARC has working relationships with Evergreen Hospital, HealthPoint, Woodinville Police Department, and the King County Sherriff's department.

We have additional partners through some specific projects:

KCSARC's Project360 partners include: YouthCare, Friends of Youth, Redmond Police Department, Interagency Academy/Seattle School District, and Riverview Learning

Center/Riverview School District. KCSARC developed Project360 to improve services to homeless youth and youth at risk of homelessness.

KCSARC's Abriendo Puertas Project partner includes: Northwest Justice Project. The Abriendo Puertas Project helps to meet the civil legal needs of Spanish-speaking sexual assault victims who otherwise would not report their victimization.

KCSARC has a few subcontracts with Harborview Center for Sexual Assault & Traumatic Stress (HCSATS) to ensure countywide sexual assault services.

KCSARC has an agreement with the King County Prosecuting Attorney's Office (KCPAO) to provide legal advocacy for all victims of sexual assault involved with KCPAO.

16. What are the estimated measurable program outputs that will result from City funding (e.g., number of meals served, meetings held, vouchers provided, etc.)?

2017: 56 hours of advocacy services to 12 Woodinville residents

2018: 56 hours of advocacy services to 12 Woodinville residents

Note: In 2015, KCSARC provided 231 hours of advocacy services to 26 Woodinville residents with all funding sources.

17. How is the effectiveness of the program measured? What inputs/outputs/outcomes will be measured in 2017 and 2018?

KCSARC uses standardized measures to assess the effectiveness. Resource line callers are asked outcome-focused questions at the conclusion of the call. Advocates administer legal advocacy and general advocacy surveys at various service points as a check-in to assess whether clients are getting the support and information they need. Outcome data is entered into KCSARC's Client Tracking System. Outcome examples include: In 2015, 95% of callers indicated the 24 Resource Line was very valuable; 98% of Legal Advocacy clients indicated services helped them understand what happened in the criminal justice process; and 99% of General Advocacy clients felt supported.

Outcome Goal:

75% of the victims, family members and other concerned individuals will state that they were helped by KCSARC.

Program Budget

Please use Form A (attached as an excel document) to provide budget information for your program. Include all revenue sources for your program, including donations, fundraising revenues, foundation grants, in-kind resources, and other governmental funding (federal, state, and local).

If your organization's request is selected and funding is approved by the city council, a copy of your most recent financial statement and general liability, professional liability, and automobile liability insurance certificates (as applicable) will be required.

Agency Name: King County Sexual Assault Resource Center
 Program Name: Comprehensive Sexual Assault Services Program

Date: 8/29/2016

Prepared by: Carrie Jackson, Senior Grant Accountant

Category Description	2017	2018	Comments
PROGRAM INCOME			
City of Woodinville	\$6,000	\$6,000	
City Funding	\$419,439	\$419,439	
King County	\$641,616	\$541,616	
State of Washington	\$702,851	\$702,851	
Federal	\$134,344	\$134,344	
United Way	\$60,278	\$0	
Fees for Services	\$160,000	\$160,000	
Private Contributions	\$763,365	\$786,266	
Pending Grants	\$179,893	\$629,893	
TOTAL INCOME	\$3,067,787	\$3,380,410	
PROGRAM EXPENSES			
Salaries & Benefits-Legal Advocate, City of Woodinville	\$5,400	\$5,400	
Admin/Indirect -Woodinville (10% Admin Rate x \$6,000)	\$600	\$600	
Salaries & Benefits	\$2,581,348	\$2,845,871	
Admin/Indirect	\$277,944	\$311,944	
Direct aid to client	\$8,000	\$8,320	
Dues and Fees	\$2,363	\$2,458	
Insurance	\$2,200	\$2,288	
Printing/advertising	\$3,008	\$3,128	
Prof. services	\$13,810	\$14,362	
Rent and utilities	\$55,046	\$63,248	
Telecommunications	\$21,368	\$22,223	
Travel and training	\$44,076	\$45,839	
Office Supplies & Meeting /Meals Exp	\$7,140	\$7,426	
Subcontracting	\$5,766	\$5,997	
Bank Fees/3rd Party Admin Fees	\$22,756	\$23,666	
Miscellaneous	\$16,962	\$17,640	
TOTAL EXPENSES	\$3,067,787	\$3,380,410	
OVERALL TOTAL	(\$0)	(\$0)	\$0

#4 of 12

LifeWire—Eastside Domestic Violence Advocates

City of Woodinville 2017-2018 Human Services Grant Application

INSTRUCTIONS

Please fill out the following application for your request for human services grant funding in 2017-2018. Attach any supporting documents or materials to the end of this application. Additional pages may be used.

APPLICATION

Name of Primary Contact: Kim McCaulou

Title/Role: Deputy Director

Organization Name: LifeWire

Address: P.O. Box 6398, Bellevue WA 98008

Phone Number: 425-562-8840 ext. 215

E-mail Address: kimm@lifewire.org

Website (if applicable): www.lifewire.org

Legal Tax Status of your Organization (example: 501(c) (3)): 501(c)(3)
Please provide documentation of tax status.

Purpose or Mission Statement of Organization:

LifeWire's mission is to end domestic violence by changing individual, institutional and societal beliefs, attitudes and behaviors that perpetuate it. We believe domestic violence is a human rights issue and are working toward a world in which every person lives in a safe environment, free from oppression and with the opportunity to thrive.

General Description of Services Provided by Organization:

Since 1982, LifeWire has offered an array of programs and services designed to help survivors heal from the violence and persistent abuse they've experienced. Our services include a 24-Hour Helpline; survivor-driven advocacy with 1:1 safety planning, resource referral and individualized support; weekly support groups for adults, youth & children; mental health therapy; legal support (with local pro bono attorneys); emergency and transitional housing; and other housing options all in a culturally appropriate manner.

Secondary Contact Information:

Name: Lorra Aronico, Finance Director

Phone Number: 425-562-8840

E-mail Address: lorrasa@lifewire.org

Funding Request and Program Description

Please complete the following questions:

1. This request is for \$ 5,000.00 (Total grant funding available is to be determined.)

2. What is the funding request for? Please be specific and clear.

For our Community Advocacy Program (CAP), which is our 1:1 support for survivors. CAP supports City residents who call with immediate safety needs and community resources, so they can actively work toward self-determination and self-sufficiency.

3. Where will the activity/program take place? Please provide all relevant addresses.

Via mobile advocacy (we meet survivors in locations where they feel safe and at the times that fit into their schedule). Participants may come to our main office in Bellevue and we meet survivors at their various appts (school, housing, DSHS, legal etc.). Assistance is also given via a 24-Hour HelpLine.

4. Please indicate and describe the Funding Priority Goal(s) your project addresses:

Emergency Shelter, Food, or Medical Service

(specify): LifeWire focuses on providing options to reduce abuse and neglect.

Gainful Employment

(specify): CAP assists survivors with economic stability, which include income promotion activities, budgeting etc.

Social Support and Interaction

(specify): CAP connects survivors to community resources, provides weekly support groups, and 1:1 support.

Access to available, appropriate services (transportation, information, referral services)

(specify): CAP regularly connects survivors and their children to services. LifeWire also supports survivors with bus passes, food, and other direct monetary support.

Other

(specify): _____

5. What are the existing needs that your program will address?

1. Increased safety, including safety planning.
2. Legal advocacy and assistance.
3. Support, education about DV and access to responsive resources and referrals.
4. Services that are culturally appropriate and responsive.
5. Services for children (repeated exposure to trauma and violence can disrupt brain development and increase the risk of serious illness, psychological issues, and dangerous behavior later in life).
6. Assistance in building community support (support of friends, family etc.)

6. What are the core components of your program and how will they address the needs identified above?

Core Components: a) 24-hour Helpline: provides accessible support, safety planning, and information about resources and solutions. b) Advocacy: support and validation, referrals and assistance in accessing community resources. c) Advocacy is culturally specific, trauma informed and survivor driven. d) Support Groups: two hours/week groups to decrease isolation enable resource exchange. e) Legal advocacy and assistance: resources and planning re both civil and criminal legal systems. f) Children and Youth Programs: children's support groups, specialized counseling and advocacy for children and a support group for youth.

7. Describe how and when services will be provided, and how this addresses the needs identified above.

This paragraph would only accept one line - see attachment.

8. What is your vision for success for your activity/program? Please provide specific inputs, outputs and outcomes and how you will measure project success that you will report on at the end of each year of the grant cycle.

Outcomes: 1) Adult victims of violence / abuse are able to meet safety needs. 2) Adult victims of DV develop/enhance skills, values and attitudes that support self-determination. 3) Increased stability in housing. All measured by self-report, survey and advocate assessment. And self-sustained rental payments. See question 17.

9. Please describe the area and the target audience the project is intended to serve, accessibility to the general public, and the public benefit.

We serve persons facing DV, primarily in North and East King County. The majority are low to very low income and most have complex needs that will benefit from a variety of services such as legal assistance, mental health services, housing and financial support. While our target population is any survivor of DV, 74% of survivors served are between 19-50 years old, 17% are <=18; 6% are > than 50 years. We serve the vulnerable, who need assistance reestablishing their lives.

10. What factors demonstrate that your agency is able to manage this program successfully?

Longevity: Providing innovative services and programs for 34 years.
Innovation: Our programs innovative, cost effective and responsive.
Fiscal Responsibility: We have an independent annual financial audit and consistently have no findings.
Public Support: We receive county, city, and private funding.

11. Who is the target population serviced by your program? Explain how you will track demographic information to verify that the target population is being served.

See question 11 for the target population. We track information in our own database and record/report to various other required databases such as HMIS.

12. How many estimated Woodinville residents (zip code 98072) will your program assist?

2017: 20

2018: 20

13. How does your program accommodate people with special or functional needs?

We are dedicated to ensuring services are accessible. Our office complies with ADA standards and Washington's Law Against Discrimination. We conduct self-assessments to continually improve our response to survivors with disabilities. We are TTY accessible. We provide mobile advocacy to meet survivors at locations that are most accessible to them.

14. Does your program fill a need that is not otherwise addressed within the region? If so, explain how your program fulfills a unique need.

LifeWire is the sole provider of comprehensive DV services in East and North King, but part of a larger county-wide system of community-based providers. Our services are survivor driven and trauma informed; we provide mobile advocacy, meeting survivors in the community and accompanying survivors to legal proceedings and housing appointments to provide support.

15. Does the program/organization formally partner with other agencies or organizations to provide services? If so, list partners and explain partnership arrangements.

Sound Mental Health/counseling. DSHS East King County/advocacy to low-income survivors. Therapeutic Health Services Eastside/safety and sobriety support. Eastside Legal Assistance/1:1 attorney provided asst. and others.

16. What are the estimated measurable program outputs that will result from City funding (e.g., number of meals served, meetings held, vouchers provided, etc.)?

2017: 20 Woodinville residents served

2018: 20 Woodinville residents served

17. How is the effectiveness of the program measured? What inputs/outputs/outcomes will be measured in 2017 and 2018?

See Question 8. We look at three primary outcomes:

Adult victims of violence / abuse are able to meet safety needs.

Adult victims of DV develop/enhance skills, values and attitudes that support self-determination.

Increased stability in housing.

We measure by self-report, survey and advocate assessment. For housing, we measure self-sustained rental payments.

Program Budget

Please use **Form A** (attached as an excel document) to provide budget information for your program. Include all revenue sources for your program, including donations, fundraising revenues, foundation grants, in-kind resources, and other governmental funding (federal, state, and local).

If your organization's request is selected and funding is approved by the city council, a copy of your most recent financial statement and general liability, professional liability, and automobile liability insurance certificates (as applicable) will be required.

Woodinville Human Services Grant. LifeWire

Answer to Question 7.

Our 24-hour helpline is the gateway to our DV services, including Community Advocacy Program services. Advocates on the helpline discuss survivors' needs and safety situations and connect them with LifeWire and community programs and services. The Helpline is available 24 hours a day/seven days a week, is TTY accessible and able to serve callers who speak a variety of languages (LifeWire's staff is multi-lingual and LifeWire has interpreter services available).

Survivors who wish to access CAP services beyond the helpline meet with a LifeWire advocate for intake. While survivors are welcome to meet in our Bellevue office, LifeWire promotes a mobile advocacy approach; we meet survivors in locations and at times that are convenient for them. We provide options, referrals, and resources.

Survivors who wish to attend a support group have several LifeWire-provided options at locations throughout North and East King County during day and evening hours. Most include an accompanying children's group. LifeWire has a dedicated support group for Spanish speaking women and children.

CAP services are flexible to fit the often hectic and inconsistent schedules of survivors of DV. We survey participants semi-annually to inform program improvements, such as timing and location of services. LifeWire also provides outreach, prevention, and education services throughout the Eastside; training other service providers and middle and high school staff and students.

Woodinville Human Services Grant. LifeWire

Answer to Question 7.

Our 24-hour helpline is the gateway to our DV services, including Community Advocacy Program services. Advocates on the helpline discuss survivors' needs and safety situations and connect them with LifeWire and community programs and services. The Helpline is available 24 hours a day/seven days a week, is TTY accessible and able to serve callers who speak a variety of languages (LifeWire's staff is multi-lingual and LifeWire has interpreter services available).

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Survivors who wish to attend a support group have several LifeWire-provided options at locations throughout North and East King County during day and evening hours. Most include an accompanying children's group. LifeWire has a dedicated support group for Spanish speaking women and children.

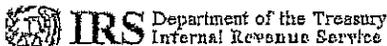
CAP services are flexible to fit the often hectic and inconsistent schedules of survivors of DV. We survey participants semi-annually to inform program improvements, such as timing and location of services. LifeWire also provides outreach, prevention, and education services throughout the Eastside; training other service providers and middle and high school staff and students.

LifeWire Community Advocacy Program

Date August 30, 2016

Prepared by Lorra Antonio, Finance Director

Category Description	2017	2018	Comments
PROGRAM INCOME			
HSFC Cities	\$301,400	\$301,400	Not committed
State	\$56,500	\$56,500	Not committed
County	\$79,200	\$79,200	Not committed
City (Other)	\$10,500	\$10,500	Not committed
Sound Mental Health	\$19,500	\$19,500	Not committed
Coalition Ending Gender Based Violence	\$4,700	\$4,700	Not committed
Fundraising	\$176,300	\$195,800	\$40,000 committed in 2017.
In-kind Donations	\$15,000	\$15,500	
TOTAL INCOME	\$663,100	\$683,100	
PROGRAM EXPENSES			
Salaries/Wages	\$457,100	\$470,800	
Benefits	\$112,700	\$116,100	
Admin/Indirect	\$47,500	\$48,900	
Direct aid to client	\$2,400	\$2,500	
Equipment/supplies	\$2,500	\$2,600	
Insurance	\$5,700	\$5,900	
Professional Services	\$5,600	\$5,800	
Rent and utilities (Occupancy)	\$2,600	\$2,700	
Telecommunications	\$700	\$700	
Travel and training	\$11,300	\$11,600	
In-kind Donations	\$15,000	\$15,500	
TOTAL EXPENSES	\$663,100	\$683,100	
OVERALL TOTAL	\$0	\$0	\$0



Department of the Treasury
Internal Revenue Service

P.O. Box 2508
Cincinnati OH 45201

In reply refer to: 0248367572
Aug. 07, 2012 LTR 4168C E0
91-1190193 000000 00

00016533

BODC: TE

LIFEWIRE
PO BOX 6398
BELLEVUE WA 98008-0398

129229

Employer Identification Number: 91-1190193
Person to Contact: Ms. Mueller
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your July 27, 2012, request for information regarding your tax-exempt status.

Our records indicate that you were recognized as exempt under section 501(c)(3) of the Internal Revenue Code in a determination letter issued in July 1983.

Our records also indicate that you are not a private foundation within the meaning of section 509(a) of the Code because you are described in section(s) 509(a)(1) and 170(b)(1)(A)(vi).

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

Please refer to our website www.irs.gov/eo for information regarding filing requirements. Specifically, section 6033(j) of the Code provides that failure to file an annual information return for three consecutive years results in revocation of tax-exempt status as of the filing due date of the third return for organizations required to file. We will publish a list of organizations whose tax-exempt status was revoked under section 6033(j) of the Code on our website beginning in early 2011.

0248367572
Aug. 07, 2012 LTR 4168C E0
91-1190193 000000 00
00016534

LIFEWIRE
PO BOX 6398
BELLEVUE WA 98008-0398

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely yours,



S. A. Martin, Operations Manager
Accounts Management Operations

#5 of 12

Scooters Place—Equestrian Program Working with Children Needing a Supportive Environment

City of Woodinville 2017-2018 Human Services Grant Application

INSTRUCTIONS

Please fill out the following application for your request for human services grant funding in 2017-2018. Attach any supporting documents or materials to the end of this application. Additional pages may be used.

APPLICATION

Name of Primary Contact: Carrie Mizenko

Title/Role: Founder & Board President

Organization Name: Scooter's Place

Address: 19801 NE 155th PL
Woodinville, WA 98077

Phone Number: 425-409-9508

E-mail Address: carriezmiz@gmail.com

Website (if applicable): http://www.scootersplace.org/

Legal Tax Status of your Organization (example: 501(c)(3)): 501(c)(3)
Please provide documentation of tax status.

Purpose or Mission Statement of Organization:

Scooter's Place builds on the magical connection between horse and human—in a safe, structured environment—to teach life skills and build self-confidence. We place particular focus on serving children on the autism spectrum. Unlike other therapeutic type riding programs, we encourage children with special needs to ride side by side with siblings, friends, or parents. Few adaptive programs in our area offer this "mainstream" approach.

General Description of Services Provided by Organization:

Situated on a three-acre farm in scenic Woodinville, Scooter's Place is in its third year of operation. After relocating to the Pacific Northwest from Silicon Valley, Carrie Mizenko founded Scooter's Place in 2014 along with her husband, Matthew Mizenko, fulfilling a lifelong dream of having her own equestrian program where she could "focus on children who just need a little more patience and understanding." The Mizenkos understand this population well as their son, age 3, is on the autism spectrum. Scooter's Place currently offers riding programs from late spring through early fall, both private and small group lessons. (We plan to expand to yearround as soon as we find a facility.)

CONTINUED ON ATTACHMENT

Secondary Contact Information:

Name: Sharon Therres

Phone Number: 425-409-9508

E-mail Address: sscootersplacenp@gmail.com

Funding Request and Program Description

Please complete the following questions:

1. This request is for \$ 2,500.00 (Total grant funding available is to be determined.)
2. What is the funding request for? Please be specific and clear.
Funding will be used to pay salary for additional instructors, allowing us to serve even more young riders in our Horseback Riding Program.
3. Where will the activity/program take place? Please provide all relevant addresses.
19801 NE 155th PL, Woodinville, WA (Please note we are currently seeking a new location that will allow us to expand to a yearround program with close proximity for our current riders.)
4. Please indicate and describe the Funding Priority Goal(s) your project addresses:
 Emergency Shelter, Food, or Medical Service
(specify): _____
 Gainful Employment
(specify): _____
 Social Support and Interaction
(specify): Inclusive horseback riding program for children with special needs CONTINUED ON ATTACHMENT
 Access to available, appropriate services (transportation, information, referral services)
(specify): _____
 Other
(specify): _____

-
5. What are the existing needs that your program will address?

The ancient Greeks were the first to document the therapeutic benefit of pairing horses and humans. Since then, numerous studies have confirmed this with recent research has focused on the tremendous value of riding for children on the autism spectrum. An August 2016 CNN Heroes story reported on the "Healing Power of Horses" as it profiled a riding program similar to ours. The Autism Spectrum Disorder Foundation underscores the value of horses used in therapy, "For thousands of years, the bond between man and animal has proven to be effective in creating an emotional, healing bond. CONTINUED ON ATTACHMENT

6. What are the core components of your program and how will they address the needs identified above?

Scooter's Place is neither a therapeutic barn nor a mainstream barn but something in between, offering a fun and flexible, yet safe and structured environment in which to learn. A visit to Scooter's Place might find you watching a young boy on the autism spectrum riding side by side with his typically developing sister, assisted by two trained teenage volunteers, as our instructor gently instructs both riders in guiding their horse and watching for the horse's response. Mom and dad might be sitting on the tailgate of a pickup, watching, wide-eyed and beaming, as their son and daughter enjoy their time on horseback CONTINUED ON ATTACHMENT

7. Describe how and when services will be provided, and how this addresses the needs identified above.

Services are provided on site at our Woodinville CONTINUED ON ATTACHMENT

8. What is your vision for success for your activity/program? Please provide specific inputs, outputs and outcomes and how you will measure project success that you will report on at the end of each year of the grant cycle.

Our vision is to offer riding 12 months a year and we are working towards that goal by finding a new location with a covered arena; we ideally would continue to be situated within Woodinville city limits but are committed to remaining within an easy drive for Woodinville participants. Our goal is to minimally serve 30-40 students each of four seasons with 15-20 teen volunteers. CONTINUED ON ATTACHMENT

9. Please describe the area and the target audience the project is intended to serve, accessibility to the general public, and the public benefit.

From just 5 children enrolled in our first summer program in 2014, Scooter's Place has grown to 35 children in the 2016 summer program. Scooter's Place serves children from King, Skagit, and Snohomish Counties including the communities of Woodinville, Duvall, Redmond, Bellevue, Bothell, Fall City, Issaquah, Kenmore, Monroe, Mountlake Terrace, Mount Vernon, Newcastle, and Renton. Our facility is accessible to our participants. In addition to CONTINUED ON ATTACHMENT

10. What factors demonstrate that your agency is able to manage this program successfully?

We are a small organization that has succeeded because we are focused on mission. Everyone involved in Scooter's Place is there because they care about creating a program to support kids with special needs and their families. Our growing number of participants is testament to the value of our programs because much of our "advertising" and promotion has CONTINUED ON ATTACHMENT

11. Who is the target population serviced by your program? Explain how you will track demographic information to verify that the target population is being served.

We happily welcome children of all abilities but specialize in working with children who need a quiet, supportive environment and a more individualized pace. This includes children on the autism spectrum, children with anxiety disorders, Attention Deficit Hyperactivity Disorder or Down syndrome, and those who are shy.

We track age, diagnosis, and zip code for each child served; we track age and high school for our peer volunteers.

12. How many estimated Woodinville residents (zip code 98072) will your program assist?

2017: 20/QTR

2018: 22/QTR

13. How does your program accommodate people with special or functional needs?

As a program focused on serving children with special needs, everything we do is designed to make those children feel welcome while removing barriers to and supporting their participation in our programs.

14. Does your program fill a need that is not otherwise addressed within the region? If so, explain how your program fulfills a unique need.

As referenced earlier, to the best of our knowledge, we are one of only three area riding programs serving individuals with disabilities and the only one that is truly inclusive for all of our programs. We have no waiting list. But the hallmark of Scooter's Place is our focus on inclusion—encouraging siblings and/or parents to ride with the child. There are very few CONTINUED ON ATTACHMENT

15. Does the program/organization formally partner with other agencies or organizations to provide services? If so, list partners and explain partnership arrangements.

We do not currently have formal partnerships with any organization. We reach out to many organizations serving this population including FEAT, but informally work with a number of groups in terms of CONTINUED ON ATTACHMENT

16. What are the estimated measurable program outputs that will result from City funding (e.g., number of meals served, meetings held, vouchers provided, etc.)?

2017: 20 individuals served/qtr; 800 lessons/yr

2018: 20 individuals served/qtr; 800 lessons/yr

17. How is the effectiveness of the program measured? What inputs/outputs/outcomes will be measured in 2017 and 2018?

We will measure project success using these metrics:

- o Number of individual lessons per program session
- o Number of group lessons program riding session
- o Total number of children served, including number of children with special needs and number of siblings, and total number of parents served
- o Number of Day on the Farm programs offered and number of attendees
- o Riders reported by zip code
- o Total number of lessons offered

CONTINUED ON ATTACHMENT

Program Budget

Please use **Form A** (attached as an excel document) to provide budget information for your program. Include all revenue sources for your program, including donations, fundraising revenues, foundation grants, in-kind resources, and other governmental funding (federal, state, and local).

If your organization's request is selected and funding is approved by the city council, a copy of your most recent financial statement and general liability, professional liability, and automobile liability insurance certificates (as applicable) will be required.

General Description of Services Provided by Organization:

CONTINUED FROM APPLICATION FORM

Scooter's Place is governed by a four-member board of directors; we have four part-time instructors. Our 15 peer volunteers are recruited from area high schools. We are working to expand our board of directors by adding additional community and parent representatives.

4. Please indicate and describe the Funding Priority Goal(s) your project addresses:

Social Support and Interaction: *CONTINUED FROM APPLICATION FORM*—and especially children on the autism spectrum—which allows them to participate in a typical recreational activity with their peers (and sometimes family members) and teen peer volunteers.

5. What are the existing needs that your program will address?

CONTINUED FROM APPLICATION FORM

Horses are used by physical, speech, and occupational therapists to reach their patients on a personal level through what is referred to as 'Hippotherapy.' Children with autism also benefit from equine therapy due to the motor, emotional, and sensory sensations that come with riding a horse." In fact, a Colorado therapeutic riding program has undertaken a multi-year research study, funded by National Institutes of Health, to formally assess the impact of such riding program on agitation behaviors and communication skills in children with autism.

We are one of only three equine-assisted/therapeutic-type riding programs serving greater Seattle. We have no waiting list and our capacity is only limited by our resources. What truly sets Scooter's Place apart is that we encourage siblings—and even parents—to ride along with their brother or sister with special needs. Although the Seattle area has a plentiful list of adaptive sports options, few offer the opportunity we do for siblings and/or parents to participate together, regardless of ability. Woodinville resident Stacey Shanley, whose son Matthew, age 11 with autism, and daughter Noel, age 9, ride together at Scooters Place, says, "They are so close in age but it is difficult to find an activity they can do together. That is what I like about Scooter's Place. They tailor the program to each child and both get support. Noel is typically developing but she is timid. This is something they can do together as brother and sister and I can take both of them to just one place. They are gaining a sense of responsibility as they learn to groom their horse and do chores, which are part of their lesson. Matthew started out trying to get a reaction out of everyone. But his anxiety is gone now and he talks to everybody! Noel is more confident too! I've tried lots of other programs for my kids. At Scooter's Place, they just 'get it.' That one little hour Matthew and Noel spend together is so nice to see as a parent. With other activities, I have to be right there supporting Matthew. Here, he's supported and so is Noel and that gives me peace of mind as a parent."

6. What are the core components of your program and how will they address the needs identified above?

CONTINUED FROM APPLICATION FORM

together. As we stated earlier, for children with special needs, the opportunity to participate in any activity with their typically developing sibling is rare (few adaptive recreational programs "mainstream" participation as we do). We know this has tremendous value for the child with special needs...and for the entire family.

Our primary programs are horseback riding lessons, both individual and small group. Our horsemanship education teaches life skills, riding skills, builds self-confidence, and body awareness in a non-restrictive and non-judgmental barn environment. Students assist in grooming the horse and caring for the horse as they are able. Lessons are typically one-hour in length. Children under age 4 or needing special attention are placed into private lessons unless other arrangements have been made in advance.

We also offer "Day on the Farm" for current or future students to help them get acquainted with our program and reduce anxiety and boost confidence in the arena. These are five-hour drop-off camps, but the child's ABA or aide is always welcome with a signed release and proper attire. We learn all about how we care for the horses; behind the scenes activities; riding, group and social games on and off horses; and some ABA-inspired activities. We do understand that some parents are unable to drop off kids for the full day and are happy to have parents be on standby with updates and texts, pictures, and check-ins. We are also willing to run a special Day on the Farm for parents and children together if we have enough interest.

7. Describe how and when services will be provided, and how this addresses the needs identified above.

CONTINUED FROM APPLICATION FORM

arena Monday-Saturday, typically after school during spring and fall months but during the day as well in summer months. Our instructors blend proven elements from several equine and traditional therapy programs to create an individualized lesson for each child. We draw from Applied Behavior Analysis (a well-proven and highly effective therapy for those on the autism spectrum), PATH International (the professional association for therapeutic riding), and occupational, physical, and speech therapies. Our 4 instructors work side-by-side with 15 peer volunteers, most of whom are teenagers from area high schools. Volunteers serve as sidewalkers and/or lead the horse and assist with therapy props while providing peer support that many of our riders do not have in their day-to-day lives outside of home.

We believe in inclusion for camps and lessons because it is a wonderful experience for all kids. We let siblings ride together and we can offer a parent and child session together as well (height and weight limits do apply due to the size of our horses). We are here to do what works for our families! We are happy to have families bring along their ABA therapist or aide to work with our instructor and volunteers in the arena to lessen the child's anxiety.

8. What is your vision for success for your activity/program? Please provide specific inputs, outputs and outcomes and how you will measure project success that you will report on at the end of each year of the grant cycle.

CONTINUED FROM APPLICATION FORM

We will measure project success using these metrics:

- Number of individual lessons per program session
- Number of group lessons per program session
- Total number of children served, including number of children with special needs and number of siblings, and total number of parents served
- Number of Day on the Farm programs offered and number of attendees

- Riders reported by zip code
- Total number of lessons offered

9. Please describe the area and the target audience the project is intended to serve, accessibility to the general public, and the public benefit.

CONTINUED FROM APPLICATION FORM

the positive benefits to participants—everything from building self-confidence, decreasing anxiety, improving social skills or ability to focus on specific tasks—there is the value of offering an inclusive experience for our riders and volunteers. We cannot overstate the importance of demonstrating that inclusion benefits us all. We build a stronger community for *everyone* when *everyone* is valued for their abilities, and not viewed for their inabilities or disabilities. We offer a safe and rewarding opportunity for local teenagers to come and learn how to be responsible and gain work ethic while meeting new friends in a place with a common interest. Scooter's Place is a welcoming program that enables kids with special needs to participate in positive, recreational, and educational activities with their siblings. Most importantly, Scooter's Place is a place where a child that normally feels out of place feels empowered, strong, valued, and important as they learn new skills and gain fitness.

10. What factors demonstrate that your agency is able to manage this program successfully?

CONTINUED FROM APPLICATION FORM

word-of-mouth by existing riders. We have a growing Facebook presence with 1,235 likes.

14. Does your program fill a need that is not otherwise addressed within the region? If so, explain how your program fulfills a unique need.

CONTINUED FROM APPLICATION FORM

inclusive recreational opportunities for children with special needs and their siblings. Listen to what another mom has to say about our program, "It's not easy to find a place that provides affordable riding lessons and that will be open to those with a disability. Riding has been so helpful for my son to build up muscle strength. Funding an organization like this will continue to help kids and adults like my son in the future. Not to mention give them an activity that they will love to do!"

15. Does the program/organization formally partner with other agencies or organizations to provide services? If so, list partners and explain partnership arrangements.

CONTINUED FROM APPLICATION FORM

sharing information, resources, and promoting our programs. These groups include FEAT, Autism Speaks, Seattle Children's Center for Children with Special Health Needs, local school districts and therapists, etc.

16. What are the estimated measurable program outputs that will result from City funding (e.g., number of meals served, meetings held, vouchers provided, etc.)?

Please note: these are Woodinville specific outcomes and do not include the total number we project to serve or total number of lessons provided.

17. How is the effectiveness of the program measured? What inputs/outputs/outcomes will be measured in 2017 and 2018?

CONTINUED FROM APPLICATION FORM

As a very small program, our ability to evaluate is somewhat limited. We will also be working to create a simple survey, using either Google or Survey Monkey, to assess family/participation satisfaction and rider improvement.

Program Name Scooter's Place

Date August 30, 2016

Prepared by Carrie Mizenko

Category Description	2017	2018	Comments
PROGRAM INCOME			
Donations, Matching Funds	\$3,000.00	\$4,000.00	
Donations, Individuals/Events	\$15,200.00	\$20,000.00	
Donations, Corporate/Foundation	\$30,000.00	\$36,400.00	
Refunds/Allowances	\$525.00	\$600.00	
Riding Lessons/Rider Fees	\$71,000.00	\$75,000.00	Assumes 40-week operation
TOTAL INCOME	\$119,725	\$136,000	
PROGRAM EXPENSES			
Accounting Services	\$2,625.00	\$2,700.00	
Advertising/Marketing	\$1,680.00	\$1,700.00	
Bank Charges	\$150.00	\$160.00	
Commissions/fees	\$735.00	\$770.00	
Fundraising	\$3,000.00	\$3,150.00	
Horses, Barn Maintenance	\$3,780.00	\$3,960.00	
Horses, Farrier	\$1,300.00	\$1,365.00	
Horses, Feed	\$8,820.00	\$9,260.00	
Horses, Manure	\$2,060.00	\$2,160.00	
Horses, Veterinarian	\$2,000.00	\$2,100.00	
Insurance	\$2,520.00	\$2,600.00	
Job Materials	\$1,575.00	\$1,600.00	
Lease	\$18,900.00	\$19,850.00	
Legal/Professional Fees	\$1,050.00	\$1,100.00	
Meals/Entertainment	\$525.00	\$550.00	
Miscellaneous	\$2,400.00	\$2,500.00	
Payroll services	\$1,070.00	\$1,200.00	
Phone/Internet	\$1,050.00	\$1,200.00	
Printing	\$260.00	\$275.00	
Salaries, Instructors	\$35,000.00	\$40,000.00	Instructors paid hourly rate
Salaries, Staff (ED, Accountant)	\$22,050.00	\$30,000.00	Both positions part-time

Subcontractors	\$525.00	\$550.00	
Supplies	\$1,650.00	\$2,000.00	
Taxes	\$5,000.00	\$5,250.00	
TOTAL EXPENSES	\$119,725	\$136,000	
OVERALL TOTAL	\$0	\$0	\$0

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: SEP 08 2015

SCOOTERS PLACE
19801 NE 155TH PLACE
WOODINVILLE, WA 98077-0000

Employer Identification Number:
47-4702960
DLN:
26053645002945
Contact Person:
CUSTOMER SERVICE ID# 31954
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 31
Public Charity Status:
509(a) (2)
Form 990/990-EZ/990-N Required:
Yes
Effective Date of Exemption:
August 1, 2015
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

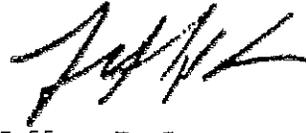
If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Letter 5436

SCOOTERS PLACE

Sincerely,

A handwritten signature in black ink, appearing to read "Jeffrey I. Cooper". The signature is stylized and cursive.

Jeffrey I. Cooper
Director, Exempt Organizations
Rulings and Agreements

#6 of 12

Woodinville Food Bank—Nourishment to those in need

City of Woodinville 2017-2018 Human Services Grant Application



6 of 12

APPLICATION

Name of Primary Contact: Ms. Della Haug

Title/Role: Co-Chair, Board of Directors

Organization Name: Woodinville Storehouse Food Bank

Address: 17110 140th Ave NE, Woodinville, WA 98072

Phone Number: 425-483-5252

E-mail Address: dellahaug@hotmail.com

Website (if applicable): www.woodinvillestorehouse.org

Legal Tax Status of your Organization (example: 501(c) (3)); Woodinville Storehouse is a 501 (c) (3) organization

Please provide documentation of tax status: Included as Attachment A

Purpose or Mission Statement of Organization:

The Woodinville Storehouse Food Bank (WSH) provides food, help and hope to the local community by providing nourishment and ministry to those in need.

General Description of Services Provided by Organization:

The WSH is operated by a coalition of churches and denominations serving the local communities of Woodinville, Bothell, Kirkland, Kenmore and Redmond,

WSH is a faith-based non-profit that is unique in the quality of fresh food we provide including dairy, baked goods, fresh produce and vegetables. We welcome those in need to spend time in comfort and prayer where healthy food and support are available every Tuesday and Saturday.

Secondary Contact Information:

Name: Mr. Chuck Talburt – Co-Chair, Board of Directors

Phone Number: 425-241-3382

E-mail Address: chuckt@bccc.org

Funding Request and Program Description

Please complete the following questions:

1. This request is for \$6,000.00

(Total grant funding available is to be determined.)

2. What is the funding request for? Please be specific and clear.

The Woodinville Storehouse Food Bank is unique in that we provide fresh eggs, milk, meat, and produce to our clients each week. Since most food drives only collect non-perishable goods, the money will be used to continue to provide these perishable items to clients.

In the past, we have provided a complete dinner for 70+ families at Thanksgiving and Christmas. County Market has been a major provider of turkeys and food stuffs for these special occasion meals. The closing of County Market will place an additional burden on our financial resources. These funds will also be used to supply holiday meals.

3. Where will the activity/program take place? Please provide all relevant addresses.

The Woodinville Storehouse Food Bank serves clients on Tuesday evenings and Saturday mornings of each week in the year. All activity will occur at the Food Bank, located in the basement of Woodinville Community Church, 17110 140th Ave. NE, Woodinville, WA 98072.

4. Please indicate and describe the Funding Priority Goal(s) your project addresses:

Emergency Shelter, Food, or Medical Service (specify):

100% of these funds will be used to provide food and comfort for needy families in Woodinville, Bothell, Kenmore, Kirkland, and Redmond.

Gainful Employment (specify):

WSH does not provide employment services.

Social Support and Interaction (specify)

WSH is operated by a coalition of churches and denominations. As a faith-based non-profit, we provide nourishment and ministry to those in need. We do not force our faith beliefs on anyone, and no one is turned away; however we welcome those in need to spend time in comfort and prayer. In this way, we are providing social support and interaction to our clients. No monies are expended for this effort.

Access to available, appropriate services (transportation, information, referral services) (specify)

WSH does not provide services beyond food and comfort.

Other (specify): \Not applicable

5. What are the existing needs that your program will address?

WSH provides needy families with quality fresh food, including dairy, baked goods, fresh produce and vegetables as well as non-perishables. Over the past year, we have averaged serving over 200 client visits each month. See Attachment B for average monthly households served.

6. What are the core components of your program and how will they address the needs identified above?

There are two unique components of our food bank. First, we are unique in providing fresh food (dairy, eggs, meat, baked goods) in addition to traditional non-perishables. Second, we are also unique in that we allow our clients to "shop the food bank" and choose items and brands that their family enjoys. We believe this small gesture helps our clients to maintain more dignity and reduce any negative perceptions associated with a food bank.

7. Describe how and when services will be provided, and how this addresses the needs identified above.

WSH is open on Tuesday evenings from 6:30 to 7:20 pm and Saturday mornings from 9:30 to 10:20 am. Walk-in clients are welcome! Clients are asked to bring ID for all family members and proof of residency such as utility bill or rental agreement for Woodinville, Bothell, Kirkland, Kenmore or Redmond. Regular appointment times can be scheduled after their first visit. Residence requirements are waived for homeless clients.

8. What is your vision for success for your activity/program? Please provide specific inputs, outputs and outcomes and how you will measure project success that you will report on at the end of each year of the grant cycle.

We are successful when parents are able to provide food and nourishment for their families and loved ones. We are successful when we are able to help a family get through a difficult and often temporary situation by providing food and comfort to those in need.

The desired outcome is both short term and long term. On a short term basis, the desired outcome is to feed a family and keep them alive and hopeful. On a long term basis, the desired outcome is for our clients to become self-sustaining. We are successful when we can provide for every client's needs for as long as they need us.

9. Please describe the area and the target audience the project is intended to serve, Accessibility to the general public, and the public benefit.

WSH serves clients in Woodinville, Bothell, Kenmore, Kirkland and Bothell. We do not turn anyone away, however if they live outside our primary coverage area, we recommend that they take advantage of other food banks closer to their area. For example, we work closely with Maltby Food Bank, and serve clients in King County, while referring clients in Snohomish County to other food banks. See Attachment B for households served by area.

10. What factors demonstrate that your agency is able to manage this program successfully?

WSH has been operating successfully for over five years, and on average maintain over 200 client visits a month. We rely on cash donations from our coalition of churches and from private support. We also regularly work with local Boy Scout troops, the Woodinville Lions Club, the Woodinville Rotary Club, and several local schools as well as our member churches to provide non-perishables from their respective congregations. We currently have eight partner churches, and over 150 volunteer supporters that perform a variety of duties – assist clients on Tuesday and Saturday shopping days, manage and stock shelves, shop for produce and meat weekly, and others that coordinate with local sponsors/contributors like Panera Bread, Franz Bakery, Homeward Pets, and 21 Acres.

11. Who is the target population serviced by your program. ? Explain how you will track demographic information to verify that the target population is being served.

Each client must register with the Food Bank and provide proof that they live within the target area through a utility or other bill that contains a valid address. Each week, clients check in with a volunteer supervisor at the food bank before they are allowed to shop for food.

12. How many estimated Woodinville residents (zip code 98072) will your program assist?

As shown in Attachment B, 34% of our clients have a valid Woodinville address, which equates to 70 families in an average month. These numbers have been consistent for the past few years, and we do not anticipate any major shifts in 2017 or 2018. During the past year, WSH also serves 30 homeless individuals or families, plus 100 households in the surrounding area.

2017: 2,400 client visits (total area); 840 client visits (Woodinville)

2018: 2,400 clients' visits (total area); 840 client visits (Woodinville)

13. How does your program accommodate people with special or functional needs?

We currently have clients with physical limitations, such as wheelchairs. We also offer pet food for clients with pets, thanks to our friends at Homeward Pets. Our facility at Woodinville Community Church has a wheelchair accessible ramp, and is on a bus route.

14. Does your program fill a need that is not otherwise addressed within the region? If so, explain how your program fulfills a unique need.

WSH is the only food bank specifically located in Woodinville. We also serve the surrounding areas – Bothell, Kenmore, Kirkland and Redmond. Other support groups, like Hope Link, serve multiple areas, while WSH focuses on this area only.

15. Does the program/organization formally partner with other agencies or organizations to provide services? If so, list partners and explain partnership arrangements.

- WSH is a voluntary coalition of eight churches – Woodinville Community Church, Woodinville Alliance Church, Imprint Church, New Life Fellowship, Bear Creek Community Church, Northshore Community Church, Overlake Christian Church, and Rose Hill Presbyterian. All have been regular supporters for several years.
- Franz Bread provides bread weekly from their warehouse in Mill Creek.

- Panera Bread in Woodinville provides fresh bread weekly on Friday evenings.
- 21 Acres provides fresh produce in season.
- Homeward Pets provides pet foods and cat litter.
- McDonalds supplies gift cards for our homeless clients that cannot store food.
- Woodinville Lions Club has contributed cash for our Thanksgiving Meals program
- Woodinville Rotary supplied WSH with excess winter coats this past year.
- Local Boy Scout troops regularly conduct food drives.
- Woodinville Chamber of Commerce and City of Woodinville have conducted food drives to support WSH.
- Several schools and clubs provide food drives.

16. What are the estimated measurable program outputs that will result from City funding (e.g., number of meals served, meetings held, vouchers provided, etc.)?

Grant funding from City of Woodinville will be used to provide 70-75 families with special meals at Thanksgiving and Christmas, and help to purchase fresh food throughout the year as we continue to support 2,400 total client visits during the year.

2017: 70 - 75 families at Thanksgiving and Christmas, plus 2,400 clients during the year.

2018: 70 - 75 families at Thanksgiving and Christmas, plus 2,400 clients during the year.

17. How is the effectiveness of the program measured? What inputs/outputs/outcomes will be measured in 2017 and 2018?

WSH maintains good records on a weekly basis of all clients served, their history with WSH, and any special needs or prayers we can give to provide comfort along with food.

Program Budget

Please use Form A (attached as an excel document) to provide budget information for your program. Include all revenue sources for your program, including donations, fundraising revenues, foundation grants, in-kind resources, and other governmental funding (federal, state, and local). If your organization's request is selected and funding is approved by the city council, a copy of your most recent financial statement and general liability, professional liability, and automobile liability insurance certificates (as applicable) will be required.

Program Name Woodinville Storehouse Food Bank

Date August 30, 2016

Prepared by Della Haug, Co-Chair, Board of Directors and Don Morgan, Communications Mgr.

Category Description	2017	2018	Comments
PROGRAM INCOME			
Member Churches donations	\$17,000	\$17,000	
Individual Donors	\$13,500	\$13,500	
TOTAL INCOME	\$30,500	\$30,500	
PROGRAM EXPENSE			
Non perishable groceries	\$5,000	\$5,000	no cost for groceries from food drives
Eggs	\$5,000	\$5,000	
Milk	\$6,500	\$6,500	
Meat	\$9,000	\$9,000	
Fresh produce	\$6,000	\$6,000	no cost for donations from 21 Acres and other private donors
Office & Administration	\$1,200	\$1,200	
Holiday Meals	\$1,500	\$1,500	
NOTE: All expenses are based on planned/ budgeted expenses for 2016.			
TOTAL EXPENSES	\$34,200	\$34,200	
OVERALL TOTAL	(\$3,700)	(\$3,700)	\$0

ATTACHMENT A

Department of the Treasury

EIN# 910759654

Internal Revenue Service
Washington, DC 20224



DO 36 EIN 36-2167731

Office of Tax Administration
T:MS:EO:R:1-2

Council on Finance and Administration of the United Methodist Church, a/k/a the United Methodist Church and Its Affiliated Organizations
1200 Davis Street
Evanston, Illinois 60201

Attention: K. Bryan Brawner

Dear Applicant:

This refers to the information submitted for use in determining your status and the status of your affiliated religious organizations, on the list you submitted, as being exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code.

For the purposes of this group ruling, your affiliated religious organizations include The General Conference, Judicial Council; General Agencies, Commissions, Committees, their divisions and departments thereof, and other related organizations; Jurisdictional Conferences and Affiliated Agencies, Commissions, and other organizations; Annual Conferences and divisions and departments thereof; Annual Conference Agencies, Commissions, Committees, and affiliated organization; Local Churches and Local Church Agencies, Commissions, Committees, and other affiliated organizations.

Based on the information supplied, we rule that you and your affiliated religious organizations, on the list you submitted, are exempt from Federal income tax under section 501(c)(3) of the Code.

We have further determined that you and the affiliated religious organizations you operate, supervise, or control, and which are covered by your notification to us, are not private foundations within the meaning of section 509(a) of the Code, because you and your affiliated religious organizations are organizations described in sections 170(b)(1)(A)(i) and 509(a)(1) of the Code.

ATTACHMENT B

WOODINVILLE STOREHOUSE - 2015
 NUMBER OF HOUSEHOLDS SERVED IN EACH AREA

Area	# of Households Served	% of Total
Woodinville	70	34%
Kirkland	42	21%
Bothell	36	18%
Redmond	16	8%
Kenmore	2	1%
Out of area	7	3%
Homeless	30	15%
TOTAL	203	

of Households Served



#7 of 12

**Congregation for the Homeless—End Eastside Homelessness by helping
men make transition to independent living**

City of Woodinville 2017-2018 Human Services Grant Application

INSTRUCTIONS

Please fill out the following application for your request for human services grant funding in 2017-2018. Attach any supporting documents or materials to the end of this application. Additional pages may be used.

APPLICATION

Name of Primary Contact: David Bowling

Title/Role: Executive Director

Organization Name: Congregations for the Homeless

Address: 2650 148th Ave NE, Suite 202
Bellevue, WA 98007

Phone Number: 425-749-8369

E-mail Address: grants@cfhomeless.org

Website (if applicable): www.cfhomeless.org

Legal Tax Status of your Organization (example: 501(c)(3)): 501(c)(3)
Please provide documentation of tax status.

Purpose or Mission Statement of Organization:

Our mission is to end homelessness on the Eastside by helping men make the transition from life on the street to stable, independent living.

General Description of Services Provided by Organization:

We provide year-round shelter for 35 homeless men, which includes indoor sleeping space, three meals a day, personal storage, showers, washers/dryers, medical and dental service, haircuts and more. During the winter months, we run a low-barrier winter shelter (EWS) which sleeps up to 100 men nightly. EWS provides indoor space and meals protecting those living outside during the cold winter months. We also operate a low-barrier winter shelter in the Snoqualmie Valley for men, women, and families. We provide subsidized housing for 80 men. Our Outreach program reaches out to both men and women on the street to connect them to services. Case management is provided for men throughout our programs.

Secondary Contact Information:

Name: Robert Gidley

Phone Number: 425-753-5433

E-mail Address: robert@cfhomeless.org

Funding Request and Program Description

Please complete the following questions:

1. This request is for \$ 12,960 (Total grant funding available is to be determined.)

2. What is the funding request for? Please be specific and clear.

Year-round Shelter: 78 bednights (valued at \$20 per night = \$1,560)

Housing: 1 man @ \$740 per month = \$8,880

Winter shelter: 126 bednights (valued at \$20 per night = \$2,520)

3. Where will the activity/program take place? Please provide all relevant addresses.

Our year-round shelter moves to a different congregation in Bellevue each month. Our Housing is located in Bellevue and Kirkland. Our Winter shelter will be located in Bellevue at the Lincoln Center. The Snoqualmie Winter Shelter and the Snoqualmie Day Center are in Snoqualmie.

4. Please indicate and describe the Funding Priority Goal(s) your project addresses:

Emergency Shelter, Food, or Medical Service

(specify): We offer shelter with 3 meals a day and connection to medical services and a dental van that comes on site each month.

Gainful Employment

(specify): Our case management program helps connect our clients to jobs, helps with resumes, interview readiness, clothing for work, etc

Social Support and Interaction

(specify): Our programs build healthy opportunities for community support and interactions, also case managers support the men.

Access to available, appropriate services (transportation, information, referral services)

(specify): We give out bus tickets to help clients get to needed appointments and work, and case managers give referrals and info to needed resources.

Other

(specify): Case Management is provided to all clients to help work through the issues that led to homelessness.

-
5. What are the existing needs that your program will address?

In 2015, the One Night Count found 134 unsheltered individuals in urban East King County (including portions of Bellevue, Kirkland and Redmond). Compared to the 178 individuals counted in 2014, this represents a 33% decrease. As homelessness in King County rose 21% in the same time period, it's possible that our services contributed to the reduction of unsheltered individuals.

6. What are the core components of your program and how will they address the needs identified above?

We have four programs that provide services for Woodinville residents:

Outreach: Our Outreach workers reach out to men on the streets, building relationships and referring them to other needed resources.

Low-barrier winter shelter (EWS): The EWS lets us continue to build relationships and offer Case Management, while providing shelter and meals to any man.

Year-round shelter: This shelter provides comprehensive Case Management, along with a safe place to sleep, and access to laundry and other facilities.

Permanent Housing: Provides subsidized permanent housing.

7. Describe how and when services will be provided, and how this addresses the needs identified above.

Our Outreach, Housing and year-round shelter programs operate year-round. Our Lc

8. What is your vision for success for your activity/program? Please provide specific inputs, outputs and outcomes and how you will measure project success that you will report on at the end of each year of the grant cycle.

Our vision is to continue our county-best success rate (64% in 2015) of moving men from shelter to housing and to provide as many bednights at the low-barrier shelter as we can.

For each program (except Outreach) we report number of clients served, bednights, number exited to permanent housing, and percent success.

9. Please describe the area and the target audience the project is intended to serve, accessibility to the general public, and the public benefit.

We serve single homeless men, women, and children on the Eastside of King County. We do not discriminate on sexual preference, race, ethnicity, ability status, mental health status, or religious belief. The public benefit is to move people experiencing homelessness off the streets and into permanent housing, increasing tax revenues and lowering costs to emergency services.

10. What factors demonstrate that your agency is able to manage this program successfully?

CFH has been successfully managing shelters for those experiencing homelessness since 1993. We have multiple funding streams, and an experienced and motivated staff.

11. Who is the target population serviced by your program? Explain how you will track demographic information to verify that the target population is being served.

Our target population is people who have no housing. At the low-barrier shelter, clients fill out a basic information form before entering. We check each person in every night to track bednights. Similarly, clients in the year-round shelter fill out a detailed information form and are tracked throughout their stay. Outreach and Day Center clients have basic information (name, ZIP code) collected about them. Our Housing clients also have detailed information collected. This information is kept in agency spreadsheets, as well as in the state-wide Clarity HMIS for reporting purposes.

12. How many estimated Woodinville residents (zip code 98072) will your program assist?

2017: 8

2018: 8

13. How does your program accommodate people with special or functional needs?

All of the CFH locations, including the houses, are wheelchair accessible and ADA compliant. The staff have been trained to identify people with developmental delays and make special accommodations for people who need unique support due to developmental, physical, and/or mental health circumstances.

14. Does your program fill a need that is not otherwise addressed within the region? If so, explain how your program fulfills a unique need.

CFH is the only shelter and day center program in East King County that provides indoor shelter and case management services for single homeless men.

15. Does the program/organization formally partner with other agencies or organizations to provide services? If so, list partners and explain partnership arrangements.

Formal: Landlord Liaison Project, Medical Teams International, Health Care for the Homeless, ValleyCities, and Home-to-Home Furniture, Auto Angels, DSHS, CCS. Strong: Eastgate Public Health, Sea Mar, Sound Mental Health & more.

16. What are the estimated measurable program outputs that will result from City funding (e.g., number of meals served, meetings held, vouchers provided, etc.)?

2017: 78 bednights at year-round shelter; 1 man served; 1 man served in permanent housing; 4 men served in low

2018: 78 bednights at year-round shelter; 1 man served; 1 man served in permanent housing; 4 men served in low

17. How is the effectiveness of the program measured? What inputs/outputs/outcomes will be measured in 2017 and 2018?

For shelter CFH will measure the percentage of men who leave the program for on-going stable housing (64% in 2015); for housing, CFH will measure the percentage of men who can keep housing for two years or longer (95% in 2015).

Program Budget

Please use **Form A (attached as an excel document)** to provide budget information for your program. Include all revenue sources for your program, including donations, fundraising revenues, foundation grants, in-kind resources, and other governmental funding (federal, state, and local).

If your organization's request is selected and funding is approved by the city council, a copy of your most recent financial statement and general liability, professional liability, and automobile liability insurance certificates (as applicable) will be required.

Program Name Permanent Housing

Date August 29, 2016

Prepared by Sally Moore, Accountant, CFH

Category Description	2017	2018	Comments
PROGRAM INCOME			
King County	\$350,000	\$365,000	
Pooled Cities	\$30,000	\$30,000	
TOTAL INCOME	\$380,000	\$395,000	
PROGRAM EXPENSES			
Payroll and Related	\$125,000	\$125,000	
Subsidized Apartment Rent	\$82,000	\$90,000	
House Rent	\$82,000	\$90,000	
Misc Housing Expense	\$95,800	\$95,800	
Administrative	\$4,300	\$4,300	
TOTAL EXPENSES	\$389,100	\$405,100	
OVERALL TOTAL	(\$9,100)	(\$10,100)	\$0

#8 of 12

Community Homes, Inc.—Community-based housing for adults with developmental disabilities



Creating rich full lives for adults with disabilities

August 31, 2016

Lauren Broudy, Management Analyst
City of Woodinville
17301 133rd Ave NE
Woodinville, WA 98072

Dear Ms. Broudy:

We are grateful for our current human services partnership with the City of Woodinville and we thank you for the opportunity to apply for the 2017-2018 budget cycle. Our Woodinville adult family home, Kingsgate AFH (formerly known as Five Guys AFH), supports five active men with developmental disabilities who have directly benefited from the funding awarded in 2015-2016.

Attached is our application, program budget and documentation of 501c3 status. Please contact me if you have any questions as you prepare for the review process with the Emergency Preparedness and Public Safety Commission. We are available for any public hearing opportunities or further follow up.

We are excited and energized for the future and confident in our organization's ability to continue to serve more adults in developing community-based housing in the coming years. We appreciate your past support and look forward to our potential work together in the future to provide rich, full lives for adults with developmental disabilities. Thank you for all you do to support vulnerable populations in our community.

Sincerely,

Vicki Isett

Executive Director

City of Woodinville 2017-2018 Human Services Grant Application

Name of Primary Contact: Helene Wentink

Title/Role: Director of Advancement

Organization Name: Community Homes, Inc.

Address: P.O. Box 1240, Bothell, WA 98041

Phone Number: 425-442-1268

E-mail Address: helene@community-homes.org

Website (if applicable): www.community-homes.org

Legal Tax Status of your Organization (example: 501(c) (3)): nonprofit 501c3
Documentation attached.

Purpose or Mission Statement of Organization:

Community Homes creates rich, full lives for adults with developmental disabilities by providing and promoting quality, community-based housing and services. We select and support excellent caregivers to create the environment for residents to grow and experience independence in the community.

General Description of Services Provided by Organization:

There is a severe shortage of housing for adults with developmental/intellectual disabilities (disabilities). The housing must be affordable as most adults with disabilities earn less than 30% AMI (Area Median Income). It must include support services as most adults with disabilities need help with activities of daily living to be successful in their homes and in their community.

Adult family homes (AFHs), which include housing, food, and support services, are one of the very few housing options available. Most AFHs, however, are privately owned and do not take very low income Medicaid clients. Medicaid reimburses on average \$60 per day, which is not a sustainable.

Community Homes was formed in 1995 to develop AFHs specifically for adults with disabilities who receive Medicaid funding. Our non-profit status allows us to supplement Medicaid rates to ensure sustainability of our homes.

Community Homes currently owns and operates 7 adult family homes in the cities of Woodinville; Bothell, Redmond and Bellevue, serving a total of 35 men and women who reside in these homes. Community Homes also manages 6 Shared Living homes throughout King County, serving an additional 14 residents who utilize Section 8 vouchers.

Secondary Contact Information:

Name: Vicki Isett, Executive Director

Phone Number: 425-443-7210

E-mail Address: vicki@community-homes.org

Funding Request and Program Description

Please complete the following questions:

1. **This request is for:** \$10,000: \$5,000 each year in 2017 and 2018.
2. **What is the funding request for? Please be specific and clear.**
Community Homes requests a renewal of a \$10,000 City of Woodinville Human Services Grant for general operating support specifically for the Kingsgate AFH (formerly Five Guys AFH). The home opened in January 2015 to provide housing, meals and support for five men with disabilities, ages 28 to 52. Community Homes purchased this house with the help of affordable housing grants from ARCH, King County, and Washington State Department of Commerce. The live-in caregiver supports residents with grocery shopping, cooking, cleaning, hygiene, transportation, supervision, problem solving, community safety, and recreation. The parents of some of these residents are elderly and are unable to provide any supports to their sons. Without this AFH, those residents would be forced into homelessness.

In 2015-2016 Community Homes was awarded a City of Woodinville Human Services grant to help subsidize the food budget for the house.

3. **Where will the activity/program take place?**
All programming and support is located at Community Homes' Kingsgate AFH in Woodinville at 12911 NE 147th Pl, Woodinville, WA 98072.
4. **Please indicate and describe the Funding Priority Goal(s) your program/project addresses:**
 - **Emergency Shelter, Food, or Medical Service (specify):** Community Homes and the Kingsgate AFH provide affordable housing and nutritious food for five residents with disabilities.
 - Gainful Employment**
(specify): _____
 - **Social Support and Interaction (specify):** The five residents at the Kingsgate AFH are actively involved in their community with the support of a live-in caregiver who helps them access recreation and activities. The Kingsgate neighborhood also benefits from interaction with these five men.
 - **Access to available, appropriate services (transportation, information, referral services) (specify):** The location of the home in the Kingsgate neighborhood is close to bus lines and is served by Access/DART transportation, ensuring that the residents can travel to work and volunteer commitments as well as recreational opportunities.
 - **Other (specify):** The Kingsgate AFH provides the critical need of affordable stable housing, respectful supervision, and nutritious food for five adults with disabilities on Medicaid. Stable housing enables these five men to access social support and interaction, and make meaningful contributions to their community.

5. What are the existing needs that your program will address?

According to Washington State Developmental Disabilities Administration (DDA) 5,547 adults with developmental disabilities live in King County. Forty-seven percent of those adults live at home with a parent or relative caregiver and ten percent live in Adult Family Homes. (Statistics provided by Developmental Disabilities Administration (DDA)/the ARC of Washington State, Oct. 2015).

For the first time in history, people with developmental/intellectual disabilities are outliving their parents, making the need for housing even more critical. The housing needs of these vulnerable adults are complicated by very low income and the necessity of support services.

The founders of Community Homes realized that the Adult Family Home model, which had been used for senior citizens at the end of their lives, could be adapted for young adults with disabilities at the beginning of their adult lives. Instead of focusing just on personal care within the home, they expanded the model to teach self-care skills and also facilitate participation in the community. This Adult Family Home model encourages community access while providing the support to do so safely.

This model is less expensive than other community-based housing options, costing the state approximately \$60 per day compared to other housing models such as Supported Living which averages \$253 per day. (Statistics from DDA and the ARC of Washington State, Oct. 2015)

Community Homes prevents adults with disabilities from losing their existing housing through a range of supports and the full-time caregivers overseeing these Adult Family Homes. Community Homes advocates at the state level for regulations and fees that are reasonable and which protect the safety and independence of the residents.

6. What are the core components of your program and how will they address the needs identified above?

Community Homes operates with the belief that disability limitations can be minimized when the environment accommodates the person's needs. To that end, we employ best practices for community-based living in the areas of:

- A. Health – Community Homes provides nutritious, balanced meals, healthy natural snacks, and encourages regular physical activity and exercise;
- B. Community Involvement – Community Homes facilitates and supports regular participation in activities with non-disabled community members;
- C. Social and Emotional Support – Community Homes teaches and coaches residents in social interactions both within the home and outside the home;
- D. Self-determination – Community Homes supports residents to make choices about their living environment and their activities.

Community Homes is different from other residential programs for people with disabilities in two important ways:

- 1. Community Homes is one of the few organizations in the state to offer Adult Family Home (AFH) residential services specifically for people with developmental disabilities. The AFH model provides cost-effective housing for adults with

disabilities. Medicaid pays \$60 per day, equaling \$21,900 per year. \$8,000 is allocated to room and board; \$14,000 is paid directly to the caregiver for their services. Community Homes' annual cost (including overhead) to provide room and board is \$15,000, leaving a \$7,000 gap per resident per year. Community Homes partners with foundations, local government, cities and donors to bridge the gap.

2. Community Homes recruits and supports live-in caregivers who earn a living wage, rather than relying on shift workers who earn little more than minimum wage. This service model minimizes turnover of caregivers. Continuity of care allows strong relationships of trust and understanding to develop between residents and their caregivers. Our caregivers live and participate in the community where the home is located.

Additionally, Community Homes employs best practices in community involvement to optimize residents' quality of life. The organization facilitates and supports regular participation in employment and recreation activities with non-disabled community members.

All five of the men residing at Kingsgate AFH are active members of the Woodinville and greater King County community. They either rely on Metro or Access/DART to travel to work, volunteer opportunities and recreation within the city and across King County. One current resident volunteers at Woodmoor Elementary and another volunteers at the Northshore YMCA.

7. **Describe how and when services will be provided, and how this addresses the needs identified above.**

The Adult Family Home model provides long-term, affordable housing and support services for daily living, 24 hours a day, 7 days a week. Each of the homes has a live-in caregiver that provides support and guidance in the areas of community involvement, social and emotional support, self-determination, and healthy lifestyles. The caregivers ensure that the residents are eating healthy, balanced meals and support independence through daily chores and active lifestyles. For the adults in these homes, the ability to lead ordinary lives is an extraordinary achievement. They each have jobs and volunteer opportunities, they participate in the chores and activities of the house, and they navigate involvement in the community. Additional services provided in-home include: meal preparation, grocery shopping, learning to prepare simple meals, learning to clean/pick up his/her own living space, teaching personal care skills, navigating social relationships, arranging transportation, and coordinate with job coaches to ensure continued employment.

8. What is your vision for success for your activity/program? Please provide specific inputs, outputs and outcomes and how you will measure project success that you will report on at the end of each year of the grant cycle.

Community Homes focuses on realizing a vision that each of our residents are healthy, happy, involved and independent citizens who contribute back to their community. The specific outcomes tie back to our core components of Health, Community Involvement, Social/Emotional Support and Self-Determination. Without a stable home, these core outcomes are compromised. We measure these outcomes each year through a survey administered to parents/guardians and caregivers.

Resources/Inputs	Activities	Outputs	Outcomes	Goals
Staff: -fulltime live-in caregivers -Administration	Meals	5,475 meals	Health: Residents maintain their weight, health and exercise	Independence in the community
Setting: -Kingsgate AFH	Involvement in local activities	2,562 hours in recreational activities	Social/Emotional Support: Residents are involved in social events	
Funding: -Medicaid -local governments -Grants -Fundraising	Employment in community	2,275 hours worked	Self-Determination: Residents are gainfully employed and/or volunteer in the community	
Participants: -5 adults with disabilities	Transportation through Access and Metro	1,600 bus trips	Community Involvement: Residents are active in the community and accessing services	

9. Please describe the area and target audience the project is intended to serve, accessibility to the general public, and the public benefit.

The Kingsgate neighborhood is convenient and accessible for adults with disabilities. The program's target audience is adults with disabilities who meet the low income criteria. The five men at the AFH are involved in the community and the neighbors of the AFH are solid advocates of the model. The public benefit is that the community experiences, interacts with, and learns to respect people with disabilities who live, work and access services in their neighborhood.

10. What factors demonstrate that your agency is able to manage this program successfully?

Community Homes has provided housing for adults with disabilities since 1995, beginning with one home in Bellevue for 5 women. The organization now owns 7 adult family homes serving 35 residents in Woodinville, Bothell, Redmond and Bellevue. Each of the 7 homes have been purchased with funding from Department of Commerce Housing Trust Fund, King County Housing Finance Program, and ARCH Housing Trust Fund. This allows the organization to operate without mortgage expenses. Community Homes is a statewide

leader in this type of housing and in 2015 began providing advocacy support at a legislative level to improve the model and help make the model more accessible for other non profits in the state.

The organization also manages six Section 8 rental homes that provide housing for an additional 14 adults with disabilities.

In regards to governance, the eight-member Board of Directors for Community Homes includes local business and non-profit leaders, as well as parents and siblings of adults with disabilities.

The three staff members include the Executive Director, who holds an MBA in Finance, a Master's Certificate in Organization Dynamics, and has personal experience of raising her own daughter with a disability. The Program Coordinator holds a Bachelor's Degree in Psychology and has worked in residential services for adults with disabilities for more than 20 years. The Director of Advancement has 20 years of experience in nonprofit administration and fundraising.

11. Who is the target population serviced by your program? Explain how you will track demographic information to verify that the target population is being served.

The target population of Community Homes' residents consists of men and women with moderate developmental disabilities that seek independent living in the community and receive support through DSHS Developmental Disabilities Administration (Community First Choice Option Waiver). They are typically between the ages of 25 - 50 and are involved with community activities and most are employed and/or volunteer part-time. They need supervision and support to maximize their independence and maintain health and safety. The resident application and screening process assures that our residents meet the contractual requirements of disability and low income for the home and community. Kingsgate AFH in Woodinville is specifically focused on providing independent living for the five men living in the house.

12. How many estimated Woodinville residents (zip code 98072) will your program assist?

2017: Five men with disabilities and the live-in caregiver. Additionally, 15 homes in the Kingsgate neighborhood adjacent to the Kingsgate AFH will benefit from the inclusive interaction of the residents.

2018: Replicated from 2017.

13. How does your program accommodate people with special or functional needs?

The sole purpose of Community Homes, Inc. is to support and promote independence for adults with disabilities. Our caregivers are specially trained and licensed to provide respectful and appropriate residential services to these men.

14. Does your program fill a need that is not otherwise addressed within the region? If so, explain how your program fulfills a unique need.

As mentioned above, Community Homes is one of the few organizations in the state to offer Medicaid Adult Family Home (AFH) residential services specifically for people with disabilities. Kingsgate AFH is the only adult family home in Woodinville that exclusively serves adults with disabilities with Medicaid funding.

15. Does the program/organization formally partner with other agencies or organizations to provide services?

Community Homes is an active partner with Partners4Housing, King County's Developmental Disabilities Division, the King County Housing Program, ARCH (A Regional Coalition for Housing), and the Washington State Department of Commerce Housing Trust Fund. These organizations all assist with providing funding for affordable housing for adults with disabilities. Our houses are purchased and restored with the assistance of these partners. Community Homes also works closely with the ARC of King County and ARC of Washington on advocacy issues related to independent living for adults with disabilities.

The residents in Kingsgate AFH utilize services through Metro and Access/DART, and are involved in local parks and recreation programs and nonprofit organizations including Outdoors for All, Special Olympics and Friendship Adventures, which provides social, recreational and community interaction for adults with disabilities.

16. What are the estimated measurable program/project outputs that will result from City funding (i.e. number of meals served, meetings held, vouchers provided, etc.)
2017: The Kingsgate AFH serves 5,475 meals a year. The city funding will help subsidize that aspect of the budget by covering the cost of 1,279 meals per year.

2018: Replicated from 2017.

17. How is the effectiveness of the program/project measured? What inputs/outputs/outcomes will be measured in 2017 and 2018?

Each year, in the first quarter, Community Homes surveys residents' families along with the caregivers in each of the AFH homes to measure quality of life for each resident. Measured Outputs include healthy meals served to residents, hours the residents are involved in employment, recreational and social activities, and number of Metro/Access trips.

Outcomes include:

- resident health and weight management;
- regular involvement with exercise and social activities;
- gainful employment and/or volunteer involvement; and
- ability to access services and remain active in the community.

Program Budget

Please use the attached form to provide budget information for your program/project. Include all revenue sources for your program/project, including donations, fundraising revenues, foundation grants, in-kind resources, and other governmental funding (federal, state, and local).

If your organization's request is selected and funding is approved by the city council, a copy of your most recent financial statement and general liability, professional liability, and automobile liability insurance certificates (as applicable) will be required.

City of Woodinville 2017-2018 Human Services Grant Application

Name of Primary Contact: Helene Wentink

Title/Role: Director of Advancement

Organization Name: Community Homes, Inc.

Address: P.O. Box 1240, Bothell, WA 98041

Phone Number: 425-442-1268

E-mail Address: helene@community-homes.org

Website (if applicable): www.community-homes.org

Legal Tax Status of your Organization (example: 501(c) (3)): nonprofit 501c3
Documentation attached

Purpose or Mission Statement of Organization:

Community Homes creates rich, full lives for adults with developmental disabilities by providing and promoting quality, community-based housing and services. We select and support excellent caregivers to create the environment for residents to grow and experience independence in the community.

General Description of Services Provided by Organization:

There is a severe shortage of housing for adults with developmental/intellectual disabilities (disabilities). The housing must be affordable as most adults with disabilities earn less than 30% AMI (Area Median Income). It must include support services as most adults with disabilities need help with activities of daily living to be successful in their homes and in their community.

Adult family homes (AFHs), which include housing, food, and support services, are one of the very few housing options available. Most AFHs, however, are privately owned and do not take very low income Medicaid clients. Medicaid reimburses on average \$60 per day, which is not a sustainable.

Community Homes was formed in 1995 to develop AFHs specifically for adults with disabilities who receive Medicaid funding. Our non-profit status allows us to supplement Medicaid rates to ensure sustainability of our homes.

Community Homes currently owns and operates 7 adult family homes in the cities of Woodinville, Bothell, Redmond and Bellevue, serving a total of 35 men and women who reside in these homes. Community Homes also manages 6 Shared Living homes throughout King County, serving an additional 14 residents who utilize Section 8 vouchers.

Secondary Contact Information:

Name: Vicki Isett, Executive Director

Phone Number: 425-443-7210

E-mail Address: vicki@community-homes.org

Funding Request and Program Description

Please complete the following questions:

1. **This request is for:** \$10,000: \$5,000 each year in 2017 and 2018.

2. **What is the funding request for? Please be specific and clear.**

Community Homes requests a renewal of a \$10,000 City of Woodinville Human Services Grant for general operating support specifically for the Kingsgate AFH (formerly Five Guys AFH). The home opened in January 2015 to provide housing, meals and support for five men with disabilities, ages 28 to 52. Community Homes purchased this house with the help of affordable housing grants from ARCH, King County, and Washington State Department of Commerce. The live-in caregiver supports residents with grocery shopping, cooking, cleaning, hygiene, transportation, supervision, problem solving, community safety, and recreation. The parents of some of these residents are elderly and are unable to provide any supports to their sons. Without this AFH, those residents would be forced into homelessness.

In 2015-2016 Community Homes was awarded a City of Woodinville Human Services grant to help subsidize the food budget for the house.

3. **Where will the activity/program take place?**

All programming and support is located at Community Homes' Kingsgate AFH in Woodinville at 12911 NE 147th Pl, Woodinville, WA 98072.

4. **Please indicate and describe the Funding Priority Goal(s) your program/project addresses:**

Emergency Shelter, Food, or Medical Service (specify): Community Homes and the Kingsgate AFH provide affordable housing and nutritious food for five residents with disabilities.

Gainful Employment
(specify): _____

Social Support and Interaction (specify): The five residents at the Kingsgate AFH are actively involved in their community with the support of a live-in caregiver who helps them access recreation and activities. The Kingsgate neighborhood also benefits from interaction with these five men.

Access to available, appropriate services (transportation, information, referral services) (specify): The location of the home in the Kingsgate neighborhood is close to bus lines and is served by Access/DART transportation, ensuring that the residents can travel to work and volunteer commitments as well as recreational opportunities.

Other (specify): The Kingsgate AFH provides the critical need of affordable stable housing, respectful supervision, and nutritious food for five adults with disabilities on Medicaid. Stable housing enables these five men to access social support and interaction, and make meaningful contributions to their community.

5. What are the existing needs that your program will address?

According to Washington State Developmental Disabilities Administration (DDA) 5,547 adults with developmental disabilities live in King County. Forty-seven percent of those adults live at home with a parent or relative caregiver and ten percent live in Adult Family Homes. (Statistics provided by Developmental Disabilities Administration (DDA)/the ARC of Washington State, Oct. 2015).

For the first time in history, people with developmental/intellectual disabilities are outliving their parents, making the need for housing even more critical. The housing needs of these vulnerable adults are complicated by very low income and the necessity of support services.

The founders of Community Homes realized that the Adult Family Home model, which had been used for senior citizens at the end of their lives, could be adapted for young adults with disabilities at the beginning of their adult lives. Instead of focusing just on personal care within the home, they expanded the model to teach self-care skills and also facilitate participation in the community. This Adult Family Home model encourages community access while providing the support to do so safely.

This model is less expensive than other community-based housing options, costing the state approximately \$60 per day compared to other housing models such as Supported Living which averages \$253 per day. (Statistics from DDA and the ARC of Washington State, Oct. 2015)

Community Homes prevents adults with disabilities from losing their existing housing through a range of supports and the full-time caregivers overseeing these Adult Family Homes. Community Homes advocates at the state level for regulations and fees that are reasonable and which protect the safety and independence of the residents.

6. What are the core components of your program and how will they address the needs identified above?

Community Homes operates with the belief that disability limitations can be minimized when the environment accommodates the person's needs. To that end, we employ best practices for community-based living in the areas of:

- A. Health - Community Homes provides nutritious, balanced meals, healthy natural snacks, and encourages regular physical activity and exercise;
- B. Community Involvement - Community Homes facilitates and supports regular participation in activities with non-disabled community members;
- C. Social and Emotional Support - Community Homes teaches and coaches residents in social interactions both within the home and outside the home;
- D. Self-determination - Community Homes supports residents to make choices about their living environment and their activities.

Community Homes is different from other residential programs for people with disabilities in two important ways:

- 1. Community Homes is one of the few organizations in the state to offer Adult Family Home (AFH) residential services specifically for people with developmental disabilities. The AFH model provides cost-effective housing for adults with
-

disabilities. Medicaid pays \$60 per day, equaling \$21,900 per year. \$8,000 is allocated to room and board; \$14,000 is paid directly to the caregiver for their services. Community Homes' annual cost (including overhead) to provide room and board is \$15,000, leaving a \$7,000 gap per resident per year. Community Homes partners with foundations, local government, cities and donors to bridge the gap.

2. Community Homes recruits and supports live-in caregivers who earn a living wage, rather than relying on shift workers who earn little more than minimum wage. This service model minimizes turnover of caregivers. Continuity of care allows strong relationships of trust and understanding to develop between residents and their caregivers. Our caregivers live and participate in the community where the home is located.

Additionally, Community Homes employs best practices in community involvement to optimize residents' quality of life. The organization facilitates and supports regular participation in employment and recreation activities with non-disabled community members.

All five of the men residing at Kingsgate AFH are active members of the Woodinville and greater King County community. They either rely on Metro or Access/DART to travel to work, volunteer opportunities and recreation within the city and across King County. One current resident volunteers at Woodmoor Elementary and another volunteers at the Northshore YMCA.

7. **Describe how and when services will be provided, and how this addresses the needs identified above.**

The Adult Family Home model provides long-term, affordable housing and support services for daily living, 24 hours a day, 7 days a week. Each of the homes has a live-in caregiver that provides support and guidance in the areas of community involvement, social and emotional support, self-determination, and healthy lifestyles. The caregivers ensure that the residents are eating healthy, balanced meals and support independence through daily chores and active lifestyles. For the adults in these homes, the ability to lead ordinary lives is an extraordinary achievement. They each have jobs and volunteer opportunities, they participate in the chores and activities of the house, and they navigate involvement in the community. Additional services provided in-home include: meal preparation, grocery shopping, learning to prepare simple meals, learning to clean/pick up his/her own living space, teaching personal care skills, navigating social relationships, arranging transportation, and coordinate with job coaches to ensure continued employment.

8. What is your vision for success for your activity/program? Please provide specific inputs, outputs and outcomes and how you will measure project success that you will report on at the end of each year of the grant cycle.

Community Homes focuses on realizing a vision that each of our residents are healthy, happy, involved and independent citizens who contribute back to their community. The specific outcomes tie back to our core components of Health, Community Involvement, Social/Emotional Support and Self-Determination. Without a stable home, these core outcomes are compromised. We measure these outcomes each year through a survey administered to parents/guardians and caregivers.

Resources/Inputs	Activities	Outputs	Outcomes	Goals
Staff: -fulltime live-in caregivers -Administration	Meals	5,475 meals	Health: Residents maintain their weight, health and exercise	Independence in the community
Setting: -Kingsgate AFH	Involvement in local activities	2,562 hours in recreational activities	Social/Emotional Support: Residents are involved in social events	
Funding: -Medicaid -local governments -Grants -Fundraising	Employment in community	2,275 hours worked	Self-Determination: Residents are gainfully employed and/or volunteer in the community	
Participants: -5 adults with disabilities	Transportation through Access and Metro	1,600 bus trips	Community Involvement: Residents are active in the community and accessing services	

9. Please describe the area and target audience the project is intended to serve, accessibility to the general public, and the public benefit.

The Kingsgate neighborhood is convenient and accessible for adults with disabilities. The program's target audience is adults with disabilities who meet the low income criteria. The five men at the AFH are involved in the community and the neighbors of the AFH are solid advocates of the model. The public benefit is that the community experiences, interacts with, and learns to respect people with disabilities who live, work and access services in their neighborhood.

10. What factors demonstrate that your agency is able to manage this program successfully?

Community Homes has provided housing for adults with disabilities since 1995, beginning with one home in Bellevue for 5 women. The organization now owns 7 adult family homes serving 35 residents in Woodinville, Bothell, Redmond and Bellevue. Each of the 7 homes have been purchased with funding from Department of Commerce Housing Trust Fund, King County Housing Finance Program, and ARCH Housing Trust Fund. This allows the organization to operate without mortgage expenses. Community Homes is a statewide

leader in this type of housing and in 2015 began providing advocacy support at a legislative level to improve the model and help make the model more accessible for other nonprofits in the state.

The organization also manages six Section 8 rental homes that provide housing for an additional 14 adults with disabilities.

In regards to governance, the eight-member Board of Directors for Community Homes includes local business and non-profit leaders, as well as parents and siblings of adults with disabilities.

The three staff members include the Executive Director, who holds an MBA in Finance, a Master's Certificate in Organization Dynamics, and has personal experience of raising her own daughter with a disability. The Program Coordinator holds a Bachelor's Degree in Psychology and has worked in residential services for adults with disabilities for more than 20 years. The Director of Advancement has 20 years of experience in nonprofit administration and fundraising.

11. Who is the target population serviced by your program? Explain how you will track demographic information to verify that the target population is being served.

The target population of Community Homes' residents consists of men and women with moderate developmental disabilities that seek independent living in the community and receive support through DSHS Developmental Disabilities Administration (Community First Choice Option Waiver). They are typically between the ages of 25 ~ 50 and are involved with community activities and most are employed and/or volunteer part-time. They need supervision and support to maximize their independence and maintain health and safety. The resident application and screening process assures that our residents meet the contractual requirements of disability and low income for the home and community. Kingsgate AFH in Woodinville is specifically focused on providing independent living for the five men living in the house.

12. How many estimated Woodinville residents (zip code 98072) will your program assist?

2017: Five men with disabilities and the live-in caregiver. Additionally, 15 homes in the Kingsgate neighborhood adjacent to the Kingsgate AFH will benefit from the inclusive interaction of the residents.

2018: Replicated from 2017.

13. How does your program accommodate people with special or functional needs?

The sole purpose of Community Homes, Inc. is to support and promote independence for adults with disabilities. Our caregivers are specially trained and licensed to provide respectful and appropriate residential services to these men.

14. Does your program fill a need that is not otherwise addressed within the region? If so, explain how your program fulfills a unique need.

As mentioned above, Community Homes is one of the few organizations in the state to offer Medicaid Adult Family Home (AFH) residential services specifically for people with disabilities. Kingsgate AFH is the only adult family home in Woodinville that exclusively serves adults with disabilities with Medicaid funding.

15. Does the program/organization formally partner with other agencies or organizations to provide services?

Community Homes is an active partner with Partners4Housing, King County's Developmental Disabilities Division, the King County Housing Program, ARCH (A Regional Coalition for Housing), and the Washington State Department of Commerce Housing Trust Fund. These organizations all assist with providing funding for affordable housing for adults with disabilities. Our houses are purchased and restored with the assistance of these partners. Community Homes also works closely with the ARC of King County and ARC of Washington on advocacy issues related to independent living for adults with disabilities.

The residents in Kingsgate AFH utilize services through Metro and Access/DART, and are involved in local parks and recreation programs and nonprofit organizations including Outdoors for All, Special Olympics and Friendship Adventures, which provides social, recreational and community interaction for adults with disabilities.

16. What are the estimated measurable program/project outputs that will result from City funding (i.e. number of meals served, meetings held, vouchers provided, etc.)
2017: The Kingsgate AFH serves 5,475 meals a year. The city funding will help subsidize that aspect of the budget by covering the cost of 1,279 meals per year.

2018: Replicated from 2017.

17. How is the effectiveness of the program/project measured? What inputs/outputs/outcomes will be measured in 2017 and 2018?

Each year, in the first quarter, Community Homes surveys residents' families along with the caregivers in each of the AFH homes to measure quality of life for each resident. Measured Outputs include healthy meals served to residents, hours the residents are involved in employment, recreational and social activities, and number of Metro/Access trips.

Outcomes include:

- resident health and weight management;
- regular involvement with exercise and social activities;
- gainful employment and/or volunteer involvement; and
- ability to access services and remain active in the community.

Program Budget

Please use the attached form to provide budget information for your program/project. Include all revenue sources for your program/project, including donations, fundraising revenues, foundation grants, in-kind resources, and other governmental funding (federal, state, and local).

If your organization's request is selected and funding is approved by the city council, a copy of your most recent financial statement and general liability, professional liability, and automobile liability insurance certificates (as applicable) will be required.

Program Name: Men's Kingsgate AFH - Community Homes, Inc.

Date: 8/29/16

Prepared by: Helene Wentink

Category Description	2017	2018	Comments
PROGRAM INCOME			
<i>Residential income</i>			
Gross Rental Income	\$40,860	\$40,860	No increase anticipated in Medical
TOTAL INCOME	\$40,860	\$40,860	
PROGRAM EXPENSES			
<i>Operating Expenses</i>			
Utilities	\$6,000	\$6,186	
Telephone & Internet	\$1,930	\$1,990	
Janitorial supplies & service	\$1,000	\$1,031	
Maintenance Materials & service	\$2,500	\$2,577	
Landscaping	\$1,800	\$1,856	
Off-site Property Management	\$6,200	\$6,392	Direct Program Costs (does not in
Capital Expenses	\$5,000	\$5,155	
Audit/CPA	\$2,000	\$2,062	
Property Insurance	\$3,200	\$3,299	
Food	\$17,400	\$17,938	
TOTAL EXPENSES	\$47,030	\$48,486	
OVERALL TOTAL	(\$6,170)	(\$7,626)	\$0

id room/board rate.

clude Overhead)

INTERNAL REVENUE SERVICE
DISTRICT DIRECTOR
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: APR 13 2000

COMMUNITY HOMES INC
C/O JOHN P THERRIEN-PRESIDENT
1605 151ST AVE NE
BELLEVUE, WA 98007-4260

Employer Identification Number:
91-1700810
DLN:
17053008717010
Contact Person:
ELIZABETH L HOFACRE ID# 31387
Contact Telephone Number:
(877) 829-5500
Our Letter Dated:
January 1996
Addendum Applies:
No

Dear Applicant:

This modifies our letter of the above date in which we stated that you would be treated as an organization that is not a private foundation until the expiration of your advance ruling period.

Your exempt status under section 501(a) of the Internal Revenue Code as an organization described in section 501(c)(3) is still in effect. Based on the information you submitted, we have determined that you are not a private foundation within the meaning of section 509(a) of the Code because you are an organization of the type described in section 509(a)(1) and 170(b)(1)(A)(iv).

Grantors and contributors may rely on this determination unless the Internal Revenue Service publishes notice to the contrary. However, if you lose your section 509(a)(1) status, a grantor or contributor may not rely on this determination if he or she was in part responsible for, or was aware of, the act or failure to act, or the substantial or material change on the part of the organization that resulted in your loss of such status, or if he or she acquired knowledge that the Internal Revenue Service had given notice that you would no longer be classified as a section 509(a)(1) organization.

You are required to make your annual information return, Form 990 or Form 990-EZ, available for public inspection for three years after the later of the due date of the return or the date the return is filed. You are also required to make available for public inspection your exemption application, any supporting documents, and your exemption letter. Copies of these documents are also required to be provided to any individual upon written or in person request without charge other than reasonable fees for copying and postage. You may fulfill this requirement by placing these documents on the Internet. Penalties may be imposed for failure to comply with these requirements. Additional information is available in Publication 557, Tax-Exempt Status for Your Organization, or you may call our toll free number shown above.

If we have indicated in the heading of this letter that an addendum applies, the addendum enclosed is an integral part of this letter.

Because this letter could help resolve any questions about your private foundation status, please keep it in your permanent records.

Letter 1050 (DO/CG)

COMMUNITY HOMES INC

If you have any questions, please contact the person whose name and telephone number are shown above.

Sincerely yours,

Steven T. Miller

Steven T. Miller
Director, Exempt Organizations

#9 of 12

Sunshine Foundation—Grants wishes to children chronically, seriously or physically ill, challenged, or abused whose families cannot fulfill their requests due to financial strain or child's illness

City of Woodinville 2017-2018 Human Services Grant Application

INSTRUCTIONS

Please fill out the following application for your request for human services grant funding in 2017-2018. Attach any supporting documents or materials to the end of this application. Additional pages may be used.

APPLICATION

Name of Primary Contact: Jessica Greene

Title/Role: Development Manager

Organization Name: Sunshine Foundation

Address: 1041 Mill Creek Drive

Feasterville, PA 19053

Phone Number: 215-396-4770

E-mail Address: jessica@sunshinefoundation.org

Website (if applicable): www.sunshinefoundation.org

Legal Tax Status of your Organization (example: 501(c) (3)): 501 (c)(3) Tax ID: 23-2044056
Please provide documentation of tax status.

Purpose or Mission Statement of Organization:

Sunshine Foundation is a national children's charity that answers the dreams of chronically ill, seriously ill, physically challenged, and abused children ages three to eighteen, whose families are unable to fulfill their requests due to the financial strain the child's illness may cause.

General Description of Services Provided by Organization:

The Sunshine Foundation is the original wish granting organization, and over the past 39 years more than 39,000 children have benefited from our programs and services. Granting a dream or a wish for a child with an illness is not a part of traditional medicine. However, it often becomes an integral part of a child's path towards wellness, independence, stability or recovery. The Sunshine Foundation has many accounts on record from parents and children who attest to the power of a few days away from doctors, hospitals and treatments. It can make all the difference in the world and the staff proudly pursues its work on behalf of children every single day. Sunshine Foundation offers the following programs: Once in a Lifetime Central Florida Vacation/Dream Village Dreams, Spreading Sunshine with Special Dreams, Dreamlifts, and See the Sunshine in Every Child.

Secondary Contact Information:

Name: Kate Sample, President

Phone Number: 215-396-4770

E-mail Address: ksample@sunshinefoundation.org

Funding Request and Program Description

Please complete the following questions:

1. This request is for \$ 15,000.00 (Total grant funding available is to be determined.)

2. What is the funding request for? Please be specific and clear.
\$15,000.00 would allow Sunshine Foundation to send 3 Woodinville area families on a trip of a lifetime to Sunshine Foundation's Dream Village and the Central Florida theme parks.

3. Where will the activity/program take place? Please provide all relevant addresses.
The program takes place at Sunshine Foundation's Dream Village, located in Davenport, Florida, as well as the Florida theme parks of each child's choosing.

4. Please indicate and describe the Funding Priority Goal(s) your project addresses:
 Emergency Shelter, Food, or Medical Service
(specify): _____
 Gainful Employment
(specify): _____
 Social Support and Interaction
(specify): Program Services for children with chronic life-long diagnoses
 Access to available, appropriate services (transportation, information, referral services)
(specify): _____
 Other
(specify): _____

-
5. What are the existing needs that your program will address?

Sunshine Foundation is one of the only national wish granting organizations that answers the dreams of children that have a chronic, life-long medical condition in addition to life-threatening diagnosis. The sole purpose is to answer the dreams of disadvantaged children with chronic illnesses, physical challenges from diseases, and those suffering from trauma of abuse. Currently Sunshine Foundation has over 400 children on our national waiting list, and more being referred to us daily. We strive to bring joy to children who need us most, including income-limited families who suffer chronic illness, often which has a devastating life-long impact.

6. What are the core components of your program and how will they address the needs identified above?

"Not all children are able to run and play and enjoy life. Many are innocent victims of birth defects, accidents, and deadly diseases. Shouldn't each child know that somebody cares enough to see his or her dream come true?" -Bill Sample, Founder & President Emeritus

The core component of Sunshine Foundation's programs is seeing the sunshine in every child and granting a dream or a wish for children with an illness. Though it's not traditional medicine, it often becomes an integral part of a child's path towards wellness, independence, and recovery.

7. Describe how and when services will be provided, and how this addresses the needs identified above.

The Dreams for children project is ongoing. Once a child's application is approved, they are added to Sunshine Foundation's waiting list. Dreams are answered every week and children are moved up on the list in the order their applications are received. Once they come up on the list, or become sponsored, the family is contacted and dates are chosen for their trip to Central Florida. Sunshine Foundation makes all trip arrangements.

8. What is your vision for success for your activity/program? Please provide specific inputs, outputs and outcomes and how you will measure project success that you will report on at the end of each year of the grant cycle.

Granting a dream or a wish for a child with an illness is not traditional medicine and there are no formal studies conducted by medical professionals or researchers to track its purposefulness on a child's path towards wellness, independence or recovery. However, the Sunshine Foundation staff, volunteers, donors and board members can see the success of our programs and services in the stories and accounts of the children and families we serve.

9. Please describe the area and the target audience the project is intended to serve, accessibility to the general public, and the public benefit.

Sunshine Foundation works with children ages three to eighteen, who suffer from a number of illnesses and conditions. We strive to bring joy to children who need us most, including children from income limited families. We do not limit our support to one specific illness and address each child's request with the dignity that is deserved.

10. What factors demonstrate that your agency is able to manage this program successfully?

The Sunshine Foundation is a very efficient organization spending 83% or more of all funds directly upon delivering a child's dream. The organization has achieved high recognition and ratings from Guidestar and Charity Navigator. Sunshine Foundation is the only wish granting organization to be continuously ranked as a "Top Rated" charity for terminally ill or chronically ill children in the United States from the American Institute of Philanthropy. (www.charitywatch.org). An annual audit is conducted and annual report is finalized.

11. Who is the target population serviced by your program? Explain how you will track demographic information to verify that the target population is being served.

The target population Sunshine Foundation serves is chronically ill, seriously ill, physically challenged, and abused children ages three to eighteen, whose families are unable to fulfill their requests due to the financial strain the child's illness may cause. We track demographic information when we receive the child's application. We also verify each application to ensure our criteria is met and therefore serve our target demographic.

12. How many estimated Woodinville residents (zip code 98072) will your program assist?

2017: 3

2018: Dependent upon the number of children on our waiting list from Woodinville at that time.

13. How does your program accommodate people with special or functional needs?

The programs Sunshine Foundation programs were built specifically to serve those with special or functional needs. Dream requests are as unique as each child. Dreams are answered based on varying requests and tailored specifically to each child.

14. Does your program fill a need that is not otherwise addressed within the region? If so, explain how your program fulfills a unique need.

Sunshine Foundation's Dream program does fulfill a need not otherwise addressed within the region. Sunshine Foundation is the original wish granting organization. Sunshine and is the only national wish granting organization that answers the dreams of children that have a chronic, life long medical condition, in addition to a life-threatening or terminal diagnosis. We answer dream requests of the children who have been turned down by every other national wish granting organization.

15. Does the program/organization formally partner with other agencies or organizations to provide services? If so, list partners and explain partnership arrangements.

Sunshine Foundation relies heavily on the generous contributions of individual and corporate sponsors:

All egiant Air - in-kind airfare; LEGOLAND Florida - in-kind theme park tickets
Sea World Orlando - in-kind theme park tickets; Walt Disney World - VolunTEARS grants
and in-kind family gifts

16. What are the estimated measurable program outputs that will result from City funding (e.g., number of meals served, meetings held, vouchers provided, etc.)?

2017: _____

2018: _____

17. How is the effectiveness of the program measured? What inputs/outputs/outcomes will be measured in 2017 and 2018?

The Sunshine Foundation uses qualitative and quantitative factors in accordance with recommendations by the National United Way to measure outcomes and determine the successfulness of our programs. As a result, we have determined the following benchmarks:

* At least 80% of the children served see either a temporary or permanent improvement in their outlook as a result of their granted dream or wish.

* At least 80% of the families served will also experience some relief from the stress of their child's or sibling's illness and build new memories and commitments for the future.

We measure our outcomes using exit surveys, letters of thanks from the families we serve, and anecdotal information. This information is used to evaluate and strengthen our programs for the future and the families that we will serve in years to come.

Program Budget

Please use **Form A (attached as an excel document)** to provide budget information for your program. Include all revenue sources for your program, including donations, fundraising revenues, foundation grants, in-kind resources, and other governmental funding (federal, state, and local).

If your organization's request is selected and funding is approved by the city council, a copy of your most recent financial statement and general liability, professional liability, and automobile liability insurance certificates (as applicable) will be required.

#10 of 12

Northshore Adult Day Center—Health and wellness services for adults

The Social Services and Wellness programs have been recognized as a leader in offering comprehensive support to seniors and caregivers, providing education, training, personal consultation and referral information. These programs and services, provided to individuals in both King and Snohomish Counties, emphasize healthy aging and well-being in our community.

The Northshore Adult Day Center serves adults experiencing physical, mental, or social problems associated with arthritis, diabetes, stroke, developmental disabilities, Alzheimer's disease, head injuries, Parkinson's disease, and other chronic conditions. Our program includes case management, nursing services, physical/occupational therapy, fitness/exercise programs, personal care, regular social interaction, recreational activities, and short outings in a safe and secure environment. The Wranglers Inclusion Program serves individuals and families of all ages with developmental disabilities is also offered.

192 people received direct service participating in our Adult Day program, accounting for 9723 visits. Clients improved or maintained, overall, in the areas of physical functioning, cognitive/behavioral issues and activities of daily living.

The Inclusion Program serves individuals of all ages with developmental disabilities, as well as their families and caregivers. Many parent-caregivers for Wranglers participants are age 55+. Year-round, weekly activities include the Wranglers Day Activity Program, recreation bowling, art and music, games, skills for independence, Special Olympics track and swimming, community service, drama, karate, singing, tennis and yoga. In 2015, 371 participants, caregivers and family members were served in the Inclusion Program, accounting for 8,328 visits.

There is a fleet of vans providing transportation services throughout north King County and South Snohomish County offering rides for those in need, primarily for people attending the programs at the Senior Centers in Bothell, Kenmore and Mill Creek and the Adult Day Center, as well as those in need of medical visits or shopping.

Secondary Contact Information:

Name: Danette Klemens

Phone Number: 425-286-1023

E-mail Address: danettek@mynorthshore.org

Funding Request and Program Description

Please complete the following questions:

1. This request is for \$ 16,000.00 (Total grant funding available is to be determined.)
2. What is the funding request for? Please be specific and clear.

This funding request is to support the general operating expenses of the Adult Day Center and the Community Inclusion Program at the Northshore Senior Center Health & Wellness Center.

3. Where will the activity/program take place? Please provide all relevant addresses.

The programs take place at the Northshore Senior Center, Health & Wellness Center. This facility is owned by the Northshore Parks and Recreation Service Area, and operated by the Northshore Senior Center.

10212 East Riverside Drive
Bothell, WA 98021

4. Please indicate and describe the Funding Priority Goal(s) your project addresses:

Emergency Shelter, Food, or Medical Service

(specify): RN, LPN, Occupational Therapist, Certified Nursing Assistants are on site. Food program including hot lunches served Monday through Friday.

Gainful Employment

(specify): _____

Social Support and Interaction

(specify): Social Services, Social Worker on site, Caregiver resources are available on site.

Access to available, appropriate services (transportation, information, referral services)

(specify): _____

Other

(specify): Case management, nursing services, occupational therapy, fitness/exercise programs, personal care, regular social interaction, recreational activities for fragile youth and adults with disabilities or chronic illnesses all available in one location.

5. What are the existing needs that your program will address?

Overview

According to the most recent Area Plan on Aging for Seattle-King County, the number of seniors in our area is expected to grow dramatically as the "Baby Boomer" generation reaches retirement age. The 2010 census found that the number of people age 60 and above living in King County had increased 30% since 2000 and the population of elders above 85, those often needing the most assistance, has doubled since 1995. By 2025 it is projected that nearly 25% of King and Snohomish County residents will be age 60 or older.

Many of these seniors and their families will encounter the challenges of aging and caregiving, both unprepared and overwhelmed. Seniors face many challenges, such as declining health, malnutrition, limited mobility, and isolation. They often do not know how to access existing

supports within the complex and fragmented service delivery system. For many of our clients aging in place (at home) is not only desired, but also economically necessary. Over one-third of the seniors that we serve at Northshore Senior Center are low-income. According to the MetLife 2011 Market Survey of Long-Term Care Costs, the average cost of a nursing home stay in our region is over \$91,000 a year. Even assisted living is over \$40,000 annually. This is cost-prohibitive for low-income seniors.

As people are living longer, many experience a slow decline and rely upon their loved ones and the safety net of social services to meet their basic needs. In addition to providing social services to elders, we offer support and resources to caregivers. In Washington State, 854,000 caregivers provide caregiving services to their loved ones, estimated to be worth \$10.6 billion a year. State funding levels reach only 1% of Washington's caregiver population. Funding informal supports for caregivers, such as counseling, training, respite, and support groups, saves the state money as clients avoid more expensive forms of care, and family caregivers avoid financial and emotional exhaustion when we provide these services.

Program Participants

The Northshore Senior Center's (NSC) Health & Wellness (H&W) Center and Adult Day Health (ADH) Programs serve the needs of the frail and the disabled, as well as their caregivers, and seeks to fulfill the organization's mission to promote healthy aging, maintained independence, dignity and well-being in our community. With the state's population of ages 85+ doubling by 2030, now is the time to reaffirm our investment in community-based, affordable long term-care.

By offering a wide variety of programs, we help participants foster and retain independence, quality of life and dignity. Through skilled services, our participants may remain in their own homes longer (or indefinitely) by our creation of an individualized service plan that meets each participant's needs - whether that be through one-on-one exercise programs, occupational therapy, social work resources, memory care, or nursing intervention with medications or skin/wound care.

Our Brain Fitness Club, Alzheimer's and dementia programming offer physical, mental, and social activities for individuals with early stage memory loss. The spirit of this programming incorporates principles of self-management of chronic conditions, which emphasizes the importance of engaging in behaviors and activities that promote health. Additionally, programming also helps participants factor the chronic condition of memory loss into life so that the memory impairment does not become the focus of their life. Programming includes the areas of stress reduction, mental stimulation and creative pursuits, nutrition, physical activity and social engagement. This programming can also help to serve as a transitional phase for participants (and their caregivers) as they come to terms with the progression of their condition. Utilizing resources from all programming, this important programming allows for participation at both our Senior Center and our state-certified Adult Day Health program. The hope is to provide a slow transition, while teaching skills so individuals may work within their current memory deficits.

Our Community Inclusion programming offers meaningful social, health, enrichment and recreation opportunities for individuals of all ages with developmental disabilities, as well as their families and caregivers. Through this program we are able to offer full-life programming and service opportunities for participants, and families and caregivers living with special needs.

Caregivers

Caregivers need significant support to maintain their own physical and mental health. For many caregivers, respite support is critical so that they may continue working. Absent these resources and support, caregivers often experience significant mental, social, and physical strains themselves. Also, a loss or change in employment due to the caregiver's care responsibilities has life changing impact. In addition to spouse and partner caregivers, the rise in adult children caregiving for aging parents is also on the rise. By also providing support for parents caring for their aging children with intellectual disabilities, we offer a full-spectrum of caregiver support.

6. What are the core components of your program and how will they address the needs identified above?

The H&W's goal is to integrate the programs and members of the existing Senior Center with the H&W facility, expanding the number of people served – and serving – in all programs. The expressed goal of seniors and people with disabilities is to remain living in their own homes, and their independence is improved by providing physical activity and social connections to improve their health and reduce the need for medical care. Programs include: a full service Adult Day Health program for up to 80 senior and disabled adults, a fitness center with cardiovascular and strength training equipment, a personal care clinic, a lunch program, and a variety of literary, general interest, and wellness classes.

Participants enrolled in the state-contracted Adult Day Program receive case management and professional, skilled services from a Registered Nurse, Licensed Practical Nurse and/or Occupational Therapist. Daily activities include crafts, gardening, music, group discussions, and short outings. A nutritious lunch and morning and afternoon snacks are provided in a family-style setting. A rehabilitation kitchen is also available to teach life skills. Our Community Inclusion programming serves individuals with special needs including their families and caregivers, and our Brain Fitness Program is a transition phase for both caregivers and those experiencing memory loss.

The H&W is the stage for testing exciting new strategies for promoting health and independence for the frail and persons with disabilities. We are focused on positive aging – helping to preserve independence, as well as promoting the physical, emotional and social well-being of older adults.

It should also be noted that all of the services mentioned above are provided in one location thus reducing the need to travel from place to place for the various services, as well as being able to bundle all skilled and professional services in a holistic and cost effective approach.

7. Describe how and when services will be provided, and how this addresses the needs identified above.

The Northshore ADH Program operates Monday through Friday from 10:00 am to 3:00 pm. We also offer a drop-in service for families who need respite on a short-term and/or emergency basis. Health and Wellness Programs are offered Monday through Friday from 8:30 am – 4:30 pm, with occasional classes and activities offered in the evenings and weekends. Our

Community Inclusion Program is offered Monday through Thursday with intermittent Fridays and weekends providing both day and evening programming.

As a direct result of successfully delivering service(s), our participants remain longer in their living situation and are able to benefit from the stimulation, interaction and physical activity of the Adult Day Program. Adult Day services address the physical, emotional, cognitive, psychological and/or social debilities of program participants and/or the related needs of participants' families or other caregivers. The skilled professional services provided in ADH are more cost-effective than receiving these services in a regular medical setting. Brain Fitness is offered twice weekly. Our Community Inclusion programming delivers year-round, week day, weekend, day and evening programs, classes and activities, including Special Olympics Sports.

8. What is your vision for success for your activity/program? Please provide specific inputs, outputs and outcomes and how you will measure project success that you will report on at the end of each year of the grant cycle.

ADH offers health programs to care of the needs of frail seniors and developmentally disabled adults during the day. By definition, people who attend an Adult Day Health Center would be unsafe if left alone. These cost-effective, quality health programs allow caregiving individuals, who choose to care for loved ones at home, to maintain life balance.

For ADH participants, attending an ADH Center may mean the difference between a life of boredom, loneliness and deterioration and a life full of friends, care and meaning. After one year enrolled in Northshore ADH, participants show a reduction in hospitalization admit rates, reduction in nursing home admits and in Emergency Room visits. The Adult Day Program will measure and report outcomes by using Adultdayware which is a computerized outcomes-based management tool. Each issue is linked to a menu of interventions. Therapies, exercise, activities, and medication regimens can be recorded. In assessing the outcomes of the interventions, it draws from a list of measures, describing the behavior, ability, and condition of the participant with regard to each issue. Using pre and post measures, participants are assessed in the issues we are addressing. Concise reports are generated on both individual and city-wide outcomes. In addition to measuring changes in health and function, it also reports the impact of services on medical utilization, which can be translated into money saved in the health care system.

9. Please describe the area and the target audience the project is intended to serve, accessibility to the general public, and the public benefit.

NSC serves older adults and people with disabilities living in Northshore *(Bothell, Kenmore, Woodinville, and unincorporated areas of northeast King County and Southeast Snohomish County, Washington). We also serve participants who live in Shoreline, as there is no longer an Adult Day Center in Shoreline. NSC programs are open to persons of all abilities and incomes.

ADH offers health programs to care for the needs of frail seniors and developmentally disabled adults during the day. Being able to provide quality health programs that are cost-effective is a public benefit. Given that the majority of our clients are Medicaid/Medicare patients there is a benefit when they are able to age in place rather than in an assisted living or nursing care facility.

The Inclusion Program serves individuals of all ages with developmental disabilities, as well as their families and caregivers. Many parent-caregivers for Wranglers participants are age 55+. Year-round, weekly activities include the Wranglers Day Activity Program; recreation bowling; art; games; skills for independence; Special Olympics track, bowling, basketball and swimming; community service; drama; karat; singing; tennis and fitness.

10. What factors demonstrate that your agency is able to manage this program successfully?

The ADH Program meets compliance with the applicable Washington Administrative Code through an annual assessment, as well as meeting all the compliance standards with quarterly and annual review through the Department of Veterans Affairs.

The Adult Day Health program has provided services to residents of Woodinville and the greater Northshore Community since 1984. In 2005, we opened a state-of-the-art Health & Wellness Center to enhance our current services and offer new opportunity for programming. In 2011, we transitioned an all-age Community Inclusion Program as a complement to our existing ADH program. As a result, Inclusion Programming is now fully integrated into our services, providing full support and resources to special populations. We continue to look for new ways to address the ongoing needs and changes in the populations that we serve.

11. Who is the target population serviced by your program? Explain how you will track demographic information to verify that the target population is being served.

NSC serves older adults and people with disabilities living in Northshore *(Bothell, Kenmore, Woodinville, and unincorporated areas of northeast King County and Southeast Snohomish County, Washington). We also serve participants who live in Shoreline, as there is no longer an Adult Day Center in Shoreline.

Direct service to participants in the ADH include adults with Alzheimer's Disease, dementia, Parkinson's Disease, stroke, head injuries, Multiple Sclerosis, crippling arthritis, developmental disabilities, sensory impairments, and other disabling conditions, while also providing respite for their families and caregivers. We are also seeing an increase in people with special needs. Institutional care is always their last choice. Our Community Inclusion Program welcomes individuals of all ages, including school-age participants with intellectual, cognitive and developmental disabilities, their families and caregivers.

Upon intake, demographic information is captured on each participant and entered into the database.

12. How many estimated Woodinville residents (zip code 98072) will your program assist?

2017: 80

2018: 85

13. How does your program accommodate people with special or functional needs?

All program areas at NSC, including H&W and ADH comply with the 504/ADA accessibility requirements. Activities and programs are all at fully accessible locations. NSC has a TTY that

appropriate staff know how to use, and makes written material available in alternate formats (tape recording), if requested. We also have a portable digital screen reader. The Health & Wellness computer lab was designed to accommodate a wide range of disabilities. To accomplish these goals, we have made available for training a wide variety of Adapted software and hardware including JAWS, DragonSpeak, Zoomtext, Intellikeys and Ainsworth Keyboarding/Keypad Interactive tutorial. The Center also offers a lending closet of accessible equipment.

14. Does your program fill a need that is not otherwise addressed within the region? If so, explain how your program fulfills a unique need.

Northshore's ADH Center is the only center in an 80 square mile radius to provide professional medical services, a full meal that is approved by the federal food program, and therapeutic recreation programming in one setting. Our Community Inclusion Program is one of the largest of its kind in our region.

Our services offer cost-effective, quality health programs that allow caregiving individuals, who choose to care for a loved one at home, to maintain life balance. Northshore is unique in its ability to provide service in a holistic fashion by reaching out to not only the individual, but to the families as well.

15. Does the program/organization formally partner with other agencies or organizations to provide services? If so, list partners and explain partnership arrangements.

NSC has partnerships and written agreements with the Cities of Bothell, Kenmore, Woodinville, Kirkland, and Mill Creek. Other partnerships include King County's Community and Human Services Division; Division of Developmental Disabilities and Emergency Medical Services; Snohomish County Aging and Disability Services; United Way of Snohomish County; Evergreen Healthcare; Leading Age, Eastside Human Services Alliance, North Urban Human Services Alliance (NUHSA), King County Metro, Hopelink and Community Transit. Additional partnerships and collaborations are the Special Olympics, Northwest Special Families, and Northshore School District/SEPAC (Special Education Parent/Professional Advisory Council).

16. What are the estimated measurable program outputs that will result from City funding (e.g., number of meals served, meetings held, vouchers provided, etc.)?

2017: 3000 duplicated service units

2018: 3100 duplicated service units

17. How is the effectiveness of the program measured? What inputs/outputs/outcomes will be measured in 2017 and 2018?

In the ADH Program, our interdisciplinary staff develop care plans to meet the needs of each participant, based on individualized assessments, using our internally developed software database, ADWare. We routinely assess outcomes based on this information, allowing us to track each participant's care and development over time.

Our team of nursing, occupational therapists, social workers, and recreation therapists work with specific outcomes for each participant (for person-centered care), choosing from a list of 46 physical/functional, cognitive/behavioral, caregiving/living situation problems. Some measurable outcomes tracked in 2016 were increasing the participant's ability to self-manage activities of daily living such as feeding, toileting, mobility, range of motion, motor skills, socialization, incidence of depression, exercise, and renewal of interests. Staff monitors progress weekly, reassessing quarterly, and reporting to caregivers and physicians. Most recent outcomes for Woodinville residents showed that 100% of our participants improved/maintained overall in the area of physical functioning, cognitive behavioral and activities of daily living. This outcome will continue to be measured.

Our Community Inclusion program does on-going participant surveys. It also monitors stable registration in programming and experienced a 17% increase in 2015.

Program Budget

Please use **Form A (attached as an excel document)** to provide budget information for your program. Include all revenue sources for your program, including donations, fundraising revenues, foundation grants, in-kind resources, and other governmental funding (federal, state, and local).

If your organization's request is selected and funding is approved by the city council, a copy of your most recent financial statement and general liability, professional liability, and automobile liability insurance certificates (as applicable) will be required.

Northshore Senior Center
2017 Operating Budget - ADH

	Budget 2016	Budget 2017
4010 · Contributions:4020 · Individuals	13,000	24,300
4010 · Contributions:4030 · Corporate		9,260
4010 · Contributions:4090 · Other	20,500	3,050
4210 · Grants:4220 · Governmental		60,130
4210 · Grants:4220 · Governmental:4221 · Bothell		19,220
4210 · Grants:4220 · Governmental:4222 · Evergreen		21,090
4210 · Grants:4220 · Governmental:4225 · Kirkland		16,300
4210 · Grants:4220 · Governmental:4226 · Medicaid		217,500
4210 · Grants:4220 · Governmental:4229 · SnoCo Respite		8,200
4210 · Grants:4220 · Governmental:4230 · SnoCo SCSA		8,050
4210 · Grants:4220 · Governmental:4232 · Seattle SCSA		7,000
4210 · Grants:4220 · Governmental:4233 · VA		63,300
4210 · Grants:4220 · Governmental:4234 · Woodinville		16,000
4210 · Grants:4220 · Governmental:4237 · Seattle Respite	498,330	8,600
4310 · Program Service Revenues:4315 · Fees for Services		185,340
4310 · Program Service Revenues:4340 · Classes		-
4310 · Program Service Revenues:4340 · Classes:4345 · Fitness		-
4310 · Program Service Revenues:4340 · Classes:4355 · Wranglers	278,100	19,300
4610 · Other Income:4630 · Rentals Facility	42,000	42,000
4610 · Other Income:4635 · Other Events	5,000	13,000
4899 · Allocated Revenue - Senior Serv	100,028	-
4910 · Restriction Release		-
Transfers	-	27,056
Total revenue	<u>956,958</u>	<u>768,696</u>
5100 · Salaries and Burden-Program:5110 · Salaries and Wages-Program	482,840	380,212
5100 · Salaries and Burden-Program:5120 · Payroll Taxes-Program:5125 · Federal - 941 Taxes	36,937	28,972
5100 · Salaries and Burden-Program:5120 · Payroll Taxes-Program:5135 · State Unemployment	5,939	4,181
5100 · Salaries and Burden-Program:5120 · Payroll Taxes-Program:5140 · L&I Insurance	8,558	6,388
5100 · Salaries and Burden-Program:5150 · Employee Benefits	109,456	87,121
5100 · Salaries and Burden-Program:5512 · Gross Wages-Senior Services	-	-
5150 · Employee Benefits - SS	-	-
5162 · Retirement - SS	27,335	-
	<u>671,065</u>	<u>506,884</u>
5200 · Fees for Services:5201 · Activities and Classes	16,850	22,123
5200 · Fees for Services:5202 · Health	-	4,397
5250 · Food Assistance	40,800	50,000
5275 · Supplies:5280 · Supplies - Program	-	5,157
5550 · Mileage Reimbursement	425	54
5900 · Other Program Expense	50	2,017
6300 · Office Expense:6310 · Supplies	5,810	1,415
6350 · Information Technology:6360 · Supplies	600	1,599
6400 · Occupancy:6420 · Utilities	28,560	39,658
6400 · Occupancy:6430 · Repairs and Maintenance	23,460	27,486
6400 · Occupancy:6440 · Janitorial	-	13,578
6400 · Occupancy:6445 · Property Tax	1,540	-
Dues	675	-
6400 · Occupancy:6447 · Other expense	-	1,751
6575 · Equipment Leased and Rentals	2,500	2,488
6750 · Insurance:6760 · PI Pd	15,231	13,022
6750 · Insurance:6780 · D&O	1,032	-
6800 · Telephone	3,500	4,708
6820 · Bank & Merchant Fees:6825 · Bank Fees	-	1,242
6820 · Bank & Merchant Fees:6830 · Merchant Fees	-	730
6850 · Permits & Licenses	1,000	1,679
6900 · Administrative Services - SS	139,800	-
6950 · Other Expense	4,060	2,815
6950 · Other Expense:6999 · Ask My Accountant		-
Total before allocation	<u>956,958</u>	<u>702,801</u>
6975 · Allocation of Indirect Costs	-	65,895
Total expenses	<u>956,958</u>	<u>768,696</u>
Revenue over expenses	-	0

#11 of 12

**Harborview Center for Sexual Assault and Traumatic Stress—Services to those
affected by sexual assault**

Secondary Contact Information:

Name: Valerie Edwards

Phone Number: 206-744-1600

E-mail Address: valeriee@uw.edu

Funding Request and Program Description

Please complete the following questions:

1. This request is for \$ 2,500 (Total grant funding available is to be determined.)

2. What is the funding request for? Please be specific and clear.

Assessment, Counseling, Advocacy, Crisis Intervention, Support & Referral services will be provided to sexual assault victims and their non-offending family members.

3. Where will the activity/program take place? Please provide all relevant addresses.

- 401 Broadway, Suite 2075, Seattle, WA 98104
- 13231 SE 36th St., Suite 110, Bellevue, WA 98006
- 8980 161st Ave NE, 3rd Floor, Redmond, WA 98052
- 17018 15th Ave NE, Shoreline, WA 98155

4. Please indicate and describe the Funding Priority Goal(s) your project addresses:

Emergency Shelter, Food, or Medical Service
(specify): _____

Gainful Employment
(specify): _____

Social Support and Interaction
(specify): _____

Access to available, appropriate services (transportation, information, referral services)
(specify): _____

Other
(specify): Counseling and support services to sexual assault victims and their non-offending family members

5. What are the existing needs that your program will address?

- Providing support, information & crisis assistance for stabilization after a sexual assault
- Provide evidence based treatment for the impact of sexual assault on the victim
- Provide brief intervention for impact of sexual assault trauma

6. What are the core components of your program and how will they address the needs identified above?

HCSATS is a fully accredited Community Sexual Assault Program (CSAP) and complies with all core service standards and training requirements. The Center has been a pioneer in developing and researching therapeutic techniques to ameliorate abuse-specific symptoms. It has a 24-hour response system for sexual assault victims, their families, significant others, and/or professionals who are concerned about providing an appropriate response to victims.

7. Describe how and when services will be provided, and how this addresses the needs identified above.

- Clients receive telephone support and advocacy on an as-needed basis
- Structured weekly mental health counseling based on the agreed upon services and needs of the client and family
- 24 hour crisis response for patient and callers is available through Harborview's emergency department

8. What is your vision for success for your activity/program? Please provide specific inputs, outputs and outcomes and how you will measure project success that you will report on at the end of each year of the grant cycle.

Program performance is tracked using standardized protocols and forms that are completed after encounters with persons seeking services. In addition, there is documentation of actual services received. The data is either directly entered or uploaded from the HMC systems into the HCSATS internal database. For all in-person services, whether in the HMC emergency room or at the clinic, a standard form is completed that documents if the victim or family member's needs have been addressed. This includes information about reactions and coping, safety planning, interest in seeking services and access to social support. And for in-person cases seen at the HCSATS clinic, a rating of whether the distress has decreased following the visit. Victims (and parents of child victims) seen in-person at the clinic also complete a trauma checklist that determines the level of post-traumatic stress. The results of this checklist are maintained in the database.

9. Please describe the area and the target audience the project is intended to serve, accessibility to the general public, and the public benefit.

HCSATS serves residents throughout King County that have been victims of sexual assault or other traumatic events. Our services fill a public need for therapy services regardless of an individual's ability to pay. Crime Victims Compensation or Charity Care can be arranged.

10. What factors demonstrate that your agency is able to manage this program successfully?

HCSATS has been a Community Sexual Assault Program (CSAP) since 1997. HCSATS has a reputation as a leader in the community on sexual assault treatment for over 40 years. HCSATS has well established policies and procedures to carry out the work and mission.

11. Who is the target population serviced by your program? Explain how you will track demographic information to verify that the target population is being served.

Sexual assault victims and their non-offending family members. Demographic and crime-related information is collected about service seekers. The data is either directly entered or uploaded from the HMC systems into the HCSATS internal database.

12. How many estimated Woodinville residents (zip code 98072) will your program assist?

2017: 8-10 in-person victims, plus Information & Referral and consultation calls

2018: 8- 10 in-person victims, plus Information & Referral and consultation calls

13. How does your program accommodate people with special or functional needs?

HCSATS sees a culturally and linguistically diverse patient population. All staff is regularly exposed to training and supervision that emphasizes culturally respectful delivery of care. Staff racial and ethnic composition is reflective of the diverse community that is served at the program. Patient rights information is provided in multiple languages. The medical center maintains its own interpreter services that include telephone and in-person services. There are dedicated, immediately accessible lines for Spanish and Somali speakers and interpreters can be arranged in more than 80 languages. HCSATS is also fully ADA accessible and complies with all state regulatory requirements.

14. Does your program fill a need that is not otherwise addressed within the region? If so, explain how your program fulfills a unique need.

HCSATS works in conjunction with KCSARC to meet the full range of sexual assault services for victims and their non-offending family members in Woodinville.

15. Does the program/organization formally partner with other agencies or organizations to provide services? If so, list partners and explain partnership arrangements.

N/A

16. What are the estimated measurable program outputs that will result from City funding (e.g., number of meals served, meetings held, vouchers provided, etc.)?

2017: 8-10 victims will be seen in-person for sexual assault therapy

2018: 8-10 victims will be seen in-person for sexual assault therapy

17. How is the effectiveness of the program measured? What inputs/outputs/outcomes will be measured in 2017 and 2018?

HCSATS conducts patient satisfaction surveys for both medical and counseling patients, with both adult and child surveys. HCSATS also asks questions to all callers as to how helpful they found the call. Counseling and medical patient satisfaction surveys are provided every quarter when patients check in for their appointments. The surveys are not mandatory and they are confidential. Patients and/or caregivers are asked to complete the surveys and put them in a confidential survey box. Surveys are totaled in the aggregate and provided to staff. HCSATS managers attend to trends or specific concerns that are reported. Providers address patient level of distress at the end of each appointment and rate the patient more, same or less distressed.

Program Budget

Please use Form A (attached as an excel document) to provide budget information for your program. Include all revenue sources for your program, including donations, fundraising revenues, foundation grants, in-kind resources, and other governmental funding (federal, state, and local).

If your organization's request is selected and funding is approved by the city council, a copy of your most recent financial statement and general liability, professional liability, and automobile liability insurance certificates (as applicable) will be required.

Program Name: Harborview Center for Sexual Assault & Traumatic Stress

Date: 8/30/16

Prepared by: Valerie Edwards

Category Description	2017	2018	Comments
PROGRAM INCOME			
State OCVA Core Services	\$270,000	\$275,400	
State OCVA Specialized Services	\$414,000	\$422,200	
Pooled Cities	\$57,500	\$59,000	
Net Counseling Patient Fees	\$220,000	\$220,000	
United Way	\$50,325	\$50,325	
Sound Mental Health	\$45,000	\$45,000	
Harborview Medical Center In-Kind	\$39,175	\$46,135	
TOTAL INCOME	\$1,096,000	\$1,118,060	
PROGRAM EXPENSES			
Salaries & Benefits	\$1,053,000	\$1,074,060	
Duplication	\$5,500	\$5,500	
Office Supplies	\$13,500	\$13,500	
Registration	\$5,000	\$5,000	
Misc (repairs, maintenance, insurance)	\$2,500	\$2,500	
Mileage	\$16,500	\$17,500	
TOTAL EXPENSES	\$1,096,000	\$1,118,060	
OVERALL TOTAL	\$0	\$0	\$0

#12 of 12

Northshore Transportation Program—Ambulatory seniors age 60+ with transportation services

City of Woodinville 2017-2018 Human Services Grant Application

INSTRUCTIONS

Please fill out the following application for your request for human services grant funding in 2017-2018. Attach any supporting documents or materials to the end of this application. Additional pages may be used.

APPLICATION

Name of Primary Contact: Danette Klemens

Title/Role: Executive Director

Organization name: Northshore Senior Center

Address: 10201 E. Riverside Drive

Bothell, WA 98011

Phone Number: 425-286-1023

E-mail Address: danettek@mynorthshore.org

Website (if applicable): www.northshoreseniorcenter.org

Legal Tax Status of your Organization (example: 501(c) (3)): 91-1184432
Please provide documentation of tax status.

Purpose or Mission Statement of Organization:

Northshore Senior Center promotes healthy aging and well-being in our community through programs, services, resources, and civic engagement.

General Description of Services Provided by Organization:

Northshore Senior Center offers a community gathering place with programming that meets a broad range of needs for older adults, caregivers, care recipient and people with disabilities- educational classes, Fitness classes, support groups, social activities, adult day health program, trips, employment referrals, community dining, Meals On Wheels, transportation, computer classes, Community Inclusion programming, lifelong learning, as well as a state of the art Health & Wellness Center which includes a fitness center, beauty shop with massage and reflexology.

Secondary Contact Information:

Name: _____

Phone Number: _____

E-mail Address: _____

Funding Request and Program Description

Please complete the following questions:

1. This request is for \$ 6,000.00 (Total grant funding available is to be determined.)

2. What is the funding request for? Please be specific and clear.

The requested funding will assist in supporting NSC's Transportation program, which provides day one response for Woodinville residents in need of transportation. Our program does not require a lengthy application process as with King County Metro Access. The funding will directly support the wages of the drivers who operate our service in Woodinville.

3. Where will the activity/program take place? Please provide all relevant addresses.

The service area includes Woodinville, Bothell, Kenmore, and the Totem Lake medical facility neighborhood. We also serve the surrounding unincorporated areas, including unincorporated Woodinville in both King and Snohomish Counties. As part of our program, we offer transportation to local residents for essential shopping. Although our customers can request shopping trips at any available time, we currently provide regularly scheduled, grouped shopping trips from Bothell, Kenmore, and/or Woodinville to retail stores in Woodinville, an average of five times per month.

4. Please indicate and describe the Funding Priority Goal(s) your project addresses:

Emergency Shelter, Food, or Medical Service
(specify): _____

Gainful Employment
(specify): _____

Social Support and Interaction
(specify): _____

Access to available, appropriate services (transportation, information, referral services)
(specify): Transportation to social services, medical services, and essential shopping

Other
(specify): _____

5. What are the existing needs that your program will address?

Our program provides a vital link to services for older adults and persons with disabilities who might otherwise remain homebound and isolated. One hundred percent of our paratransit service is wheelchair accessible. When someone becomes ill, disabled, or for other reasons can no longer drive their car or use regular Metro buses, the loss of mobility can be traumatic, and their need for transportation becomes immediate. For new residents who are already unable to drive, this immediate need for transportation is also profound. The eligibility process for public paratransit, such as Metro Access, takes 4 weeks to at times over a month, assuming the resident lives within the transit service area, they have properly completed the lengthy application, a medical professional has approved their form, and the applicant has completed the on-site assessment at Harborview Medical Center. NSC Transportation specifically uses city grant funds to provide immediate transportation while a customer becomes eligible for Access. The City of Woodinville's grant helps us fill the gap, as well as to help us serve those residents traveling beyond ADA borders.

6. What are the core components of your program and how will they address the needs identified above?

NSC Transportation requires no lengthy eligibility process--only one short form that we can complete in person or over the telephone. We can begin providing transportation the very next day, subject to schedule and capacity. Because a significant revenue source for our service includes providing transportation for Access eligible riders, we assist customers in applying for Access. This includes providing Metro's pre-application form, and offering in-person assistance by walking applicants through the complicated full application, when requested. In both rural and suburban areas, our service provides in many cases, greater than ADA-required assistance. Our basic level of customer service is door-to-door, and hand-to-hand if requested, not just curb-to-curb as required under the ADA. If necessary, we will drive down driveways, which transit agencies avoid, to shorten a customer's walk from their door to the bus. We do not require transfers for riders crossing county lines. Our customers, especially those who are frail or have issues such as dementia, require high reliability and on-time performance from their transportation provider. Our vehicles nearly always arrive within 0-15 minutes of the scheduled time, rather than the one hour window permitted under the ADA for services such as Metro Access.

7. Describe how and when services will be provided, and how this addresses the needs identified above.

Northshore Senior Center's transportation services operates Monday-Friday, from 8:00 a.m. to 4:30 p.m., except holidays. We accept trip requests from one day to two weeks in advance. There are no trip purpose restrictions. The service area includes Bothell, Kenmore, Woodinville, Maltby, Clearview, Hidden Lake and the Totem Lake medical facility neighborhood. We are able to group and transport individuals residing on either side of the county line. This allows us to operate more efficiently, and by eliminating transfers, provides less physically-taxing trips for our customers for whom mobility already presents challenges.

8. What is your vision for success for your activity/program? Please provide specific inputs, outputs and outcomes and how you will measure project success that you will report on at the end of each year of the grant cycle.

Northshore Senior Center currently tracks: Passenger trips, Revenue hours, Revenue miles, Unduplicated riders, and additionally as * Low income riders and * Seniors. This data, along with an annual customer satisfaction survey, is used to measure our performance. In 2015, we achieved: 45,511 trips, Unduplicated riders: 3,062.

9. Please describe the area and the target audience the project is intended to serve, accessibility to the general public, and the public benefit.

Our service will target city residents with special transportation needs as defined in RCW 81.66.010 that is, people including their personal attendants, who because of physical or mental disability, income status, or age are unable to transport themselves or purchase transportation. Within the transportation program, we currently request only address, gender, age and whether the person has a disability. We can generally infer a minimum percentage of low income riders, if we are aware of their eligibility for Medicaid. We are applying for a capital grant this year from WSDOT/PSRC grant process for computerized scheduling software to improve our database of riders, which will provide more detailed demographic information.

10. What factors demonstrate that your agency is able to manage this program successfully?

The Executive Director, Danette Klemens, has twenty-eight years of experience in the not-for-profit field of direct supervision for multiple programs and services for older adults. She has worked with contracts such as: Federal Transit Administration (FTA) Section 5310 and 5311 funds, Washington State Rural Mobility and Paratransit Special Needs funds, City human service funds, United Way and private foundation grants, King County Metro, Community Transit, and Medicaid Brokerages. We are in the process of hiring a new transportation manager with a strong background in transportation management. The transportation manager will be supported by Executive Director, Danette Klemens. Danette Klemens oversees the organizational budget of \$3.1 million, and has extensive experience in managing federal, state, county and local grants, including FTA funds, in Washington and Older Americans Act funds in Florida as well United Way, county, city and local funds. Northshore Senior Center organization has a fifteen member board that oversees our operation as well as employs the services of a Certified Public Accountant to monitor and review our financial information.

11. Who is the target population serviced by your program? Explain how you will track demographic information to verify that the target population is being served.

Our service will target city residents with special transportation needs as defined in RCW 81.66.010, that is, people including their personal attendants, who because of physical or mental disability, income status or age are unable to transport themselves or purchase transportation. Within the transportation program, we currently request only address, gender, age, and whether the person has a disability.

12. How many estimated Woodinville residents (zip code 98072) will your program assist?

50 direct and
2017: indirect

50
2018: direct/indir

13. How does your program accommodate people with special or functional needs?

Our program is 100% ADA-accessible, with drivers trained to competency in safety, sensitivity and assistance to persons with disabilities and to older adults. These trainings consist of trainings with personal interaction as well as safety in transport accommodations including wheelchair and securement systems.

14. Does your program fill a need that is not otherwise addressed within the region? If so, explain how your program fulfills a unique need.

Northshore Senior Center Transportation identified the needs of the area residents and caregivers desperate for trips to the adult day health and senior programs that serve as their support and lifeline, as well as medical appointments and essential shopping. In both rural and suburban areas, our service provides greater than ADA -required assistance. Our basic level of customer service is door-to-door, and hand to hand if requested, not just the curb-to-curb level that is required under the ADA.

15. Does the program/organization formally partner with other agencies or organizations to provide services? If so, list partners and explain partnership arrangements.

Northshore Senior Center Transportation maintains active participation in the integrated planning, outreach and public education efforts of the PSRC Special Needs Transportation Committee, SNOTRAC (Snohomish Co. Coalition), King County Coalition, and North King County Mobility Coalition.

16. What are the estimated measurable program outputs that will result from City funding (e.g., number of meals served, meetings held, vouchers provided, etc.)?

2017: 1,900

2018: 1,900

17. How is the effectiveness of the program measured? What inputs/outputs/outcomes will be measured in 2017 and 2018?

Northshore Senior Center Transportation uses both quantitative and qualitative measures to track success, including total operating cost per revenue hour, passengers per revenue hour, cost per passenger trip for our agency compared to local public transit ADA services, as well as annual customer service satisfaction surveys. Northshore will continue to track passenger trips, revenue hours, revenue miles, unduplicated riders and the results of our annual transportation customer satisfaction survey.

Program Budget

Please use **Form A (attached as an excel document)** to provide budget information for your program. Include all revenue sources for your program, including donations, fundraising revenues, foundation grants, in-kind resources, and other governmental funding (federal, state, and local).

If your organization's request is selected and funding is approved by the city council, a copy of your most recent financial statement and general liability, professional liability, and automobile liability insurance certificates (as applicable) will be required.

Northshore Senior Center
2017 Operating Budget - Transportation

	2016 Budget
4010 · Contributions:4020 · Individuals	
4010 · Contributions:4090 · Other	20,856
4210 · Grants:4220 · Governmental	
4210 · Grants:4220 · Governmental:4221 · Bothell	
4210 · Grants:4220 · Governmental:4223 · Hopelink	
4210 · Grants:4220 · Governmental:4224 · Kenmore	
4210 · Grants:4220 · Governmental:4226 · Medicaid	
4210 · Grants:4220 · Governmental:4227 · Metro	
4210 · Grants:4220 · Governmental:4234 · Woodinville	
4210 · Grants:4220 · Governmental:4238 · WS DOT	1,181,148
Transfers	
	1,181,148
4899 · Allocated Revenue - Senior Serv	79,254
	1,281,258
5000 · Program Expense:5020 · Travel Meals - PK	
5100 · Salaries and Burden-Program:5110 · Salaries and Wages-Program	591,606
5100 · Salaries and Burden-Program:5120 · Payroll Taxes-Program:5125 · Federal - 941 Tax	45,264
5100 · Salaries and Burden-Program:5120 · Payroll Taxes-Program:5135 · State Unemploy	7,278
5100 · Salaries and Burden-Program:5120 · Payroll Taxes-Program:5140 · L&I Insurance	16,188
5100 · Salaries and Burden-Program:5150 · Employee Benefits	150,804
5100 · Salaries and Burden-Program:5160 · Retirement	32,004
5100 · Salaries and Burden-Program:5512 · Gross Wages-Senior Services	-
5152 · Employee Benefits - SS	-
	843,144
5250 · Food Assistance	510
5275 · Supplies:5280 · Supplies - Program	702
5275 · Supplies:5290 · Printing	2,268
5450 · Transportation Expense	
5450 · Transportation Expense:5460 · Fuel & Oil	102,036
5450 · Transportation Expense:5470 · Food for Meetings	-
5450 · Transportation Expense:5480 · Repair & Maintenance	78,894
5450 · Transportation Expense:5485 · Licenses	1,986
5450 · Transportation Expense:5499 · Other	1,452
5550 · Mileage Reimbursement	-
5600 · Travel-Program:5620 · Meals	540
6275 · Advertising and Promotion	
6300 · Office Expense:6310 · Supplies	2,418
6300 · Office Expense:6320 · Postage	
6350 · Information Technology:6360 · Supplies	
6400 · Occupancy:6420 · Utilities	4,002
6400 · Occupancy:6430 · Repairs and Maintenance	3,492
6400 · Occupancy:6440 · Janitorial	
6500 · Travel	
6550 · Conferences and Meetings	
6575 · Equipment Leased and Rentals	
6750 · Insurance:6760 · PI Pd	7,662
6750 · Insurance:6770 · Vehicles	35,322
6750 · Insurance:6780 · D&O	1,518
6800 · Telephone	4,440
6850 · Permits & Licenses	
6900 · Administrative Services - SS	183,024

6950 · Other Expense

7,848

6975 · Allocation of Admin Costs

1,281,258

-

Total

1,281,258

Revenue over expenses

-

2017

Budget

-
20,899
173,921
15,456
513,621
5,799
21,218
315,895
2,200
26,230
51,926
1,126,264
-
1,147,164

576,503
44,102
8,648
13,550
140,477

-
-
-
783,279

-
-
-
-

80,227
1,274
93,092
2,579
3,860
355
74
158
708
164
984
4,247
2,777
1,445
107

-
2,716
11,599
39,205
446
7,586
88
-

8,365
1,045,337
101,826
1,147,163

0

MAR-15-2016 16:21

IRS

DLG 001 0000 P.002



Department of the Treasury
Internal Revenue Service
Ogden, UT 84201

In reply refer to: 0457600418
Mar 15, 2016 LTR 147C
91-1184432

NORTHSHORE SENIOR CENTER
10201 E RIVERSIDE DR
BOTHELL WA 98011-3708 01Z

Taxpayer Identification Number: 91-1184432

Form(s):

Dear Taxpayer:

Thank you for your telephone inquiry of March 15th, 2016.

Your Employer Identification Number (EIN) is 91-1184432. Please keep this letter in your permanent records. Enter your name and your EIN on all business federal tax forms and on related correspondence.

If you have any questions regarding this letter, please call our Customer Service Department at 1-800-829-0115 between the hours of 7:00 AM and 10:00 PM. If you prefer, you may write to us at the address shown at the top of the first page of this letter. When you write, please include a telephone number where you may be reached and the best time to call.

Sincerely,

Mrs. Carter
1003068026
Customer Service Representative

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: MAY 15 2001

NORTHSHORE SENIOR CENTER
10201 E RIVERSIDE DR
BOTHELL, WA 98011

Employer Identification Number:
91-1184432
DLN:
17053069799001
Contact Person:
DIANA L WYRICK ID# 31384
Contact Telephone Number:
(877) 829-5500
Our Letter Dated:
November 27, 1996
Addendum Applies:
No

Dear Applicant:

This modifies our letter of the above date in which we stated that you would be treated as an organization that is not a private foundation until the expiration of your advance ruling period.

Your exempt status under section 501(a) of the Internal Revenue Code as an organization described in section 501(c)(3) is still in effect. Based on the information you submitted, we have determined that you are not a private foundation within the meaning of section 509(a) of the Code because you are an organization of the type described in section 509(a)(1) and 170(b)(1)(A)(vi).

Grantors and contributors may rely on this determination unless the Internal Revenue Service publishes notice to the contrary. However, if you lose your section 509(a)(1) status, a grantor or contributor may not rely on this determination if he or she was in part responsible for, or was aware of, the act or failure to act, or the substantial or material change on the part of the organization that resulted in your loss of such status, or if he or she acquired knowledge that the Internal Revenue Service had given notice that you would no longer be classified as a section 509(a)(1) organization.

You are required to make your annual information return, Form 990 or Form 990-EZ, available for public inspection for three years after the later of the due date of the return or the date the return is filed. You are also required to make available for public inspection your exemption application, any supporting documents, and your exemption letter. Copies of these documents are also required to be provided to any individual upon written or in person request without charge other than reasonable fees for copying and postage. You may fulfill this requirement by placing these documents on the Internet. Penalties may be imposed for failure to comply with these requirements. Additional information is available in Publication 557, Tax-Exempt Status for Your Organization, or you may call our toll free number shown above.

If we have indicated in the heading of this letter that an addendum applies, the addendum enclosed is an integral part of this letter.

Letter 1050 (DO/CG)

NORTHSHORE SENIOR CENTER

Because this letter could help resolve any questions about your private foundation status, please keep it in your permanent records.

If you have any questions, please contact the person whose name and telephone number are shown above.

Sincerely yours,

A handwritten signature in cursive script that reads "Steven T. Miller".

Steven T. Miller
Director, Exempt Organizations